

**CITY COUNCIL WORK SESSION  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Ramsey City Council conducted a City Council Work Session on Tuesday, July 24, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Acting Mayor John LeTourneau  
                          Councilmember Jill Johns  
                          Councilmember Mark Kuzma  
                          Councilmember Chris Riley  
                          Councilmember Melody Shryock

Also Present:         Community Development Director Timothy Gladhill  
                          Parks and Assistant Public Works Superintendent Mark Riverblood  
                          Planning Intern PeggySue Imihy  
                          City Planner Chloe McGuire Brigl

**1.     CALL TO ORDER**

Acting Mayor LeTourneau called the City Council Work Session to order at 5:33 p.m.

**2.     TOPICS FOR DISCUSSION**

**2.01:   Provide Direction on Streetscape Plan/Manual**

City Planner McGuire Brigl reviewed the staff report.

Community Development Director Gladhill noted that one of the options would be a lower cost option as some of the existing signs could be rehabilitated with the new design.

Councilmember Kuzma stated that The COR sign seems disconnected. He stated that perhaps the lower sign state “welcome to The COR” rather than “The COR at Ramsey”.

Community Development Director Gladhill noted that would be an easy change to make.

Acting Mayor LeTourneau stated that he wants residents to identify with being in Ramsey and may potentially be interested in wayfinding signs. He stated that he does not think it is important to call out specific nodes or neighborhoods with signage. He stated that he does not believe that The COR benefits at all from signage. He suggested that the Ramsey portion of the sign remain, and the bottom part of the sign be made dynamic to allow promotion of different events rather than having The COR sign.

Councilmember Kuzma agreed, stating that he does not like The COR signage and thinks people find it confusing.

Councilmember Shryock stated that she prefers the concrete base over the wood or metal options. She asked if the signage would be spotlighted.

Community Development Director Gladhill stated that there could be halo lighting in some of the options or spotlighting could also be done.

Councilmember Shryock stated that her idea of streetscaping included more elements than just signage and therefore was disappointed with the case. She stated that her idea of streetscaping would include lighting, plantings, benches and would provide consistency throughout the community. She stated that this plan should also tie into the parks. She suggested a few additional locations where signage could be helpful that were not included in the suggestions. She stated that she would prefer to either have a complete streetscape plan or retitle this as a signage plan.

Acting Mayor LeTourneau asked if this is a component of a larger plan that will eventually create a manual type document including all those elements.

Community Development Director Gladhill noted that the intention is to build upon the plan and build a methodical approach using the resources that the City has. He noted that this would simply be the basics and create a standard pallet that can be added upon over time.

Parks and Assistant Public Works Superintendent Riverblood stated that he would be appreciative with direction from the Council for the parks signage. He stated that the signs and monuments can migrate to a more standardized branding. He noted that there are outdated signs and monuments within the parks that need updating but it would be helpful to have direction on the branding.

Councilmember Kuzma stated that he believed that the Council had already created standards for signage and asked why that is not being used.

Community Development Director Gladhill noted that there were standards for The COR signage but some of the materials had become too expensive.

Councilmember Kuzma stated that he does not prefer the wood sign design.

Councilmember Riley stated that he likes the metal options and would like to consider maintenance and lifespan of the signs and materials. He stated that it is important for the signs to be lit, especially with lesser daylight in the winter months. He stated that he would like to see consistent sign designs within the park as well.

Councilmember Shryock stated that in regard to the metal signs, it can become hard to read, using the example of the Central Park sign. She stated that there should be high contrast for readability.

Acting Mayor LeTourneau stated that there seems to be consensus of the Council with the metal/concrete signage and asked for input regarding parks.

Parks and Assistant Public Works Superintendent Riverblood replied that he would be in agreement with the metal/concrete signage for the parks as that would be more resistant to vandalism as well. He stated that in regard to the Central Park sign, there is additional space to allow for lighting.

Councilmember Johns asked and received confirmation that the parks signage would be updated with the new design when replacement is needed and not simply to update the sign.

Councilmember Shryock stated that she would like to see this plan retitled as the signage portion of the streetscape plan.

Community Development Director Gladhill confirmed the consensus of the Council with the middle option included in signage concept one. He noted that staff will also obtain quotes for the Highway 10 signage taking out The COR portion and replacing that with a dynamic portion.

Councilmember Johns asked if the horizontal option would be used in all locations.

Councilmember Shryock stated that it was her understanding that the smaller nodes would use the pillar style signs.

Community Development Director Gladhill confirmed the desire of the Council for a horizontal option and vertical option.

Councilmember Riley stated that included in the plan was smaller neighborhood signs and was unsure why those would be used. He stated that it was his understanding that the intent was to label key entrances to the City and not signs in neighborhoods.

Councilmember Johns confirmed that she would prefer to focus on the entrance to the community signs.

Acting Mayor LeTourneau stated that this could start with the larger entrance signs and then different projects could develop over time. He stated that the choice at this time was simply on design.

Councilmember Shryock stated that it was her understanding that the map was more of a future idea and perhaps to be included in the overall streetscape plan.

Community Development Director Gladhill noted that the plan will aim more towards the main entrances to the community.

Parks and Assistant Public Works Superintendent Riverblood asked if the planning team should obtain quotes for the emerging design for the Bunker/47 sign and Rivers Bend sign together.

Community Development Director Gladhill confirmed that he could do that. He stated that construction documents may be helpful to ensure that there is an accurate representation from the bidders.

Councilmember Kuzma asked the funding source for the signs.

Community Development Director Gladhill stated that the Bunker/47 sign has funding from the settlement when the previous sign was destroyed. He stated that the funds will not fully fund the project and stated that once the cost is better known, the funding source could be determined.

Councilmember Johns stated that this cannot just be a sign, there has to be plantings and shrubs and other landscaping elements.

## **2.02: Review and Discuss Proposed Changes to the Home Occupation Ordinance**

Planning Intern Imihy reviewed the staff report.

Councilmember Johns stated that there have been several situations where problems have arisen and a lot of those revolve around outdoor storage. She stated that she views home occupation as starting a business and getting things going until you can get into a commercial location and therefore would only see the need for perhaps one additional employee. She stated that if there are two or three employees, that causes additional traffic and changes the character of the neighborhood.

Councilmember Riley agreed that home occupation is a startup and when you are adding employees, that is when you need to look for commercial space. He stated that the City does have commercial space available when those home occupations need to transition. He agreed that outdoor storage should be prohibited as the location would be a home first. He agreed that allowing one employee would provide flexibility.

Councilmember Kuzma stated that he feels that this would be too restrictive. He stated that he understands that outdoor storage can be a problem and asked where the line would be drawn, comparing a homeowner that has an RV or camper to a business owner. He stated that he would have a problem telling someone what they can have in their yard. He stated that he would be sensitive to the small business person telling them that they cannot have two employees and would have trouble supporting the changes.

Planning Intern Imihy replied that the outdoor storage would not apply to the person's boat or jetski but would target materials specific to home occupation such as landscaping materials or equipment.

Councilmember Riley agreed that you would expect to find campers and boats in a residential neighborhood and would not expect to find business materials.

Councilmember Shryock stated that she would like some flexibility, perhaps requiring screening for outdoor storage rather than prohibiting it. She stated that the City has always taken the stance

that they are not going to proactively monitor certain items and would respond to complaints, using the example of someone having two employees. She noted that perhaps one employee comes on Tuesdays and one on Thursdays.

Planning Intern Imihy replied that one commercial vehicle would be allowed, but the outdoor storage prohibition would simply limit to one bobcat rather than three bobcats. She stated that these changes would simply provide staff with better information and enforcement ability in the cases where problems arise.

Acting Mayor LeTourneau stated that these changes would create guidelines for home occupation businesses to operate within and remind them that the primary use is residential.

Councilmember Shryock asked if changes to the ordinance would be the best method for restriction or whether additional review should be done in another manner.

Acting Mayor LeTourneau stated that these guidelines would be in place to help emerging business owners determine what they would need to have in place in order to open a business in their home. He stated that Ramsey is growing and changing and the guidelines are simply being updated.

Councilmember Shryock asked how an exception would be given to properties with larger acreage.

Planning Intern Imihy replied that additional conditions or flexibility can be given through a Conditional Use Permit.

Community Development Director Gladhill noted that the issues that the City continues to have are with contractors with multiple vehicles and a large amount of outdoor storage for the business. He stated that staff will use the feedback of the Council to tweak the draft.

Councilmember Kuzma stated that there are home occupation businesses in the northern portion of the City that is more rural and asked how that would fit in.

Community Development Director Gladhill stated that the largest amount of complaints come from the more rural areas. He stated that there are some landscaping businesses that generate a lot of complaints.

Councilmember Johns stated that in her opinion the ordinance should be more restrictive, and the CUP should be provided as an option to allow additional flexibility. She stated that even when you have multiple acres, there are impacts to the character of the neighborhood when someone has a lot of commercial vehicles or outdoor storage of business materials. She stated that she does not view this as being unfriendly to business but being supportive of the community as a whole.

Councilmember Shryock stated that she would agree with someone having the ability to apply for a CUP to be more flexible.

Councilmember Kuzma stated that he still struggles with property rights, as it should be the choice of the property owner as to whether they would like to have bobcats or a boat.

### **2.03: Review and Discuss Proposed Neighborhood Business District**

Planning Intern Imihy reviewed the staff report.

Community Development Director Gladhill provided another possible location where this could be applied.

Councilmember Riley stated that he likes the idea, but his concern would be the permitted and non-permitted uses. He stated that although he is not sure that he disagrees, he is unsure that the list needs to be that specific.

Community Development Director Gladhill stated that in the example used in the case, the neighborhood was very concerned with possible uses and therefore the list was based off public engagement. He stated that the intent is to have a different character and therefore would be more restrictive than the B-1 zoning district.

Councilmember Riley stated that it appears that many items could be added to the list that the City would not want to have.

Community Development Director Gladhill noted that staff based the list off the permitted and non-permitted uses within other zoning codes.

Councilmember Johns stated that this would be a new type of zoning district that would be added and asked if that would impact the updating of the Comprehensive Plan.

Community Development Director Gladhill stated that this would not impact the updating that the City is currently completing and would be consistent with the long-range planning process.

Councilmember Kuzma asked if a catch all phrase could be used for non-permitted uses.

Community Development Director Gladhill stated that language would not be allowed in legal application.

Councilmember Shryock stated that she believes that this fits well with the Comprehensive Plan process. She stated that it would be better to identify these areas so that property owners are aware of the use. She stated that application should be done thoughtfully and in areas where it makes sense.

## **3. TOPICS FOR FUTURE DISCUSSION**

### **3.01: Review Future Topics/ Calendar**

Councilmember Riley asked for additional details on a home occupation application that was previously withdrawn and whether there is anything further needed from the Council.

Community Development Director Gladhill provided an update to the Council. He stated that a notice of violation has been sent to the property owner and there is nothing further for the City Council to do at this time. He stated that another update will be given to the Council in August.

Councilmember Shryock stated that during the road financing discussions she was told that staff would attempt to find the PowerPoint presentation that was given to the Council for her to review. She stated that she has not received that information and asked if staff could follow-up on that.

**4. MAYOR / COUNCIL / STAFF INPUT**

None.

**5. ADJOURNMENT**

The Work Session of the City Council was adjourned at 6:47 p.m.

Respectfully submitted,

---

Kurtis G. Ulrich  
City Administrator

ATTEST:

---

Jo Ann M. Thieling  
City Clerk

Drafted by Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*