

**PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Ramsey Planning Commission conducted a regular meeting on Thursday, May 4, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Randy Bauer
 Commissioner Bruce Anderson
 Commissioner Ralph Brauer
 Commissioner Cheri Gengler
 Commissioner Cindy Nosan
 Commissioner Patrick Surma
 Commissioner Gary VanScoy

Members Absent: None

Also Present: Community Development Director Timothy Gladhill
 City Planner Chris Anderson

1. CALL TO ORDER

Chairperson Bauer called the regular meeting to order at 7:00 p.m.

2. CITIZEN INPUT

None.

3. APPROVAL OF AGENDA

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to approve the agenda as presented.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, Brauer, Gengler, and Nosan. Voting No: None. Absent: None.

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated April 6, 2017

Motion by Commissioner Anderson, seconded by Commissioner Nosan, to approve the following minutes as presented: Planning Commission Meeting Minutes dated April 6, 2017.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Nosan, Brauer, Gengler, and Surma. Voting No: None. Abstain: Commissioner VanScoy. Absent: None.

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: PUBLIC HEARING: Consider Approvals Related to a Request from Trott Brook Hall to Facilitate a Building Expansion at 17301 Nowthen Boulevard NW (Project #17-03), Case of Trott Brook Hall.

- 1. Conditional Use Permit**
- 2. Site Plan**
- 3. Minor Plat**

Public Hearing

Chairperson Bauer called the public hearing to order at 7:02 p.m.

Presentation

City Planner Anderson presented the staff report stating the City has received an application from representatives of Trott Brook Hall (the "Applicant") for a Conditional Use Permit, Minor Plat and Site Plan to facilitate an expansion to their existing building located at 17301 Nowthen Blvd NW. The Minor Plat will consolidate the existing church parcel (17301 Nowthen Blvd NW), the adjacent parcel (17325 Nowthen Blvd NW), and a portion of 17455 Nowthen Blvd NW into one parcel to accommodate the proposed building expansion (together known as the "Subject Property"). The Conditional Use Permit addresses the religious institution in the R-1 Residential District. Staff recommends approving the requested CUP, Minor Plat, and Site Plan.

Citizen Input

Commissioner VanScoy questioned if staff had Findings of Fact for this Planning Case.

City Planner Anderson stated the "Whereas" statements within the Resolution were serving as the Findings of Fact for this Planning Case.

Rick Keillor, Trott Brook Hall representative, discussed the amazing growth Trott Brook has had in recent years. He noted additional space was needed for worship, classrooms and fellowship space. He explained an activity center was being proposed for the future.

Commissioner VanScoy asked if Mr. Keillor had any concerns with staff's recommendations.

Mr. Keillor had not concerns with the recommendations being made by staff.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Nosan, Anderson, Brauer, Gengler, and Surma. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 7:13 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to recommend that City Council adopt Resolution #17-05-101 approving a CUP, Minor Plat and Site Plan associated with a proposed expansion of Trott Brook Hall, subject to approval as to legal form by the City Attorney.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Brauer, Gengler, Nosan, and Surma. Voting No: None. Absent: None.

5.02: Adopt Amended Resolution #16-12-217 and #16-12-218 Relating to an Approved Variance to Low Depth in Woodlands (Project #16-102); Case of Lennar Corporation

Presentation

City Planner Anderson presented the staff report stating in December of 2016, the Planning Commission adopted Resolutions #16-12-217 and #16-12-218 approving Findings of Fact favorable to Lennar Corporation (the "Applicant") and granting a Variance to the lot depth standard for a lot in the Woodlands subdivision. The Applicant is acquiring land from an adjacent property owner and that land was subject to the Preliminary Plat process as it had not previously been reviewed as part of the overall Woodlands site. Thus, the lot and block numbering sequence as part of the preliminary plat did not match the numbering sequence of the final plat. The purpose of this case is strictly administrative in nature as the specified legal description for the lot that was granted a variance has changed with the proposed final plat. Both the Findings of Fact and Variance reference Lot 2, Block 1 Woodlands 4th Addition; with the submittal of the final plat application, the lot is now legally described as Lot 15, Block 3. There are no changes to the terms of the documents themselves. Staff recommends approving the amended resolutions to update the legal description of the lot in question to match the final plat.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend the City Council approve the amendment to Resolutions #16-12-217 and #16-12-218 to correct the legal description to Lot 15, Block 3 Woodlands 4th Addition to match the final plat.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, Brauer, Gengler, and Nosan. Voting No: None. Absent: None.

5.03: PUBLIC HEARING: Consider Recommendations for Riverstone Addition Located near Bunker Lake Boulevard and Puma Street; Case of Capstone Homes (Project No. 17-106)

- 1. Adopt Ordinance #17-06 Approving Zoning Amendment to Planned Unit Development (PUD)**
- 2. Adopt Resolution #17-05-102 Approving Preliminary Plat**

Public Hearing

Chairperson Bauer called the public hearing to order at 7:19 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to review a Preliminary Plat for a 293-lot subdivision (245 detached single-family and 48 townhomes). The Preliminary Plat also requires the approval of a Planned Unit Development (PUD). Staff reviewed the request in further detail and recommended approval of Ordinance #17-06 and Resolution #17-05-102.

Citizen Input

Steve Bona, Vice President of Land Development for Capstone Homes, presented further details to the Commission regarding his proposed development. He stated he was proud of the final Master Plan and commented on the details that were added to the proposed neighborhood. He described how the additional rooftops would assist in supporting The COR. He described the price point for the homes within this neighborhood and noted there was strong demand for this product. He reported the site would have several ponds and a trail corridor that would connect to the Lake Itasca Greenway. Mr. Bona then reviewed several housing styles and home variations with the Commission.

Commissioner Anderson suggested the developer consider adding porches to several of the housing styles.

Mr. Bona stated several of the models do have porch options.

Commissioner Anderson asked if the proposed houses would sit at the same elevation as the railroad tracks.

Mr. Bona discussed the housing topography and anticipated the housing would be slightly lower.

Chairperson Bauer questioned what type of material would be used to construct the berm.

Mr. Bona explained he would be using natural and organic material from the site for the berm.

Commissioner VanScoy asked if the applicant supported staff's recommendations.

Mr. Bona stated the recommendations had been discussed at length with staff.

Community Development Director Gladhill commented on the recommendations further and believed any of the outstanding issues could be resolved with the applicant prior to Final Plat approval. He stated staff was seeking policy direction regarding the street width and neighborhood design.

Chairperson Bauer stated his concern with the narrow streets was for the safety of the children that would be living in the neighborhood.

Community Development Director Gladhill noted that narrower streets do assist in calming traffic and stated on-street parking would be limited.

Mr. Bona commented he felt strongly about allowing the neighborhood to have narrow roadways (28 feet wide). He discussed five different neighborhoods that he recently developed with 28-foot-wide roadways. He reported these neighborhoods are properly served by all City services such as plows, Police and Fire vehicles. He understood the concern for safety but noted he also did not want to put down unnecessary pavement.

Commissioner Anderson stated he would like to 29-foot restricted roadway pursued by the developer.

Commissioner Nosan requested further information from staff on what would be allowed on a 29-foot restricted roadway.

Community Development Director Gladhill reported parking would only be allowed on one side of the street.

Commissioner Nosan questioned if the HOA would manage the garbage pickup.

Mr. Bona reported the garbage pickup would be managed by the HOA.

Commissioner Brauer believed drivers would drive more carefully if the roadway were narrowed.

Commissioner VanScoy requested further information on the sidewalk plan.

Mr. Bona reviewed the sidewalk plan with the Commission.

Commissioner VanScoy expressed concern with the safety of the children living in the neighborhood given the size of the stormwater retention ponds.

Further discussion ensued regarding the stormwater retention ponds.

Trevor Little, 14330 201st Avenue in Elk River, commented on the proposed park and trails within the development and asked if it would be public or private.

Community Development Director Gladhill stated the trails throughout the development would be public. He anticipated there would be more discussions regarding the recreation space.

Mr. Little asked if the houses adjacent to the berm would have a reduced price.

Mr. Bona anticipated the homes along the berm would be in high demand.

Commissioner VanScoy asked if Pearson Park would have parking.

Mr. Bona stated this park was planned to be a public park and noted it would have bump out parking.

Dennis _____, North Fork Company, 49431 Alpine Avenue North, explained he supported the proposed project. He asked what the future was for the existing Itasca Park.

Community Development Director Gladhill stated the City did not have an adopted Master Plan for Itasca Park. He anticipated the park would remain a trailhead and would be recreational and passive in nature.

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Brauer, Gengler, Nosan, and Surma. Voting No: None. Absent: None.

Chairperson Bauer closed the public hearing closed at 8:11 p.m.

Commission Business

Chairperson Bauer requested the approvals for the Ordinance and Resolution be granted separately.

Commissioner Brauer appreciated the great work that had been done between the developer and City staff on this development.

Motion by Commissioner Nosan, seconded by Commissioner Anderson, to recommend that City Council adopt Ordinance #17-06 approving the Zoning Amendment for Riverstone Addition.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Nosan, Anderson, Brauer, Gengler, Surma, and VanScoy. Voting No: None. Absent: None.

Community Development Director Gladhill commented on the architecture of the homes, roadway width, sidewalk plan and stormwater retention pond concerns that were raised by the Commission. He requested the Commission reach a consensus on these matters prior to approving the Preliminary Plat.

There was Commission consensus to support a 29-foot restricted roadway width.

Chairperson Bauer understood the development would have sidewalks on one side of the road throughout the entire development.

Commissioner VanScoy questioned why the developer had not considered sidewalks for both sides of the street.

Community Development Director Gladhill reported the developer was offered some flexibility through the PUD and for this reason, sidewalks were being proposed for only one side of the street.

Mr. Bona discussed how the lots would be impacted if sidewalks were required. He did not believe it was standard for developments to have sidewalks on both sides of the street and requested that sidewalks only be required on one side of the street. It was his opinion the development would be adequately serving pedestrians through by the sidewalks and trails in the neighborhood.

There was Commission consensus to support the proposed sidewalk plan.

There was Commission consensus to support the stormwater retention ponds as proposed.

Community Development Director Gladhill provided the Commission with several more housing options for the neighborhood, noting several homes would allow for front porches. He requested feedback from the Commission regarding the housing architecture.

Chairperson Bauer understood the developer had additional housing options that would allow for porches.

Commissioner Nosan believed the housing styles looked great.

Commissioner Brauer was pleased the developer had a large number of housing options for this neighborhood.

Commissioner Surma asked if the developer had any single level housing options.

Mr. Bona stated he did have a single level housing option available.

Motion by Commissioner Nosan, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #17-05-102 approving the Preliminary Plat for Riverstone Addition subject to the Staff Review Letter.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Nosan, Surma, Anderson, Brauer, Gengler, and VanScoy. Voting No: None. Absent: None.

5.04: Review Architectural Design for Stonebrook Academy

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to review the architectural design for Stonebrook Academy. It was noted the full site plan would be in front of the Planning Commission on June 1.

Commission Business

Chairperson Bauer asked what type of materials were being used on the backside of the building.

Community Development Director Gladhill commented on the amount of EIFS that would be used on the building. It was his hope a fiber panel could be used in lieu of the EIFS.

Commissioner VanScoy believed from a safety perspective the site would benefit from having a second exit. It was also his opinion the northeast corner of the building as not very attractive.

Commissioner Nosan stated she was very disappointed when she reviewed these plans and would like to see the plans improved given the fact this building would be located in The COR. She believed the roof should be higher and wanted to see more architectural style brought into the building façade.

Commissioner Anderson agreed the building exterior needed enhancing. He stated the building would be in a high visibility area and encouraged the developer to reconsider the building elevations to more closely match the existing buildings within The COR.

Commissioner Gengler recommended the building exterior be elevated to more closely match the existing buildings within The COR. For safety purposes, she stated she did not want to see a second entrance onto Sunwood Drive.

Chairperson Bauer supported Commissioner Gengler and believed a second entrance point was not wise.

Commissioner Brauer stated he was insulted by the proposed project plans. He explained that the Planning Commission had bent over backwards to get Stonebrook Academy into The COR. He recommended staff speak with the applicant on ways to dramatically enhance the exterior of the proposed building.

Commissioner Surma recommended the applicant consider returning to their original plans for the site.

Community Development Director Gladhill thanked the Commission for their input and stated he would bring the concerns expressed to the applicant.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to not approve the architectural design for Stonebrook Academy and to direct staff to discuss new plans with the applicant that were more architecturally consistent with The COR.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, Brauer, Gengler, and Nosan. Voting No: None. Absent: None.

**5.05: Review Concept Plan for Sharp Industrial Building at 14251 Jasper Street NW;
Case of Sharp & Associates**

Presentation

Community Development Director Gladhill presented the Staff Report stating the purpose of this case is to consider a concept plan for a new industrial development near the City's Public Work Campus. The Planning Commission previously reviewed this project under a different developer known as Platinum Properties. The main tenant of the current project remains Adrenaline Sports Center. The project is proposed on City-Owned land, so the Planning Commission is asked to review the concept prior to approval of a Purchase Agreement. The intended use appears to be generally in line with the Comprehensive Plan and Zoning Code. Staff recommends that the City approve the concept plan for purposes of entering into a Purchase Agreement.

Commission Business

Commissioner Surma stated he appreciated the great design provided by the applicant and indicated he fully supported the project.

Commissioner Brauer agreed.

Motion by Commissioner Anderson, seconded by Commissioner Surma, to recommend that City Council approve the concept plan for purposes of entering into a Purchase Agreement.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Surma, Brauer, Gengler, Nosan, and VanScoy. Voting No: None. Absent: None.

6. COMPREHENSIVE PLAN UPDATE ITEMS

Community Development Director Gladhill updated the Planning Commission on the Comprehensive Plan.

7. COMMISSION / STAFF INPUT

7.01: Receive Staff Update

The Staff Update was noted.

7.02: Zoning Bulletins

Zoning Bulletins were noted.

8. ADJOURNMENT

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to adjourn the meeting.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, Brauer, Gengler, and Nosan. Voting No: None. Absent: None.

The regular meeting of the Planning Commission adjourned at 8:54 p.m.

Respectfully submitted,

Tim Gladhill
Development Services Manager

ATTEST:

JoAnn Shaw
Planning Division Secretary

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.