

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, March 1, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:                   Chairperson Randy Bauer  
  Commissioner Cheri Gengler  
  Commissioner Cindy Nosan  
  Commissioner Patrick Surma  
  Commissioner Gary VanScoy

Members Absent:                   Commissioner Bruce Anderson

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

**1.     CALL TO ORDER**

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

**2.     CITIZEN INPUT**

Chairperson Bauer thanked Commissioner Nosan for her years of dedicated service to the City of Ramsey on the Planning Commission and wished her well in her retirement.

**3.     APPROVAL OF AGENDA**

Community Development Director Gladhill requested the Commission temporarily postpone action on Item 5.1 until the full applicant team was in attendance.

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

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

**4.     APPROVE PLANNING COMMISSION MINUTES**

**4.01: Approve the Following Planning Commission Minutes:**

#### **4.01.1: Planning Commission Meeting Minutes Dated February 1, 2018**

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to approve the following minutes as presented: Planning Commission Meeting Minutes dated February 1, 2018.

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

#### **6. COMMISSION BUSINESS**

##### **6.01: Review Concept Plan for Sharp Office/Warehouse Building at 6950 Basalt Street NW**

###### **Presentation**

City Planner McGuire Bergle presented the Staff Report stating the concepts plans are offered by Sharp and Associates for informal review. Sharp is considering purchasing the parcel in reference from the City of Ramsey. The proposed concept is an industrial building including office and warehouse space for 5 tenants. The site is vacant and zoned E-1 Employment District. Manufacturing, offices, warehousing and storage, research or testing labs, and truck terminals with buildings are all permitted uses in this district.

###### **Commission Business**

Chairperson Bauer asked if the developer had tenants for the space. City Planner McGuire Bergle explained the developer does not see it being a problem to find tenants for the space.

Commissioner VanScoy stated he had no problems with the request.

Commissioner Nosan requested as many trees be saved as possible.

Commissioner Surma stated he did not object to the proposed request.

##### **6.02: Consider Sketch Plan for Centra Homes (Project #17-162); Case of Centra Homes**

###### **Presentation**

Community Development Director Gladhill presented the Staff Report stating the purpose of this case is to provide the Planning Commission an opportunity to review the official sketch plan submitted by Centra Homes. The proposed residential development consists of forty (40) detached town home units located within The COR. The property consists of approximately 4.3 acres and is located at the southwest corner of Bunker Lake Blvd NW and Ramsey Blvd NW.

###### **Commission Business**

Commissioner Nosan requested further information on the sidewalk connection.

Community Development Director Gladhill described the pedestrian greenway and sidewalk connections that would be constructed through the proposed development. He noted staff had been in communication with Gables Terrace and they were not interested in making a connection to this development. He stated ideally the City would like to have a connection but explained these were private streets and the City could not force the issue.

Commissioner VanScoy asked how many parking stalls each unit would have.

Community Development Director Gladhill reported each unit would have four parking stalls, two in the garage and two on the driveway. He explained this met the City's parking requirements.

Commissioner Gengler questioned what the width of the private street would be.

Community Development Director Gladhill commented the minimum width of the private street would be 24 feet, which meant no on-street parking would be allowed.

Commissioner Surma asked if the street width could be increased without upsetting the plans for the development.

Community Development Director Gladhill stated staff could look at this but noted the development had met the City's minimum requirements. He noted if the roadways were made wider, the driveway length would be decreased, which could cause vehicles to overhang into the roadway. He reported this was an urban development and could work as proposed.

Commissioner VanScoy questioned the width of the roadways in the adjacent townhome development.

Community Development Director Gladhill indicated the roadways were 24 feet in width.

Commissioner Nosan asked if a private association would be responsible for plowing the private roadways.

Community Development Director Gladhill reported this was the case.

Commissioner Nosan questioned the width of the proposed lots.

Community Development Director Gladhill indicated the lots would be 30 feet in width.

Commissioner VanScoy asked how staff was defining these proposed units.

Community Development Director Gladhill explained they were being defined as detached townhome units or villas.

Chairperson Bauer asked what the project timeline would be for this development.

Community Development Director Gladhill stated the developer hoped to begin construction in the fall of 2018.

## **5. PUBLIC HEARINGS/COMMISSION BUSINESS**

### **5.01: Public Hearing: Request for a Conditional Use Permit to Allow Motor Vehicle Sales at 6750 Highway 10 NW (Project No. 18-102); Case of 22 Properties**

#### **Public Hearing**

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

#### **Presentation**

City Planner McGuire Bergle presented the staff report stating 22 Properties (the "Applicant") has submitted an application for a Conditional Use Permit at 6750 Highway 10 NW (the "Subject Property") to allow automobile sales and detailing. The Applicant is proposing to store, display, sell, and wash/detail vehicles. The Subject Property is currently used for boat sales by Son Watersports.

#### **Citizen Input**

Steve Fisher, 22 Properties representative, addressed the Commission regarding the requirements of the City. He noted he had met with the property owner and explained they were unwilling to help with paving the unimproved surface. He indicated 22 Properties was at the limit for their borrowing potential noting the applicant could purchase the building at this time but did not have the funds to pave the gravel area. He stated it would be nice to store additional cars in the fenced in area, however, the applicant could operate his business successfully on the current paved areas. He requested the applicant be able to grow into the space over time and be allowed to use the space as is.

Dave Evenson, 7867 Park Court NE, 22 Properties, commented he was trying to be proactive which led him to meet with the City regarding his purchase. He explained the fenced in portion of the lot was quite large and would cost roughly \$80,000 to pave. He stated this was just not feasible for him at this time. He requested feedback from the Commission on this matter.

Commissioner Surma stated this was a nice-looking building with a well-maintained parking lot. He did not believe paving the gravel area was necessary at this time as it was to the rear of the building and for this reason, could remain as is.

Mr. Evenson explained the gravel area was packed down Class V and was almost like a concrete surface.

Commissioner Nosan asked why the City would not allow Mr. Evenson to use the gravel area.

City Planner McGuire Bergle explained the applicant was proposing to change the use of the site, which required a conditional use permit. This required approval from the City as well as compliance with the City's current zoning standards.

Community Development Director Gladhill reported the back gravel area did not comply with City Code. In order to comply with City Code, the gravel area had to be paved if used for business operations.

Mr. Evenson stated he would like to be able to use all of the land he was proposing to purchase and not just 70% of it.

Mr. Fisher noted the gravel area was fenced and was not visible from the public.

Chairperson Bauer asked when it would be realistic for Mr. Evenson to pave the gravel area.

Mr. Evenson indicated he hoped to pave this area in the next five years.

Community Development Director Gladhill reported the City Council had provided staff with direction to clean up the businesses along Highway 10 and not allow for variances that would detract from the view.

Commissioner VanScoy requested further information on the proposed phased approach for paving the gravel area.

Mr. Fisher discussed how Mr. Evenson hoped to pave the area over the next five years.

Chairperson Bauer questioned if a Temporary Conditional Use Permit could be considered for the applicant that would expire in five years, if the gravel area was not paved.

Community Development Director Gladhill stated this could be considered, but noted staff was still struggling with how to phase in the pavement of the gravel area.

Mr. Fisher asked if an Interim Use Permit could be considered for the applicant.

Community Development Director Gladhill stated this would not be in the City's best interest. He recommended a Conditional Use Permit with specific conditions be pursued to address the phasing of pavement of the gravel area. He commented further on the revocation process for a CUP that does not comply with the City approved conditions.

Mr. Evenson stated he would rather just not use the gravel area than have his Conditional Use Permit revoked at some point in the future, if he was not able to pave the entire gravel area.

Commissioner VanScoy asked if the applicant wanted to purchase the property and utilize only the paved areas currently while working to pave a portion of the gravel area in the next two years.

Mr. Evenson stated he would like the freedom to use the entire gravel area for the next five years as he worked to get the entire gravel area paved in phases. He noted the gravel area was currently Class V.

Commissioner VanScoy described how the gravel area would be used differently from boat storage to car parking.

Mr. Evenson explained he was uncertain that he would even use the gravel area a lot. He requested he be given five years to pave the gravel area.

Commissioner Surma commented Dave Evenson was a resident of Ramsey and respected business owner. He did not believe Mr. Evenson would be purchasing a property in the City in order to blight the parcel. He was of the opinion that Mr. Evenson would work to enhance his investment over time. He explained this property was not detracting from Highway 10 at this time. He recommended this property be required to be in compliance with City Code in alignment with the improvements planned for Highway 10.

Commissioner Gengler asked what would happen if the applicant were to sell his property in two or three years from now without making the required improvements.

City Planner McGuire Bergle stated the Conditional Use Permit would remain with the land and the property would have to be brought into compliance with the conditions within the CUP within the specified timeframe.

Mr. Fisher questioned if the property currently had a Conditional Use Permit.

Community Development Director Gladhill reported the property did not currently have a Conditional Use Permit. He explained the business was a lawful non-conforming use. He added that the gravel area was not approved by the City. He stated the City has made attempts to bring this space into compliance to allow for the seasonal boat storage. He discussed how the applicant was proposing to use the space differently which meant the site had to come into compliance with City Code.

Mr. Evenson explained in 1990 this property had used car sales for Mad Mac's. He questioned why a CUP was not in place.

Community Development Director Gladhill reported the City had a permit for construction of the building but noted a CUP was never granted for used car sales. He explained that after 12 months of not selling cars on the site, the lawful non-conforming use status goes away.

City Planner McGuire Bergle discussed the development permit that was issued for Mad Mac's.

Community Development Director Gladhill explained the previous car sales was limited to the paved area around the building.

Mr. Fisher stated Mr. Evenson would be paying a premium for this property and therefore did not have funding available at this time to pave the gravel area.

Commissioner VanScoy asked if it would be reasonable for the applicant to have the gravel area paved in its entirety by 2023.

Mr. Evenson stated this would be a good goal noting seven years would be even better. He explained he could agree to pave the east side over the next two years.

Commissioner Surma encouraged the City to be flexible and respect the property rights of the applicant.

Commissioner VanScoy stated the Planning Commission also had to respect City Code and the zoning regulations.

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

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

Chairperson Bauer closed the public hearing closed at 7:58 p.m.

### **Commission Business**

Commissioner VanScoy stated he would like to support this business by offering a phased approach for the paving of the gravel area. He suggested the east side be paved within two years and the remainder being paved by 2023.

Commissioner Nosan supported this recommendation. She stated she would rather see this business coming into Ramsey than for the site to remain as is.

Chairperson Bauer recommended the paving be completed two years and five years from the date of closing on the property.

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to recommend that City Council adopt Resolution #18-045 approving a Conditional Use Permit, contingent upon bringing the Subject Property into compliance with the Zoning Code and amended requiring the unpaved area to the east be paved within two years of the date of closing and the remainder of the unpaved area be paved five years from the date of closing and if these dates are not met the unpaved portion cannot be used for car sales until the paving is complete.

## **Further discussion**

City Planner McGuire Bergle stated she feared that the additional language would provide the applicant with zero incentive to pave the gravel area as he would be able to use it as is.

Commissioner VanScoy explained after two years if the area to the east of the building was not paved the entire gravel area could not be used by the applicant until paved.

Commissioner Gengler stated this was a compromise for her but she was willing to offer her support.

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

## **6. COMMISSION BUSINESS - CONTINUED**

### **6.03: Review Resubmitted Concept of Shade Tree Cottages; Case of Shade Tree Communities**

#### **Presentation**

City Planner McGuire Bergle presented the Staff Report stating Shade Tree Communities has contacted the City and expressed a desire to resubmit a proposed plat known as Shade Tree Cottages. This is a project that went through City review approximately ten (10) years ago and received final plat and site plan approval as well as a zoning amendment to rezone the parcel to Planned Unit Development (PUD). The project is a mix of small-lot single-family and detached townhomes (villas/detached single-family with HOA maintenance). While the final plat and site plan have expired, the zoning of PUD has not. The applicant has submitted a revised concept plan and PUD taking into account current zoning regulations. It was noted the number of proposed lots has decreased from 42 to 38.

#### **Commission Business**

Commissioner VanScoy asked how much of the land was buildable.

Community Development Director Gladhill reported 15 acres of the site was buildable which created a net density of 2.7+/- units per acre. He stated the lot sizes were the portion of the project that was deviating from City Code. He reported Lots 8 and 9 were staff's primary concern within this development. He noted these lots could create concerns long-term given the close proximity to the wetland.

Chairperson Bauer questioned if Lots 8 and 9 were removed if a PUD would still be required. He asked what other issues remained within the development that required PUD approval.

Community Development Director Gladhill stated the proposed lot depths and lot widths would still require a PUD.

Commissioner VanScoy asked if the entire development would have private streets.

City Planner McGuire Bergle explained 157<sup>th</sup> Avenue would be a private street, due to the fact it would be 24 feet in width, and the remainder would be public streets.

Commissioner VanScoy requested further information on how the development would be buffered.

City Planner McGuire Bergle described the buffering for the development and noted the proposed homes would be lower than the existing homes.

Commissioner VanScoy questioned what the public benefit was from the proposed PUD.

City Planner McGuire Bergle stated the developer was proposing to dedicate wetlands, to install trails and would consider architectural requirements.

Commissioner VanScoy recommended the applicant formalize the public benefits prior to this item being presented to the City Council.

Chairperson Bauer asked if Lots 8 and 9 should be eliminated.

Commissioner VanScoy stated these lots would be problematic.

Commissioner Gengler requested traffic counts along 157<sup>th</sup> Avenue and Nowthen Boulevard be considered.

Community Development Director Gladhill asked if the consensus of the Commission was to support the completion of a traffic study.

Commissioner Gengler commented she would not require this to be completed, but requested the safety of traffic entering and exiting Nowthen Boulevard be considered.

Community Development Director Gladhill thanked Commission for their feedback.

## **7. COMPREHENSIVE PLAN UPDATE ITEMS**

Community Development Director Gladhill provided the Commission with an update on the Comprehensive Plan.

## **8. COMMISSION / STAFF INPUT**

### **8.01: Receive Staff Update**

The Staff Update was noted.

**8.02: Zoning Bulletins**

Zoning Bulletins were noted.

**9. ADJOURNMENT**

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

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

The regular meeting of the Planning Commission adjourned at 8:36 p.m.

Respectfully submitted,

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Tim Gladhill  
Community Development Director

ATTEST:

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JoAnn Shaw  
Community Development Assistant

Drafted by Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*