

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, September 6, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Randy Bauer
 Commissioner Bruce Anderson
 Commissioner Cheri Gengler
 Commissioner Patrick Surma
 Commissioner Gary VanScoy
 Commissioner Matt Woestehoff

Members Absent: Commissioner Daniel Onyambu

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

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 ____, seconded by Commissioner ____, to approve the agenda as presented.

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

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated August 2, 2018

Motion by Commissioner __, seconded by Commissioner __, to approve the following minutes as presented: Planning Commission Meeting Minutes dated August 2, 2018.

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

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider Request for Zoning Amendment (Text) to the B-1 and B-2 Business Districts and a Conditional Use Permit to Allow a Religious Institution on the property located at 6760 Highway 10; Case of CREES Ministries

Public Hearing

Chairperson Bauer called the public hearing to order at 7:03 p.m.

Presentation

City Planner McGuire Brigl presented the staff report stating the City has received an application from CREES Ministries (the “Applicant”) requesting a Zoning Amendment to the text of the B-2 Business District to identify Religious Institutions as a Conditional Use and a Conditional Use Permit to allow a religious institution on the property located at 6760 Highway 10 (the “Subject Property”). The property is zoned B-2 Business District and is currently a retail operation that is going out of business. Staff has brought forward zoning text amendments for both the B-1 and B-2 Business Districts to simplify the zoning code and refrain from bringing the same request forward in coming months for the B-1 district.

Citizen Input

Chairperson Bauer asked if the southern building would be used for rental storage for the neighboring property. He explained this was not allowed in the current zoning district.

City Planner McGuire Brigl reported this would be a violation of City Code and reported this use would not continue in the southern building.

Chairperson Bauer questioned if the church would have to have a separate permit in order to hold outdoor services.

Community Development Director Gladhill explained the religious institution would have to have a Special Use Permit from the City in order to hold outdoor services.

Chairperson Bauer requested further information regarding the restroom facilities within the existing building.

City Planner McGuire Brigl reported the Building Inspector and Fire Marshall would be visiting the site next Tuesday to ensure the site has adequate facilities in place.

Jonathan Juress, Round Tree Real Estate in Rogers, thanked the Commission for their consideration. He explained he had no intention of renting the southern building to the neighboring property.

Commissioner Anderson asked if CREES Ministries would have people staying overnight at their religious institution.

Mr. Juress indicated he would not have anyone living onsite or staying overnight at the religious organization. He stated the sole focus of the ministry would be on Tuesday and Saturday services for families.

Commissioner VanScoy questioned if the applicant had any questions regarding the technical review letter.

Mr. Juress stated he had reviewed the letter and had no questions.

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

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

Chairperson Bauer closed the public hearing closed at 7:17 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to recommend that City Council adopt Ordinance #18-15 Amending Conditional Uses in the B-1 and B-2 Districts to Allow for Religious Institutions.

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

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #18-182 Approving CUP for a Religious Institution at 6760 Highway 10.

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

5.02: Public Hearing: Review Site Plan and Amended CUP for Green Valley Green House (Project 17-120)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:20 p.m.

Presentation

City Planner McGuire Brigl presented the staff report stating Green Valley Green House has created a Master Plan for their phased expansion of the greenhouse operations located at 6530/6560 Green Valley Road. The purpose of this review is to consider amendments to the existing Conditional Use Permit for the greenhouse to include the proposed expansion and approve the first phase of their expansion.

Citizen Input

Commissioner Gengler asked if everything on the map was currently on the property.

City Planner McGuire Brigl stated the machine shed was not part of the site plan.

Brad Wolfe, co-owner of Green Valley Greenhouse, thanked staff for the thorough report. He explained he has tried to work on noise issues on his site. He reported the new site would be naturally ventilated and would not require fans. He discussed the berm and landscaping that would be located at the front of the property. He requested Item 7 within the Resolution remain as it was.

Community Development Director Gladhill explained Item 7 was redrafted to follow current building code. He reported there were portions of the building that would require a building permit, such as the restrooms and retail area.

Commissioner VanScoy asked if the number of truck trips per day would be increasing or decreasing with the proposed changes.

Mr. Wolfe stated it was his hope the number of truck trips would be decreasing after the improvements were made to the site.

Chairperson Bauer questioned how many employees the Green Valley Green House had and asked if this number would be increasing.

Mr. Wolfe described how the greenhouse was working to automate jobs through technology. He stated the expansion would not be adding a large number of employees. He estimated only one to five employees would be added over time. He commented on the retail side, the goal would be to maintain the current seasonal staff.

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

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

Chairperson Bauer closed the public hearing closed at 7:34 p.m.

Commission Business

Commissioner Surma asked if the City was considering making any safety improvements to Green Valley Road.

Community Development Director Gladhill stated shoulders could be added at some point, but noted a full reconstruct would be needed at some point.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #18-178 Granting Site Plan Approval and Approving an Amended Conditional Use Permit for Green Valley Green House's Greenhouse Operations.

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

6. COMMISSION BUSINESS

6.01: Consider Resolution #18-185 Approving Final Plat and Site Plan for Bunker Lake Industrial Park Second Addition (Project #18-130); Case of PSD, LLC

Presentation

Community Development Director Gladhill presented the Staff Report stating the purpose of this case is to review the proposed site plan for Bunker Lake Industrial Park Second Addition. While the resolution includes final plat approval, final plat is reviewed only by the City Council. The proposed project is located in the City's new business park located generally south of Bunker Lake Blvd and west of Armstrong Blvd. The proposed building is 60,800 square feet and would be the third building in the City's new industrial park.

Commission Business

Chairperson Bauer asked how the parking requirements for this site would be met without the City understanding what mix of tenants would be located within the building.

Community Development Director Gladhill stated with every project there is the building permit and site plan requirements for the outside shell. He reported individual buildouts also required a building permit. He explained overall staff was comfortable with the proposed parking. He noted the only concern with parking would be if the entire site were to fill with office.

Matt Cooper, PSD, stated he understood the parking concerns but noted if a large office tenant were to occupy the building parking could be added to the rear of the building. He commented on the proposed color scheme for the building.

Chairperson Bauer requested further information regarding the sidewalks.

Community Development Director Gladhill described the location of the sidewalks within this project. He commented on the infrastructure planned for the surrounding area.

Commissioner Anderson questioned what types of buildings would locate in this building.

Mr. Cooper anticipated the building would have machine shops, brew pub or warehouse uses.

Motion by Commissioner Woestehoff, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #18-185 approving the Site Plan of Bunker Lake Industrial Park Second Addition contingent upon compliance with the Staff Review, City Engineer approval, and that the developer enter into a development agreement with the City.

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

6.02: Consider possible lot area variance application for a Minor Subdivision at 7021 158th Lane NW

Presentation

Community Development Director Gladhill presented the Staff Report stating the purpose of this case is to get initial feedback from the Planning Commission as it relates to a possible future resident application for a variance to minimum lot area to allow for a minor subdivision of the property located at 7021 158th Ln NW. Staff requested feedback from the Commission on the possible lot area variance.

Commission Business

Commissioner VanScoy asked if these lots would be serviced by septic and well.

Community Development Director Gladhill reported this was the case.

Chairperson Bauer questioned what the purpose was of the all the vehicles in the rear yard.

Oksana _____, 7021 158th Lane NW, stated she has lived in Ramsey since 2002. She reported the vehicles in the rear yard belonged to her husband.

Community Development Director Gladhill reported the City had concerns regarding the activity in the rear yard. He stated there appeared to be a home occupation occurring on the property and

noted these vehicles would have to be removed from the site if the lot split were to be approved by the City.

Commissioner Anderson questioned what the minimum lot size was to have well and septic.

Community Development Director Gladhill stated the minimum lot size was one acre.

Commissioner Anderson suggested the cars be removed from the rear yard and the area be cleaned up. He recommended that a lot split only be considered for lots that were one acre in size as this would conform with the surrounding properties.

Commissioner VanScoy commented he would not favor a lot split.

Chairperson Bauer stated he could only support one-acre lot splits.

Commissioner VanScoy asked if the City was considering to expand the MUSA into this area of the community.

Community Development Director Gladhill reported this was not the case.

7. COMPREHENSIVE PLAN UPDATE ITEMS

7.01: Receive Progress Report on Comprehensive Plan Update

Community Development Director Gladhill stated the purpose of this case is to review the current draft of the Comprehensive Plan Update. The Plan is available for public comment, including adjacent jurisdictions, at www.cityoframsey.com/ramsey2040. The City has until December 31, 2018 to make final edits and submit to the Metropolitan Council.

Chairperson Bauer commented on the importance of technology to the community.

Commissioner Anderson stated he would like to see the parks priorities better spelled out within the Comprehensive Plan.

Chairperson Bauer reported the Park Commission has a long-range plan in place for the City.

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 Anderson, seconded by Commissioner VanScoy, to adjourn the meeting.

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

The regular meeting of the Planning Commission adjourned at 8:20 p.m.

Respectfully submitted,

Tim Gladhill
Community Development Director

ATTEST:

JoAnn Shaw
Planning Division Secretary

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.