

**City of Ramsey**  
**Agenda**  
**Revised**  
**Regular City Council**  
**Tuesday, March 12, 2019**  
**7:00 pm**  
**Council Chambers, 7550 Sunwood Drive NW**

1. **Call to Order**
2. **Presentation**
3. **Citizen Input**
4. **Consent Agenda**
  1. Note the Following Boards and Commissions Meeting Minutes:
    - Planning Commission Meeting Minutes Dated January 3, 2019
    - Economic Development Authority Meeting Minutes Dated January 10, 2019
    - Environmental Policy Board Meeting Minutes Dated January 14, 2019
  2. Approve the Following Meeting Minutes:
    1. City Council Work/Strategic Planning Session dated 2/19/2019
    2. City Council Special Work Session dated 2/26/2019
    3. City Council Regular Session dated 2/26/2019
  3. Approve Licenses
  4. Adopt Resolution #19-065 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 21, 2019 through March 5, 2019
  5. Adopt Resolution 19-064 Approving Development Agreement and Architecture of Parkside Village
  6. Adopt Resolution #19-066 Accepting a Trail Easement Over Lots 1 and 2, Block 1 Lavern Estates (Project No. 17-137); Case of Joshua Peterson
  7. Adopt Resolution #19-069 Approving Memorandum of Understanding with Anoka County for Septic Plan Review **Please Note: This case was moved from Consent Agenda 4.7 to Regular Agenda 7.7.**
  8. Report from Public Works Committee  
The Public Works Committee held its regular meeting on February 19, 2019 and discussed the following cases:
    1. Appoint Chair and Vice-Chair of the Public Works Committee. Ratify the recommendation of the Public Works Committee to nominate Councilmember Kuzma as Chairperson for 2019. Ratify the recommendation of the Public Works Committee to appoint Councilmember Shryock as Vice-Chairperson for 2019.
    2. Staff Updates on Wellhead Protection Plan Amendment Process: No action taken, for update and

informational purpose only.

**5. Approve Agenda**

**6. Public Hearing**

1. Public Hearing: Approve On-Sale, and Sunday Liquor License for MENSCH, LLC dba McDuff's.

**7. Council Business**

1. Adopt Resolution #19-067 Approving Purchase Agreements for Land Exchange; Case of PSD LLC
2. Adopt Ordinance #19-02 Amending the R-1 and R-2 Sections of Chapter 117 of City Code to Allow 50- and 65-Foot Wide Lots and Clarifying Existing Language
3. Adopt Ordinance #19-04 Amending Official Zoning Map; Case of Harvest Estates 2nd Addition
4. Adopt Ordinance #19-03 Amending the Definition of Topsoil (Project No. 18-146)
5. Adopt Ordinance #19-05; Amendment to City Code Chapter 117 (Zoning and Subdivision of Land) to add a Neighborhood Business District
6. Adopt Ordinance #19-06 Amending Official Zoning Map; Case of Carol Lublin
7. Adopt Resolution #19-069 Approving Memorandum of Understanding with Anoka County for Septic Plan Review **Please Note: This case was moved from Consent Agenda 4.7 to Regular Agenda 7.7.**

**8. Mayor/Council/Staff Input**

**9. Adjournment**

**CC Regular Session**

**4. 1.**

**Meeting Date:** 03/12/2019

**By:** JoAnn Shaw, Community Development

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**Information**

**Title**

Note the Following Boards and Commissions Meeting Minutes:

- Planning Commission Meeting Minutes Dated January 3, 2019
  - Economic Development Authority Meeting Minutes Dated January 10, 2019
  - Environmental Policy Board Meeting Minutes Dated January 14, 2019
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**Attachments**

Planning 01 03 19

EDA 01 10 19

EPB 01 14 19

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: JoAnn Shaw

Final Approval Date: 03/07/2019

**Reviewed By**

Kurt Ulrich

**Date**

03/07/2019 10:23 AM

Started On: 02/22/2019 11:37 AM

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, January 3, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:           Chairperson Randy Bauer  
                                  Commissioner Bruce Anderson  
                                  Commissioner Cheri Gengler  
                                  Commissioner Daniel Onyambu  
                                  Commissioner Patrick Surma  
                                  Commissioner Matt Woestehoff

Members Absent:           Commissioner Gary VanScoy

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

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

**4.     APPROVE PLANNING COMMISSION MINUTES**

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

**4.01.1: Planning Commission Meeting Minutes Dated December 6, 2018**

Motion by Commissioner Anderson, seconded by Commissioner Onyambu, to approve the following minutes as presented: Planning Commission Meeting Minutes dated December 6, 2018.

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

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

### **5.01: Public Hearing: Consider a Variance Request to Allow a Detached Accessory Garage Nearer the Front Lot Line than the Home at 5725 180<sup>th</sup> Lane NW (Project No. 18-162); Case of Lisa and Scott Monserud**

#### **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 purpose of this case is to review a request from Lisa & Scott Monserud (the "Applicant"), owners of the home at 5725 180th Ln NW (the "Subject Property") to build a detached garage closer to the front lot line than the home on the subject property. The subject property is approximately 1.37 acres and is zoned R-1 Rural Developing. The City Code restricts the siting of detached accessory buildings on lots less than 2 acres to the side or rear yard. In order for an accessory building be nearer the front property line than the principal building on the lot, a variance must be obtained. Staff recommended approval of the Variance request that would allow a detached accessory garage nearer to the front lot line than the home.

#### **Citizen Input**

Chairperson Bauer asked if the new structure would be accessed on a day to day basis.

Lisa Monserud, 5725 180<sup>th</sup> Lane NW, explained the driveway would be extended to the garage.

Commissioner Anderson asked if the RV would be placed in the garage.

Ms. Monserud reported the RV would not be parked in the garage. She reported this would be parked on a concrete surface along the side of the existing garage.

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

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

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

### **Commission Business**

Motion by Commissioner Surma, seconded by Commissioner Woestehoff, to adopt Resolution #19-005 granting a variance to allow a detached garage to be built nearer the front property line than the home on the Subject Property.

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

## **6. COMMISSION BUSINESS**

### **6.01: Review Concept for Commercial Horse Farm located at 17209 St. Francis Boulevard NW; Case of Dale Wills**

#### **Presentation**

Community Development Director Gladhill presented the Staff Report stating the purpose of this case is to review a concept for a horse farm proposed at 17209 Saint Francis Blvd NW. This is not an official application at this time. A potential Buyer of the property desires to review the concept with the City prior to closing on the property. The request will need to go through a Conditional Use Permit process, including a Public Hearing. The intent for this case is to provide a high-level overview, identify any initial red flags, and outline any questions to be answered on an official application.

#### **Commission Business**

Dale Wills, 2176 157<sup>th</sup> Lane in Andover, thanked staff for providing the Commission with a thorough report. He explained the neighbors had a fair number of questions regarding his plans. He understood the neighbors were concerned with traffic and vehicles visiting the property. He described how he would properly be managing the manure that would be generated on the site. He then commented on the buffer on the south side of the property. He reported his property would only have heavy equipment onsite during construction.

Commissioner Woestehoff asked how the property would be subdivided at this time. Mr. Wills indicated he was hoping he did not have to subdivide the property.

Chairperson Bauer questioned how the property was currently zoned. City Planner Anderson reported the property was zoned R-1 Residential Rural Developing with a minimum lot size of 2.5 acres. He explained the horse training and riding lessons would have to be processed by the City as a home occupation permit.

Chairperson Bauer inquired if Mr. Wills could add a second residence to this property. City Planner Anderson commented this would currently not be allowed under City Code. He stated a minor subdivision for a lot split would be required.

Commissioner Surma asked if the size of the composting area was adequate. Mr. Wills reported he was requesting 35 horses and explained the composting area would be 60' x 100'.

Commissioner Surma questioned if the pasture size was adequate. Mr. Wills indicated most of the property would be fenced, which would provide 137 acres of rotating pastures for the horses.

Commissioner Anderson stated his only concerns were with the number of cars that would be coming up this City street and with the number of trees that would be lost. He anticipated the County may require the driveway to be moved over to the new street. Mr. Wills discussed the amount of traffic that was anticipated to visit the property and explained a 100-foot buffer of trees would remain in place. He commented further on how many car trips (240 per day) that would be generated if a housing development were to locate on this property versus the proposed horse farm.

Commissioner Gengler asked who the horse training and riding lessons would be marketed to. Mr. Wills stated this would be geared towards those ages 13 to 25 who are struggling with anxiety or depression. He explained he would also be offering horse boarding.

Commissioner Gengler inquired if employees would be living onsite and questioned how Mr. Wills would be using the existing home. Mr. Wills reported he would like to remodel the existing farm home for his family now with the goal of building a new home for his family in the near future. He explained the existing home would then be used for his married daughter. He stated the property would not be used to house employees.

Commissioner Anderson asked what the timeline was for this project. Mr. Wills commented he would like to close on the property shortly after receiving approval from the City. Shortly thereafter, he would build an arena and stables. It was his hope he could be living on the property by next June.

Chairperson Bauer thanked Mr. Wills for his input and noted this item would be moving forward for further consideration.

## **7. COMMISSION / STAFF INPUT**

### **7.01: Receive Staff Update**

The Staff Update was noted. Staff provided the Commission with an update on the City's Public Works facilities.

Commissioner Surma stated he supported the Public Works facilities being reconstructed as the buildings have been neglected for far too long. He encouraged the Planning Commissioners and

City Council to tour the City's Public Works facilities in order to better understand the current state of these buildings.

**7.02: Zoning Bulletins**

Zoning Bulletins were noted.

**8. ADJOURNMENT**

Motion by Commissioner Anderson, seconded by Commissioner Woestehoff, to adjourn the meeting.

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

The regular meeting of the Planning Commission adjourned at 7:55 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.*

**ECONOMIC DEVELOPMENT AUTHORITY  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, January 10, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Chairperson Jim Steffen  
                              Member Brian Burandt  
                              Member Glen Hardin  
                              Member Dominic Kanaventi  
                              Member Mark Kuzma  
                              Member Chris Riley

Members Absent:     None

Also Present:         Sean Sullivan, Economic Development Manager  
                              Tim Gladhill, Community Development Director  
                              Kurt Ulrich, City Administrator  
                              Brian Pankratz, CBRE

**1.     CALL TO ORDER**

Chairperson Steffen called the Economic Development Authority meeting to order at 7:30 a.m.

**2.     APPROVE AGENDA**

Motion by Member Hardin, seconded by Member Burandt, to approve the agenda.

Motion carried. Voting Yes: Chairperson Steffen, Members Hardin, Burandt, Kanaventi, Kuzma, and Riley. Voting No: None. Absent: None.

**3.     APPROVE MINUTES**

**3.01:   Approve Meeting Minutes Dated December 6, 2018**

Member Kanaventi suggested a change on page four of the minutes, it should read as follows:

“Mr. Pankratz stated that after construction there could be an outlot on the Coborn’s corner that could be used in the future for a building or other use.

Mr. Larson stated that they would be flexible and could purchase the entire site or a portion of the site and leave an outlot with the City”

Motion by Member Kanaventi, seconded by Member Hardin, to approve the December 6, 2018, minutes as amended.

Motion carried. Voting Yes: Chairperson Steffen, Members Kanaventi, Hardin, and Burandt. Voting No: None. Abstained: Members Kuzma and Riley. Absent: None.

#### **4. EDA BUSINESS**

##### **4.01: Consider Purchase Agreement for Lots 1, 2, and 3, Block 1, COR TWO; Case of RGH Ramsey LLC (Portions may be closed to the public)**

Chairperson Steffen noted that the developer is his uncle and he made the introduction to staff, therefore he will abstain from the review and decision for this case.

Member Burandt took over as Acting Chairperson.

Economic Development Manager Sullivan presented the staff report and the recommendation to approve the Term Sheet to be incorporated into the Purchase Agreement, which provides flexibility in the final determination of the site layout subject to City Attorney approval.

Rob Hardy provided background information on himself and his experience in commercial development, noting that he has over 40 years of experience in shopping center development. He stated that he would like to get interest from a drug store tenant (Walgreens or CVS), with a possible quick service restaurant/drive-thru, and perhaps an auto related retailer. He stated that his plan B would include talking to a Trader Joe's or Aldi. He stated that any of his users would be proposed for 2020 as most of these retailers look ahead on at least a 12-month cycle. He believed that the City is on track to meet the goals of The COR and this retail center. He stated that putting additional retail in that area will increase the use of the existing retail in that area and help prevent leakage of consumers going outside the community to get those retail services.

Member Riley stated that the City has had interest from Aldi and asked if the developer has experience with Aldi or whether that is being considered a warm lead because of the interest.

Mr. Hardy stated that he does have experience with Aldi and is currently working with Aldi on the project in North Dakota. He stated that typically Aldi likes to locate near a Walmart, and therefore he was surprised that Aldi had interest in this site. He stated that he does have contacts with the regional team for Aldi out of Minneapolis. He stated that he would like to run this site by Trader Joe's, as many retailers want to be near a Trader Joe's but noted that his first choice will be Walgreens or CVS.

Member Riley stated that these pads have been ready for many years and it is nice to see a developer that is interested and has real plans and would like to take the land off the City's hands.

Member Hardin referenced the extensions and asked if there are any benchmarks that the developer would need to meet during that time.

Economic Development Manager Sullivan stated that the language is similar to other purchase agreements that the City has. He explained that under a typical city purchase agreement the developer can request two extensions, each two months in length. He provided additional details

on the one-month extensions which would allow for a total of six months, noting that there would be no benchmarks required during that time.

Member Hardin asked if there are requirements for the developer to keep the City updated on conversations with tenants.

Economic Development Manager Sullivan stated that the conversations will be ongoing with the developer but that there are no requirements. He stated that the developer would like to have a primary tenant known for building one by June of 2019. He stated that the layout and buildings will go before the Planning Commission for review prior to construction.

Mr. Hardy stated that the proposed tenants would meet with the City staff directly to obtain additional details.

Member Kuzma asked for additional details on CBRE commission.

Economic Development Manager Sullivan stated that CBRE would be paid commission once when the purchase of all three lots are sold in one deal.

Acting Chairperson Burandt stated that it is exciting to have a developer with a plan that wants to take all three lots off the City's hands.

Mr. Hardy stated that even if his project were to fail and not move forward, he would still provide the City with any of the work product that he has completed on the site such as phase one environmental plans or any engineering information.

Motion by Member Riley, seconded by Member Hardin, to recommend to City Council approve the Term Sheet and Purchase Agreement for Lots 1, 2 and 3, Block 1, COR TWO subject to City Attorney approval.

Motion carried. Voting Yes: Acting Chairperson Burandt, Members Riley, Hardin, Kanaventi, and Kuzma. Voting No: None. Abstain: Chairperson Steffen.

Chairperson Steffen rejoined the EDA.

#### **4.02: Listing and Marketing of City Owned Land**

Economic Development Manager Sullivan presented the staff report and the recommendation that the City remove B & A Cylinder (Site 37A) from the CBRE listing agreement and to schedule a joint worksession between the EDA and City Council to allow for a broader discussion on City property listings and marketing strategy.

Chairperson Steffen asked for details on the three properties that are currently under contract. Economic Development Manager Sullivan provided details on those properties.

Brian Pankratz, CBRE, stated that he has a great relationship with City staff, EDA and the City Council throughout the years. He stated that although B & A Cylinder site is included in the listing, that site is not being actively marketed. He stated that for some reason that sign gets the

most interest for call generation and they then attempt to direct that interest to other sites. He stated that it has taken time to get here but with the recent residential and commercial developments, the City is gaining more interest from developers. He stated that there is proximity to the transit station and visibility with signage from Highway 10, which is attractive. He stated that the City starting to get the scale and demand that makes the listings interesting and he would prefer to continue to work with the City.

Chairperson Steffen asked if CBRE has proactive marketing in addition to calls being received.

Mr. Pankratz provided additional details on the active marketing activities that CBRE does.

Member Riley asked for details on the properties that were just discussed in the last case. He stated that it was a few years ago that the City took back the McDonald's land and the City was told that the land would go quickly. He noted that the last case was not even brought forward from CBRE.

Mr. Pankratz stated that at the time they believed that there would be interest from a retailer going into a location where McDonald's was interested in going. He noted that since that time the face of retail has changed. He stated that with the additional residential and commercial development that has occurred within Ramsey, additional interest will be garnered as the population and traffic counts have increased.

Chairperson Steffen stated that he would be supportive of a worksession with City Council to further discuss the issue prior to the contract expiration in June or July.

Member Hardin stated that he would be interested in the City listing some of the properties itself. He stated that all brokers have access to the sources that the City can post its sites on. He stated that a broker with a client would make a higher percentage bringing them to another community, as if they bring their client to Ramsey, CBRE will be getting a percentage and the original broker's percentage of commission would be reduced.

Member Kuzma stated that he has been with the City for as long as it has worked with CBRE. He stated that his one concern with CBRE is that it also has listings in neighboring cities and therefore he wonders how much effort is spent focusing on Ramsey, as CBRE represents many properties in the area.

Chairperson Steffen stated that is the nature of the industry.

Mr. Pankratz shared that The COR zoning is complex and hard to understand for some developers. He used the example of Affinity, noting that client would have most likely never looked at the site because of the complex zoning without added explanation or description. There is a need to have a good understanding of COR zoning to truly explain to proposed developers. He stated that part of being a broker is having listings across the metro area and any broker will have listings in other communities if they are doing their job properly. He stated that part of that is the ability to cross sell and provide clients with options, noting that every site is different. He stated that development opportunities in Anoka and Coon Rapids a becoming harder to find..

Chairperson Steffen referenced the previous case where the developer was not brought forward by CBRE and asked if CBRE then backs down from accepting commission.

Mr. Pankratz replied that CBRE does still take a commission. He explained that part of the job of CBRE is to get the sites out there and garner interest, whether that is brought directly through CBRE or other avenues.

Economic Development Manager Sullivan noted that his original recommendation was to remove the B & A Cylinder site but noted that does not need to happen right now and the sign can remain.

Mr. Pankratz noted that if there is interest in the site, they reply that the site is not available and then provide the caller with other available sites.

Motion by Member Hardin, seconded by Member Kanaventi, to recommend to City Council to schedule a joint worksession between the EDA and City Council for a broader discussion on City property listing and marketing strategy.

Motion carried. Voting Yes: Chairperson Steffen, Members Hardin, Kanaventi, Burandt, Kuzma, and Riley. Voting No: None. Absent: None.

#### **4.03: 2018 Business Retention and Expansion Presentation**

Economic Development Manager Sullivan presented the staff report. The report noted the goal for 2018 was to make 24 business visits and during 2018 there were 32 visits made. The report summarized all the data from the visits that occurred in 2018 and staff anticipates that achieving 24 business visits in 2019 will not be a problem.

Chairperson Steffen asked if staff has a list of potential visits for 2019.

Economic Development Manager Sullivan stated that he is still working to develop that list but can share that with the EDA one completed.

Member Riley stated that he was just at a Chamber of Commerce meeting the previous night and workforce is an issue across the nation. He asked if Ramsey is in a worse position than other communities.

Economic Development Manager Sullivan replied that he does not believe that Ramsey is in a worse position than other cities and that it is better than some.

Chairperson Steffen suggested that staff provide an email to the EDA Members prior to a business visit so that interested members could attend if available.

#### **4.04: 2019 Business Expo Update**

Economic Development Manager Sullivan presented the staff report. It was noted that the event scheduled to take place on April 6, 2019 from 10:00 a.m. to 2:00 p.m. at the Adrenaline Sports Center.

**5. MEMBER / STAFF UPDATE**

The EDA reviewed the Staff Update.

Economic Development Manager Sullivan provided an update on a recent property that was sold and additional development interest and activity. He stated that he intend to applying for grant funds from Minnesota Economic Development Foundation for additional assistance with preparing sites for Shovel Ready Certification.

City Administrator Ulrich stated that the City Council reappointed Councilmember Riley to the EDA along with appointing Councilmember Kuzma to the EDA, noting that Councilmember Musgrove is listed as the alternate. He notified the EDA of an upcoming meeting with the City Council involving Highway 10, at which Bolton & Menk will be providing details on their study. He stated that the City is working with WSB in preparation for an upcoming road funding discussion meeting, noting that all Board and Commission members are invited to attend.

**6. ADJOURNMENT**

Motion by Member Hardin, seconded by Member Burandt, to adjourn the meeting.

Motion carried. Voting Yes: Chairperson Steffen, Members Hardin, Burandt, Kanaventi, Kuzma, and Riley. Voting No: None. Absent: None.

The regular meeting of the Economic Development Authority adjourned at 8:37 a.m.

Respectfully submitted,

\_\_\_\_\_  
Sean Sullivan  
Economic Development Manager

ATTEST:

\_\_\_\_\_  
Wendy Schlueter  
Economic Development Administrative Assistant

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

**ENVIRONMENTAL POLICY BOARD  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

On Monday, January 14, 2019, the Environmental Policy Board (EPB) met in the Council Chambers at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present:     Chairperson Michael Valentine  
                            Board Member Jane Covart  
                            Board Member Melissa Fetterley  
                            Board Member Michael Hiatt  
                            Board Member Michael Madison

Members Absent:     Board Member Reid Bernard  
                            Board Member Laura Moore

Also Present:         City Planner Chris Anderson  
                            City Council Liaison Melody Shryock

**1.     CALL TO ORDER**

Chairperson Valentine called the meeting to order at 6:30 p.m.

**2.     CITIZEN INPUT**

None.

**3.     APPROVE AGENDA**

Motion by Board Member Covart and seconded by Board Member Hiatt to approve the agenda as submitted.

Motion carried. Voting Yes: Chairperson Valentine, Board Member Covart, Hiatt, Fetterley, and Madison. Voting No: None. Absent: Board Member Bernard and Moore.

**4.     APPROVE MINUTES**

**4.01: Approve Meeting Minutes Dated December 10, 2018**

Motion by Board Member Covart and seconded by Board Member Fetterley to approve the regular meeting minutes dated December 10, 2018.

Motion carried. Voting Yes: Chairperson Valentine, Board Member Covart, Fetterley, Hiatt, and Madison. Voting No: None. Absent: Board Member Bernard and Moore.

**5.     POLICY BOARD BUSINESS**

## **5.01: Review of Harvest Estates 2<sup>nd</sup> Addition (Project No. 18-161); Case of Meadowcreek Builders**

City Planner Anderson presented the staff report. He stated that the purpose of the case is to review various elements related to a proposed Preliminary Plat for Harvest Estates 2<sup>nd</sup> Addition. This is the second phase of development of the former Municipal Center site, located off Nowthen Boulevard, just south of Alpine Drive. The development proposal is for 15 new single-family homes, accessed with an extension of 152<sup>nd</sup> Lane NW connecting to Krypton Terrace NW. The property is zoned R-1 Residential (MUSA) and the surrounding land to the east, west and south is also zoned R-1 Residential (MUSA), while the land to the northwest and north is zoned PUD (Single family development with slightly narrow lots than what City Code had allowed at that time). He recommended approval of the Landscaping Plan contingent upon compliance with the Staff Review Letter.

Board Member Fetterley expressed appreciation with placing the tree requirement on the builder rather than the homeowner. She asked what would happen in the case that the requirement is placed on the homeowner rather than the developer.

City Planner Anderson stated that staff would prefer for the developer or builder to be responsible for the trees but noted that there are times when that is pushed down to the individual homeowner. He explained that details are provided on the tree requirements when a building permit is obtained. He stated that if the landscaping requirement has not been met upon inspection, an escrow is held until the landscaping is completed. He stated that once the requirement is met, the escrow would be released. He stated that there are measures in place to ensure that the landscaping plan is accomplished.

Board Member Covart referenced the vegetation on the northeast corner and asked for additional details on note 12.

City Planner Anderson stated that there are areas proposed for tree cover removal. He stated that he is asking for the specific tree inventory information to be added to that sheet. He stated that this would provide additional clarification on the specific trees that are proposed to be removed which assists the contractor that will be completing the work.

City Council Liaison Shryock stated that there was a resident letter referencing the vegetation removal on the southern portion of the lot. She stated that from the maps the vegetation on the southern boundary is proposed for removal and asked for additional input as there is not replacement proposed in that area. She stated that it appears that the trees proposed for planting seem to be helping the new homes rather than providing buffering for the existing property owners.

City Planner Anderson displayed the proposed landscaping plan and identified the trees referenced by Council Liaison Shryock. He stated that when this project originally came forward there was an overall tree inventory and landscaping plan that looked at the project being constructed at one time. He stated that the trees referenced by Council Liaison Shryock were proposed to be removed, not for house pads, but for grading purposes to ensure proper drainage. He stated that there could be further investigation to determine if the drainage grading could occur without damaging the root base of the trees.

Council Liaison Shryock suggested that the City ask the developer to preserve those trees to the extent possible.

City Planner Anderson stated that this is unique in that when the original plan came forward there were not existing homes. He stated that because the project was broken into phases, the homeowners of lots eight and nine would be mostly impacted by the removal of the trees. He again noted that those lots did not exist when the plan was proposed four years ago. He stated that the City has already granted approval of that plan and staff was looking for consistency with that plan. He noted that staff can explore that option to determine if there is a way to preserve some of those trees. He stated that they would want to ensure that there is proper drainage, as that would impact additional properties.

Board Member Covart asked if the hashed area to the west also includes trees proposed to be removed.

City Planner Anderson confirmed that the hashed areas include vegetation proposed for removal. He confirmed that the plans are consistent with the plans that were approved four years ago.

Motion by Board Member Hiatt and seconded by Board Member Madison to recommend approval of the Landscape Plan contingent upon compliance with the Staff Review Letter with the additional recommendation that the developer investigate the possibility of preserving additional trees on the southern boundary without interfering with the drainage plans.

Motion carried. Voting Yes: Chairperson Valentine, Board Member Hiatt, Madison, Covart, and Fetterley. Voting No: None. Absent: Board Member Bernard and Moore.

#### **5.02: Consider Participation in the Simple Recycling Program**

City Planner Anderson presented the staff report. He stated that staff has been contacted by ACE Solid Waste regarding a new recycling program/opportunity that is available to Ramsey. ACE recently met with representatives from Simple Recycling about a pilot program for curbside recycling of textiles (clothing). This would be separate from the existing curbside recycling program. There does not appear to be any direct cost to the City or to the residents that would utilize the program. The City would, however, market the program through newsletters along with its website and Facebook page. He provided additional input he received from Coon Rapids staff, as that city has participated in a program with Simply Recycling for the past three years. He noted that he plans to meet with ACE and Simple Recycling to gain additional input on thresholds that may be required. He noted that once he has the additional information from the businesses, he would bring the topic back for a more formal consideration by the Board and City Council.

Chairperson Valentine stated that from his perspective, the financial side is a bit of a concern and he would want to ensure that this would not burden the City with significant costs. He stated that he would not be concerned with the responsibility for advertising, but with a possible cost if a threshold is not met. He stated that conceptually he believed that this would be interesting to explore and would agree with having further discussion with the businesses.

Board Member Hiatt asked if the tonnage collected from this program would assist the City in meeting the recycling requirements set by the County.

City Planner Anderson confirmed that as long as the City receives the reporting, the tonnage collected can be included in the report to the County.

Board Member Hiatt asked if ACE is involved in the process as a co-partner.

City Planner Anderson confirmed that he would be exploring that further as to whether the partnership is between ACE and Simple Recycling or the City and Simply Recycling. He confirmed that ACE would be involved in cataloging and corresponding the collection sites to Simple Recycling.

Board Member Hiatt stated that he believes that it would be beneficial for ACE to be involved in the partnership because of their positive track record with recycling.

City Planner Anderson stated that to his knowledge there would not be an impact to the City for ACE to be involved in the program. He explained that ACE reached out to the City with the possible opportunity.

Council Liaison Shryock stated that this would be a great opportunity to pursue cautiously. She stated that many organizations collect donations and resell the items. She stated that education may be helpful on that topic. She stated that she would want to find out additional information from Coon Rapids as well as the terms of the trial period and if there are additional terms after that trial period expires. She stated that perhaps there are additional opportunities after the trial period which could include a common drop-off point or perhaps being a part of the City's recycling events, which would save the organization the gas funds picking up materials from individual households.

City Planner Anderson stated that the recycling events do have a vendor accepting textiles. He stated that an interesting aspect of this opportunity would be the additional materials that could be collected, using the example of children's toys.

## **6. BOARD / STAFF INPUT**

- **Great River Energy Processing Plant Closing**

City Planner Anderson reported that the plant is scheduled to close the following day. He explained that the bulk of the waste material from Anoka County was being brought to the plant and therefore will need to be brought to another location.

- **February Meeting Date (need to reschedule to February 11<sup>th</sup> or 25<sup>th</sup> due to Presidents Day on February 18<sup>th</sup>)**

City Planner Anderson reported that the February meeting date falls on Presidents Day and therefore will need to be rescheduled. It was the consensus of the Board to hold the meeting on February 25<sup>th</sup>.

## **7. ADJOURNMENT**

Motion by Board Member Hiatt and seconded by Board Member Covart to adjourn the meeting.

The meeting adjourned at 7:23 p.m.

Respectfully submitted,

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Chris Anderson  
City Planner

ATTEST:

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JoAnn Shaw  
Community Development Secretary

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

**CC Regular Session**

4. 2.

**Meeting Date:** 03/12/2019

**By:** Katie Schmidt, Administrative Services

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**Information**

**Title**

Approve the Following Meeting Minutes:

1. City Council Work/Strategic Planning Session dated 2/19/2019
2. City Council Special Work Session dated 2/26/2019
3. City Council Regular Session dated 2/26/2019

**Purpose/Background:**

Purpose: The purpose of this case is for Council review and approval of meeting minutes.

Background: Attached are the meeting minutes referenced above.

**Action:**

Motion to approve the following Council meeting minutes:

1. City Council Work/Strategic Planning Session dated 2/19/2019
  2. City Council Special Work Session dated 2/26/2019
  3. City Council Regular dated 2/26/2019
- 

**Attachments**

2-19-19 WS Minutes

2-26-19 WS Minutes

2-26-19 Minutes

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**Form Review**

**Inbox**

Colleen Lasher

Kurt Ulrich

Form Started By: Katie Schmidt

Final Approval Date: 03/07/2019

**Reviewed By**

Colleen Lasher

Kurt Ulrich

**Date**

03/06/2019 01:15 PM

03/07/2019 10:44 AM

Started On: 03/06/2019 09:03 AM

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

The Ramsey City Council conducted a City Council Work/Strategic Planning Session on Tuesday, February 19, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor John LeTourneau  
Councilmember Nadine Heinrich  
Councilmember Mark Kuzma  
Councilmember Debra Musgrove  
Councilmember Chris Riley  
Councilmember Melody Shryock  
Vacancy

Also Present: City Administrator Kurt Ulrich  
Finance Director Diana Lund  
Community Development Director Tim Gladhill  
Police Chief Jeff Katers  
Fire Chief Matt Kohner  
City Engineer Bruce Westby  
Public Works Superintendent Grant Riemer  
Administrative Services Director Colleen Lasher  
Economic Development Director Sean Sullivan  
Parks & Assistant Public Works Superintendent Mark Riverblood  
Communications & Events Coordinator Megan Thorstad  
City Clerk Jo Thieling

**Welcome / Call to Order / Dinner Served.** Mayor LeTourneau called the meeting to order at 6:15 p.m. City Administrator Ulrich and Mayor LeTourneau welcomed everyone and announced that Mayor LeTourneau would facilitate the session this evening. He reviewed rules of engagement. It was noted that each year the City Council and the City's leadership staff review the City's strategic plan and make updates as necessary.

**Review Agenda and Meeting Objectives.** The agenda was noted and agreed upon. Upon request by Mayor LeTourneau, all participants shared their expectations for this planning session.

**Review Survey Results.** A copy of the 2018 National Citizen Survey was included with the agenda and was briefly reviewed / noted.

**Discuss Areas Non-Alignment in Values, Vision, Mission, Objectives and Strategies.** Mission: Why do we exist and where are we going. Vision: Stays with the plan for the duration. Objectives: What are we going to do? Strategies: How are we going to get there? Values: Are we living out

each value listed? Vision: Can we know we've arrived? Mission: Does this answer why we exist? Objectives: Is each objective listed essential to achieve our vision and mission. A survey had been sent earlier the prior week to each meeting participant, and discussion ensued relating to the results of that survey as to where we are with regard to the vision, mission, etc, and answering the questions stated above.

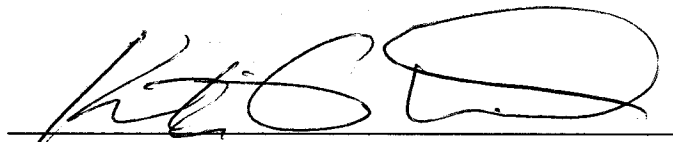
**Break:** The planning session recessed at 7:10 p.m. and was called back to order at 7:17 p.m.

**Update Values, Vision, Mission, Objectives and Strategies as Necessary:** The consensus was that values are important and we are living them and working on continuous improvement. Several minutes were spent discussing the vision and making some slight amendments to the wording in the vision statement. There was consensus and agreement with the mission. Objectives were discussed. Strategic economic development is new businesses, current business retention, current business expansion, housing stock and quality of life. Discussion ensued relating to the objectives listed plus talk of possibly meshing a couple of them together. There were a couple items placed in a "parking lot" for later review, such as better CIP planning so not such large amounts of money are needed at one time – and talk about a "less specific" connected community.

**Discuss Next Steps / Closing Comments:** Moving forward, staff will put together what are the right strategies to align with current objectives, put together concepts and propose action items. The couple of items listed in the parking lot were noted. The proposed strategies will be sent out via email prior to the group meeting again for discussion. The tentative date set for the next session was 5:30 p.m., Wednesday, March 13, 2019. The information will be reviewed, and when Council is comfortable with the language, the plan will be brought forward for formal adoption. Upon request by Mayor LeTourneau, everyone shared at least one thing they got out of this session.

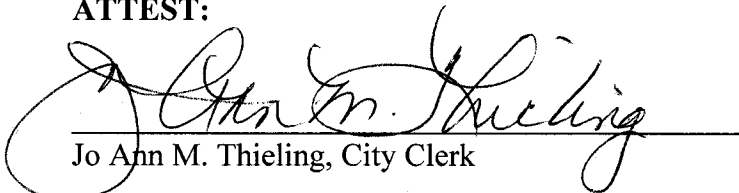
**Adjournment:** Consensus was to adjourn the meeting. The strategic planning session adjourned at 9:10 p.m.

Respectfully submitted,



Kurtis G. Ulrich, City Administrator

**ATTEST:**



Jo Ann M. Thieling, City Clerk

*Minutes transcribed by Jo Thieling, City Clerk*

**CITY COUNCIL/EDA JOINT WORK SESSION  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Ramsey conducted a joint City Council Work Session with the Economic Development Authority on Tuesday, February 26, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Acting Mayor Chris Riley  
                            Councilmember Nadine Heinrich  
                            Councilmember Mark Kuzma  
                            Councilmember Debra Musgrove  
                            Councilmember Melody Shryock

Members Absent:     Mayor John LeTourneau

EDA Members  
Present:             Chairperson Jim Steffen  
                            Member Glen Hardin

Also Present:        City Administrator Kurtis Ulrich  
                            Community Development Director Timothy Gladhill  
                            Economic Development Manager Sean Sullivan  
                            Vice President of Land Services with CBRE Brian Pankratz

**1.     CALL TO ORDER**

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

**2.     TOPICS FOR DISCUSSION**

**2.01:   Review EDA Work Plan**

Community Development Director Gladhill reviewed the staff report.

**2.02:   Receive Update on 2018 Business Retention and Expansion (BRE) Report Program**

Economic Development Manager Sullivan reviewed the staff report.

Councilmember Kuzma referenced the employee workforce challenges and noted that shortage extends throughout the metro area and is not specific to Ramsey.

Economic Development Manager Sullivan agreed, noting that Ramsey is in a much better situation than some other communities in the metro area.

Councilmember Shryock asked the current number of businesses in Ramsey.

Economic Development Manager Sullivan estimated between 300 and 400.

Councilmember Shryock asked if there are parameters for the businesses that are selected for business visits.

Economic Development Manager Sullivan stated that there are not specific parameters and explained that he met with some new businesses, some of the larger businesses, and some non-industrial businesses. He noted that he reviewed the list of business visits in an attempt to try to find businesses that had not been visited within the past three years.

Community Development Director Gladhill stated that there is a business profile on the City website, combined with traditional businesses and home-based businesses there is a total of about 1,300 businesses.

Economic Development Manager Sullivan stated that his estimation of 300 to 400 businesses is based on the businesses that have a business registration certificate.

Community Development Director Gladhill explained that the EDA is different from other Boards and Commissions that are advisory, because the EDA is an authority and therefore has the authority to take certain actions. He explained that is why some members of the City Council also sit on the EDA, which is a requirement.

**2.03: Review Pricing Strategy for Sale of Excess City-Owned Land (Portions of this case may be closed to the public)**

Economic Development Manager Sullivan stated that the purpose of tonight's discussion is to review historical trends, proceeds and negotiations. He provided a review of the status of land sales and purchase agreements. He reviewed some of the key terms, negotiation policy, and land sale proceeds policy.

Councilmember Kuzma stated that the new members of the Council may not be up to speed on the deal range and asked staff for details.

Economic Development Manager Sullivan explained how the deal range was developed and how it is used.

Acting Mayor Riley suggested going into closed session to discuss the pricing strategy for the sale of excess City-owned land.

**RECESS AND RECONVENE**

Motion by Councilmember Shryock, seconded by Councilmember Heinrich, to recess the meeting to Closed Session at 6:06 p.m.

Motion carried. Voting Yes: Acting Mayor Riley, Councilmembers Shryock, Heinrich, Kuzma, and Musgrove. Voting No: None. Absent: Mayor LeTourneau.

The meeting reconvened to Open Session at 6:40 p.m.

**2.03: Review Pricing Strategy for Sale of Excess City-Owned Land – Continued (portions of this case may be closed to the public)**

Community Development Director Gladhill summarized the consensus that was reached during the closed session to retain the current pricing sheet, to review updated market data and appraisals, and if any changes are suggested they would come back to a future meeting.

**2.04: Review Strategy for Listing City-Owned Land for Sale**

Councilmember Kuzma stated that he would be comfortable continuing to work with CBRE. He stated that Mr. Pankratz has been working with Ramsey for many years and brings a wealth of knowledge with that relationship.

Acting Mayor Riley asked the benefit of remaining with CBRE and the benefits of going with a new broker.

Economic Development Manager Sullivan stated that since 2014, seven of the nine prospects that were brought in for the sale of City-owned land were brought in through CBRE. He agreed that Mr. Pankratz brings a wealth of knowledge about The COR and can explain those intricacies to potential buyers. He explained that the work Mr. Pankratz does, saves staff a large amount of time, and therefore provides a level of efficiency. He stated that CBRE also puts signs up throughout the community and updates the brochures that can be used by City staff, which does not have an additional cost above the commission that is paid on sales. He noted that there are some industrial parcels outside of The COR, which the City lists directly and does not list through CBRE.

Councilmember Kuzma stated that his concern with CBRE was that they have a lot of listings outside of Ramsey and therefore wondered how hard they were working to push Ramsey over the other communities. He stated that it was explained at the EDA meeting that the clients that CBRE works with are looking for different things and the different communities they work with have different benefits and attractions.

Economic Development Manager Sullivan agreed that there is a benefit to CBRE having a larger reach, which opens the door to different potential buyers.

Councilmember Shryock stated that she would like to stay with CBRE, as it sounds like Mr. Pankratz works well with the City and that relationship allows staff to focus on other tasks and responsibilities. She stated that she likes that CBRE is paid based on commission, which ensures that they are only paid based off the sales they make. She stated that she is comfortable with the expertise that Mr. Pankratz brings.

EDA Member Hardin stated that he has spoken out in the past on his desire to explore a new relationship with another broker and allow equal access to any broker in the County. He explained that if another broker is bringing their client to Ramsey, they will then share their commission with CBRE whereas if that broker goes to another community, they will earn the full share of commission. He stated that Ramsey has the ability to work with Anoka County to list their properties. He stated that CBRE would still have access to the properties, but other brokers would have equal access to those properties.

EDA Chair Steffen asked if the properties in other cities provide a higher commission because they are listed by owner rather than through a broker.

EDA Member Hardin confirmed that land owned by Elk River is listed by the city and therefore the broker earns the full commission, rather than sharing that with a listing agent.

EDA Chair Steffen stated that he was pleasantly surprised that CBRE brought seven of the nine leads to the City on the City owned property sales. He asked if those sales would have come to the City without the help of CBRE.

Mr. Pankratz provided details on how CBRE brought those clients to Ramsey, using their relationships with those developers/buyers. He stated that it was a mix of the CBRE data base, calls received off CBRE signs in the community, and market driven.

Community Development Director Gladhill noted that this topic will be brought back to the EDA for further discussion.

Councilmember Shryock asked who would produce the materials and other marketing efforts if the City does not use a broker, as it does not appear staff would have time.

## **2.05: Receive Update on Economic Development Marketing Efforts**

No discussion.

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

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

Noted.

## **4. ADJOURNMENT**

The Work Session of the City Council was adjourned at 6:58 p.m.

Respectfully submitted,

Kurtis G. Ulrich  
City Administrator

ATTEST:

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Katie M. Schmidt  
Administrative Assistant

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

**CITY COUNCIL WORK SESSION (CLOSED PORTION)  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Ramsey City Council conducted a Closed Session on Tuesday, February 26, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Acting Mayor Chris Riley  
                            Councilmember Nadine Heinrich  
                            Councilmember Mark Kuzma  
                            Councilmember Debra Musgrove  
                            Councilmember Melody Shryock

Members Absent:     Mayor John LeTourneau

EDA Members  
Present:               Chairperson Jim Steffen  
                            Member Glen Hardin

Also Present:         City Administrator Kurtis Ulrich  
                            Community Development Director Timothy Gladhill  
                            Economic Development Manager Sean Sullivan  
                            Vice President of Land Services with CBRE Brian Pankratz

**1.     CALL TO ORDER**

Acting Mayor Riley called the Closed Session of the City Council to order at 6:06 p.m.

**2.     COUNCIL BUSINESS**

**2.01:   Review Pricing Strategy for Sale of Excess City-Owned Land**

Community Development Director Gladhill stated that the purpose of tonight's discussion is to review the pricing strategy for the sale of excess City-owned land.

**3.     ADJOURNMENT**

Motion by Councilmember Shryock, seconded by Councilmember Kuzma, to adjourn the Closed Session.

Motion carried.

The Closed Session was adjourned at 6:40 p.m.

Respectfully submitted,

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Kurtis G. Ulrich  
City Administrator

ATTEST:

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Katie M. Schmidt  
Administrative Assistant

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

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

The Ramsey City Council conducted a regular meeting on Tuesday, February 26, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Acting Mayor Chris Riley  
                            Councilmember Nadine Heinrich  
                            Councilmember Mark Kuzma  
                            Councilmember Debra Musgrove  
                            Councilmember Melody Shryock

Members Absent:     Mayor John LeTourneau

Also Present:         City Administrator Kurtis Ulrich  
                            Police Chief Jeff Katers  
                            Community Development Director Timothy Gladhill  
                            City Engineer Bruce Westby  
                            City Planner Chris Anderson

**1.     CALL TO ORDER**

Acting Mayor Riley called the regular meeting of the Ramsey City Council to order at 7:04 p.m., followed by the Pledge of Allegiance led by Acting Mayor Riley.

**2.     PRESENTATION**

**2.01:   Receive Update from Community Development Department**

Community Development Director Gladhill provided a brief overview of development activity and other projects managed by the Community Development Department in 2018, as well as a forecast for 2019 focusing on the areas of planning, economic development, building inspections and nuisance enforcement.

**3.     CITIZEN INPUT**

None.

**4.     CONSENT AGENDA**

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to approve the following items on the Consent Agenda:

- 4.01: Receive January 2019 Financial Reports – General Fund and Enterprise Funds
- 4.02: Approve the following Meeting Minutes:
  - 1) City Council Work Session dated February 12, 2019
  - 2) City Council Regular dated February 12, 2019
- 4.03: Approve Licenses
- 4.04: Adopt Resolution #19-057 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 7, 2019 through February 20, 2019
- 4.05: Adopt Resolution #19-037 Granting a Conditional Use Permit for Auto Sales at 8000 Highway 10 (Project No. 19-100); Case of Druk Auto
- 4.06: Adopt Resolution #19-058 Granting a One (1) Year Extension to the Final Plat and Site Plan Approval for Regency Commons and National Self Storage at the Northeast Corner of Bunker Lake Boulevard and Ramsey Boulevard (Project No. 16-108); Case of Troy Halverson
- 4.07: Adopt Resolution #19-059 Authorizing Final Payment to Pearson Brothers, Inc. for Improvement Project 18-04, 2018 Crack Seal and Seal Coat Program
- 4.08: Adopt Resolution #19-060 Authorizing Execution of Quit Claim Deeds and Easement Agreement to Resolve Potential Title Issues on Ute Street (north of 179<sup>th</sup> Lane)
- 4.09: Adopt Resolution #19-061 Authorizing Staff to Enter into Proposed MnDOT Cooperative Landscaping Agreement #1033218 for the Highway 47 Landscaping Project
- 4.10: Adopt Resolution #19-041 Approving Environmental Review Document (AUAR) for The COR
- 4.11: Adopt Resolution #19-062 Affirming Status of Second Access at 5735 Alpine Drive NW

Motion carried. Voting Yes: Acting Mayor Riley, Councilmembers Kuzma, Shryock, Heinrich, and Musgrove. Voting No: None. Absent: Mayor LeTourneau.

## **5. APPROVE AGENDA**

Motion by Councilmember Shryock, seconded by Councilmember Musgrove, to approve the agenda as presented.

Motion carried. Voting Yes: Acting Mayor Riley, Councilmembers Shryock, Musgrove, Heinrich, and Kuzma. Voting No: None. Absent: Mayor LeTourneau.

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

### **7.01: Adopt Resolution #19-063 Approving Quit Claim Deed Conveying Tract B, Registered Land Survey No. 266**

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #19-063 approving a Quit Claim Deed conveying Tract B, Registered Land Survey No. 266, from the

City of Ramsey to PSD, LLC. This alternative supports the terms and conditions of the MOU, MOA, and DA, and allows the City to recover \$166,422.70 of funds expended with City Improvement Project #12-22.

Acting Mayor Riley asked if this needed to occur in this order as the City has built a street and stormwater ponding on land that the City does not own.

City Engineer Westby stated that the City does own the land through the agreements. He noted that because there were a lot of different pieces of the project with different property owners, an MOU was used to spell out the terms of the agreement. He stated that there are cleaner ways to work out the details, but it would be dependent upon the amount of time the City has to work on those agreements.

Councilmember Musgrove referenced the fill of the original pond, where the road was constructed, and asked who would be responsible for that.

City Engineer Westby replied that the pond needed to be filled to construct the roadway, which was a City expense and has already occurred.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to Adopt Resolution #19-063 Approving Quit Claim Deed Conveying Tract B, Registered Land Survey No. 266.

Motion carried. Voting Yes: Acting Mayor Riley, Councilmembers Kuzma, Shryock, Heinrich, and Musgrove. Voting No: None. Absent: Mayor LeTourneau.

**7.02: Consider Multiple Actions Related to a Proposed Commercial Horse Farm at 17902 Saint Francis Boulevard NW (Project No. 19-101); Case of Dale and Tammy Wills**

- 1. Request for a Home Occupation Permit to Operate a Commercial Horse Farm**
- 2. Request for a Conditional Use Permit to Exceed Square Footage for Detached Accessory Buildings**

City Planner Anderson reviewed the staff report and recommendation from the Planning Commission to approve both the Home Occupation Permit and the Conditional Use Permit.

Councilmember Shryock stated that this is a great idea. She stated that with the anticipated usage on the property, she would not anticipate higher levels of traffic than if this were developed as a neighborhood subdivision. She asked if there have been any discussions with the County on a possible access from Highway 47, should the property become more active, rather than channeling traffic through the neighborhood.

City Planner Anderson replied that City staff has sent the information to MnDOT because Highway 47 is a State highway and there has not been any feedback received. He stated that perhaps MnDOT will provide comments in the future.

Dale Wills, 2176 157<sup>th</sup> Lane, Andover, stated that he appreciates the consideration of the Council and noted that staff has been great to work with. He noted that they did incorporate changes to the original proposal after the meetings with the public and the Planning Commission. He stated that they would love to have an access off Highway 47 but noted that in his experience, the State would most likely require additional turn lanes, which would cause significant increases in cost.

Councilmember Kuzma asked the timeframe.

Mr. Wills stated that the purchase would be conditional on the approvals of the City and hoped to close on the property by March 14<sup>th</sup>. He stated that the hope would be to have an arena and indoor stable functional by October. He stated that they will also be completing minor remodels on the existing home, with the intention of moving into that home in June.

Councilmember Heinrich stated that she understands the desire to have a change in the hours of operation to make the facility available during the daytime hours, for those children that may be homeschooled or have afternoon sports. She stated that this is a great example of residents going through the Conditional Use Permit process and what a great help staff can be.

Motion by Councilmember Heinrich, seconded by Councilmember Musgrove, to Adopt Resolution #19-042 Approving the Issuance of a Home Occupation Permit to Operate a Commercial Horse Farm on the Property Located at 17902 Saint Francis Blvd NW and Declaring Terms of Permit and Resolution #19-043 Approving the Issuance of a Conditional Use Permit to Exceed the Allowable Square Footage and Number of Accessory Buildings on the Property Generally Known as 17902 Saint Francis Blvd.

Motion carried. Voting Yes: Acting Mayor Riley, Councilmembers Heinrich, Musgrove, Kuzma, and Shryock. Voting No: None. Absent: Mayor LeTourneau.

### **7.03: Introduce Ordinance #19-02 Amending the R-1 and R-2 Sections of Chapter 117 of City Code to Allow 50 and 65-Foot-Wide Lots and Clarifying Existing Language**

Community Development Director Gladhill reviewed the staff report and recommendation from the Planning Commission to introduce Ordinance #19-02 amending the R-1 and R-2 sections of Chapter 177 of the City Code to allow 50 and 65-foot-wide lots and clarifying existing language.

Councilmember Kuzma asked what impact this would have on roads.

Community Development Director Gladhill replied that this would not change the standards for public roads or minimum design standards for public roads.

Councilmember Shryock asked if this would create a new zoning district.

Community Development Director Gladhill confirmed that this would create a subdistrict within the R-1 zoning district, titled R-1 Villas.

Acting Mayor Riley asked if the 50-foot width would apply to R-2.

Community Development Director Gladhill noted that 50-foot-wide lots are already approved within R-2, this change would actually simplify the language within the R-2 district. He confirmed that the Council would still determine where this subdistrict would be allowed.

Acting Mayor Riley stated that the housing study that the Council has authorized will help to determine where the new zoning change could be implemented.

Community Development Director Gladhill confirmed that the study will be an important tool to utilize as the City determines where to implement the subdistrict.

Motion by Councilmember Kuzma, seconded by Councilmember Musgrove, to introduce Ordinance #19-02 amending the R-2 and R-2 sections of Chapter 117 of the City Code to allow 50 and 65-foot-wide lots and clarifying existing language.

Motion carried. Voting Yes: Acting Mayor Riley, Councilmembers Kuzma, Musgrove, Heinrich, and Shryock. Voting No: None. Absent: Mayor LeTourneau.

**7.04: Consider Multiple Actions Related to Harvest Estates 2<sup>nd</sup> Addition; Case of Meadow Creek Builders**

- 1. Introduce Ordinance #19-04 Amending Official Zoning Map**
- 2. Adopt Resolution #19-025 Approving Preliminary Plat and Rezoning for Harvest Estates 2<sup>nd</sup> Addition**

Community Development Director Gladhill reviewed the staff report and recommendation from the Planning Commission to introduce Ordinance #19-04 rezoning the subject property and to approve Resolution #19-025 approving the preliminary plat for Harvest Estates 2<sup>nd</sup> Addition, contingent upon adoption of the Zoning Amendment (Ordinance #19-02).

Acting Mayor Riley referenced the access, which it seems will be reconstructed in the current state and asked if that would be gravel.

Community Development Director Gladhill explained that it should have stated that the developer would update the gravel base under asphalt.

Acting Mayor Riley asked if the roads would be public roads.

Community Development Director Gladhill confirmed that even though there would be an HOA for the development, the roads would be publicly owned and maintained.

Acting Mayor Riley asked if this is being requested by the developer and not by the City.

Community Development Director Gladhill confirmed that the request for the lot sizes and number of lots came to the City from the developer.

Councilmember Musgrove asked for additional details on the proposed landscaping.

Community Development Director Gladhill highlighted the tree removal, which will be necessary for the grading of the site. He noted that not all of the trees are of great quality, and tree replacement is required. He stated that there are existing homes that are larger than the minimum standards and therefore there will be additional screening provided through the use of trees to buffer between the different lot sizes.

Councilmember Shryock stated that the Environmental Policy Board had a similar discussion on possible tree preservation, and it was explained that the tree removal is needed to support the grading and drainage. She appreciated the additional trees that will be planted on this plan.

Acting Mayor Riley stated that it appears that the existing homes will not be affected by more than a portion of one home in a small area.

Community Development Director Gladhill confirmed that the stormwater pond would provide a buffer, there are similar lot sizes near the cul-de-sac and the concern on the southside would be mitigated through additional plantings.

Randy Hedlund, civil engineer for the project, stated that he is present to address any questions. He stated that this parcel is strange in that it is so deep. He stated that even though the lot width is proposed for 65 feet, the average depth is 200 feet, which exceeds the average depth in the first phase of the development. He stated that on the west side there was a concern with the tree loss. He stated that there are ten trees, two of which will be removed and the remaining eight would be saved.

Motion by Councilmember Kuzma, seconded by Councilmember Heinrich, to introduce Ordinance #19-04 amending Official Zoning Map and to Adopt Resolution #19-025 Granting Preliminary Plat Approval of Harvest Estates 2<sup>nd</sup> Addition, contingent upon adoption of Ordinance #19-02.

Motion carried. Voting Yes: Acting Mayor Riley, Councilmembers Kuzma, Heinrich, Musgrove, and Shryock. Voting No: None. Absent: Mayor LeTourneau.

**7.05: Introduce Ordinance #19-05; Amendment to City Code Chapter 117 (Zoning and Subdivision of Land) to add a Neighborhood Business District**

Community Development Director Gladhill reviewed the staff report and recommendation of the Planning Commission to adopt Ordinance #19-05 with the revisions included in the draft (limit on hours of operation and outdoor speakers). He noted that the Planning Commission did take into account feedback from the community and amended their original recommendation.

Acting Mayor Riley stated that this simply creates the zoning and does not apply it to a specific parcel.

Jaqueline Abendroth, 15810 Sodium Street, stated that she is not thoroughly understanding what is being proposed at this point. She stated that she understands that the change in zoning needs to occur for the property but was unsure the impact that would have to the adjacent property owners.

Community Development Director Gladhill explained that this action simply creates a tool and is not specific to a property. He explained that even when they get to the next case that would not change anything for the commercial property, above what has already been approved for that commercial property.

Councilmember Heinrich stated that she has appreciated the residents that have provided input throughout this process and the diligence of staff in listing the specific activity that would not be allowed on the property. She commented that this is a great level of detail for the Neighborhood Business District.

Councilmember Musgrove asked for classification on this first action.

Community Development Director Gladhill explained that the zoning district must first be created and in the second case it will be requested to apply it to a specific property. He stated that the new zoning district is more conducive to the specific property, noting that both actions are in attempt to resolve an existing zoning conflict.

Councilmember Shryock stated that she appreciates that the district clearly states what is not allowed. She was unsure if the on-sale liquor portion would be appropriate as a conditional use and would fit within a neighborhood.

Community Development Director Gladhill stated that use was added by the Planning Commission. He provided an example of a restaurant in Champlin that serves alcohol but is residential looking and tucked within a neighborhood. He stated that the hour limitation of 9:00 p.m. was added to limit the type of use to a smaller café or restaurant rather than a bar and grill type use.

Acting Mayor Riley stated that he understands that this could be applied through the whole city and asked if this would be too restrictive for other areas of Ramsey.

Community Development Director Gladhill stated that the City would be able to choose where this would be applied, or whether a different zoning district would be appropriate. He noted that the B-1 district could be used in other locations to allow more flexibility.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to introduce Ordinance #19-05 an amendment to City Code Chapter 117 (Zoning and Subdivision of Land) to add a Neighborhood Business District.

Motion carried. Voting Yes: Acting Mayor Riley, Councilmembers Kuzma, Shryock, Heinrich, and Musgrove. Voting No: None. Absent: Mayor LeTourneau.

#### **7.06: Introduce Ordinance #19-06 Amending Official Zoning Map; Case of Carol Lublin**

Community Development Director Gladhill reviewed the staff report and recommendation of the Planning Commission to approve the request to amend the official zoning map. He noted that this would simply activate the Conditional Use Permit that already exists and if the applicant desired changes, they would need to come back before the Planning Commission and City Council to request amendment.

Acting Mayor Riley stated that this will not change what is happening on the site or provide additional approvals to the site.

Councilmember Kuzma stated that he hears the comments from the neighborhood but is also concerned with the rights of the property owner as well. He noted that there has to be a balance between the rights of the property owner and the adjacent residents. He stated that this tool would provide the property owner the ability to come back before the Planning Commission and City Council if changes are desired and will also protect the neighborhood with the restricted allowed uses.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to introduce Ordinance #19-06 amending the Official Zoning Map for 6139 157<sup>th</sup> Lane NW.

Further discussion: Councilmember Musgrove asked and received confirmation that this would simply correct the zoning for the property to bring it into compliance. Councilmember Heinrich stated that in past meeting minutes the property owner has stated that she does not have interest in tobacco or alcohol related uses in the future. Community Development Director Gladhill confirmed that statement.

Motion carried. Voting Yes: Acting Mayor Riley, Councilmembers Kuzma, Shryock, Heinrich, and Musgrove. Voting No: None. Absent: Mayor LeTourneau.

#### **7.07: Introduce Ordinance #19-03 Amending the Definition of Topsoil (Project No. 18-146)**

City Planner Anderson reviewed the staff report and recommendation from the EPB and Planning Commission to approve the Ordinance, which keeps, but modifies, the topsoil standard for the reasons stated in the case. The Public Works Committee received an update from staff on the proposed ordinance amendment on February 19<sup>th</sup> and by consensus, the Committee supported presenting the amendment to the City Council. In addition, the Committee requested that staff consider tailoring proposed water conservation educational material differently to property owners of larger rural lots on private wells.

Ben Minks, Capstone, stated that staff did a great job of presenting this information. He explained how this relates to the market. He explained that they attempt to create an affordable housing product, and this is an area where money is being spent that does not accomplish the purpose it is intended to as well as it could be. He stated that if this change is implemented the average Ramsey lot within Brookfield, would save a couple thousand dollars per lot. He stated

that his company also works in the neighboring communities that staff surveyed, and this is a unique cost to Ramsey and is a disadvantage to affordability in comparison to the ten other communities they build within.

Councilmember Heinrich stated that she appreciates Mr. Minks bringing this forward to the City and appreciates that the adoption of this ordinance would provide a cost savings to new Ramsey residents.

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to introduce Ordinance #19-03 amending the definition of topsoil.

Further discussion: Acting Mayor Riley noted that there will still be a requirement for topsoil, the definition will simply be changed to match other communities and will be easier for developers to meet.

Motion carried. Voting Yes: Acting Mayor Riley, Councilmembers Musgrove, Heinrich, Kuzma, Musgrove, and Shryock. Voting No: None. Absent: Mayor LeTourneau.

## **8. MAYOR, COUNCIL AND STAFF INPUT**

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Shryock stated that residents are not supposed to push snow from their driveway into the road or across the road and asked residents to keep snow confined to their own property which will help travel and access on the roadways.

City Administrator Ulrich stated that it is also important for fire hydrants to be shoveled out, which will save time in the event of a fire.

## **9. ADJOURNMENT**

Motion by Councilmember Kuzma, seconded by Councilmember Heinrich, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 9:09 p.m.

Respectfully submitted,

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Kurtis G. Ulrich  
City Administrator

ATTEST:

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Katie M. Schmidt  
Administrative Assistant

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

**CC Regular Session**

**4. 3.**

**Meeting Date:** 03/12/2019

**By:** JoAnn Shaw, Community Development

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**Information**

**Title**

Approve Licenses

**Purpose/Background:**

The purpose of this case is to approve various license requests for 2019.

Background: Certain businesses in the City of Ramsey are required to apply for a license in addition to the Business Registration Certificate (BRC). Other businesses that may require a license, but are not required to have a BRC, may also be included in this approval. Those new license requests and/or renewals are attached for Council approval.

**Recommendation:**

Staff recommends approval of license applications contingent upon completion of background checks.

**Action:**

Motion to approve the attached license applications contingent upon completion of background checks.

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**Attachments**

License Applications

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: JoAnn Shaw

Final Approval Date: 03/07/2019

**Reviewed By**

Kurt Ulrich

**Date**

03/07/2019 10:24 AM

Started On: 02/22/2019 11:41 AM

Report Name: License Report - License Types

Council Dates: 3/12/2019 to 3/12/2019

Status: Active, Inactive

License Type(s): 3.2 Beer Off-Sale, 3.2 Beer On-Sale  
Temporary, Liquor 2 A.M. Closing, Liquor Off-Sale,  
Liquor On-Sale, Liquor On-Sale Sunday, Temporary  
Intoxicating, Wine On-Sale, Amusement Center,  
Amusement Devices/Billiard Tables, Business License-1st  
Year, Business License-Renewal, Garbage Haulers,  
Pawnbroker, Rental, Second Hand Goods Dealer, Special  
Events, Temporary Amusement/Carnival/Circus,  
Therapeutic Massage Establishment, Therapeutic Massage  
Therapist, Tobacco, Transient Merchant/Peddler/Solicitor

# City of Ramsey License Report - License Types

Printed: 3/6/2019

Page: 1

<u>Company</u>	<u>Location</u>	<u>Complex</u>	<u>Exp. Date</u>	<u>Council Date</u>	<u>Statu</u>
<b>Special Events</b>					
Minnesota State Society DAR	7545 Veterans Dr NW		6/15/2019	3/12/2019	A
<b>Special Events License Count: 1</b>					
<b>Therapeutic Massage Therapist</b>					
Alexa L Klimek	14245 St Francis Blvd NW 104		12/31/2019	3/12/2019	A
<b>Therapeutic Massage Therapist License Count: 1</b>					
<b>Transient Merchant/Peddler/Solic</b>					
Edward Jones, Jacob Morris			12/31/2019	3/12/2019	A
<b>Transient Merchant/Peddler/Solicitor License Count: 1</b>					
<b>Total Licenses: 3</b>					

**CC Regular Session**

**4. 4.**

**Meeting Date:** 03/12/2019

**By:** Jackie Lipski, Finance

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**Information**

**Title**

Adopt Resolution #19-065 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 21, 2019 through March 5, 2019

**Action:**

Motion to Adopt Resolution #19-065 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 21, 2019 through March 5, 2019.

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**Attachments**

Bills List 3/12/2019

Resolution 3/12/2019

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**Form Review**

**Inbox**

Diana Lund

Kurt Ulrich

Form Started By: Jackie Lipski

Final Approval Date: 03/07/2019

**Reviewed By**

Diana Lund

Kurt Ulrich

**Date**

03/05/2019 12:25 PM

03/07/2019 10:43 AM

Started On: 03/05/2019 11:30 AM

<b>RAMSEY CITY COUNCIL MEETING</b>
<b>3/12/2019</b>
<b>BILLS LIST</b>

**DISBURSEMENTS TO BE APPROVED THIS MEETING:**

DISBURSEMENT TYPE:	<u>SUBMITTED FOR APPROVAL</u>
Purchase Journal:	
Prepays 2/21/19-3/5/19	219,914.89
Accounts Payable 2/21/19-3/5/19	439,872.97
Payroll 2/22/2019	181,392.09

**TOTAL SUBMITTED FOR APPROVAL THIS MEETING**

<b>\$ 841,179.95</b>
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<u>DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:</u>	<u>APPROVED PREV. MTG</u>	<u>2019 Y.T.D.</u>
NET PAYROLL TOTAL	\$ 158,543.09	\$ 491,737.28
- CORRECTION TO PAYROLL		
PREPAIDS	259,890.85	920,405.87
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE	4,293.75	401,081.25
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	437,757.86	1,509,634.41
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)	24,058.76	81,068.13
- CHECKS VOIDED	0.00	0.00

<b>TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED</b>	<b>\$ 884,544.31</b>	<b>\$ 3,403,926.94</b>
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CITY OF RAMSEY  
Council Check Register by GL  
Council Check Register and Summary

2/21/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
108157	2/21/2019		<b>116114 AVESIS THIRD PARTY ADMINISTRATORS</b>						
		126.38	FEB 19 VISION INS		95484	2241425	9101.2170		DENTAL/DISABILITY/LIFE
		<u>126.38</u>							
108158	2/21/2019		<b>110734 CITY OF RAMSEY</b>						
		140.00	725608		95485		9601.4651		WATER REVENUE
		132.22	729387		95485		9601.4651		WATER REVENUE
		147.14	724901		95485		9601.4651		WATER REVENUE
		24.99	40323049		95485		9601.4651		WATER REVENUE
		147.14	726814		95485		9601.4651		WATER REVENUE
		25.00	674451896		95485		9601.4651		WATER REVENUE
		200.00	729387		95485		9601.4651		WATER REVENUE
		24.99	37202737		95485		9601.4651		WATER REVENUE
		147.14	724901		95485		9601.4651		WATER REVENUE
		147.14	689292819		95485		9601.4651		WATER REVENUE
		41.15	729524		95485		9601.4651		WATER REVENUE
		55.00	36262643		95485		9601.4651		WATER REVENUE
		147.14	729064		95485		9601.4651		WATER REVENUE
		1.00	726323		95485		9601.4651		WATER REVENUE
		144.00	724431		95485		9601.4651		WATER REVENUE
		<u>1,524.05</u>							
108159	2/21/2019		<b>106583 DELTA DENTAL PLAN OF MINNESOTA</b>						
		3,445.15	MARCH 19 DENTAL INS		95486	7565043	9101.2170		DENTAL/DISABILITY/LIFE
		<u>3,445.15</u>							
108160	2/21/2019		<b>115384 ERICKSON, ASHTON</b>						
		46.67	FIELD TRAIN- LUNCHES		95487	022119	0211.6331		TRAVEL & LODGING
		<u>46.67</u>							
108161	2/21/2019		<b>115574 HEALTHPARTNERS</b>						
		47,152.00	MAR 19 MEDICAL INS		95488	87471409	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>47,152.00</u>							
108162	2/21/2019		<b>116169 LIFE INSURANCE CO OF NORTH AMERICA</b>						
		19.40	FEB 19 LIFE INS		95489	AI960634 FEB 19	9101.2170		DENTAL/DISABILITY/LIFE
		17.04	FEB 19 LIFE INS		95489	AI960634 FEB 19	9101.2170		DENTAL/DISABILITY/LIFE
		<u>36.44</u>							
108163	2/21/2019		<b>101164 MILLER CHEVROLET</b>						
		644.00	WORK ON 332		95490	CTCS613871	0211.6388		OTHER VEHICLE REPAIR
		167.98	WORK ON 332		95490	CTCS613871	0211.6257		OTHER VEHICLE PARTS
		<u>811.98</u>							
108164	2/21/2019		<b>100890 PLEAA</b>						
		35.00	2019 DUES J. TORSETH		95491	021519	0211.6451		MEMBERSHIP DUES
		<u>35.00</u>							
108165	2/21/2019		<b>100391 POSTMASTER</b>						
		1,700.64	POSTAGE RAM RES MAR/APR 19		95492	021319	0195.6322		POSTAGE
		<u>1,700.64</u>							
108166	2/21/2019		<b>115972 ROBINSON, SCOTT</b>						
		1,820.50	MAR/APR 19 RAM RES ADS		95493	021319	9101.4609		OTHER MISCELLANEOUS
		<u>1,820.50</u>							

CITY OF RAMSEY  
Council Check Register by GL  
Council Check Register and Summary

2/21/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
<b>108167</b>	<b>2/21/2019</b>		<b>100510 VERIZON WIRELESS</b>						<b>Continued.</b>
		47.48	PD JAN 19 SERVICE		95494	9823332786	0280.6323		CELLULAR PHONES
		458.13	PD JAN 19 SERVICE		95494	9823332786	0211.6415		OTHER EQUIPMENT REN
		779.19	PD JAN 19 SERVICE		95494	9823332786	0211.6323		CELLULAR PHONES
		<u>1,284.80</u>							
<b>108168</b>	<b>2/22/2019</b>		<b>100257 LAW ENFORCEMENT LABOR SRV INC</b>						
		586.50			95326	020719922512	9101.2177		UNION DUES
		637.50			95501	0221191356202	9101.2177		UNION DUES
		<u>1,224.00</u>							
<b>108169</b>	<b>2/22/2019</b>		<b>100298 MN AFSCME COUNCIL 5</b>						
		551.32			95327	020719922513	9101.2177		UNION DUES
		551.32			95502	0221191356203	9101.2177		UNION DUES
		<u>1,102.64</u>							
<b>108244</b>	<b>2/28/2019</b>		<b>111377 ANOKA MUNICIPAL UTILITY</b>						
		56.80	JAN 19 RAMSEY ST LTS		95572	22-990005-01 JAN 19	9603.6371		ELECTRIC UTILITIES
		47.83	JAN 19 14034 DYSPOSIM ST NW		95573	22-610280-00 JAN 19	9603.6371		ELECTRIC UTILITIES
		33.89	JAN 19 BUNKER LK BLVD/DYSPOSIU		95574	22-612000-01 JAN 19	0260.6371		ELECTRIC UTILITIES
		98.56	JAN 19 CTY RD 116/HWY 47 SIG		95575	22-613120-01 JAN 19	0260.6371		ELECTRIC UTILITIES
		<u>237.08</u>							
<b>108245</b>	<b>2/28/2019</b>		<b>100297 CENTERPOINT ENERGY</b>						
		1,174.03	MISC PW JAN 19		95576	8000014064-2 JAN 19	0311.6373		GAS
		746.13	MISC PW JAN 19		95576	8000014064-2 JAN 19	0452.6373		GAS
		391.34	MISC PW JAN 19		95576	8000014064-2 JAN 19	9601.6373		GAS
		391.34	MISC PW JAN 19		95576	8000014064-2 JAN 19	9602.6373		GAS
		391.34	MISC PW JAN 19		95576	8000014064-2 JAN 19	9605.6373		GAS
		<u>3,094.18</u>							
<b>108246</b>	<b>2/28/2019</b>		<b>106797 CHEERFUL CHUGGERS 4H CLUB</b>						
		100.00	REFUND DAMAGE DEP 9/15/11		95577	022719	9804.1160		KEY & DAMAGE DEPOSIT
		<u>100.00</u>							
<b>108247</b>	<b>2/28/2019</b>		<b>110734 CITY OF RAMSEY</b>						
		169.00	718889		95578	022719	9601.4651		WATER REVENUE
		149.18	700617252		95578	022719	9601.4651		WATER REVENUE
		100.00	721549		95578	022719	9601.4651		WATER REVENUE
		126.25	62855296		95578	022719	9601.4651		WATER REVENUE
		<u>544.43</u>							
<b>108248</b>	<b>2/28/2019</b>		<b>100116 CONNEXUS ENERGY</b>						
		11.41	6401 HWY 10 SUNFISH STATION		95579	444931-270863 FEB 19	9603.6371		ELECTRIC UTILITIES
		<u>11.41</u>							

CITY OF RAMSEY  
 Council Check Register by GL  
 Council Check Register and Summary

2/21/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
<b>108249</b>	<b>2/28/2019</b>		<b>113540 DUSTY'S DRAIN CLEANING</b>						<b>Continued.</b>
		75.00	REF PERMIT-ERROR RA039513		95580	022719	9101.4206		PLUMBING PERMIT
		1.00	REF PERMIT-ERROR RA039513		95580	022719	9101.2081		SURCHARGES-PERMITS
		<u>76.00</u>							
<b>108250</b>	<b>2/28/2019</b>		<b>108737 EMERGENCY AUTOMOTIVE TECHNOLOGY INC</b>						
		26.32	WORK ON 394		95591	DL012819-26	0211.6281		SMALL TOOLS & MINOR I
		1,268.91	WORK ON 396		95592	DL012819-25C	0211.6281		SMALL TOOLS & MINOR I
		<u>1,295.23</u>							
<b>108251</b>	<b>2/28/2019</b>		<b>116809 GO PERMITS LLC</b>						
		29.00	CANCEL PERMIT 10806709		95581	022519	9101.4205		BUILDING PERMIT
		1.00	CANCEL PERMIT 10806709		95581	022519	9101.2081		SURCHARGES-PERMITS
		<u>30.00</u>							
<b>108252</b>	<b>2/28/2019</b>		<b>112564 HEALTH PARTNERS GROUP HEALTH-WORKSITE</b>						
		29.00	JAN 19 EAP		95582	W815674	0130.6315		MISCELLANEOUS PROFE
		<u>29.00</u>							
<b>108253</b>	<b>2/28/2019</b>		<b>114432 HESSE, BRADLEY</b>						
		25.50	REIMB LUNCH EMT RECERT.		95583	022819	0211.6331		TRAVEL & LODGING
		<u>25.50</u>							
<b>108254</b>	<b>2/28/2019</b>		<b>113719 NEOFUNDS BY NEOPOST</b>						
		2,000.00	POSTAGE 7900044034448047		95585	022719	9101.1551		POSTAGE METER DEPOS
		<u>2,000.00</u>							
<b>108255</b>	<b>2/28/2019</b>		<b>116801 NRH PLUMBING INC</b>						
		2,517.00	FIRE STAT 1 WATER HEATER		95584	8516025	0194.6382		MACHINERY & EQUIPMEI
		<u>2,517.00</u>							
<b>108256</b>	<b>2/28/2019</b>		<b>100393 PRAIRIE RESTORATIONS INC</b>						
		1,000.00	2017/2018 BROOKFIELD PRAIRIE		95569	16886	0452.6269		LANDSCAPE MATERIALS
		<u>1,000.00</u>							
<b>108257</b>	<b>2/28/2019</b>		<b>100461 STAR TRIBUNE</b>						
		360.00	BUILDING OFF. AD DEC 2018		95590	I00288825-12182 018	0130.6354		HELP WANTED ADVERTIS
		<u>360.00</u>							
<b>108258</b>	<b>2/28/2019</b>		<b>116471 SUNBELT RENTALS INC</b>						
		14.44	BAL HAPPY DAYS 2018		95570	82306421-0001	0296.6249		MISCELLANEOUS OPERA
		655.77	BAL HAPPY DAYS 2018		95571	82306421-0003	0296.6249		MISCELLANEOUS OPERA
		<u>670.21</u>							
<b>108259</b>	<b>2/28/2019</b>		<b>108662 UPS</b>						
		11.60	RE FIRE LIFE SAFETY CONSULTING		95587	00003529RW079	0220.6322		POSTAGE
		<u>11.60</u>							
<b>108260</b>	<b>2/28/2019</b>		<b>100510 VERIZON WIRELESS</b>						
		60.03	JAN/FEB 19 SERVICE		95588	9823840729	0130.6323		CELLULAR PHONES
		385.11	JAN/FEB 19 SERVICE		95589	9823938160	0220.6323		CELLULAR PHONES
		<u>445.14</u>							
<b>90499533</b>	<b>2/22/2019</b>		<b>100398 PUBLIC EMPLOYEES RETIREMENT ASSN</b>						
		50.00			95401	022019924041	9101.2174		PERA-EMPLOYEE

CITY OF RAMSEY  
 Council Check Register by GL  
 Council Check Register and Summary  
 2/21/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
90499533	2/22/2019		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						<b>Continued.</b>
		50.00			95402	022019924042	9101.2183		PERA-EMPLOYER
		19,883.10			95503	0221191356204	9101.2174		PERA-EMPLOYEE
		26,569.19			95504	0221191356205	9101.2183		PERA-EMPLOYER
		<u>46,552.29</u>							
90928854	2/22/2019		101306 IRS						
		368.80			95398	0219191442142	9101.2171		FEDERAL WITHHOLDING
		1,592.53			95399	0219191442143	9101.2173		FICA & MEDICARE-EMPL
		1,592.53			95400	0219191442144	9101.2182		FICA & MEDICARE-EMPL
		346.04			95404	022019924044	9101.2171		FEDERAL WITHHOLDING
		243.11			95405	022019924045	9101.2173		FICA & MEDICARE-EMPL
		243.11			95406	022019924046	9101.2182		FICA & MEDICARE-EMPL
		22,144.43			95506	0221191356207	9101.2171		FEDERAL WITHHOLDING
		13,085.16			95507	0221191356208	9101.2173		FICA & MEDICARE-EMPL
		13,085.16			95508	0221191356209	9101.2182		FICA & MEDICARE-EMPL
		<u>52,700.87</u>							
98022219	2/22/2019		115568 ALERUS FINANCIAL NA						
		2,595.68			95500	02211913562014	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>2,595.68</u>							
99022219	2/22/2019		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		2,086.86			95496	02211913562010	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>2,086.86</u>							
99097794	2/22/2019		100223 ICMA RETIREMENT TRUST 457						
		2,448.53			95495	0221191356201	9101.2175		DEFERRED COMPENSAT
		<u>2,448.53</u>							
99240219	2/22/2019		114486 SUN LIFE ASSURANCE COMPANY OF CANADA						
		815.59			95322	0207199225111	9101.2176		LIFE/HEALTH-EMPLOYEE
		821.14			95497	02211913562011	9101.2176		LIFE/HEALTH-EMPLOYEE
		45.27	Life COBRA and Adjustments		95497	02211913562011	9101.2176		LIFE/HEALTH-EMPLOYEE
		845.67			95497	02211913562011	9101.2170		DENTAL/DISABILITY/LIFE
		<u>2,527.67</u>							
99738617	2/22/2019		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		13,138.08			95498	02211913562012	9101.2175		DEFERRED COMPENSAT
		<u>13,138.08</u>							
99739627	2/22/2019		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		13,929.91			95499	02211913562013	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>13,929.91</u>							
99979328	2/22/2019		100601 MN DEPT OF REV WH						
		369.14			95397	0219191442141	9101.2172		STATE WITHHOLDING
		66.05			95403	022019924043	9101.2172		STATE WITHHOLDING
		10,742.78			95505	0221191356206	9101.2172		STATE WITHHOLDING
		<u>11,177.97</u>							
		<u>219,914.89</u>	Grand Total						

<u>Payment Instrument Totals</u>	
Checks	72,757.03
EFT Payments	<u>147,157.86</u>
Total Payments	219,914.89

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CITY OF RAMSEY  
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK  
Version LOGIS004V  
Originator JLIPSKI  
Payment Instrument Check Payment  
Pay Through Date 12/31/2019

Payee	Stub Message	Document	Due Date	Invoice Number	Payment Amount
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
111610	A DYNAMIC DOOR CO. INC.	PV 95593 001 09101	2/27/2019	21902191	206.23
	A DYNAMIC DOOR CO. INC.	PV 95593 002 09101	2/27/2019	21902191	1,567.90
	4588 194TH AVENUE NE EAST BETHEL MN 55092	Summary Total			1,774.13
		Payment Amount			1,774.13
111385	ACHIEVE SERVICES INC	PV 95509 001 09101	2/15/2019	20343	54.75
	ACHIEVE SERVICES INC 1201 89TH AVENUE NE BLAINE MN 55434	Summary Total			54.75
		Payment Amount			54.75
106641	AMERICAN PRESSURE INC	PV 95594 001 09101	3/1/2019	106531	109.49
	AMERICAN PRESSURE INC 3810 W BROADWAY ROBBINSDALE MN 55422	Summary Total			109.49
		Payment Amount			109.49
100021	AMERICAN PUBLIC WORKS ASSN	PV 95511 001 09101	2/5/2019	020519	252.50
	AMERICAN PUBLIC WORKS ASSN PO BOX 802296 KANSAS CITY MO 64108-2296	Summary Total			252.50
		Payment Amount			252.50
113315	ANOKA COUNTY REGIONAL RAIL AUTHORITY	PV 95510 001 09202	2/15/2019	02152019	297,983.00
	ANOKA COUNTY 2100 - 3RD AVENUE ANOKA MN 55303	Summary Total			297,983.00
		Payment Amount			297,983.00
107587	ANOKA COUNTY TREASURY DEPARTMENT	PV 95595 001 09101	2/19/2019	B190215M	604.50
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303	Summary Total			604.50

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number Number	Item Itm	Co	Due Date	Invoice Number	Payment Amount
Payment Amount									604.50
100063	ASPEN MILLS	MISC N. STOLP	PV	95596	001	09101	2/15/2019	231839	269.85
Summary Total									269.85
Payment Amount									269.85
108513	BLAINE LOCK AND SAFE INC	LOCK SET	PV	95548	001	09101	2/19/2019	22154	54.25
Summary Total									54.25
108513	BLAINE LOCK AND SAFE INC 12052 CENTRAL AVE NE	SOLENOID/CIRCUIT BREAKER	PV	95549	001	09101	2/21/2019	22161	783.00
Summary Total									783.00
Payment Amount									837.25
115596	C AND J ENTERTAINMENT LLC	DEP JUNE/AUG/SEPT 2019	PV	95550	001	09101	2/16/2019	1381	1,485.00
Summary Total									1,485.00
Payment Amount									1,485.00
116439	CANTEEN VENDING	COFFEE	PV	95512	001	09101	2/12/2019	141780000052710	186.00
Summary Total									186.00
Payment Amount									186.00
112019	CENTRAL HYDRAULICS INC	MISC PARTS	PV	95513	001	09101	2/12/2019	0057617	34.49
Summary Total									34.49
112019	CENTRAL HYDRAULICS INC 21877 INDUSTRIAL COURT	MISC PARTS 644	PV	95514	001	09101	2/19/2019	0057745	19.30
Summary Total									19.30
112019	ROGERS MN 55374	MISC PARTS634	PV	95597	001	09101	2/26/2019	0057912	45.34
Summary Total									45.34
Payment Amount									99.13

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Payee		Stub	Document		Due	Invoice	Payment		
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
114549	CHETS SHOES INC	WORK BOOTS	PV	95515	001	09601	2/1/2019	40759	300.00
	CHETS SHOES INC								300.00
	8870 RENDOVA STREET NE								
	CIRCLE PINES MN 55014								
									Summary Total
									300.00
									Payment Amount
									300.00
116197	CINTAS CORPORATION	FD MATS	PV	95516	001	09101	2/20/2019	4016946387	13.20
	CINTAS CORPORATION								13.20
	CINTAS LOC #4K	UNIFORM CLEANING	PV	95517	001	09101	2/20/2019	4016946449	28.00
	P O BOX 650838	UNIFORM CLEANING	PV	95517	002	09101	2/20/2019	4016946449	4.00
	DALLAS TX 75265-0838	UNIFORM CLEANING	PV	95517	003	09101	2/20/2019	4016946449	29.10
		UNIFORM CLEANING	PV	95517	004	09101	2/20/2019	4016946449	29.10
									Summary Total
									90.20
									Payment Amount
									103.40
100116	CONNEXUS ENERGY	SIRENS	PV	95518	001	09101	2/21/2019	759126-303095 FEB 19	85.00
	CONNEXUS ENERGY								85.00
	PO BOX 1808	MISC PWACCOUNTS	PV	95551	001	09101	2/21/2019	759126-303106 FEB 19	784.83
	MINNEAPOLIS MN	MISC PWACCOUNTS	PV	95551	002	09101	2/21/2019	759126-303106 FEB 19	261.61
	55480-1808	MISC PWACCOUNTS	PV	95551	003	09101	2/21/2019	759126-303106 FEB 19	261.61
		MISC PWACCOUNTS	PV	95551	004	09101	2/21/2019	759126-303106 FEB 19	261.60
		MISC PWACCOUNTS	PV	95551	005	09101	2/21/2019	759126-303106 FEB 19	1,275.08
									Summary Total
									2,844.73
		STREET LIGHTS	PV	95552	001	09603	2/21/2019	759126-303101 FEB 19	9,720.21
									Summary Total
									9,720.21
		WTR TRW/LIFT	PV	95553	001	09601	2/21/2019	759126-303102 FEB 19	5,735.01
		STAT/WELLS							
		WTR TRW/LIFT	PV	95553	002	09601	2/21/2019	759126-303102 FEB 19	766.52
		STAT/WELLS							
									Summary Total
									6,501.53
		TRAFFIC SIGNALS	PV	95554	001	09101	2/21/2019	759126-303100 FEB 19	831.81
									Summary Total
									831.81
		MISC CITY ACCTS	PV	95598	001	09230	2/21/2019	759126-303107 FEB 19	71.69

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Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
	MISC CITY ACCTS	PV 95598 002 09230	2/21/2019	759126-303107 FEB 19	2,404.51
	MISC CITY ACCTS	PV 95598 003 09230	2/21/2019	759126-303107 FEB 19	30.84
	MISC CITY ACCTS	PV 95598 004 09230	2/21/2019	759126-303107 FEB 19	1,080.29
	MISC CITY ACCTS	PV 95598 005 09230	2/21/2019	759126-303107 FEB 19	5,235.39
	MISC CITY ACCTS	PV 95598 006 09230	2/21/2019	759126-303107 FEB 19	5,174.20
	MISC CITY ACCTS	PV 95598 007 09230	2/21/2019	759126-303107 FEB 19	185.41
		Summary Total			14,182.33
		Payment Amount			34,165.61
100125 COUNTRYSIDE PRINTING INC	BUS CARDS T. BYRON	PV 95619 001 09101	2/22/2019	35672	59.00
		Summary Total			59.00
COUNTRYSIDE PRINTING 6250 BUNKER LAKE BLVD NW	RAM RES MAR/APR 2019	PV 95620 001 09101	2/25/2019	35674	6,966.00
		Summary Total			6,966.00
SUITE 113 RAMSEY MN 55303		Payment Amount			7,025.00
100127 CROW RIVER FARM EQUIPMENT COMPANY	MISC PLOW SUPPLIES	PV 95519 001 09101	2/19/2019	192236	33.40
		Summary Total			33.40
CROW RIVER FARM EQUIPMENT COMPANY 17685 - 53RD STREET NE ROGERS MN 55374		Payment Amount			33.40
116805 CUSTOMIZED FIRE RESCUE TRAINING INC	TRAINING 2/20/19 BASIC FIRE	PV 95520 001 09101	2/20/2019	1417	750.00
		Summary Total			750.00
CUSTOMIZED FIRE RESCUE TRAINING INC P O BOX 533 802 LINCOLN CIRCLE MAPLE LAKE MN 55358		Payment Amount			750.00
103642 DAVE'S CUSTOM DIGGING	CENTRAL PARK- SEPTIC PUMP	PV 95599 001 09101	2/25/2019	2019002	630.00

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Pay Through Date 12/31/2019

Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Item	Co	Due Date	Invoice Number	Payment Amount
	DAVE'S CUSTOM DIGGING P O BOX 347 ELK RIVER MN 55330								630.00
								Summary Total	630.00
								Payment Amount	630.00
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC	FEB 19 CONTRACT	PV	95600	001	09101	2/22/2019	INV178631	240.07
	DEFINITIVE TECHNOLOGY SOLUTIONS INC 9401 JAMES AVENUE SOUTH SUITE 120 BLOOMINGTON MN 55431							Summary Total	240.07
								Payment Amount	240.07
100144	DEHN OIL COMPANY	DIESEL	PV	95521	001	09101	2/20/2019	67395	1,185.80
	DEHN OIL COMPANY 6735 141ST AVENUE NW RAMSEY MN 55303							Summary Total	1,185.80
		DIESEL	PV	95522	001	09101	2/15/2019	67303	1,894.05
								Summary Total	1,894.05
		DIESEL FUEL	PV	95555	001	09101	2/25/2019	66478	2,090.66
								Summary Total	2,090.66
		DIESEL	PV	95556	001	09101	2/22/2019	66466	1,934.14
								Summary Total	1,934.14
								Payment Amount	7,104.65
116175	ECKBERG LAMMERS ATTORNEYS AT LAW	FEB 2019 SERVICE	PV	95621	001	09101	2/28/2019	02 2019	6,005.00
	ECKBERG LAMMERS ATTORNEYS AT LAW 1809 NORTHWESTERN AVENUE STILLWATER MN 55082							Summary Total	6,005.00
								Payment Amount	6,005.00
100158	ECM PUBLISHERS INC	AD PW STREETS MAINT.	PV	95557	001	09101	2/17/2019	671764	217.00
	ECM PUBLISHERS INC 4095 COON RAPIDS BLVD COON RAPIDS MN 55433							Summary Total	217.00
		AD PW PARKS SEASONAL	PV	95558	001	09101	2/17/2019	671763	186.00
								Summary Total	186.00
		2040 COMP PLAN	PV	95622	001	09101	2/22/2019	673203	59.13
								Summary Total	59.13
								Payment Amount	462.13
106624	EHLERS AND ASSOCIATES,	GENERAL TIF	PV	95523	001	09412	2/11/2019	79474	612.50

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Item	Co	Due Date	Invoice Number	Payment Amount
	INC EHLERS & ASSOCIATES, INC 3060 CENTRE POINTE DRIVE ROSEVILLE MN 55113-1105	CONSULTING GENERAL TIF CONSULTING	PV	95523	002	09412	2/11/2019	79474	245.00
								Summary Total	857.50
								Payment Amount	857.50
100164	ELECTRIC SYSTEMS OF ANOKA INC ELECTRIC SYSTEMS OF ANOKA INC 6314 HIGHWAY 10 NW ANOKA MN 55303	WORK ON SIREN 3	PV	95559	001	09101	2/22/2019	7216	858.80
								Summary Total	858.80
								Payment Amount	858.80
100169	EMERGENCY APPARATUS MAINTENANCE INC EMERGENCY APPARATUS MAINTENANCE INC 7512 4TH AVENUE LINO LAKES MN 55014	REPAIR ON 560	PV	95601	001	09101	2/25/2019	104917	1,069.74
								Summary Total	1,069.74
								Payment Amount	1,069.74
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC EMERGENCY AUTOMOTIVE TECHNOLOGY INC 2755 GENEVA AVE N OAKDALE MN 55128	WORK ON 394	PV	95602	001	09101	2/26/2019	DL012819-26D	628.73
								Summary Total	628.73
			PV	95603	001	09101	2/26/2019	DL12819-25F	3,123.98
								Summary Total	3,123.98
			PV	95604	001	09101	2/22/2019	AW022019-6	2,527.46
								Summary Total	2,527.46
			PV	95605	001	09101	2/26/2019	AW022019-6A	1,432.90
								Summary Total	1,432.90
			PV	95606	001	09101	2/26/2019	AW022119-5	312.04
								Summary Total	312.04
			PV	95607	001	09101	2/14/2019	AW021219-2	711.09
								Summary Total	711.09
			PV	95608	001	09101	2/21/2019	DL012819-26C	622.86
								Summary Total	622.86
								Payment Amount	9,359.06
113321	FACTORY MOTOR PARTS CO	SHOP SUPPLIES	PV	95609	001	09101	2/25/2019	6-1527871	45.75



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Payee Number Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount
ARDEN HILLS MN 55112-3738					22.68
				Payment Amount	22.68
100204 GRAFIX SHOPPE GRAFIX SHOPPE 3240 MIKE COLLINS DRIVE EAGAN MN 55121	SQUAD 394	PV 95613 001 09101	2/22/2019	126054	915.00
				Summary Total	915.00
				Payment Amount	915.00
112564 HEALTH PARTNERS GROUP HEALTH-WORKSITE	EAP FEB 19	PV 95562 001 09101	2/22/2019	W815770	29.00
				Summary Total	29.00
				Payment Amount	29.00
104027 INK WIZARDS INC INK WIZARDS INC 9958 HIGHWAY 10 NW ELK RIVER MN 55330	FIRE- SHIRTS	PV 95614 001 09101	2/27/2019	3475	332.80
				Summary Total	332.80
				Payment Amount	332.80
112475 INNOVATIVE OFFICE SOLUTIONS INNOVATIVE OFFICE SOLUTIONS P O BOX 860627 MINNEAPOLIS MN 55486-0001	OFFICE SUPPLIES	PV 95529 001 09101	2/21/2019	IN2411639	244.85
				Summary Total	244.85
	OFFICE SUPPLIES	PV 95530 001 09101	2/20/2019	IN2409600	95.86
				Summary Total	95.86
	CABINETS	PV 95563 001 09601	2/25/2019	IN2414273	268.64
				Summary Total	268.64
				Payment Amount	609.35
106324 INSPECTRON INC INSPECTRON INC CODE COMPLIANCE INSPECTIONS 15120 CHIPPENDALE AVE SUITE 202 ROSEMOUNT MN 55068	FEB 2019 SERVICES	PV 95631 001 09101	3/4/2019	030419	7,075.00
				Summary Total	7,075.00
				Payment Amount	7,075.00

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount
115007	ITERIS, INC	MARCH 2019 CLEAR PATH	PV	95615	001	09101	2/28/2019	109481	400.00
	ITERIS, INC P O BOX 842123 LOS ANGELES CA 90084-2123								Summary Total 400.00
									Payment Amount 400.00
100256	LANO EQUIPMENT INC	FLUIDS- OIL	PV	95531	001	09101	2/22/2019	02-648133	84.78
	LANO EQUIPMENT INC 6140 HIGHWAY 10 NW ANOKA MN 55303								Summary Total 84.78
		DRIVE BELT-IDLER	PV	95532	001	09101	2/21/2019	02-647784	246.51
		MIRCO-FLUID	PV	95532	002	09101	2/21/2019	02-647784	246.51
		DRIVE BELT-IDLER	PV	95532	003	09101	2/21/2019	02-647784	246.52
		MIRCO-FLUID							Summary Total 739.54
									Payment Amount 824.32
100258	LEAGUE OF MINNESOTA CITIES	19 MN CITIES STORMWATER COAL.	PV	95533	001	09601	2/1/2019	287329	994.00
	LEAGUE OF MN CITIES FINANCE DEPT 145 UNIVERSITY AVE WEST ST PAUL MN 55103-2044								Summary Total 994.00
									Payment Amount 994.00
100270	MACQUEEN EQUIPMENT INC	CUTTING EDGES/SKID SHOES	PV	95564	001	09101	2/22/2019	P17848	1,196.34
	MACQUEEN EQUIPMENT INC 1125 7TH STREET EAST ST PAUL MN 55106								Summary Total 1,196.34
									Payment Amount 1,196.34
100283	MENARDS COON RAPIDS	MISC SUPPLIES	PV	95534	001	09101	2/9/2019	94677	40.69
	MENARDS COON RAPIDS 3045 MAIN STREET COON RAPIDS MN 55433								Summary Total 40.69
									Payment Amount 40.69

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Payee		Stub	Document				Due	Invoice	Payment
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
108208	METRO PRODUCTS INC	SEALS/PINS	PV	95565	001	09101	2/20/2019	141380	40.29
	METRO PRODUCTS INC			Summary Total					40.29
	7401 CENTRAL AVENUE NE			Payment Amount					40.29
	FRIDLEY MN 55432								
100328	MN DEPT OF HEALTH WATER	JAN- MARCH 2019	PV	95535	001	09601	2/26/2019	1020035 RAMSEY 1ST QTR 19	7,271.00
	MN DEPT OF HEALTH			Summary Total					7,271.00
	DRINKING WATER PROTECTION SECTION			Payment Amount					7,271.00
	P O BOX 64494								
	ST PAUL MN 55164-0494								
100345	NAPA AUTO PARTS ELK RIVER	PD MISC SUPPLIES	PV	95616	001	09101	2/21/2019	001496	87.48
	NAPA AUTO PARTS ELK RIVER			Summary Total					87.48
	17137 YALE STREET NW			Payment Amount					87.48
	P O BOX 1041								
	ELK RIVER MN 55330								
115543	NATURAL ENDEAVORS LANDSCAPING INC	PLOW-6701 HWY 10 FEB 19	PV	95624	001	09410	3/1/2019	1501 MAR 19	1,096.40
	NATURAL ENDEAVORS LANDSCAPING INC			Summary Total					1,096.40
	22839 ZION PARKWAY NW	PLOW- FEB 19 6701 PACT	PV	95625	001	09410	3/1/2019	1507 MAR 19	1,140.38
	BETHEL MN 55005			Summary Total					1,140.38
				Payment Amount					2,236.78
113815	NEOPOST USA	RENT MAR-JUNE 19	PV	95626	001	09101	2/18/2019	56490203	108.90
	NEOPOST USA			Summary Total					108.90
	DEPT 3689			Payment Amount					108.90
	P O BOX 123689								
	DALLAS TX 75312-3689								
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	95566	001	09101	2/20/2019	194135	324.22
	NORTHERN SANITARY SUPPLY CO			Summary Total					324.22

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK  
Version LOGIS004V  
Originator JLIPSKI  
Payment Instrument Check Payment  
Pay Through Date 12/31/2019

Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount
	341 COON RAPIDS BLVD MINNEAPOLIS MN 55433								324.22
									Payment Amount
110480	OPUS 21 MANAGEMENT SOLUTIONS	JAN 19 SERVICE	PV	95536 001	09601		2/22/2019	190158	2,468.88
	OPUS 21 MANAGEMENT SOLUTIONS	JAN 19 SERVICE	PV	95536 002	09601		2/22/2019	190158	2,468.88
	680 COMMERCE DRIVE SUITE 160	JAN 19 SERVICE	PV	95536 003	09601		2/22/2019	190158	2,468.88
	WOODBURY MN 55125	JAN 19 SERVICE	PV	95536 004	09601		2/22/2019	190158	2,468.88
		JAN 19 SERVICE	PV	95536 005	09601		2/22/2019	190158	2,468.86
									Summary Total
									12,344.38
									Payment Amount
									12,344.38
100391	POSTMASTER	USPS MARKETING MAIL #131	PV	95567 001	09101		2/20/2019	022019	235.00
	POSTMASTER								Summary Total
	2168 - 7TH AVENUE NORTH								235.00
	ANOKA MN 55303								Payment Amount
									235.00
107978	PREMIER COMMERCIAL PROPERTIES INC	JAN 19 HWY 10 MANAGEMENT	PV	95537 001	09410		1/31/2019	6200	200.00
	PREMIER COMMERCIAL PROPERTIES INC	JAN 19 HWY 10 MANAGEMENT	PV	95537 002	09410		1/31/2019	6200	200.00
	299 COON RAPIDS BLVD NW #200	JAN 19 HWY 10 MANAGEMENT	PV	95537 003	09410		1/31/2019	6200	200.00
	COON RAPIDS MN 55433	JAN 19 HWY 10 MANAGEMENT	PV	95537 004	09410		1/31/2019	6200	200.00
									Summary Total
									800.00
									Payment Amount
									800.00
113737	RATWIK ROSZAK AND MALONEY PA	JAN 19 SERVICES	PV	95538 001	09436		1/31/2019	63618	518.31
	RATWIK ROSZAK AND MALONEY PA	JAN 19 SERVICES	PV	95538 002	09436		1/31/2019	63618	108.75
	300 U.S. TRUST BUILDING	JAN 19 SERVICES	PV	95538 003	09436		1/31/2019	63618	108.75
	730 SECOND AVENUE SOUTH	JAN 19 SERVICES	PV	95538 004	09436		1/31/2019	63618	92.50
	MINNEAPOLIS MN 55402	JAN 19 SERVICES	PV	95538 005	09436		1/31/2019	63618	3,787.46
									Summary Total
									4,615.77
		JAN 19 RETAINER	PV	95539 001	09214		1/31/2019	63619	101.50

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK  
Version LOGIS004V  
Originator JLIPSKI  
Payment Instrument Check Payment  
Pay Through Date 12/31/2019

Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
	JAN 19 RETAINER	PV 95539 002 09214	1/31/2019	63619	3,056.97
		Summary Total			3,158.47
		Payment Amount			7,774.24
100421	REGAL AWARDS AND TROPHIES	PV 95540 001 09101	2/21/2019	19881	50.00
	REGAL AWARDS AND TROPHIES 530 WEST MAIN STREET ANOKA MN 55303	Summary Total			50.00
		Payment Amount			50.00
115381	RUMRIVER ART CENTER	PV 95541 001 09101	2/14/2019	1209695	100.00
	RUMRIVER ART CENTER 2665 4TH AVENUE SUITE 102 ANOKA MN 55303	Summary Total			100.00
		Payment Amount			100.00
115583	SANDARIN, BARBARA	PV 95568 001 09101	2/22/2019	902	270.00
	BARBARA SANDARIN 1824 113TH LANE NW COON RAPIDS MN 55433	Summary Total			270.00
		Payment Amount			270.00
107711	SCHINDLER ELEVATOR	PV 95627 001 09240	3/1/2019	8105007420	1,377.36
	SCHINDLER ELEVATOR P O BOX 93050 CHICAGO IL 60673-3050	Summary Total			1,377.36
		Payment Amount			1,377.36
100469	STREICHER'S POLICE EQUIPMENT	PV 95617 001 09101	2/26/2019	I1354650	540.22
	STREICHER'S POLICE EQUIPMENT	Summary Total			540.22
	10911 WEST HWY 55	PV 95618 001 09101	2/21/2019	I1353910	224.00
	MINNEAPOLIS MN 55441	Summary Total			224.00
		Payment Amount			764.22
100485	TIMESAVER OFF SITE SECRETARIAL INC	PV 95542 001 09101	2/14/2019	M24490	1,119.50

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK  
Version LOGIS004V  
Originator JLIPSKI  
Payment Instrument Check Payment  
Pay Through Date 12/31/2019

Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Item	Co	Due Date	Invoice Number	Payment Amount
	TIMESAVER OFF SITE SECRETARIAL INC 5291 RIVER OAK DRIVE SAVAGE MN 55378								Summary Total 1,119.50
									Payment Amount 1,119.50
112024	TOWMASTER TOWMASTER 61381 US HWY 12 LITCHFIELD MN 55355	MISC SUPPLIES	PV	95543	001	09101	2/14/2019	412781	437.53
									Summary Total 437.53
									Payment Amount 437.53
105628	WELLS CATERING SERVICE WELLS CATERING SERVICE 7533 SUNWOOD DRIVE SUITE 108 RAMSEY MN 55303	MEETING 2/19/19	PV	95544	001	09101	2/19/2019	45253	140.39
									Summary Total 140.39
									Payment Amount 140.39
100529	WENDELL'S INC WENDELL'S INC 6601 BUNKER LAKE BLVD PO BOX 458 RAMSEY MN 55303-0458	BADGES-LASHER/SZYKUL SKI ENGRAVED SIGN- LASHER	PV	95545	001	09101	2/15/2019	2375606	10.46
									Summary Total 10.46
			PV	95546	001	09101	2/18/2019	2376009	6.45
									Summary Total 6.45
									Payment Amount 16.91
112515	WSB AND ASSOCIATES INC WSB AND ASSOCIATES INC 701 XENIA AVENUE SOUTH SUITE 300 MINNEAPOLIS MN 55416	JAN 19 COR AUAR 2040 COMP PLAN JAN 19 2019 GEN PLAN JAN 19 ROAD FUND JAN 19	PV	95547	001	09214	2/19/2019	R-011954-000-10 JAN19	66.50
									Summary Total 66.50
			PV	95628	001	09101	2/28/2019	0-001973-160-24	436.00
									Summary Total 436.00
			PV	95629	001	09101	2/28/2019	R-013321-000-1	5,273.00
									Summary Total 5,273.00
			PV	95630	001	09400	2/28/2019	R-012755-000-5	12,240.00
									Summary Total 12,240.00
									Payment Amount 18,015.50

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Bank Account                    00002224 CASH IN BANK  
Version                         LOGIS004V  
Originator                      JLIPSKI  
Payment Instrument             Check Payment  
Pay Through Date               12/31/2019

..... Payee .....	Stub	.. Document .....	Due	Invoice	Payment
Number      Name / Mailing Address	Message	Ty   Number   Itm   Co	Date	Number	Amount
Total Amount to be Processed					439,872.97
Total Number of Payments to be Processed					61

Councilmember introduced the following resolution and moved for its adoption:

**RESOLUTION #19-065**

**RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF FEBRUARY 21, 2019 THROUGH MARCH 5, 2019.**

**WHEREAS**, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of February 21, 2019, through March 5, 2019, in the amount of \$841,179.95 and

**WHEREAS**, the City Council of the City of Ramsey is required to authorize payment for all disbursement transactions.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:**

- 1) That the Ramsey City Council hereby approves the cash disbursements made and authorizes payment of the accounts payable invoices as detailed in the attached Bills List for the period February 21, 2019, through March 5, 2019, in the amount of \$841,179.95.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Shryock, and upon vote being taken thereon, the following voted in favor thereof:

Acting Mayor Riley  
Councilmember Kuzma  
Councilmember Shryock  
Councilmember Heinrich  
Councilmember Musgrove

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 12th day of March 2019.

---

Mayor

ATTEST:

---

City Clerk

**Meeting Date:** 03/12/2019

**By:** Chloe McGuire Brigl, Community  
Development

---

### Information

#### Title

Adopt Resolution 19-064 Approving Development Agreement and Architecture of Parkside Village

#### Purpose/Background:

The purpose of this case is to approve the final architecture and development agreement for Centra North, LLC (the "Developer") for the build-out of Ramsey Town Center 9th Addition via Parkside Village. Ramsey Town Center 9th Addition was platted in 2005 but never fully finished. The original developer built two townhouse buildings and put the first lift of asphalt on the private road, but the road needs to be completed, and the remainder of the townhomes built. Additionally, the Developer's responsibility for finishing landscaping throughout the project.

#### Notification:

No notification required.

#### Observations/Alternatives:

Since 2005, City standards in the COR have changed in regard to architectural review, and the City has different regulations surrounding topsoil requirements, wetland setbacks, landscaping, and infiltration. Due to these changes, the City requested the applicant come back forward with a site plan in order for Staff and the City to approve the new buildings. The proposal shows private, internal roadways and 13 new, detached townhome buildings. The applicant is proposing to follow the site plan set forth by the previous developer, which includes attached townhomes and private roads. The proposed townhomes generally meet the architectural guidelines of the COR. The City has already approved the final plat for this project, so this discussion is strictly about the landscape plan, architectural standards, and approving the grading plan. Staff is reviewing the new buildings under the current COR regulations, which requires changes to the elevations, exterior finish, porch/deck sizes, and adding articulation along the building.

The Planning Commission met on November 1, 2018 and discussed the site plan. The Planning Commission recommended approval unanimously of the site plan with increased architectural standards and modifications to the exterior elevations. Final architectural renderings will be brought back to City Council once the required changes have been made on the plan set. This preliminary approval will allow Centra Homes to begin preliminary work on the project. The City Council approved the site plan and architecture on November 13, 2018. The Developer has removed the doors (commonly called "mandoors") near the garage doors on the rear elevations and staff has brought back forward for approval of this change.

The attached development agreement shows the developer responsible for the private streets and landscaping. Site grading will take place with the building permits for each individual building.

#### Funding Source:

The applicant is responsible for all costs associated with Project.

#### Recommendation:

Staff recommends approval of Resolution 19-064 Approving Development Agreement and Architecture of Parkside Village.

**Action:**

Motion to adopt Resolution 19-064 Approving Development Agreement and Architecture of Parkside Village.

---

**Attachments**

Updated Architectural Set

Site Plan

Engineering Estimate

Development Agreement

Resolution 19-064

---

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Tim Gladhill	Tim Gladhill	03/06/2019 02:57 PM
Kurt Ulrich	Chloe McGuire Brigl	03/07/2019 08:11 AM
Tim Gladhill	Tim Gladhill	03/07/2019 02:49 PM
Kurt Ulrich	Kurt Ulrich	03/07/2019 02:56 PM
Form Started By: Chloe McGuire Brigl		Started On: 03/01/2019 10:59 AM
Final Approval Date: 03/07/2019		

**EXTERIOR MATERIALS**

- 1 VINYL SIDING
- 2 TRIM
- 3 SHAKES
- 4 STONE ACCENTS
- 5 ALUMINUM DECK RAILING
- 6 MAINTENANCE FREE DECKING
- 7 8x8 POSTS
- 8 WINDOW TRIM
- 9 30-YEAR SHINGLES

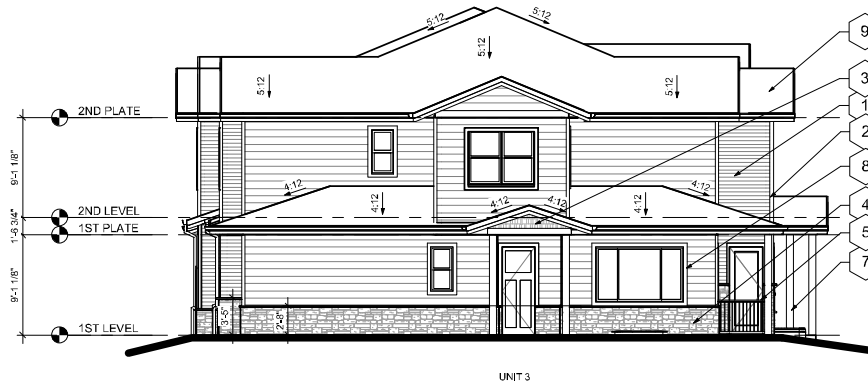


**Godden|Sudik**  
 ARCHITECTS  
 SEE WHAT COULD BE  
 303.455.4437  
 www.goddensudik.com

5975 S. Quebec Street  
 Suite 250  
 Centennial, CO 80111

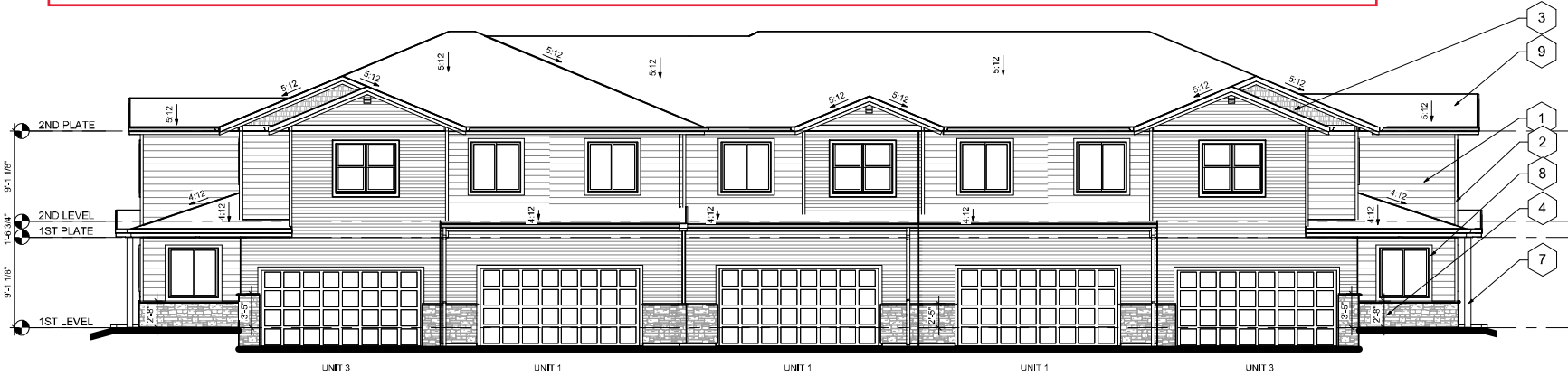
NOT FOR  
 CONSTRUCTION

RAMSEY 9TH



**2** LEFT SIDE ELEVATION-FLAT LOTS  
 1/8" = 1'-0"

Change to rear elevation includes removal of 'mandoor' next to each garage for entrance into garage



**1** REAR ELEVATION-FLAT LOTS  
 1/8" = 1'-0"

NOT FOR  
 CONSTRUCTION

DRAWN BY:  
 KD

CHECKED BY:  
 PB

ISSUE DATE:  
 01/22/2019

REVISIONS:

REVISIONS	

REAR & LEFT FLAT  
 LOT ELEVATIONS

**A3.04**

SEE WHAT COULD BE

**EXTERIOR MATERIALS**

- 1 VINYL SIDING
- 2 TRIM
- 3 SHAKES
- 4 STONE ACCENTS
- 5 ALUMINUM DECK RAILING
- 6 MAINTENANCE FREE DECKING
- 7 6x6 POSTS
- 8 WINDOW TRIM
- 9 30-YEAR SHINGLES

RAMSEY 9TH

LOOKOUT ELEVATIONS

A6

11/30/2018



2 SIDE ELEVATION- LOOKOUT  
3/16" = 1'-0"



1 FRONT ELEVATION - LOOKOUT  
3/16" = 1'-0"



303.455.4437

5975 S. QUEBEC ST., STE. 250  
CENTENNIAL, CO 80111

SEE WHAT COULD BE

- EXTERIOR MATERIALS**
- 1 VINYL SIDING
  - 2 TRIM
  - 3 SHAKES
  - 4 STONE ACCENTS
  - 5 ALUMINUM DECK RAILING
  - 6 MAINTENANCE FREE DECKING
  - 7 6x6 POSTS
  - 8 WINDOW TRIM
  - 9 30-YEAR SHINGLES

RAMSEY 9TH

LOOKOUT  
ELEVATIONS

A7

11/30/2018



1 REAR ELEVATION

3/16" = 1'-0"



303.455.4437

5975 S. QUEBEC ST., STE. 250  
CENTENNIAL, CO 80111

SEE WHAT COULD BE

- EXTERIOR MATERIALS**
- 1 VINYL SIDING
  - 2 TRIM
  - 3 SHAKES
  - 4 STONE ACCENTS
  - 5 ALUMINUM DECK RAILING
  - 6 MAINTENANCE FREE DECKING
  - 7 6x6 POSTS
  - 8 WINDOW TRIM
  - 9 30-YEAR SHINGLES

RAMSEY 9TH

FLAT LOT ELEVATIONS

A8

11/30/2018



2 LEFT SIDE ELEVATION-FLAT LOTS  
3/16" = 1'-0"



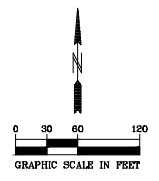
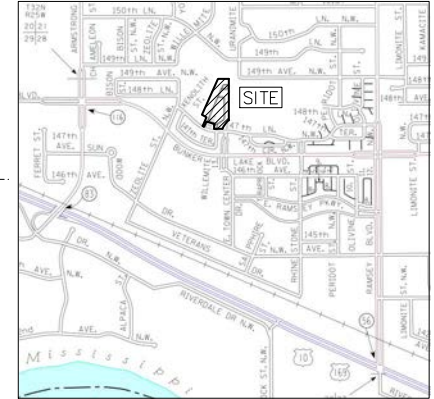
1 FRONT ELEVATION - FLAT LOTS  
3/16" = 1'-0"



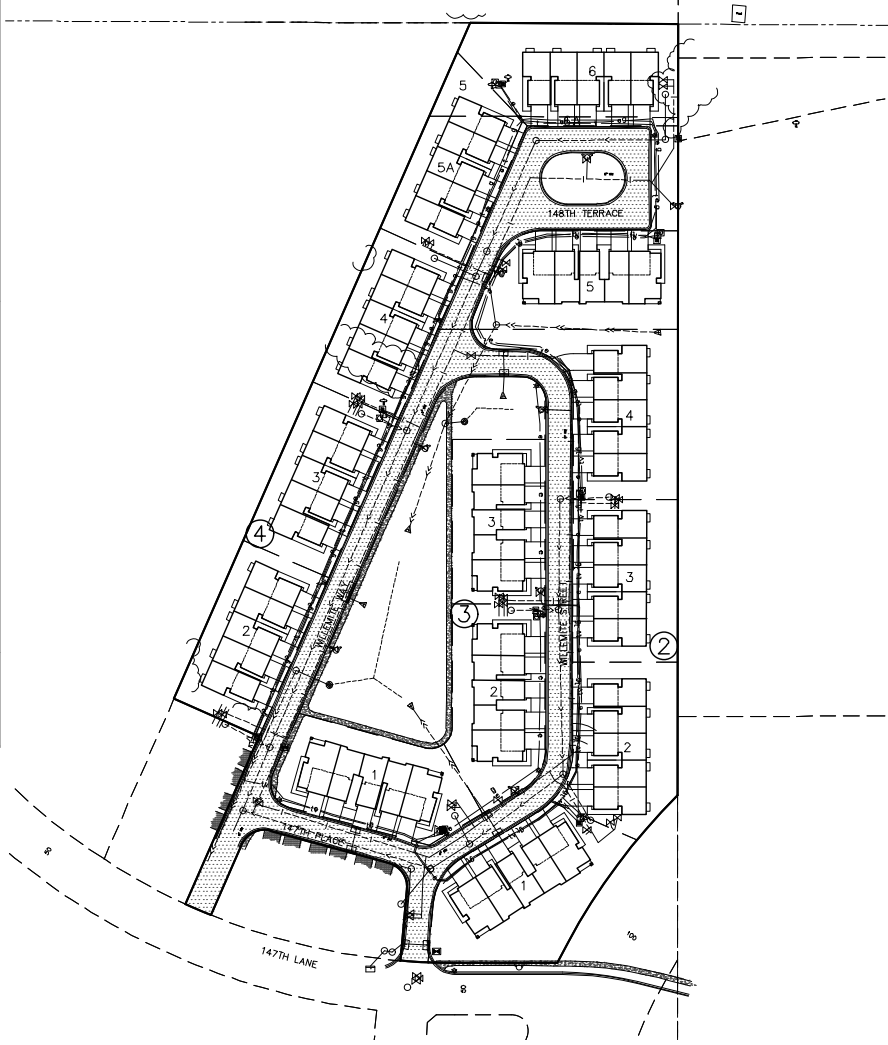
303.455.4437

5975 S. QUEBEC ST., STE. 250  
CENTENNIAL, CO 80111

# RAMSEY TOWN CENTER 9TH ADDITION SITE PLAN RAMSEY, MINNESOTA



- SHEET INDEX**
1. COVER SHEET
  2. LEGEND
  3. EXISTING CONDITIONS
  4. SITE PLAN
  5. LANDSCAPE PLAN/TREE PRESERVATION
  6. UTILITY PLAN
  7. GRADING PLAN
  8. SWPPP PLAN
  9. PAVING PLAN
  - 10-11. DETAILS



UTILITY LINES		LEGEND	
EXISTING	PROPOSED	FUTURE	DESCRIPTION
○	●	●	SANITARY MANHOLE
○	○	○	SANITARY SEWER (SANITARY & WATERMAIN PLANS)
○	○	○	SANITARY SEWER (STORM SEWER PLANS)
FM	FM	FM	FORCE MAIN
○	○	○	HYDRANT
○	○	○	GATE VALVE
○	○	○	REDUCER
○	○	○	CURB STOP
○	○	○	WATERMAIN (SANITARY & WATERMAIN PLANS)
○	○	○	WATERMAIN (STORM SEWER PLANS)
○	○	○	CATCH BASIN
○	○	○	BECHIE
○	○	○	STORM MANHOLE
○	○	○	FLARED END SECTION
○	○	○	CONTROL STRUCTURE
○	○	○	STORM SEWER (SANITARY & WATERMAIN PLANS)
○	○	○	STORM SEWER (STORM SEWER PLANS)
○	○	○	CULVERT
○	○	○	PERFORATED DRAINAGE
○	○	○	SOLID DRAINAGE SERVICE
○	○	○	CASING
○	○	○	UNDERGROUND ELECTRIC LINE
○	○	○	UNDERGROUND FIBER OPTIC LINE
○	○	○	UNDERGROUND GAS PIPELINE
○	○	○	UNDERGROUND PETROLEUM PIPELINE
○	○	○	UNDERGROUND TELEPHONE LINES
○	○	○	OVERHEAD UTILITY LINES
SITE LINES		DESCRIPTION	
EXISTING	PROPOSED	FUTURE	DESCRIPTION
---	---	---	SURMOUNTABLE CURB & GUTTER
---	---	---	B-STYLE CURB & GUTTER
---	---	---	RIBBON CURB & GUTTER
---	---	---	EDGE OF BITUMINOUS
---	---	---	YELLOW PAVEMENT STRIPING (SINGLE/DOUBLE)
---	---	---	WHITE PAVEMENT STRIPING (SINGLE/DOUBLE)
---	---	---	PHASE LINE
---	---	---	CENTERLINE
---	---	---	2' CONTOUR LINE
---	---	---	10' CONTOUR LINE
---	---	---	BASIN OUTLET LINE
---	---	---	BASIN HIGH WATER LINE
---	---	---	PROPOSED SPOT ELEVATION
---	---	---	EMERGENCY OVERFLOW
---	---	---	DRAINAGE FLOW ARROW
---	---	---	DELINEATED / PROPOSED WETLAND LINE
---	---	---	WETLAND BUFFER
---	---	---	TREE LINE
---	---	---	FEMA FLOODPLAIN BOUNDARY
---	---	---	RETAINING WALL
---	---	---	FENCE (BARBED WIRE)
---	---	---	FENCE (CHAIN LINK)
---	---	---	FENCE (WOOD)
---	---	---	CONSERVATION AREA SIGN
---	---	---	WETLAND BUFFER SIGN
---	---	---	TYPE III BARRICADE
---	---	---	LIGHT POLE
---	---	---	STREET SIGNS
---	---	---	PEDESTRIAN RAMP
SURVEY LINES		DESCRIPTION	
EXISTING	PROPOSED	FUTURE	DESCRIPTION
---	---	---	BOUNDARY
---	---	---	RIGHT OF WAY
---	---	---	LOT LINE
---	---	---	EASEMENT
---	---	---	SET BACK LINE
---	---	---	SECTION LINE
---	---	---	RESTRICTED ACCESS

PREPARED BY PIONEER ENGINEERING, P.A.  
 JOHN M. MOLINARO  
 REGISTERED PROFESSIONAL CIVIL ENGINEER  
 45831  
 REG. NO.  
 PETER J. HAWKINSON  
 REGISTERED PROFESSIONAL LAND SURVEYOR  
 42299  
 REG. NO.  
 DEVELOPER  
 TATE BAXTER  
 CENTRA HOMES, LLC  
 11460 ROBINSON DR NW  
 COON RAPIDS, MN 55433



2122 Enterprise Drive  
 Mendota Heights, MN 55120  
 (651) 681-1014  
 Fax: 681-9488  
 www.pioneereng.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.  
 Date: 11/20/2016

Scale: 1/8" = 1'-0"  
 1/4" = 1'-0"  
 1/2" = 1'-0"  
 3/4" = 1'-0"  
 1" = 1'-0"

DATE: 10/20/16  
 DESIGNED: JMB  
 DRAWN: JMB

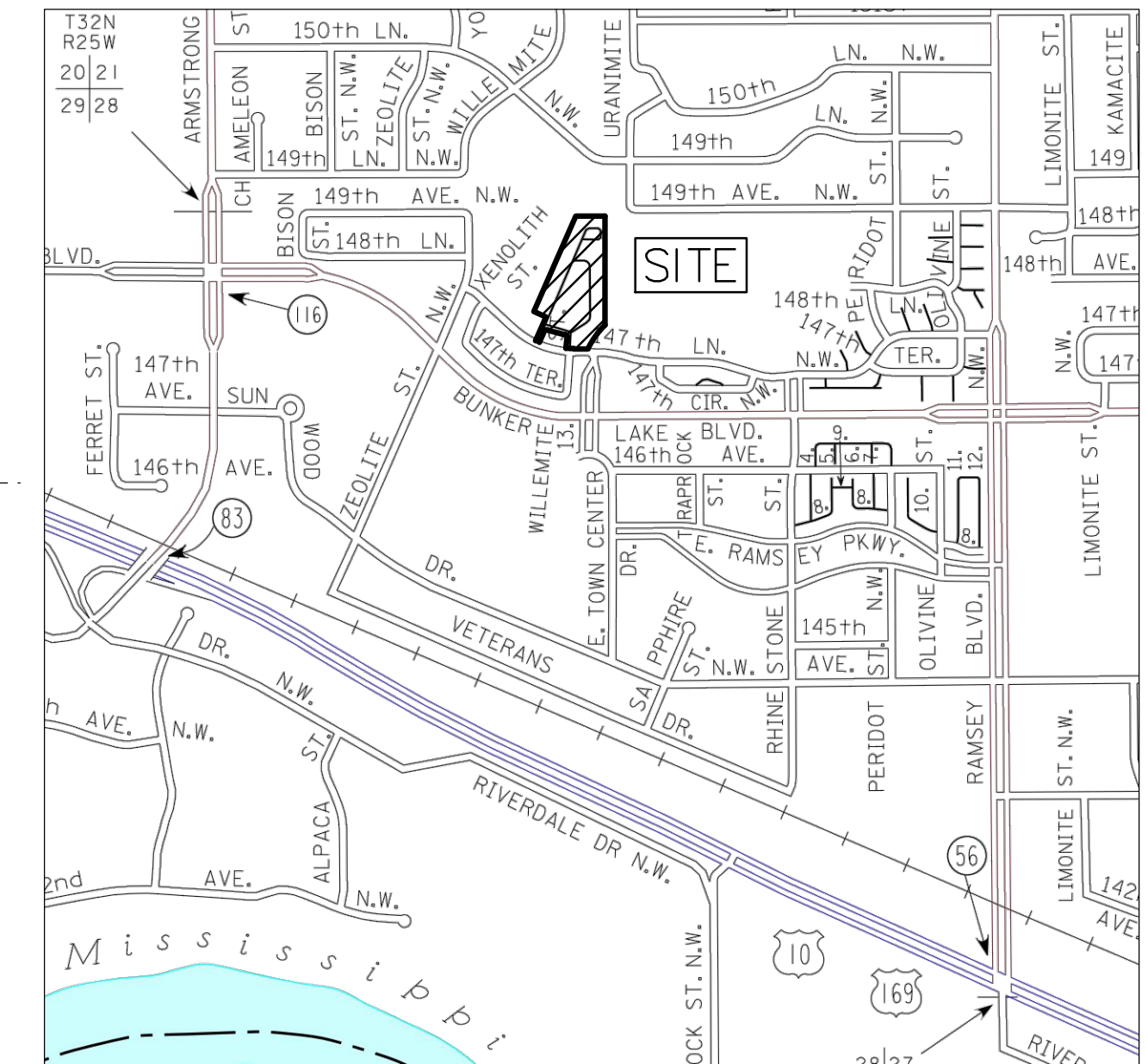
COVER SHEET

CENTRA HOMES, LLC  
 11460 ROBINSON DR, NW  
 COON RAPIDS, MN 55433

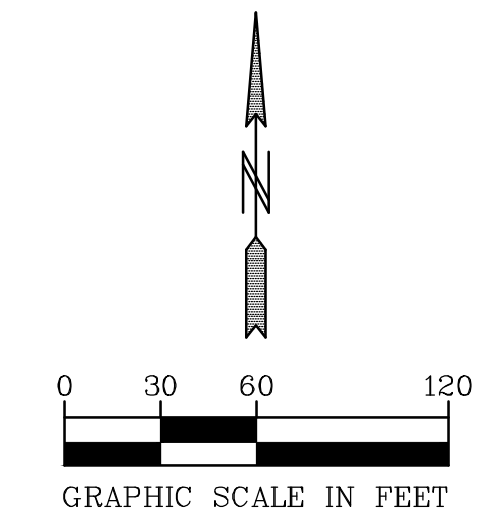
RAMSEY TOWN CENTER 9TH ADD.  
 RAMSEY, MINNESOTA

1 OF 11

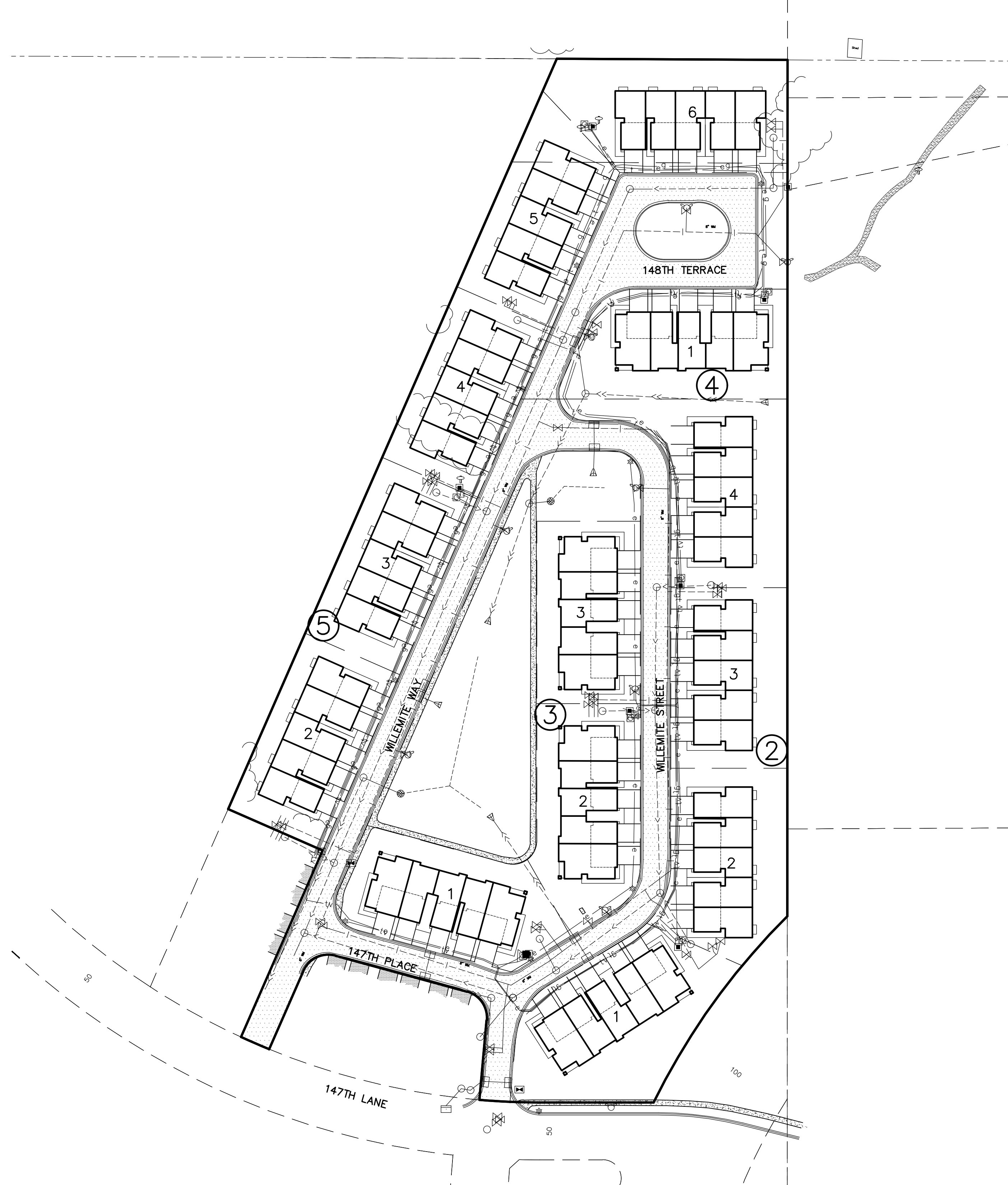
# RAMSEY TOWN CENTER 9TH ADDITION SITE PLAN RAMSEY, MINNESOTA



LOCATION MAP



PREPARED BY PIONEER ENGINEERING, P.A.  
 JOHN M. MOLINARO  
 REGISTERED PROFESSIONAL CIVIL ENGINEER  
 45831  
 REG. NO.  
 PETER J. HAWKINSON  
 REGISTERED PROFESSIONAL LAND SURVEYOR  
 42299  
 REG. NO.  
 DEVELOPER  
 TATE BAXTER  
 CENTRA HOMES, LLC  
 11460 ROBINSON DR NW  
 COON RAPIDS, MN 55433



- SHEET INDEX**
- 1. COVER SHEET
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  - 3. EXISTING CONDITIONS
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  - 5. LANDSCAPE PLAN/TREE PRESERVATION
  - 6. UTILITY PLAN
  - 7. GRADING PLAN



Know what's below.  
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00-ENG-118193-SHEET-COV



2422 Enterprise Drive  
Mendota Heights, MN 55120  
(651) 681-1914  
Fax: 681-9488  
www.pioneereng.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Name: John M. Molinaro  
Reg. No.: 45831  
Date: 10-09-2018

Revisions

Date: 10-09-18  
Designed: JMM  
Drawn: JMM

COVER SHEET

CENTRA HOMES, LLC  
11460 ROBINSON DR. NW  
COON RAPIDS, MN 55433

RAMSEY TOWN CENTER 9TH ADD.  
RAMSEY, MINNESOTA

1 OF 7

**ENGINEER'S ESTIMATE  
FOR  
SITE PLAN UTILITY COSTS  
RAMSEY TOWN CENTER 9TH ADDITION  
IN  
RAMSEY, MN  
February 20, 2019**

<b>Section A - Sanitary Sewer</b>					
				<b>Bid Estimate</b>	
<b>Item #</b>	<b>Contract Item</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Amount</b>
SS-1	All Sanitary Sewer to be Completed with House Constructi	EA	\$0.00	1	
SS-2					
<b>Total Sanitary Sewer Estimate Amount</b>					<b>\$0.00</b>

<b>Section B - Watermain</b>					
				<b>Bid Estimate</b>	
<b>Item #</b>	<b>Contract Item</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Amount</b>
WM-1	All Watermain to be Completed with House Construction	EA	\$0.00	1	
WM-2					
<b>Total Watermain Estimate Amount</b>					<b>\$0.00</b>

<b>Section C - Storm Sewer</b>					
				<b>Bid Estimate</b>	
<b>Item #</b>	<b>Contract Item</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Amount</b>
STT-1	N/A	N/A	\$0.00	0	
STT-2	N/A	N/A	\$0.00	0	
<b>Total Storm Sewer Estimate Amount</b>					<b>\$0.00</b>

<b>Section D - Streets</b>					
				<b>Bid Estimate</b>	
<b>Item #</b>	<b>Contract Item</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Amount</b>
RD-1	Tack Coat (MnDOT 2357)	GL	\$3.75	300	\$1,125.00
RD-2	1.5" Bituminous Wear (MnDOT SPWEA340B)	SY	\$6.50	5,102	\$33,163.00
RD-3	5' -6" Concrete Sidewalk w/ 6" Base	SF	\$6.00	1,250	\$7,500.00
RD-4					
<b>Total Street Estimate Amount</b>					<b>\$41,788.00</b>

<b>Section E - Grading &amp; Erosion Control</b>					
				<b>Bid Estimate</b>	
<b>Item #</b>	<b>Contract Item</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Amount</b>
G-1	All Grading to be Completed with House Construction	EA	\$0.00	1	
G-2					
<b>Total Grading &amp; Erosion Control Estimate Amount</b>					<b>\$0.00</b>

<b>Section F - Development Landscaping</b>					
				<b>Bid Estimate</b>	
<b>Item #</b>	<b>Contract Item</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Amount</b>
LS-1	Landscape Trees	EA	\$350.00	83	\$29,050.00
LS-2					
<b>Total Development Landscaping Estimate Amount</b>					<b>\$29,050.00</b>

Total Sanitary Sewer Estimate Amount					\$0.00
Total Watermain Estimate Amount					\$0.00
Total Storm Sewer Estimate Amount					\$0.00
Total Street Estimate Amount					\$41,788.00
Total Grading & Erosion Control Estimate Amount					\$0.00
Total Development Landscaping Estimate Amount					\$29,050.00
<b>TOTAL AMOUNT</b>					<b>\$70,838.00</b>

Utility and Streets Per Lot @ 65 Lots

\$1,089.82

**CITY OF RAMSEY  
DEVELOPMENT AGREEMENT FOR PARKSIDE VILLAGE**

This Agreement (hereinafter the “Agreement”) is dated as of this \_\_\_\_\_ day of \_\_\_\_\_, 2019 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the “**CITY**”) and Centra North, LLC, a limited liability corporation under the laws of Minnesota (the “**PERMITTEE**”).

**Recitals**

- A. The **PERMITTEE** is the owner of land legally described on the attached Exhibit A (the “Subject Property”).
- B. The **CITY** approved subdivision of the Subject Property and plat the same as Ramsey Town Center 9<sup>th</sup> Addition (the “Plat”).
- C. The Park and Trail fees were paid at time of original.
- D. The **PERMITTEE** has received site plan approval for the buildings on the Subject Property under the name Parkside Village (the “Site Plan”).

**Agreement**

- 1. Recitals. Recitals incorporated. The recitals stated above are hereby incorporated into this Agreement and are made part of this Agreement by reference.
- 2. Conditions of Approval. The **CITY** has approved the Site Plan subject to satisfaction of the following conditions subsequent:
  - a. The **PERMITTEE’S** Execution of this Agreement. That the **PERMITTEE** enter into this Agreement.
  - b. Marketable Title. That prior to recording this agreement, the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property either

through a currently certified abstract, registered property abstract or title insurance commitment or policy.

- c. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE'S** execution of this Agreement. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority.
3. The Plans. The term "Plans" as used in this Agreement means the Final Plat Plans prepared by URS, recorded November 3, 2005, and the Site Plan prepared by Godden Sudik Architects dated November 20, 2018 and updated January 22, 2019 (the "Site Plan"). The Plans remain subject to: (a) **CITY** Staff's review and approval of the Plans to, among other things, confirm that the revisions requested in the **CITY** Staff's review letter have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY'S** files.
4. Required Private Improvements. The private improvements the **PERMITTEE** will construct or install are as follows:
  - a. Private streets
  - b. Concrete curb and gutter (urban)
  - c. Landscaping
  - d. Lot grading
  - e. Repairs as needed
  - f. Street lights
  - g. Sidewalks
  - h. Boulevard sodding(the "Required Private Improvements")
5. Time of Performance for the Private Improvements. The **PERMITTEE** must complete the Required Private Improvements within one (1) year after the recording of this agreement.
6. Improvements License. The **PERMITTEE** hereby grants the **CITY** and the **CITY'S** agents, employees, officers, and contractors an irrevocable license to enter the Subject Property to perform all necessary work and/or inspections the **CITY** deems appropriate during the **PERMITTEE'S** installation of the Required Private Improvements.
7. Financial Guaranty for Required Private Improvements. The **PERMITTEE** shall provide a financial guaranty to the **CITY** guaranteeing the construction of the Required Private Improvements, and their timely completion. The **PERMITTEE** shall be responsible for a financial guaranty in the amount of **(\$88,547.00)**, which amount is 125% of the **CITY** Engineer's estimated cost of the Required Private Improvements. Upon completion of Improvements, acceptance by the **CITY**, supported by appropriate lien waivers, The **PERMITTEE** may request a reduction in the amount of the financial guaranty.
8. Inspection Fees for the Required Private Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Required Private Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of **(\$3542.00)**, which amount is 5% of the City Engineer's estimated cost of the Required Private

Improvements. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Required Private Improvements, acceptance by the **CITY**.

9. Warranty for Improvements. The **PERMITTEE** shall provide a one-year warranty in the amount of **\$17,710.00**, which is 25% of the cost of the Required Private Improvements. Said warranty shall be in force for one year following the final acceptance of any required improvements and shall guarantee satisfactory performance of said improvement. The warranty must be in the form of a Letter of Credit in a form acceptable to the **CITY'S** Finance Director or a cash escrow.
10. Street Cleaning and Clean Up. After the street surfacing that is a part of the Required Private Improvements is installed, the **PERMITTEE** shall clear any soil, earth, or debris from the streets. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the Required Private Improvements. It shall be the **PERMITTEE'S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the **PERMITTEE** for such costs shall be paid within fifteen (15) days of the date of the invoice.
11. Requirements for Building and Occupancy Permits.
  - a. No building permit for any building in the site plan shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey; c.) the financial guaranty described in Section 6 to the **CITY**; d.) obtained all necessary permits from the Lower Rum River Watershed Management Organization and has provided a copy of such permit to the **CITY**; and
  - b. No occupancy permit for any lot in the site plan shall be issued until the **PERMITTEE** has: (a) constructed vehicular access to the lot, including the installation of at least one layer of bituminous surfacing; (b) constructed all utilities and storm water facilities this Contract requires to serve the lot and such utilities and storm water facilities are in place, and operational (including utility extensions in Bunker Lake Boulevard and Puma Street) and the **CITY** has accepted those utilities and storm water facilities; (c) for lots that have a slope of less than 2%, provided the **CITY** with a certificate of grading, prepared by a licensed (State of Minnesota) professional land surveyor, certifying that the flattest grade on the lot is 1% or greater; and (d) installed and planted the sod and landscaping that are required as a part of the Required Private Improvements.
12. **PERMITTEE Defaults.** If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Contract, i) the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default and ii) the **PERMITTEE** fails to cure the default within said thirty (30), then the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:
  - a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **PERMITTEE'S** default creates an immediate risk to public

health or safety, the CITY may perform or engage one or more third parties to perform the work before the CITY provides the notice described in the initial paragraph of this Section, but the CITY must use commercially reasonable efforts to notify the PERMITTEE as promptly as possible that the CITY is undertaking to perform the PERMITTEE'S obligation or obligations. If the CITY performs one or more obligations of the PERMITTEE, the PERMITTEE must reimburse the CITY for any costs or expenses the CITY incurs, including costs and expenses for CITY staff time, to perform the work within 30 days after the CITY notifies the PERMITTEE, in writing, of the costs and expenses the CITY incurred to perform the work. If the PERMITTEE does not reimburse the CITY within said 30 day period, the CITY may pursue any remedies available to the CITY either at law or in equity or, in the alternative, the CITY may draw on the financial guaranty the PERMITTEE has provided to the CITY pursuant to this Agreement to reimburse itself for the expenses the CITY incurs to perform the work. This Agreement is a license for the CITY to act, and it shall not be necessary for the CITY to seek a Court Order for permission to enter the PERMITTEE Property. As an alternative to seeking recovery from the PERMITTEE or the financial guaranty, the CITY may levy special assessments against the PERMITTEE Property in accordance with Minnesota Statutes Section 429, and the PERMITTEE, for itself and its successors in title, hereby expressly waives any and all substantive and procedural objections or defenses the PERMITTEE may have to such special assessments;

- b. The CITY may commence an action in Anoka County District Court to pursue any remedy available to the CITY at law or in equity including, but not limited to, injunctive relief;
  - c. The CITY may refuse to grant building permits for improvements to be constructed on any lots within the site plan until the PERMITTEE has cured all of its defaults; and
  - d. The CITY may draw upon all or any portion of the financial guaranty the PERMITTEE has provided to the CITY pursuant to Section 6 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the CITY pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the CITY obtains against the PERMITTEE pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the CITY pursuant to Section 19 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 18(d).
13. Maintenance Guarantee for Landscaping. It is herein agreed that the Developer shall provide a maintenance guarantee to ensure the survival of the plantings for Parkside Village. Said maintenance guarantee shall consist of cash or a Letter of Credit, approved as to form by the City, in the amount of \$7,470. [# plantings (83 trees) x cost/planting (\$300/tree x 30% average non-survival rate)], which shall be in effect for a two-year period

commencing on the date of the City's acceptance of said plantings as part of the Required Private Improvements.

At the end of the two-year period, the maintenance guarantee shall be returned to the Developer. The determination that all plantings that have been planted in accordance with the Site Plan have either survived or have been replaced shall be made by the Community Development Department. In the event the Permittee fails to maintain the required plantings for a two-year period, the City Council may order the replacement of plantings with City day labor and/or by letting contracts and draw upon the escrow for payment. Only the City Council shall have the authority to direct replacement of the plantings and withdraw from the escrow account. The Permittee hereby grants permission and a license to the City and/or its contractors and assigns to enter upon the Site for the purpose of replacing plantings in the event of the Permittee's default.

14. Miscellaneous.

- a. Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason invalid, such decision shall not affect the validity of the remaining portion of this Agreement.
- b. Written Amendments Only. The action or inaction of the **CITY** or the **PERMITTEE** shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by a resolution of the **CITY** Council. The **CITY'S** or the **PERMITTEE'S** failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.
- c. Compliance with Laws and Regulations. The **PERMITTEE** represents to the **CITY** that the Site Plan complies with all **CITY**, County, metropolitan, State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the **CITY** determines that the site plan does not comply, the **CITY** may, at its option, refuse to allow any construction or development work in the Site Plan until the **PERMITTEE** does comply. Upon the **CITY'S** demand **PERMITTEE** shall cease work until there is compliance.
- d. Mailbox Locations. If the **PERMITTEE** desires to construct mailboxes within the public right of way, the **PERMITTEE** agrees that the placement of mailboxes along public streets is subject to the approval by the **CITY**. Utility locates will be necessary.
- e. Boulevard and Wetland Restoration. The **PERMITTEE** shall be responsible for the cost of establishing seed in all boulevards within thirty (30) days of the completion of the street improvements, and restoring all other areas disturbed by the development grading operation in accordance with the approved Grading and

Erosion Control plan. The **PERMITTEE** shall be responsible for the cost of cleaning any soil, earth, or debris from the wetlands within and adjacent to this site plan resulting from grading performed in the development of the site plan.

- f. Construction, Hours and Entrance Signs. The **CITY** restricts construction and delivery hours to Monday through Saturday 7:00 a.m. to 10:00 p.m. The **PERMITTEE** is required to provide a sign at each entrance point stating delivery and construction operation hours. Said signs are not to exceed eighty (80) square feet in size and must be clearly visible at all times during the construction period.
  
- g. Construction Site Maintenance. The **PERMITTEE** shall adhere to all of the **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc. The **CITY** reserves the right to withhold permits, inspections, or certificates of occupancy to correct violations relating to construction site maintenance.
  
- h. Estimated Cost. It is understood and agreed that cost amounts set forth in this Agreement as to Required Private Improvements, unless qualified as fixed amounts, are estimated. The **PERMITTEE** agrees to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.
  
- i. Reimbursement to the CITY. The **PERMITTEE** agrees to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Agreement, or any portion thereof, including court costs and reasonable engineering and attorney's fees.
  
- j. Certificate of Occupancy. The term "Certificate of Occupancy" as used in this Agreement shall be defined as a document issued by the **CITY'S** Building Official, which authorizes the structure to be used for its intended purposes.
  
- k. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

**TO PERMITTEE:**

Centra North, LLC  
Attn: Dale Wills  
11460 Robinson Drive NW  
Coon Rapids, MN 55433

**TO THE CITY:**

City of Ramsey  
Attn: Community Development Director

7550 Sunwood Drive NW  
Ramsey, MN 55303

*[The remainder of this page is intentionally left blank.]*



**THE CITY:**

CITY OF RAMSEY

By: \_\_\_\_\_

Its: Mayor

By: \_\_\_\_\_

Its: City Administrator

STATE OF MINNESOTA                    )  
  )ss.  
COUNTY OF ANOKA                    )

The forgoing instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_ 2019, by John LeTourneau and Kurtis G. Ulrich, the Mayor and the City Administrator of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

\_\_\_\_\_  
Notary Public

**This document drafted by:**

City of Ramsey  
7550 Sunwood Drive NW  
Ramsey, MN 55303

**This document reviewed by:**

Ratwik, Roszak & Maloney, P.A.  
730 Second Ave. S., Suite 300  
Minneapolis, MN 55402

**EXHIBIT A**

**Legal Description of the Subject Property**

Lots 1 – 5, Block 2

Lots 1 – 3, Block 3

Lots 2 – 6, 5A and 6A, Block 4

Outlot A and C

Ramsey Town Center 9<sup>th</sup> Addition, Anoka County, Minnesota

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #19-064**

**RESOLUTION APPROVING DEVELOPMENT AGREEMENT  
FOR PARKSIDE VILLAGE**

**WHEREAS**, the City Council previously approved a site plan and final plat for a residential subdivision named Ramsey Town Center 9<sup>th</sup> Addition; and

**WHEREAS**, the Subject Property is legally described as:

Lots 1 – 5, Block 2  
Lots 1 – 3, Block 3  
Lots 2 – 6, 5A and 6A, Block 4  
Outlot A, and C

Ramsey Town Center 9<sup>th</sup> Addition, Anoka County, Minnesota; and

**WHEREAS**, Centra North, LLC (the “Applicant”) has applied and received site plan approval to build out the remaining townhomes under the name Parkside Village; and

**WHEREAS**, a contingency of said approval was to enter into a development agreement to payment of applicable fees, and payment of applicable development fees.

**NOW THEREFORE, BE IT RESOLVED BY THIS CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA that the findings of fact relating to the request are determined to be as follows:**

- 1) The City Council of the City of Ramsey approves the development agreement for Parkside Village.

The motion of the adoption of the foregoing resolution was duly seconded by Councilmember \_\_\_\_\_, and upon vote being taken thereon, the following in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Existing Vacancy

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 12 day of March, 2019.

---

Mayor

**ATTEST:**

---

City Clerk

**CC Regular Session**

**4. 6.**

**Meeting Date:** 03/12/2019

**By:** Chris Anderson, Community Development

**Information**

**Title**

Adopt Resolution #19-066 Accepting a Trail Easement Over Lots 1 and 2, Block 1 Lavern Estates (Project No. 17-137); Case of Joshua Peterson

**Purpose/Background:**

In September of 2017, the City approved the Final Plat for Lavern Estates at 7009 175th Ave (the "Subject Property"). The Final Plat resulted in one (1) new buildable lot plus one lot with an existing home. A condition of the Final Plat approval was providing a Trail Easement along the southern portion of the two lots in accordance with the City's Master Trail Plan. The Applicant has provided the necessary exhibit depicting the proposed fifteen (15) foot wide Trail Easement, which is incorporated into the attached Easement Agreement.

**Funding Source:**

All costs associated with this request are the Applicant's responsibility.

**Recommendation:**

Staff recommends adopting Resolution #19-066 accepting the Trail Easement in Lavern Estates.

**Action:**

Motion to adopt Resolution #19-066 accepting a Trail Easement over portions of Lots 1-2, Block 1 Lavern Estates.

**Attachments**

[Site Location Map](#)

[Trail Easement Agreement](#)

[Resolution #19-066](#)

**Form Review**

**Inbox**

Tim Gladhill  
Kurt Ulrich  
Form Started By: Chris Anderson  
Final Approval Date: 03/07/2019

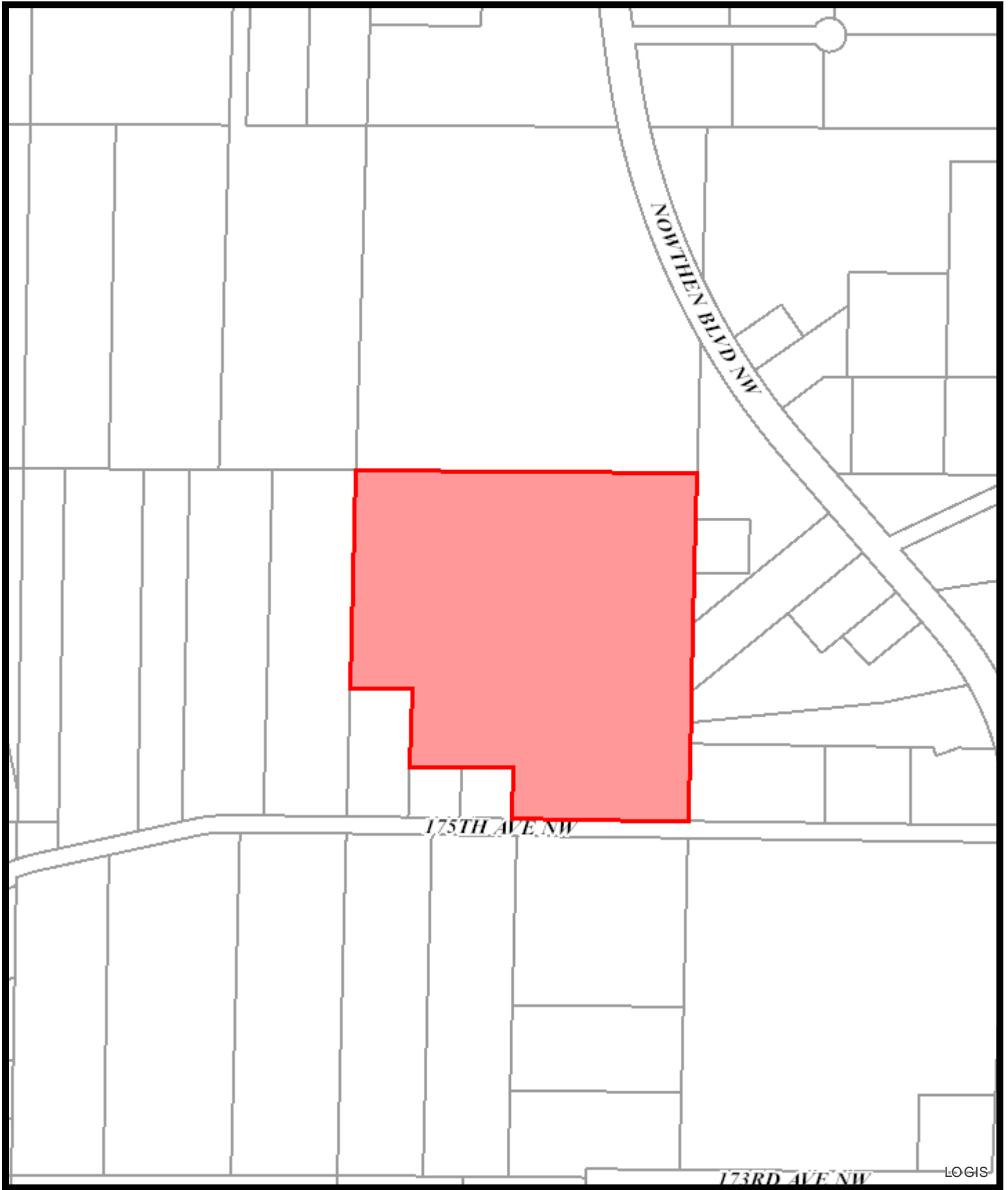
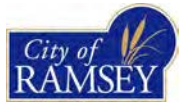
**Reviewed By**

Tim Gladhill  
Kurt Ulrich

**Date**

03/06/2019 02:42 PM  
03/07/2019 10:36 AM  
Started On: 03/04/2019 12:30 PM

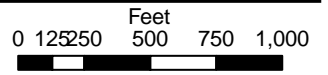
# Site Location Map



175TH AVE NW

173RD AVE NW

LOGIS



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## GRANT OF TRAIL EASEMENT

This grant of a trail easement (“Grant”) is made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by You Wish You Had This Land, L.L.C, a limited liability company (domestic) under the laws of the State of Minnesota (hereinafter referred to as “Grantor”) to the **City of Ramsey**, a municipal corporation under the laws of the State of Minnesota (hereinafter referred to as “Grantee”).

### WITNESSETH:

WHEREAS, Grantor is the owner of real property situated in the County of Anoka, State of Minnesota, legally described as Lots 1 and 2, Block 1, LAVERN ESTATES, Anoka County, Minnesota (the “Property”); and

WHEREAS, Grantor wishes to grant and dedicate an easement for trail purposes for the benefit of the public, over, under, across and upon the Property in those areas legally described in **Exhibit A**, attached hereto (hereinafter referred to as the “Easement Area”).

NOW, THEREFORE, for One Dollar and other good and valuable consideration, the parties agree as follows:

1. Easement Grant and Dedication. Grantor hereby grants, dedicates, conveys and quit claims to Grantee, its successors and assigns, a perpetual easement for trail purposes for the benefit of the public, over, under, across and upon the Easement Area.

2. Construction and Maintenance. Grantee is responsible for all costs to construct and repair the surface of sidewalk/trail and to provide for snow removal. Grantor shall maintain the grass and vegetation within the Easement Area in accordance with City ordinances, with the understanding that Grantee may, on occasion, cut the grass within the Easement Area. Grantee’s occasional maintenance of the grass within the Easement Area shall not relieve Grantor’s obligations under City ordinances.

3. Successors and Assigns. All of the provisions of this instrument, including the benefits and burdens, run with the land and are binding on and inure to the benefit of the heirs, assigns, successors, tenants and personal representatives of the Grantor and Grantee herein.

4. Headings. Paragraph headings used in this instrument are for convenience only, and shall not affect the construction of this Grant.

5. Entire Agreement. This instrument, and the Exhibits attached hereto, constitute the entire understanding of the parties hereto with respect to the transaction contemplated thereby, and supersede all prior agreements and understandings between the parties with respect to the subject matter. No representations, warranties, undertakings or promises, whether oral, implied, written or otherwise, have been made by either party hereto to the other unless expressly stated in the above-referenced documents, or unless mutually agreed to in writing between the parties hereto after the date hereof, and neither party has relied on any verbal representations, agreements, or understandings not expressly set forth herein.

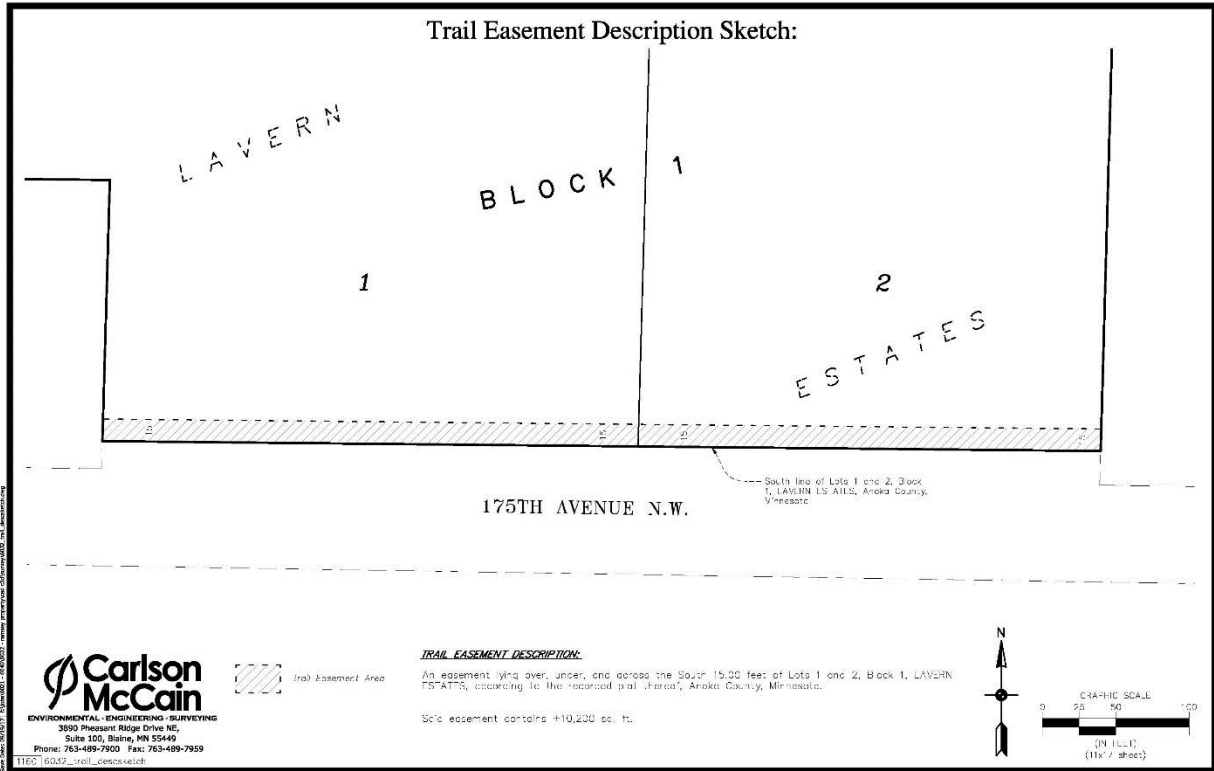
IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.





# Exhibit A

A permanent easement for trail purposes lying over, under and across the south 15.00 feet of Lots 1 and 2, Block 1, LAVERN ESTATES, Anoka County, Minnesota.



Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #19-066**

**RESOLUTION APPROVING THE CONVEYANCE OF A TRAIL EASEMENT FROM YOU WISH YOU HAD THIS LAND L.L.C. ACROSS PORTIONS OF LOTS 1 & 2, BLOCK 1 LAVERN ESTATES.**

**RECITALS**

1. On September 12, 2017, the Ramsey City Council approved the Plat of LAVERN ESTATES.
2. A condition of approval of the LAVERN ESTATES Plat was conveyance of a fifteen (15) foot wide Trail Easement to the City across portions of Lots 1 & 2, Block 1 LAVERN ESTATES.
3. You Wish You Had This Land L.L.C., the owner of Lots 1 & 2, Block 1 LAVERN ESTATES, has agreed to convey to the City of Ramsey a Trail Easement.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:**

1. That the Ramsey City Council hereby accepts the conveyance of a Trail Easement from You Wish You Had This Land L.L.C. over a portion of Lots 1 & 2, Block 1 LAVERN ESTATES.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember \_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 12<sup>th</sup> day of March, 2019.

\_\_\_\_\_  
Mayor

**ATTEST:**

---

City Clerk

**CC Regular Session**

**4. 7.**

**Meeting Date:** 03/12/2019

**By:** Tim Gladhill, Community Development

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**Information**

**Title**

Adopt Resolution #19-069 Approving Memorandum of Understanding with Anoka County for Septic Plan Review

**Please Note: This case was moved from Consent Agenda 4.7 to Regular Agenda 7.7.**

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**Attachments**

*No file(s) attached.*

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Tim Gladhill

Final Approval Date: 03/07/2019

**Reviewed By**

Kurt Ulrich

**Date**

03/07/2019 10:47 AM

Started On: 03/07/2019 09:22 AM

**CC Regular Session**

**4. 8.**

**Meeting Date:** 03/12/2019

**Submitted For:** Grant Riemer, Engineering/Public Works

**By:** MaryJo Warner, Engineering/Public Works

**Information**

**Title**

Report from Public Works Committee

The Public Works Committee held its regular meeting on February 19, 2019 and discussed the following cases:

1. Appoint Chair and Vice-Chair of the Public Works Committee. Ratify the recommendation of the Public Works Committee to nominate Councilmember Kuzma as Chairperson for 2019. Ratify the recommendation of the Public Works Committee to appoint Councilmember Shryock as Vice-Chairperson for 2019.
2. Staff Updates on Wellhead Protection Plan Amendment Process: No action taken, for update and informational purpose only.

**Purpose/Background:**

1. Appoint Chair and Vice-Chair of the Public Works Committee. Motion to ratify the recommendation of the Public Works Committee to nominate Councilmember Kuzma as Chairperson for 2019. Motion to ratify the recommendation of the Public Works Committee to appoint Councilmember Shryock as Vice-Chairperson for 2019.
2. Staff Updates on Wellhead Protection Plan Amendment Process: City Engineer Westby stated that City staff has been working with the Minnesota Department of Health (MDH) to amend the City’s Wellhead Protection Plan since March of 2017. The City’s Wellhead Protection Plan is in effect until January 4, 2020 but must be amended by October 6, 2019. No action taken, for update and informational purpose only.

**Recommendation:**

1. Motion to ratify the recommendation of the Public Works Committee to nominate Councilmember Kuzma as Chairperson for 2019. Motion to ratify the recommendation of the Public Works Committee to appoint Councilmember Shryock as Vice-Chairperson for 2019.
2. No action necessary on Wellhead Protection Plan Amendment Process Update.

**Action:**

Motion for City Council to ratify the recommendation of the Public Works Committee as follows:

1. Motion to ratify the recommendation of the Public Works Committee to nominate Councilmember Kuzma as Chairperson for 2019. Motion to ratify the recommendation of the Public Works Committee to appoint Councilmember Shryock as Vice-Chairperson for 2019.
2. No action necessary on Wellhead Protection Plan Amendment Process Update.

**Attachments**

Agenda

**Form Review**

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	03/06/2019 11:07 AM
Kurt Ulrich	Kurt Ulrich	03/07/2019 10:37 AM

Form Started By: MaryJo Warner  
Final Approval Date: 03/07/2019

Started On: 03/04/2019 01:55 PM

**City of Ramsey**  
**Agenda**  
**Public Works Committee**  
**Tuesday, February 19, 2019**  
**5:30 pm**  
**Lake Itasca Room, 7550 Sunwood Drive NW**

- 1. Call to Order**
- 2. Citizen Input**
- 3. Approve Agenda**
- 4. Approve Minutes**
  1. Approve Public Works Committee Meeting Minutes
- 5. Committee Business**
  1. Appoint Chair and Vice-Chair of the Public Works Committee.
- 6. Committee/Staff Input**
  1. Staff Update on Wellhead Protection Plan Amendment Process.
  2. Staff Updates on Improvement Projects and Items of Interest
- 7. Adjournment**

**Public Works Committee**

**4. 1.**

**Meeting Date:** 02/19/2019

**Submitted For:** Grant Riemer, Engineering/Public Works

**By:** MaryJo Warner, Engineering/Public Works

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**Title:**

Approve Public Works Committee Meeting Minutes

**Purpose/Background:**

To review and approve Public Works Committee meeting minutes dated December 18, 2018.

**Timeframe:**

5 minutes

**Observations/Alternatives:**

n/a

**Funding Source:**

n/a

**Recommendation:**

**Action:**

Motion to approve Public Works Committee meeting minutes dated December 18, 2018.

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**Attachments**

Minutes

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Bruce Westby	Bruce Westby	02/14/2019 10:34 AM
Grant Riemer	Grant Riemer	02/14/2019 10:43 AM
Kurt Ulrich	Kurt Ulrich	02/14/2019 01:14 PM
Form Started By: MaryJo Warner		Started On: 02/11/2019 10:57 AM
Final Approval Date: 02/14/2019		

**PUBLIC WORKS COMMITTEE  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Public Works Committee conducted a regular meeting on Tuesday December 18, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:     Chairperson Chris Riley  
                            Councilmember Jill Johns  
                            Councilmember Mark Kuzma

Also Present:         Public Works Superintendent Grant Riemer  
                            City Engineer Bruce Westby  
                            Civil Engineer IV Leonard Linton  
                            Senior Engineering Inspector Mike McDowall  
                            Councilmember Elect Nadine Heinrich

**1.     CALL TO ORDER**

Chairperson Riley called the regular meeting of the Public Works Committee to order at 5:35 p.m.

**2.     CITIZEN INPUT**

There was none.

**3.     APPROVE AGENDA**

Chairperson Riley noted changes to the agenda due to technical difficulties and members of the public present. It was noted that case 5.03 will be considered first, followed by case 5.01, 6.01, 5.02, and 6.02.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to approve the agenda, as amended.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Johns. Voting No: None.

**4.     APPROVE MINUTES**

**4.01: Approve Meeting Minutes**

Motion by Chairperson Riley, seconded by Councilmember Johns, to approve the following minutes:

Regular Meeting Minutes dated October 16, 2018  
Regular Meeting Minutes dated November 20, 2018

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

## **5. COMMITTEE BUSINESS**

### **5.03: Highway 47 Landscaping Project**

Public Works Superintendent Riemer stated that the purpose of this project is to partner with MnDOT to improve the landscaping along Highway 47 from roughly Xkimo Street to the south and Barium Street to the north. The project falls under MnDOT's Community Roadside Landscape Partnership Program. MnDOT's Office of Environmental Stewardship provides technical and financial support to communities to install and maintain landscape plantings on eligible state highway rights of way. MnDOT would partner with the City of Ramsey by providing the service of their landscape architect to design the landscaping for the project and also provide financial assistance to buy plant materials. The City of Ramsey would provide the manpower to install the plantings and would also be responsible for ongoing maintenance, such as weeding of the plant beds and watering. MnDOT provided a design plan for the project that was included in the case. The next step in the process is to pass a resolution stating that the City of Ramsey is willing to enter into a Cooperative Agreement with MnDOT to execute the project.

Chairperson Riley stated that this sounds like a great idea.

Public Works Superintendent Riemer stated that they will also utilize volunteers to assist with the plantings.

Councilmember Johns stated that the previous plantings died, perhaps because of salt, and asked if different plants are being chosen.

Public Works Superintendent Riemer stated that MnDOT has chosen the types of plants based on their specifications so the plants should be more tolerant. He confirmed that public works staff will water the plants similar to what is done now.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to approve the staff recommendation and forward Resolution #19-11 to the full Council for consideration.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

### **5.01: Consider Recommendation to City Council to Accept Petition Opposing Improvement Project #19-02, Brookview Estates Street Reconstructions**

City Engineer Westby stated that City Improvement Project No. 19-02 proposes to reconstruct streets within the Brookview Estates neighborhood including 173<sup>rd</sup> Avenue and Germanium Street. The streets total approximately 2,662 linear feet (0.50 miles) in length. The engineer's opinion of probable costs for completing the proposed improvements is \$502,555.46. Estimated costs include 5-percent contingency costs plus 23-percent indirect costs for administrative, engineering, finance and legal costs. Per the Feasibility Report, twenty-one (21) properties are considered to benefit from the improvements and Staff recommended applying 25-percent of eligible project costs equally across the 21 assessable properties using the "per lot" assessment method. Eligible project costs include everything except subgrade corrections and guardrail modification costs. This resulted in a proposed preliminary assessment rate of \$4,418.30 per assessable parcel.

City Engineer Westby stated that following the Public Hearing on November 13, the property owner at 17230 Germanium Street requested a petition template to use in gathering signatures in opposition to this Council initiated improvement project as provided by Section 8.4.5 of the City Charter. On November 15, Staff provided a copy of the petition template to the property owner with instructions to modify the top of the petition to define the project and to note what the petition specifically opposes. This property owner did attend the neighborhood information meeting held on November 8, 2018 where Staff explained the proposed improvements and assessments in detail and gathered public input on the project.

City Engineer Westby stated that on December 3, the property owner delivered a petition with fifteen signatures on it to City Staff but Staff rejected it noting that the top of the petition had no clarifying language on it leading to concerns that the petitioners might not have understood what they were signing. Based on comments Staff received from several property owners while the petition was being circulated, Staff had concerns that this might indeed be the case. City Staff then contacted the City Attorney to seek further direction on petition language and process requirements. On December 4, Staff provided clarifying comments to the property owner circulating the petition based on the City Attorney's comments. On December 10, the property owner submitted a revised petition to City Staff. This petition had a page attached to it with clarifying language noting that the property owners objected to the cost of the project. Staff has since verified that all property owners who signed the petition are indeed benefiting property owners per the preliminary assessment roll contained within the Feasibility Report.

City Engineer Westby stated that since that date, staff has spoken with property owners that may not have exactly understood what they were signing. He stated that the City Attorney stated that the Council could accept the petition if they believe the petitioners understood what they were signing, but if the Council believes that there was ambiguity and people may not have understood what they were signing, Council can direct staff to contact the property owners to gather additional information. He stated that based on the conversations with the City Council and the fact that at least one resident would like to retract their signature, staff would recommend mailing letters to all benefiting property owners, to clearly define that the petition can kill the project for one year or more if 60 percent or more of the benefiting properties sign the petition, and to inform them of the option to withdraw their signature from the petition per City Charter Section 8.4.6, including the deadline for doing so.

Councilmember Kuzma stated that although the language states that the project would be stopped for one year, it could be much longer than that. He noted a previous project that was petitioned, and it was eight years before that road was reconstructed. He noted that only two property owners are present tonight on this topic.

City Engineer Westby stated that notification of this meeting was not provided to all property owners as staff was unsure if the petition, as received, was valid. He stated that staff wanted to ensure that was clarified with the City Attorney prior to the discussion tonight and reaching out to the residents.

Councilmember Kuzma stated that he would want the residents to know that the petition would pause the project for more than one year. He stated that when the other project that was petitioned was stopped, the cost increased by more than \$5,000 when the road was actually reconstructed eight years later.

Rick Aberle, 17290 Germanium Street, stated that this project is expensive and would tear up his whole front yard. He stated that he would like additional information on the contours of the ditch as well. He did not believe the road needs to be reconstructed. He stated that if the proper maintenance would have been done in previous years, the road would not be in this condition. He stated that he is opposed to drainage improvements, as he believes that the properties drain fine now with the exception of spring thaw.

Sean Peterson, 5530 173<sup>rd</sup> Avenue NW, stated that he also brought the petition around the neighborhood. He believed that this is a high cost for the project. He acknowledged that he did have some misinformation in the beginning and when he went back to those properties, he did make those property owners aware that the project would stop. He stated that there was disappointment in the past when an overlay project was done but stopped at Germanium. He noted that overlay project would have had a much lesser cost. He echoed the comments about the lack of maintenance on the roadway and noted that the adjacent development used their roadways for their heavy truck traffic and should be responsible for the damage that was caused. He stated that he looked at how Elk River pays for their roads, with franchise fees, and believes that is a much better method for funding. He asked if the residents would still have a voice in projects if franchise fees are used for funding rather than assessments.

Councilmember Kuzma stated that because of assessments, residents have the opportunity to provide their input. He stated that if franchise fees are used for funding, engineering would develop the plans for the roadways.

Chairperson Riley stated that the engineering staff would propose the plans, along with alternatives, and that process would not change.

City Engineer Westby stated that the only thing that would change is that the City would not be required to hold a public hearing on projects. He stated that a public information meeting would still occur before the project moved to the City Council.

Mr. Peterson stated that his purpose of bringing the petition around was to show the neighbors what was going on and the cost for those improvements. He believed that the road could take another five years and there are worse roads in Ramsey.

Chairperson Riley stated that if it is the will of the people to not go forward on that, the Council will abide by that as this is a road that only impacts the twenty-one property owners. He stated that his intention would be simply to let the property owners know that if the petition goes through, this road would go to the end of the line.

Councilmember Johns stated that there are a lot of miles in roadway in Ramsey waiting for repair and wanted the homeowners to be aware of the length of time that it would be before the road is reviewed again. She explained that in five years, only eight miles of roadway have been reconstructed in the City.

Chairperson Riley explained the pavement rating system that is used by City staff to evaluate roadways.

Councilmember Kuzma stated that in the citizen survey the majority of responding residents have been opposed to the use of franchise fees. He stated that there are public meetings coming forward in 2019 that will explain the different methods of funding for roads, beginning on January 15 and stated that perhaps Mr. Peterson would be interested in attending that meeting.

City Engineer Westby stated that from the phone calls and meetings that he has had with residents it appears that there is a lot of ambiguity on what is proposed in the project and the ramifications of signing the petition.

Mr. Peterson stated that if the franchise fees begin in the next year, could the residents then petition for the road to be put back on the list.

City Engineer Westby stated that the City Charter petition process would no longer be applicable because there would no longer be an assessment.

Chairperson Riley stated that perhaps the process would be similar to residents petitioning for a stop sign.

Mr. Peterson stated that if the project assessment would be \$2,000 per property owner, there would not be objections.

Chairperson Riley acknowledged the cost but noted that this is an average cost as there have been several projects even higher than this proposed cost.

Motion by Chairperson Riley, seconded by Councilmember Kuzma, to accept the petition as valid and direct staff to mail letters to all benefiting property owners to clearly define the project, ramifications of signing the petition and options to withdraw their signature if desired.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Johns. Voting No: None.

## **6. COMMITTEE / STAFF INPUT**

### **6.01: Review Drainage Concerns at 17290 Germanium Street NW**

City Engineer Westby stated that the property owner at 17290 Germanium Street NW informed the City Council on November 13, 2018 that he was concerned that the runoff from the Covenant Meadows residential development was flooding his property. He also stated that the City Engineer has been unresponsive to his concerns and requests.

City Engineer Westby provided background information noting that the property owner at 17290 Germanium Street NW built their home in 1992. They built a garage in the southwest corner of the property in 1998, which was rebuilt in 2005 after the first garage burned down. The garage was constructed in a low area of the lot and was not elevated. The garage door faced a private property which was used to access Germanium Street approximately 300-feet to the east. In 2017, construction began on the Covenant Meadows residential development, which included construction of a new public street (172nd Lane NW) abutting the south property line of 17290 Germanium Street NW. During construction of this development, the property owner contacted City Staff and the developer on numerous occasions to request modifications to the new driveway installed between his garage and 172nd Lane NW. He also requested grading modifications to prevent drainage from entering his property from the north and west, noting he had issues with standing water on his property.

City Engineer Westby stated that before Covenant Meadows was developed (pre-development), 11.125 acres of land drained onto this property from the north and the west, contributing 3.1 cubic feet per second of runoff from a 100-year storm event. After Covenant Meadows was developed (post-development), 1.306 acres of land drain onto this property from the north and the west, contributing 0.75 cubic feet per second of runoff from a 100-year storm event. He reviewed the memorandum from the Engineering Department outlining pre and post-development drainage conditions and displayed maps showing the pre and post-drainage areas that contribute runoff onto this property.

City Engineer Westby reviewed the driveway modifications that have been made throughout this process which included a driveway constructed with a 15" driveway culvert but noted that the property owner was not satisfied as his work trailer bottomed out. He stated that two eight-inch culverts were then evaluated but during that process the property owner removed the culvert and regraded the driveway himself. The property owner objected to the use of any culverts. He stated that the property owner expanded the driveway using aggregate base provided by the developer, so there is now a 60-foot-wide driveway with no culvert. He stated that drainage is forced to flow over the driveway as constructed.

City Engineer Westby reviewed drainage modifications noting that the property owner requested a swale to drain the pad west of the garage. He stated that the developer was still discussing options with the property owner when the property owner addressed the City Council. He stated

that the driveway was designed to direct the flow of water into the culvert and drainage ditch but again that culvert was removed by the property owner after the road was paved. He stated that the ditch was regraded to help direct water that flows down the driveway, as the culvert and grading that was previously done is no longer directing water.

City Engineer Westby stated that staff believes that this property benefited from the Covenant Meadows development in terms of reducing the amount of drainage entering the property. Staff also believes it was very responsive to this resident during construction of the Covenant Meadows development. Staff had many phone conversations with the property owner and met with him onsite numerous times in attempt to address the numerous requests of the property owner. He stated that overflow drainage from the north infiltration pond will be forced to flow over the driveway as currently constructed as the culvert was removed.

Councilmember Kuzma asked the distance of the easement from the edge of the road onto the property. He asked and received confirmation that the culvert was within the City easement. He asked the expense that was spent on the driveway improvements thus far.

City Engineer Westby stated that he is unsure because of the amount of City staff and staff from the developer that has been spent on this issue.

Senior Engineering Inspector McDowall stated that he spent a considerable amount of time on this topic attempting to find a resolution with the property owner.

Eric Thompson, developer for Covenant Meadows, stated that there was dialogue with he and the property owner prior to the discussions with City staff, which included providing fill to the property at his request. He stated that Mr. Aberle is concerned with flooding and there have been four engineers reviewing this issue and he is confident in their design abilities. He stated that it is clear that there is less water draining to the property post-construction than there was pre-construction. He stated that without the culvert the property is more susceptible to flooding. He stated that he would be agreeable to furnishing and installing the two eight-inch culverts, which had been evaluated in the past. He additionally offered additional materials to assist the property owner in better grading his property to alleviate flooding concerns in the future. He acknowledged that it is tough to address the flooding concerns and concerns with the trailer.

Mr. Aberle stated that he did bring up the base of the garage and never once had an issue with water coming into the garage. He stated that the original culvert caused the wheels of his trailer to come off the ground. He stated that he has never heard of eight-inch culverts prior to tonight.

Mr. Aberle stated that pre-construction there was a bit of standing water for a few days but that was it. He noted that post-construction there is water standing in his garage during that spring melt. He stated that without the culvert there was discussion of graded ditches and hard surface swales, which did not occur. He stated that he has hired an engineer and attorney. He stated that following a storm event in September, there was seven inches of standing water in his yard.

Councilmember Kuzma asked if Mr. Aberle would be satisfied with the offer from the developer regarding the two eight-inch culverts.

Councilmember Johns asked if the street was previously paved.

Mr. Aberle noted that there was not a street in that location previously.

Chairperson Riley asked if the eight-inch culverts would be the recommended option.

Senior Engineering Inspector McDowall confirmed that the two eight-inch culverts were proposed to alleviate drainage and trailer concerns.

City Engineer Westby agreed that seems to be a reasonable solution.

Mr. Thompson stated that he would be agreeable to donating additional fill, if desired, to allow the property owner to better grade their property but would not want to be responsible for the grading of private property.

Chairperson Riley stated that seems to be a reasonable solution.

Mr. Aberle stated that he does not have the expertise or equipment to complete grading.

Chairperson Riley asked if the resident would be in agreement with the offer for the two eight-inch culverts for the driveway.

Councilmember Kuzma asked if the resident would be satisfied with two eight-inch culverts and grading to minimize the impact for trailers.

Mr. Aberle stated that would help with the area near the driveway but would not assist in the water problem in the other part of his yard.

Mr. Thomson identified the contours of the property and highlighted the holding pond that was constructed to catch runoff. He noted that the area that drains into the side of the yard that Mr. Aberle mentioned was not disturbed and therefore that issue is not an impact of this project.

Senior Engineering Inspector McDowall stated that perhaps a swale could be graded in the undisturbed area of the adjacent property.

Mr. Aberle stated that he would not want to see damage to the trees.

Mr. Thompson replied that he does not own that property any longer either.

Mr. Aberle suggested that the pond be extended to the west to provide additional volume and direct water from his yard into that pond.

City Engineer Westby stated that it would be difficult to continue discussions at this level. He stated that it would be beneficial to collect topographic data on the property to determine the proper improvement.

Mr. Aberle confirmed that he would be satisfied with the direction for the two eight-inch culverts in the driveway with additional grading of the driveway. He stated that he will also allow entry onto the property to complete the topography. He confirmed that he would provide permission for the grading of the driveway and topography to be completed.

It was noted that the driveway improvements may not occur until spring, pending frost and cold weather conditions. The Committee and Mr. Aberle reached consensus for Mr. Thompson to complete the driveway improvements including grading and two eight-inch culverts, and Mr. Aberle provided his permission for Staff to enter his property to collect topographic data along his west property line and around and adjacent to his garage and driveway.

City Engineer Westby noted that Staff will provide an update to the Committee in February since the January meeting is canceled.

## **5. COMMITTEE BUSINESS (Continued)**

### **5.02: Consider Request to Modify Traffic Control at Bunker Lake Boulevard, Puma Street and Rabbit Street Intersection**

City Engineer Westby stated that during the November 27, 2018 City Council meeting, a resident living at 14942 Quintana Street NW in the Riverstone residential development questioned the value of the all-way STOP intersection control recently installed at the intersection of Bunker Lake Boulevard, Puma Street and Rabbit Street, and requested that the City consider modifying the traffic control at this intersection. The resident told Council he feels the all-way STOP is unnecessary at this time and recommended that all of the STOP signs be removed and replaced with a YIELD sign on southbound Puma Street. He said he also felt that a flasher signal might be appropriate for the pedestrian crossing at the intersection. He stated that during the five-months he has lived in Riverstone he has never met another car at this intersection, nor has he ever seen a pedestrian or bicyclist use the crosswalk. He also stated he often sees Riverstone residents running the STOP signs and is concerned people will get used to running the STOP signs and will continue to do so once the area more fully develops, and the STOP signs are warranted.

City Engineer Westby provided historical crash data for the intersection and reviewed the posted/statutory speed limits on each leg of the intersection. He also reviewed the traffic volumes, which were most recently recorded on each leg of the intersection in 2015.

City Engineer Westby stated that staff discussed the property owners concerns with Bolton & Menk, the design engineer for Improvement Project #18-05 under which the STOP signs were installed. Bolton & Menk stated that the all-way STOP control was based on the best information available at the time related to intersection geometrics and traffic volumes in and around the intersection at the time it opened. Throughout the plan preparation process, Rabbit Street was still considered a future street and in order to obtain State Aid approvals, STOP signs were required on both Bunker Lake Boulevard and Puma Street. Development timing and the resultant traffic growth were unknown at the time plans were developed, and traffic forecasts

were aggressive. Growth in the area will dictate when an all-way STOP control is warranted.

City Engineer Westby stated that in summary, traffic control is designed before construction is complete and is therefore theoretical in nature, based on anticipated conditions. If changes are made to traffic control after construction, the changes must account for actual conditions, which requires further study. Bolton & Menk prepared the memo included in the case, which describes all this in more detail. The memo also recommends completing an updated traffic study to determine appropriate short and long-term traffic control options. Bolton & Menk can complete this study in January at a cost not-to-exceed \$3,000.

City Engineer Westby stated that the cost to remove a stop sign is approximately \$200 per sign. The cost for City Staff to fabricate and install a new sign is approximately \$300 per sign. Staff proposed to pay all costs to study and/or modify the traffic control at this intersection as part of City Improvement Project #18-05. He stated that staff recommends completing the traffic study proposed by Bolton and Menk in January of 2019, and to present the findings to the Public Works Committee in February of 2019 for further discussion and direction.

Chairperson Riley stated that what he heard is that the roads will continue to change, and the study could be outdated once completed.

Councilmember Kuzma stated that he would not support doing anything right now.

Chairperson Riley stated that the neighborhoods are quickly developing and if something is done now, it would be redone in a few years. He stated that it would be silly to remove the stop sign only to place it back in a few years.

Civil Engineer IV Leonard Linton stated that the study would include vehicles, pedestrians and bicycles and noted that January would not be the ideal month to capture all of that traffic. He agreed that delaying the decision may be the better choice.

It was the consensus of the Committee to leave the all-way STOP intersection controls as is.

## **6. COMMITTEE / STAFF INPUT (Continued)**

### **6.02: Staff Updates on Improvement Projects and Items of Interest**

City Engineer Westby provided an update on costs for the proposed Riverdale Drive Trunk Utility Improvements that will serve the new LazyDays RV maintenance facility. He noted that at the December 11, 2018 City Council meeting Staff presented the estimated construction cost at around \$450,000, but since then Staff has learned the estimated construction cost is actually closer to \$750,000. However, he confirmed there are sufficient funds available in the trunk sewer and water funds to fully fund the project. He also noted that LazyDays will pay all winter construction costs, and that additional development will reimburse the City for the cost of installing the trunk utilities.

City Engineer Westby noted that the January Public Works Committee meeting has been canceled due to a conflict with the road funding open house scheduled for January 15, 2019.

**6.03: Review Future Topics Calendar**

No comments made.

**7. ADJOURNMENT**

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 7:24 p.m.

Respectfully submitted,

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Grant Riemer  
Public Works Superintendent

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

**Public Works Committee**

**5. 1.**

**Meeting Date:** 02/19/2019

**Submitted For:** Grant Riemer, Engineering/Public Works

**By:** MaryJo Warner, Engineering/Public Works

**Title:**

Appoint Chair and Vice-Chair of the Public Works Committee.

**Purpose/Background:**

Annually, the Public Works Committee appoints a Chair and Vice-Chair of their committee.

**Timeframe:**

5 minutes.

**Observations/Alternatives:**

n/a

**Funding Source:**

n/a

**Recommendation:**

**Action:**

Motion to appoint as Chairperson of the Public Works Committee for the term April 1, 2019 to March 31, 2020.

-and-

Motion to appoint as Vice-Chairperson of the Public Works Committee for the term of April 1, 2019 to March 31, 2020.

**Attachments**

*No file(s) attached.*

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Bruce Westby	Bruce Westby	02/14/2019 10:34 AM
Grant Riemer	Grant Riemer	02/14/2019 10:44 AM
Kurt Ulrich	Kurt Ulrich	02/14/2019 01:13 PM
Form Started By: MaryJo Warner		Started On: 02/06/2019 01:22 PM
Final Approval Date: 02/14/2019		

**Public Works Committee**

6. 1.

**Meeting Date:** 02/19/2019

**By:** Bruce Westby, Engineering/Public Works

**Title:**

Staff Update on Wellhead Protection Plan Amendment Process.

**Purpose/Background:**

City Staff has been working with the Minnesota Department of Health (MDH) to amend the City's Wellhead Protection Plan since March of 2017. The City's Wellhead Protection Plan is in effect until January 4, 2020, but must be amended by October 6, 2019.

The Wellhead Protection Plan consists of two parts. Part 1 delineates the City's wellhead protection zone and drinking water supply management area (DWSMA), and assesses the vulnerability of our DWSMA and municipal water supply wells. Part 2 includes a potential contaminant source inventory, a potential contaminant source management strategy, an emergency / alternative water supply contingency plan, and wellhead protection program evaluation plan.

Part 1 of the plan has been amended and was recently approved by the MDH. See attached letter. City Staff is in the process of issuing copies of the amended delineated wellhead protection areas, drinking water supply management areas, and assessments of well and aquifer vulnerabilities to local units of governments that are wholly or partially within these areas by March 4th as required.

The next step in the process is to conduct a public information meeting by April 4, 2019, to present the Part 1 amendments to the public. Staff is working to schedule this meeting and to publish the required notifications. Staff is interested to know if the Public Works Committee would like to host this meeting at their next regular meeting on March 19, 2019, or if the Committee thinks it might be better to conduct the meeting during the regular City Council meeting on March 26, 2019.

Based on the remaining tasks that need to be completed to amend Part 1 of the plan, the services of an engineering consultant will be required. Staff is currently assessing the scope of the remaining work, and will be prepared to discuss this in more detail with the Public Works Committee at their March meeting. Staff will also present the Part 1 amendments to the Public Works Committee at their March meeting, weather as part of the public information meeting or not, and will provide an overall update on the remaining process, timelines, and estimated costs required to complete the plan 2 amendments by October 6, 2019.

**Timeframe:**

Staff estimates 10 minutes will be needed to present and discuss this case.

**Observations/Alternatives:**

NA

**Funding Source:**

NA

**Recommendation:**

NA

**Action:**

No action is required, but Staff would appreciate input on whether the public information meeting should be conducted as part of the next regularly scheduled Public Works Committee meeting on March 19th, or during the March 26th City Council meeting.

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**Attachments**

MDH WHPPpart1 Approval Ltr

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**Form Review**

**Inbox**

Grant Riemer

Kurt Ulrich

Form Started By: Bruce Westby

Final Approval Date: 02/14/2019

**Reviewed By**

Grant Riemer

Kurt Ulrich

**Date**

02/14/2019 10:42 AM

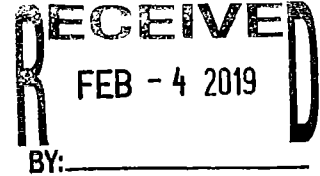
02/14/2019 01:18 PM

Started On: 02/14/2019 09:08 AM

# **m** DEPARTMENT OF HEALTH

PROTECTING, MAINTAINING & IMPROVING THE HEALTH OF ALL MINNESOTANS

January 29, 2019



Mr. Bruce Westby, Engineer  
City of Ramsey  
7550 Sunwood Drive Northwest  
Ramsey, Minnesota 55303

Dear Mr. Westby:

We are writing to notify you that the Minnesota Department of Health has approved the amended 1) delineation of the wellhead protection areas, 2) delineation of the drinking water supply management areas, and 3) assessments of well and aquifer vulnerability for your public water supply wells, as submitted. The approval pertains to the following public wells:

Well No. 1	Unique Well No. 161441
Well No. 2	Unique Well No. 416183
Well No. 3	Unique Well No. 580303
Well No. 4	Unique Well No. 580313
Well No. 5	Unique Well No. 593672
Well No. 6	Unique Well No. 706840
Well No. 7	Unique Well No. 743832
Well No. 8	Unique Well No. 743833

Procedurally, you must submit a copy of the amended delineated wellhead protection areas, drinking water supply management areas, and assessments of well and aquifer vulnerability to local units of government that are wholly or partially within these areas. Notification must occur within 30 days after receiving this letter. If you need assistance getting this information out, please contact Mr. John Freitag of the Minnesota Department of Health at (651) 201-4669.

The wellhead protection rule also requires the city of Ramsey to hold a public information meeting regarding the amended delineations and vulnerability assessments within 60 days of receiving approval by the health department. This meeting can be held solely for this purpose or it can be incorporated into another public meeting, such as a meeting of the city council. If you would like a representative of the state's wellhead protection program to be present at the public information meeting, please contact Mr. Freitag.

In closing, we commend the city of Ramsey for moving ahead to amend its wellhead protection plan. Mr. Freitag will be contacting you shortly to go over procedural issues in preparing the remainder of your wellhead protection plan amendment. Please contact me at (651) 201-4577 if you have any questions regarding this letter.

Sincerely,

Amal M. Djerrari, Hydrologist  
Source Water Protection Unit  
Environmental Health Division  
P.O. Box 64975  
St. Paul, Minnesota 55164-0975

AMD:TVW

cc: Mr. Leonard Linton, Civil Engineer, City of Ramsey  
Mr. John Freitag, Planner, Source Water Protection Unit, Metro Office  
Farm Service Agency

## Public Works Committee

6. 2.

**Meeting Date:** 02/19/2019

**By:** Bruce Westby, Engineering/Public Works

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### **Title:**

Staff Updates on Improvement Projects and Items of Interest

### **Purpose/Background:**

#### **Purpose/Background:**

The purpose of this case is to update the Public Works Committee on current and proposed improvement projects within the City, and on other items of interest to the Committee.

### **City Improvement Projects**

- **Riverdale Drive Extension - Traprock St. to Ramsey Blvd. (#16-20)**
  - Construction complete
  - Only punch list items remain
  - Final payment in 2019
- **River's Bend Street Reconstructions (#17-02)**
  - Construction complete
  - Only punch list items remain
  - Final payment in 2019
- **Puma Street Utilities Extensions (#17-10)**
  - Construction complete
  - Only punch list items remain
  - Final payment in 2019
- **Stanhope Terrace Street Reconstructions (#18-00)**
  - Construction complete
  - Only punch list items remain
  - Final payment in 2019
- **2018 Street Overlay Improvements (#18-03)**
  - Construction complete
  - Only punch list items remain
  - Final payment 2019
- **Bunker Lake Boulevard and Puma Street Improvements (#18-05)**
  - Construction complete
  - Only punch list items remain
  - Potential intersection control modifications required per PWC direction
  - Final completion 2019
- **The COR Regional Infiltration Basin (#18-09)**
  - Plans & Specifications nearly complete
  - Excess fill to be placed in The COR
  - Acquiring property for west end pond/road extension needs
  - LRRWMO Board approved permit extension to September 30, 2019
  - Construction proposed for spring/summer 2019
- **Riverdale Drive Trunk Utility Improvements (#18-14)**
  - Council accepted bids and awarded a contract on February 12, 2019
  - Substantial completion required by April 30, 2019
  - Final completion 2019

## **Anoka County Improvement Projects**

### **● Roundabout at Armstrong Boulevard/CSAH 83 and Alpine Drive**

- Last fall Anoka County requested \$1.35M in Highway Safety Improvement Program (HSIP) funding for state fiscal years 2022/2023.
- HSIP is a federal-aid funding program designed to reduce traffic fatalities and serious injuries on all public roads. The object of this program is to identify, implement and evaluate cost effective construction safety projects.
- Anoka County was recently awarded HSIP funding of \$1.35M (estimated total project cost = \$1.5M).
- Local cost share (Anoka County and City of Ramsey) = \$150,000.
- City of Ramsey costs will be per the Anoka County cost share policy.
- Anoka County plans to begin project design efforts within the next year.
- Construction will likely occur in 2022/2023, pending future City of Ramsey and Anoka County approvals.

## **MnDOT Improvement Projects**

### **● Ferry Street / Trunk Highway 47 Grade Separation @ BNSF Railway Crossing (2017)**

- Preliminary design still on hold
- MnDOT is exploring the potential realignment of Highway 47 to remove the S-curve at the Anoka County fair grounds
- Ramsey Staff is continuing to track this project
- MnDOT is considering combining with other Highway 10 improvements

## **Items of Interest**

### **● City Council to Consider Topsoil Ordinance Amendment on February 26th**

- In the mid-2000s, the City adopted a development requirement requiring all new construction to add 4" of premium topsoil over disturbed areas. The intent was to reduce the consumption of water related to lawn irrigation based on direction from the Minnesota Department of Natural Resources following requests for several new public water supply wells.
- The adopted topsoil standard, which is still in place today, calls for the use of MnDOT Specification 3877 Premium Topsoil Borrow which has 5 – 15% organic matter, 10-25% clay, and 25-60% silts, which is a much more robust and expensive topsoil than our peer communities require.
- On July 24, 2018, Capstone Homes submitted a letter requesting that the City consider revising the topsoil standard by eliminating the Premium Topsoil Borrow specification, a now former MnDOT specification. The request identified two negative effects of the current topsoil requirement. First, that the topsoil is doing too good of a job of holding water. They acknowledge that many homeowners are likely not adjusting their irrigation systems to account for the topsoil and are actually contributing to the problem. Secondly, they identified price as a concern compared to the cost of 'regular' black dirt.
- Based on available cost data, it costs roughly \$1,500 more to apply premium topsoil over 6,000 square feet (0.15 acres), and \$4,000 more to apply premium topsoil over 43,560 square feet (1.0 acre), than it would cost to apply topsoil specified by our peer communities.
- It should be noted that Staff has observed numerous unusable areas of lawns due to oversaturated, spongy turf resulting from continued use of irrigation systems or from multiple days of precipitation, typically where back yard drainage systems exist.
- On August 20th and November 19th, 2018, Community Development Staff discussed Capstone's topsoil amendment request with the Environmental Policy Board. The EPB requested Staff to gather information on what some peer communities with similar sandy soils require for topsoil and what the purpose of the requirement was (to ensure an apples-to-apples comparison). Staff looked at the requirements for peer communities such as Andover, Big Lake, and Blaine, all of which have a topsoil requirement and are growing communities on sandy soils. Ultimately, the EPB recommended proceeding with amending the definition of topsoil to be more similar to surrounding peer communities.
- On February 7th, 2019, Community Development Staff discussed the topsoil amendment request and the EPB's recommendation with the Planning Commission. Following discussion, the Planning Commission also recommended amending the City's topsoil ordinance by amending the definition of

topsoil to be more consistent with our peer communities.

- Staff is also researching options for incentivizing owners of older properties to install smart irrigation system technologies to reduce water use. Staff is also developing educational materials for operating and maintaining irrigation systems to aid in reducing water use and costs for homeowners.
- On February 26th, Staff plans to request City Council approval to amend the definition of topsoil in the City's topsoil ordinance, unless the Public Works Committee wishes to discuss anything in more detail before proceeding to Council.

**Timeframe:**

Staff estimates 10 minutes will be needed for updates and discussion.

**Observations/Alternatives:**

NA

**Funding Source:**

NA

**Recommendation:**

NA

**Action:**

No formal action required. For Committee review and discussion purposes only.

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**Attachments**

*No file(s) attached.*

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**Form Review**

**Inbox**

Grant Riemer

Kurt Ulrich

Form Started By: Bruce Westby

Final Approval Date: 02/14/2019

**Reviewed By**

Grant Riemer

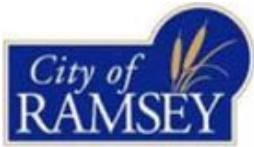
Kurt Ulrich

**Date**

02/14/2019 09:55 AM

02/14/2019 01:16 PM

Started On: 02/14/2019 09:03 AM



Our Mission: To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services.

**CC Regular Session**

**6. 1.**

**Meeting Date:** 03/12/2019

**By:** JoAnn Shaw, Community Development

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**Information**

**Title:**

Public Hearing: Approve On-Sale, and Sunday Liquor License for MENSCH, LLC dba McDuff's.

**Purpose/Background:**

Purpose: To approve an on-sale liquor license for MENSCH, LLC dba McDuff's. The license approval would also include Sunday sales.

Background: MENSCH, LLC dba McDuff's has properly applied for an on-sale, and Sunday liquor license at 16659 St. Francis Boulevard NW.

Police Chief Katers has completed the background investigation and found everything to be in order.

This establishment is not a new liquor establishment and was most recently licensed under Fairways on the Rum, Inc., dba McDuff's Eatery & Pub.

**Notification:**

Notice of the public hearing was published in the Anoka County Union Herald on Friday, March 1, 2019.

**Recommendation:**

Staff is recommending approval of the on-sale, and Sunday liquor license for MENSCH, LLC dba McDuff's.

**Action:**

Motion to approve an on-sale, and Sunday liquor license for MENSCH, LLC dba McDuff's at 16659 St. Francis Boulevard NW.

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**Attachments**

*No file(s) attached.*

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: JoAnn Shaw

Final Approval Date: 03/07/2019

**Reviewed By**

Kurt Ulrich

**Date**

03/07/2019 10:27 AM

Started On: 02/26/2019 09:53 AM

Meeting Date: 03/12/2019

By: Sean Sullivan, Community  
Development

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**Information**

**Title:**

Adopt Resolution #19-067 Approving Purchase Agreements for Land Exchange; Case of PSD LLC

**Purpose/Background:**

**Public Well Background**

The City selected the area west of Ramsey Boulevard and generally south of Bunker Lake Boulevard for siting of new municipal wells in the 1990's. Five wells were developed in the area. The area was also selected for development of the COR (formerly known as Ramsey Town Center in the early 2000s).

**Stormwater Background**

The City is a member of the Lower Rum River Watershed Management Organization, (LRRWMO) a joint powers association with the cities of Andover and Anoka. The LRRWMO is required to update their plan every ten (10) years by state law. The State of Minnesota updated the requirements for WMO plans prior to preparation of the Third Generation Plan for the LRRWMO. The change included infiltration of the first inch of runoff from all impervious surfaces in an effort to reduce storm runoff entering the system. The Third Generation plan was updated in 2011 and included the requirement for infiltration of the first inch of runoff with the exceptions included in the state law. The infiltration law does allow for creating an infiltration mitigation project outside of any wellhead protection area. The mitigation project must receive an equivalent amount of runoff as the site being mitigated.

Multiple development projects were constructed in the COR after the Third Generation plan was adopted and they needed to provide infiltration. However, infiltration is not permitted on their sites. Staff conferred with the LRRWMO and determined that a regional/shared infiltration mitigation basin could be placed in the southeast corner of the COR adjacent to the existing storm water pond. The City collected an infiltration mitigation payment from this project and all subsequent projects in the COR that are in the wellhead protection area.

The proposed mitigation area includes an area that was encumbered by drainage and utility easements on the original Ramsey Town Center Plat. The original plat included provision for an emergency vehicle access to Ramsey Boulevard. The route of this access is through the proposed infiltration basin. Since then, a full public roadway has been planned as a result of Highway 10 planning efforts. This route runs along the north edge of the proposed infiltration basin. This connection will be right-in/right-out at Ramsey Boulevard. This route will be constructed in the future when warranted.

Part of the infiltration basin is on City owned property and the other part is on PSD owned property. The proposed acquisition will transfer ownership of the portion of the basin on PSD property to the City so that the City can provide perpetual maintenance of the basin. The transfer also includes the proposed right of way for the future road and a remnant piece south of the Medical Examiners building that is too small to develop.

Staff has previously been directed by the City Council to negotiate acquisition of the land needed for for stormwater infiltration ponding and road right of way south and east of the Medical Examiner's office.

**Notification:**

Notification is not required.

**Observations/Alternatives:**

City Staff presented the details of the proposed exchange at the February 14 EDA meeting. The City has been negotiating with PSD, LLC to find a solution that both parties can willingly accept. Staff received appraisals from Certified Appraisal Services (CAS) for the properties and the values assigned to each parcel are consistent with the appraisals and agreed to by both negotiating parties. The City is selling Parcel 45 (west of Armstrong Boulevard) which is approximately 103,857 square feet. The Asking Price is \$644,952 which is \$6.21 per square foot, which is in the City's approved Deal Range. The City will be acquiring approximately 124,725 square feet owned by PSD LLC. The price of acquisition is \$636,698 which is at a blended rate of \$5.10 per square foot. The proposed net proceeds to the City as a result of this land exchange is \$8,254.00 (subject to verification of actual square footages).

The complexity of this transaction allows for some flexibility in how the deal will ultimately be structured. The sale of Parcel 45 does not fit the generic Purchase Agreement template due to it being a land exchange. However, Staff has worked to find an agreement that will result in the City acquiring the necessary land for the proposed stormwater project referenced above. In addition, the proposed terms of the purchase agreement requires the developer to construct one building of a retail development on Parcel 45 (concept attached). Benefits of the transaction include, but are not limited to increasing retail options, increasing tax base, and the creation of jobs.

The following items make this proposed purchase agreement unique:

1. The closing for both properties will occur simultaneously. The City would like to close on this transaction as as soon as possible to begin work on the Stormwater Infiltration Pond.
2. A site plan and plat will not be approved by Planning Commission or City Council prior to the sale of the Parcel 45 to PSD, LLC. The Developer understands the risk and must comply with the City Development Process and regulations.
3. The City will execute its typical Right of Re-Entry Agreement with an edit. The Developer will have 18 months to complete the building and to receive a Certificate of Occupancy. If this is not done Parcel 45 will be returned to the City. However, there will not be a financial penalty if a second building is not constructed.

A complete summary of the land exchange and the terms sheets for each land transaction are attached to the case. It should be noted that actual square footages fo the parcels involved in the exchange will need to be verified by both parties through a licensed survey.

The City of Ramsey has already passed a sales Ordinance authorizing the Sale of Parcel 45.

**Funding Source:**

This case is being handled as part of normal Staff duties. The Stormwater Utility Fee will need to reimburse the EDA for the acquisition of Parcel 45. CBRE does have Parcel 45 listed for sale, and is entitled to a Broker Fee.

**Recommendation:**

Staff recommends adoption of Resolution #19-067 Approving Purchase Agreements for Land Exchange; Case of PSD LLC, subject to review by the City Attorney as to legal form.

**Action:**

Motion to adopt Resolution #19-067 Approving Purchase Agreements for Land Exchange; Case of PSD LLC; subject to City Attorney approval.

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**Attachments**

Site Location Maps and Summary

Purchase Agreement 1 Summary

Purchase Agreement 2 Summary and Concept

**Form Review**

**Inbox**

Sean Sullivan (Originator)  
Tim Gladhill  
Sean Sullivan (Originator)  
Tim Gladhill  
Kurt Ulrich  
Form Started By: Sean Sullivan  
Final Approval Date: 03/07/2019

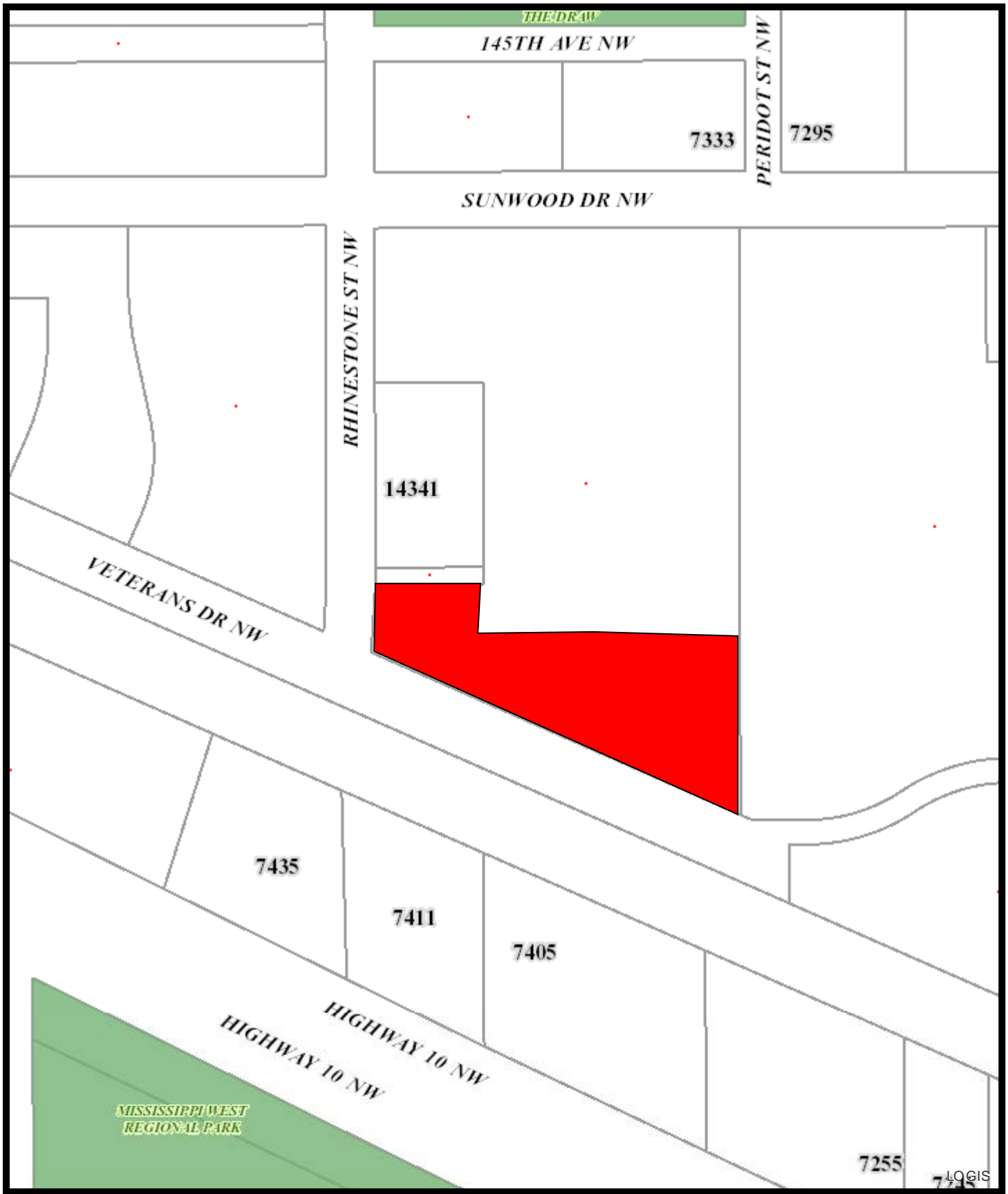
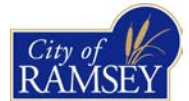
**Reviewed By**

Sean Sullivan  
Tim Gladhill  
Sean Sullivan  
Tim Gladhill  
Kurt Ulrich

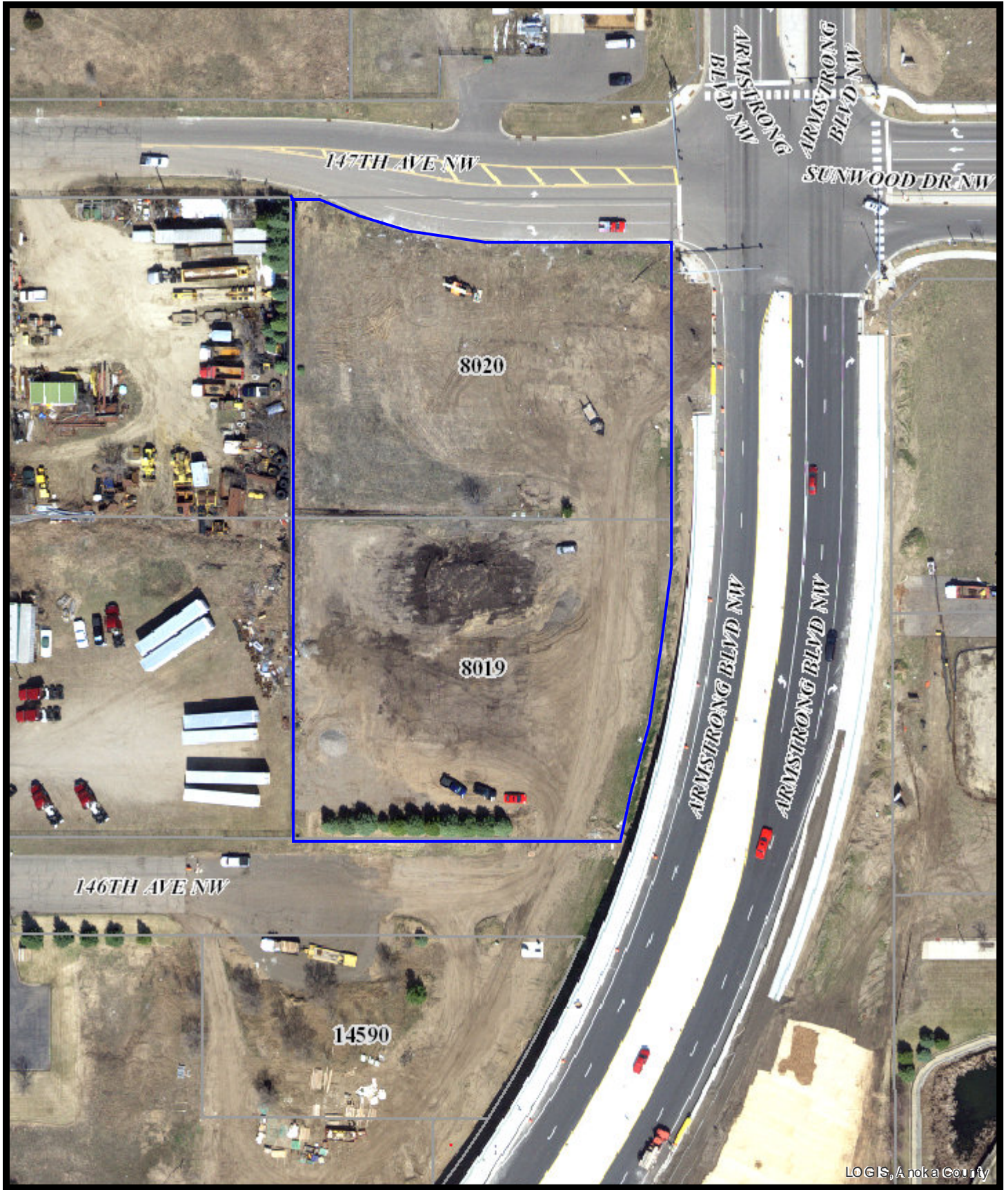
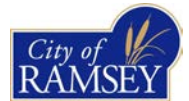
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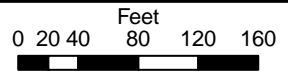
# City Acquisition (Storm, ROW, Remnant)



# Parcel 45 w/o ROW (PSD LLC to Acquire)



LOGIS, Anoka County



### 3.4.19 Land Swap for ROW and Storm Pond (Infiltration updated SF)

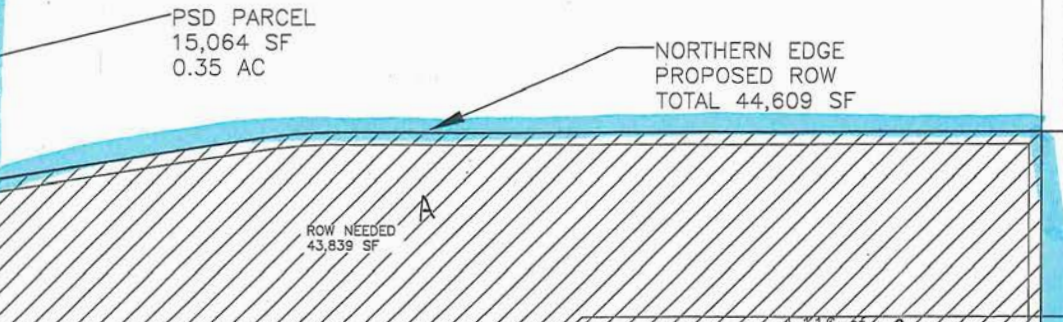
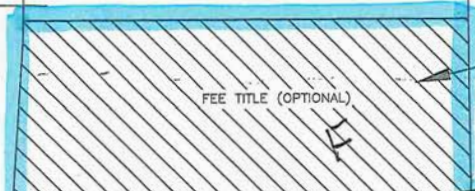
Land Needed for ROW & D & U	Parcel	S.F.	ROW	Storm Pond	ACTION	\$ / SF	Cost
	A	40,580	YES	NO	NEED FEE	5.65 \$	229,277
	B	3,104	YES	NO	NEED FEE	4.65 \$	14,434
	C	1,117	YES	NO	NEED FEE	4.65 \$	5,194
	D	1,193	NO	YES	NEED FEE	5.65 \$	6,740
	E	63,777	NO	YES	NEED FEE	4.65 \$	296,563
Remnant not needed	F	14,954	NO	NO	NEED FEE	5.65 \$	84,490
		124,725				\$	636,698

Based on Appraisals	PSD LAND A, D	PSD LAND Remnant F	PSD LAND B, C, E (D & U)	ARMSTRONG PARCEL 45	RAMSEY LAND Total	PSD LAND Total	Net To City
Square Footage	41,773	14,954	67,998	103,857	103,857	124,725	
Value / SF	\$ 5.65	\$ 5.65	4.65 \$	6.21 \$	6.21	5.10	
Value	\$ 236,017	\$ 84,490	\$ 316,191	\$ 644,952			
Total	\$ 236,017	\$ 84,490	\$ 316,191	\$ 644,952	\$ 644,952	\$ 636,698	\$ 8,254

#### Additional Terms

- 1) Right of Re-Entry Agreement building not complete and C/O Issued by September 20, 2020.
- 2) Work with City to obtain permit for some liberal signage like a good sized Pylon (up to 75 feet allowed via CUP)
- 3) Would like to close ASAP
- 4) City to provide legal description for documents of transfer
- 5) City will draft documents of transfer
- 6) Hakanson Anderson to verify calculated areas

# PSD LLC Land Exhibit (City to Acquire)



EXISTING PAVEMENT

B 3,050 sf

1,975 sf D

1,216 sf C

EXISTING EASEMENT  
66,923 SF

CONVERT EASEMENT TO ROW

NEW EASEMENT TO  
SOUTHERN EDGE OF ROW

CONVERT NON-EASEMENT TO EASEMENT

CONVERT EASEMENT TO ROW

TOTAL AREA 109,374 SF  
ROW 43,839 SF  
EASEMENT 65,535 SF

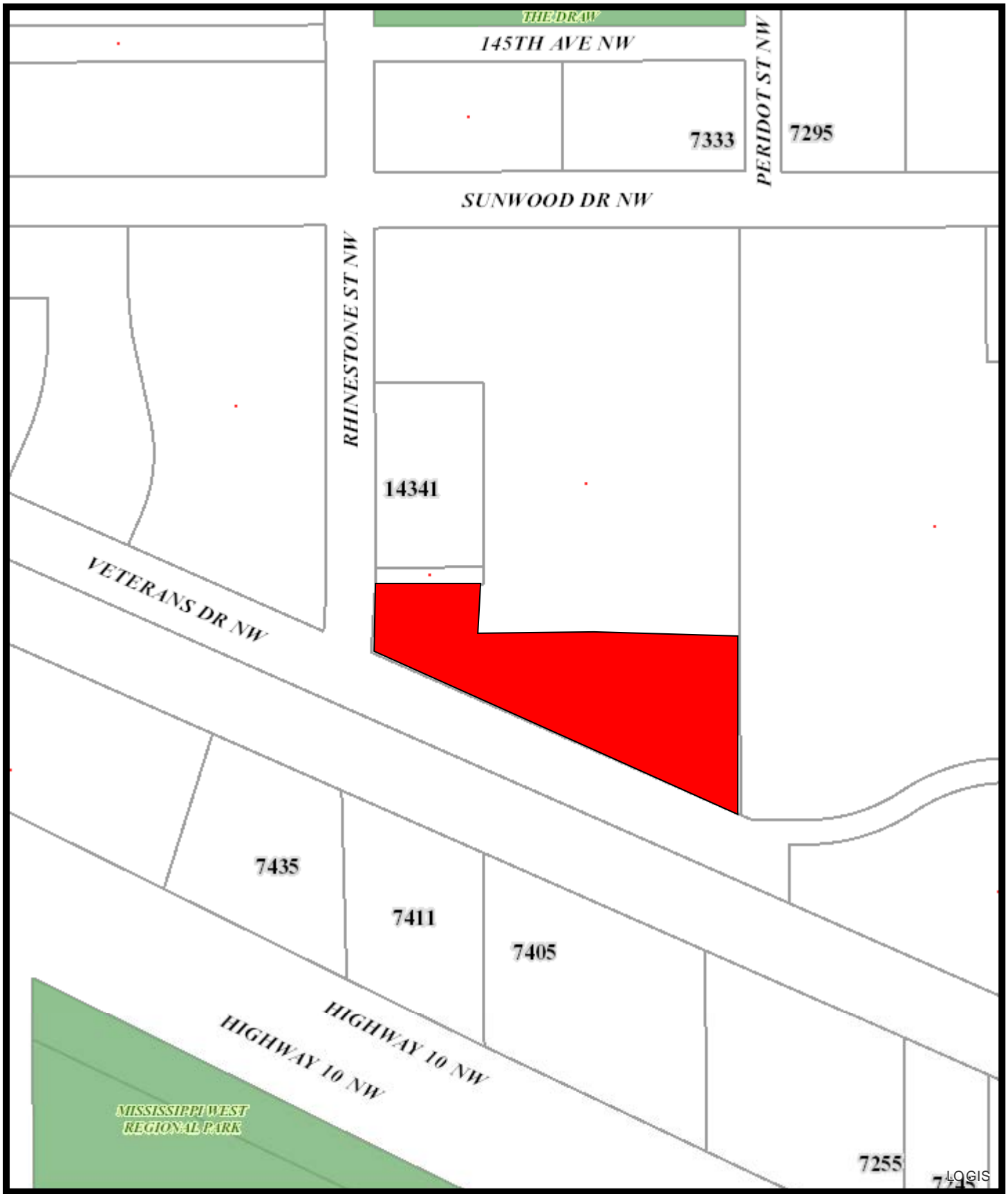
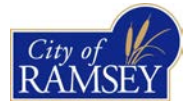
OUTER LIMIT OF AREA  
TO ACQUIRE

EXISTING STORM LINE

EXISTING STORM LINES



# City Acquisition (Storm, ROW, Remnant)



## Term Sheet for City Acquisition of ROW / Storm Pond (Land Exchange)

<b>Real Estate</b>	Tax ID Number Part of 28-32-25-41-0011
<b>Acreage</b>	Approximately 2.86 acres or 124,725 SF (to be defined by engineering)
<b>Offer Price</b>	\$636,698 (\$5.10 / SF)
<b>Earnest Money</b>	\$ TBD (Land Swap)
<b>Inspection Period</b>	March 12, 2019-July 12, 2019
<b>Closing</b>	Within 30 days of notice to proceed.
<b>Extensions</b>	Up to two 60-day extensions with written notice (\$1.00 per extension)
<b>City take care of</b>	ALTA Survey and Title Work.
<b>Performance</b>	None required. Land Purchase only to be used for Storm Water Pond, ROW and Remnant
<b>Assignment</b>	N/A
<b>Review</b>	EDA (Sean): Land Transaction/ Purchase Agreement Planning Commission (Tim): Division / Plat if needed Council: Final Approval

## PURCHASE AGREEMENT

This Agreement is entered into by and between the **PSD LLC**, a Minnesota Limited Liability Company (“Seller”), and **City of Ramsey**, a Minnesota municipal corporation (“Buyer”).

In consideration of the Earnest Money, the mutual covenants set forth below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Buyer agree as follows:

- 1. EFFECTIVE DATE.** The effective date of this Agreement is **March 12, 2019** (the “Effective Date”).
- 2. SALE OF PROPERTY.** Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller 2.86 acres of vacant land, legally described as follows:

That part of OUTLOT A, RAMSEY TOWN CENTER 13<sup>TH</sup> ADDITION, Anoka County, Minnesota lying southerly and westerly of the following described line and its extensions: Beginning at the Southwest corner of OUTLOT B, said RAMSEY TOWN CENTER 13<sup>TH</sup> ADDITION; thence North 90 degrees 00 minutes 00 seconds East assumed bearing along the South line of said OUTLOT B a distance of 177.65 feet to the Southeast corner of said OUTLOT B; thence South 00 degrees 00 minutes 00 seconds East a distance of 68.63 feet; thence North 81 degrees 21 minutes 19 seconds East a distance of 110.63 feet; thence easterly along a tangential curve concave to the south a distance of 21.14 feet, said curve having a radius of 140.00 feet and a central angle of 08 degrees 39 minutes 03 seconds; thence South 89 degrees 59 minutes 38 seconds East, tangent to last described curve, a distance of 288.39 feet to a point on the East line of said OUTLOT A, said point being distant 326.97 feet north of the southeast corner of said OUTLOT A, as measured along said east line and said line there terminating.(the “Property”)

Address: XXX Rhinestone Street NW, Ramsey, MN 55303.

Anoka County Property Identification: Part of 28-32-25-41-0011;

- 3. PURCHASE PRICE.** The purchase price for the Property is **\$INSERT NET Sale Price (About \$1.00 right now)** (the “Purchase Price”).

- 4. EARNEST MONEY AND ADDITIONAL EARNEST MONEY.** Within (5) business days after the Effective Date, Buyer must deposit the sum of \$1.00 (the “Earnest Money”) with Registered Abstracters Inc., 2115 3<sup>rd</sup> Avenue, Anoka, MN 55303 (“Escrow Agent”), via wire transfer or delivery of a certified check payable to Escrow Agent.
- a. If Buyer does not deposit the Earnest Money Escrow Agent as required above, then Seller may terminate this Agreement by written notice to Buyer; provided, however, if Buyer deposits the Earnest Money with Escrow Agent before Seller exercises Seller’s right to terminate, Seller’s right to terminate is extinguished.
  - b. Upon Seller’s receipt of a Notice to Proceed from Buyer in accordance with Section 9(b), all of the Earnest Money becomes non-refundable (except in accordance with Section 22 as a result of a default by Seller).
  - c. If Buyer does not provide a Notice to Proceed to Seller in accordance with Section 9(b), this Agreement automatically terminates and Escrow Agent must disburse all Earnest Money Escrow Agent holds to Buyer.
  - d. At Closing, Escrow Agent shall disburse to Seller any Earnest Money not previously disbursed to Seller, and Buyer shall receive a credit against the Purchase Price owing at Closing in an amount equal to the amount of the Earnest Money.
- 5. SURVEY.** Seller shall, at Seller’s expense, obtain an ALTA/NSPS 2016 survey (Table A, items 1-4 and 6, 8, and 11) (the “Survey”) from a duly licensed surveyor and deliver it to Buyer within thirty (30) days after the Effective Date. Buyer may arrange with the surveyor to include additional information on the Survey at Buyer’s expense.

**6. TITLE COMMITMENT.**

- a. Seller makes no representations or warranties with respect to the status of title to the Property. Within thirty (30) business days after the Effective Date, Seller shall, at Seller’s expense, obtain a commitment from Escrow Agent to issue an owner’s policy of title insurance insuring Buyer’s title to the Property (the “Title Commitment”) and deliver the Title Commitment and copies of or internet access to copies of all recorded documents referenced in the Title Commitment to Buyer.
- b. Buyer shall have until the date thirty (30) days after the receipt of the Title Commitment and the Survey (collectively, “**Title/Survey**”) to review Title/Survey and to give Seller written notice of (i) any defects in the marketability of Seller title to the Property or any encumbrances on Seller’s title to the Property that are objectionable to Buyer, and (ii) the specific actions Buyer requests that Seller take with respect to each such defect or encumbrance (a “**Title Objection Notice**”). Any defects in or encumbrances on Seller’s title that Buyer does not identify in a timely Title Objection Notice are each a “**Permitted Exception**.” Within three (3) business days after Seller’s receipt of a Title

Objection Notice from Buyer, Seller will notify Buyer, in writing, of the actions, if any, that Seller is willing to take with respect to each of the matters identified in the Title Objection Notice and the time frame in which Seller will take those actions (“**Seller’s Title Notice**”). If Seller’s Title Notice indicates that Seller unconditionally agrees to make Seller’s title to the Property marketable on or before the closing date established pursuant to Section 10, the parties shall proceed to closing pursuant to the terms of this Agreement. If Seller’s Title Notice indicates that Seller does not unconditionally agree to make Seller’s Title to the Property marketable on or before the closing date established in Section 10, Buyer may, at any time with three (3) business days after Buyer’s receipt of Seller’s Title Notice, terminate this Agreement by written notice to Buyer in which case this Agreement is terminated and Escrow Agent must disburse any Earnest Money to Buyer (“**Buyer’s Title Termination Notice**”). If Buyer does not deliver a Buyer’s Title Termination Notice to Seller within the three (3) business days after Buyer’s receipt of Seller’s Title Notice, than Seller must perform in accordance with Seller’s Title Notice, Buyer shall be deemed to have waived Buyer’s objections to the extent Seller has not agreed to address them in Seller’s Title Notice, the matters to which Buyer objected and Seller did not agree to resolve are deemed Permitted Exceptions, and the parties shall proceed to Closing in accordance with the terms of this Agreement and the terms of Seller’s Title Notice.

7. **RIGHT OF ENTRY.** At all times after Buyer has deposited the Earnest Money with Seller and before the Closing, Buyer (and its employees, agents, and contractors) may enter the Property for the purpose of conducting soil tests, environmental tests and additional survey work, subject to the following conditions:
- a. Within one week after the termination of this Agreement, if either Seller or Buyer terminate this Agreement in accordance with the provisions hereof prior to Closing, Buyer must repair and or restore any damage Buyer or its employees, agents or contractors cause to the Property and remove any personal property, refuse or debris Buyer or its employees, agents or contractors brought onto or authorized third parties to bring onto the Property.
  - b. Buyer must defend and indemnify Seller from and against and hold Seller harmless Seller from all “Claims,” as defined in Section 10, arising out of, resulting from or relating to any loss of or damage to any property or business or out of any injury to or death of any person, if the loss, damage, injury, or death arises or is alleged to arise either directly or indirectly and either wholly or in part from: (a) any action or omission of Buyer or its employees, agents, or contractors, while on the Property pursuant to this Section; or (b) actions or omissions of Buyer or Buyer’s employees, agents, or contractors that cause or result in the release of any Hazardous Substance onto the Property or onto other property.
  - c. Buyer must comply with and shall cause it employees, agents, and contractors to comply with all applicable laws, while on the Property.

- d. Other than a standard Phase 1 environmental assessment, Buyer may not commence any environmental testing on the Property until Buyer submits a work plan for such testing to Seller and Seller approves the work plan, in writing. Seller may not unreasonably withhold, condition or delay Seller's approval of a work plan.
  - e. Buyer must, promptly and without demand from Seller, provide Seller with true and complete copies of all draft and final reports relating to Buyer's geotechnical and environmental investigations and testing of the Property including, without limitation, any reports relating to any Phase I Environmental Site Assessment of the Property.
  - f. The cost of any test or additional survey work will be borne solely by Buyer.
- 8. PROPERTY SOLD AS IS.** Subject to Buyer's right to terminate this Agreement pursuant to Section 9, Buyer agrees to accept the Property in its current condition, including, without limitation, its current environmental and geological condition, and in an "AS-IS" and with "ALL FAULTS" condition. Buyer's payment of the Purchase Price at Closing constitutes Buyer's acknowledgment and agreement that:
- a. Seller has not made any written or oral representations or warranties of any kind with respect to the Property (including without limitation express or implied warranties of title, merchantability, or fitness for a particular purpose);
  - b. Buyer has not relied on any written or oral representation or warranty made by Seller, its agents or employees with respect to the condition or value of the Property;
  - c. Buyer has had an adequate opportunity to inspect the condition of the Property, including without limitation any environmental testing, and to inspect documents applicable thereto, and Buyer is relying solely on such inspection and testing; and
  - d. The condition of the Property is fit for Buyer's intended use.
  - e. Buyer accepts all risk of Claims (including without limitation all Claims under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation) whether past, present or future, existing or contingent, known or unknown, arising out of, resulting from or relating to the condition of the Property, known or unknown, contemplated or un contemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

## 9. INSPECTION PERIOD.

- a. Except as otherwise provided in Section 6, Buyer shall have from the date that Buyer deposits the Earnest Money with Escrow Agent to **July 12, 2019** (the “**Inspection Period**”) to investigate the Property and determine, in Buyer’s sole judgment, whether (i) the condition of the Property is suitable to Buyer’s intended use; and (ii) Buyer will be able to obtain all governmental approvals (including, but not limited to, approvals necessary to subdivide and re-plat the Property) and utilities necessary for Buyer’s intended use of the Property. Buyer acknowledges and agrees that Seller has not made any covenants, representations or warranties regarding Buyer’s ability to obtain governmental approvals from the City of Ramsey or any other governmental entity. The City of Ramsey will review, consider and act on any applications Buyer submits to the City for governmental approvals in accordance with City Code.
- b. Buyer may, at any time on or before 5:00 p.m. on the last day of the Inspection Period, terminate the Agreement by written notice to Seller based on Buyer’s determination, in Buyer’s sole and absolute discretion, that the condition of the Property is not suitable for Buyer’s intended use or that Buyer may not be able to obtain all governmental approvals and utilities necessary for Buyer’s intended use of the Property. In addition, this Agreement automatically terminates at 5:00 p.m. on the last day of the Inspection Period unless, prior to that time Buyer delivers a written notice of Buyer’s intention to proceed (a “**Notice to Proceed**”) to Seller.
- c. If, pursuant to Section 9(b) either Buyer terminates this Agreement or this Agreement is automatically terminated, the Escrow Agent must disburse to Buyer any Earnest Money Escrow Agent holds.

## 10. DEFINITIONS. As used in this Agreement:

“**Claim**” or “**Claims**” means any and all liabilities, suits, claims, counterclaims, causes of action, demands, penalties, debts, obligations, promises, acts, fines, judgments, damages, consequential damages, losses, costs, and expenses of every kind (including without limitation any attorney’s fees, consultant’s fees, costs, remedial action costs, cleanup costs and expenses which may be related to any claims).

“**Environmental Law**” means the Comprehensive Environmental Response, Compensation and Liability Act (“CERCLA”), 42 U.S.C. § 9601 et seq., the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 et seq., the Federal Water Pollution Control Act (the Clean Water Act), 33 U.S.C. § 1251 et seq. the Clean Air Act, 42 U.S.C. § 7401 et seq., and the Toxic Substances Control Act, 15 U.S.C. § 2601 et seq., all as amended from time to time, and any other federal, state, local or other governmental statute, regulation, rule, law or ordinance dealing with the protection of human health, safety, natural resources or the environment now existing or hereafter enacted.

“**Hazardous Substance**” or “**Hazardous Substances**” means any pollutant, contaminant, hazardous substance or waste, solid waste, petroleum product, distillate, or fraction, radioactive material, chemical known to cause cancer or reproductive toxicity, polychlorinated biphenyl or any other chemical, substance or material listed or identified in or regulated by any Environmental Law.

**11. RELEASE.** By accepting the deed to the Property, Buyer, for itself, its directors, officers, stockholders, divisions, agents, affiliates, subsidiaries, predecessors, successors, and assigns and anyone acting on its behalf or their behalf hereby fully releases and forever discharges Seller from any and all Claims (including without limitation all Claims arising under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation), past, present and future, known and unknown, existing and contingent, arising out of, resulting from, or relating to the condition of the Property, and Buyer hereby waives any and all causes of action (including without limitation any right of contribution) Buyer had, has or may have against Seller and anyone acting on its behalf with respect to the condition of the Property, whether arising at common law, in equity or under a federal, state or local statute, rule or regulation. The foregoing shall apply to any condition of the Property, known or unknown, contemplated or un contemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

**12. NOTICES.** Notices permitted or required by this Agreement must be in writing and shall be deemed given when delivered in legible form to the party to whom addressed. Notices may be sent by certified mail or e-mail. Notices are effective two business days after they are mailed via certified mail, return receipt requested or, if sent by email, upon email transmission (provided that any email transmission that occurs after 5:00 pm Pacific Time will be deemed provided on the following day). If delivered at the Closing, a notice shall be deemed given when hand-delivered to the party's representative at the Closing. The business addresses of the parties are as follows:

Seller: City Administrator  
City of Ramsey  
7550 Sunwood Drive N.W.  
Ramsey, MN 55303  
Email: kulrich@cityoframsey.com

Buyer: PSD, LLC  
Matt Kuker  
7533 Sunwood Drive NW  
Suite 220  
Ramsey, MN 55303  
Email: Matt.Kuker@psdlanddevelopment.com

Notices not given in the manner or within the time limits set forth in this Agreement are of no effect and may be disregarded by the party to whom they are directed.

**13. CLOSING.** This transaction shall close within 30 days after Buyer delivers a Notice to Proceed to Seller or on such earlier date as Seller and Buyer may establish by mutual, written agreement; provided, however, Buyer may extend the Closing a total of two (2) times, each time for a period of sixty (60) days, by depositing an additional One and 00/100 Dollars (\$1.00) earnest money with Escrow Agent for each extension. Each \$1.00 extension payment shall be non-refundable, but applicable to the Purchase Price. The Closing shall take place at the offices of the Escrow Agent, or at some other place as the parties may mutually agree prior to such date. At the option of either Party, the executed closing documents, Purchase Price and closing costs may be deposited with the Escrow Agent and disbursed by the Escrow Agent pursuant to avoid the necessity for a Closing at which the Parties are present.

**14.**

a. **Seller's Obligations at Closing.** At Closing, Seller must deliver to Escrow Agent, for delivery to Buyer:

- i. A limited warranty deed, duly executed and acknowledged on behalf of the City and with the City's seal affixed, conveying title to the Property, subject to (A) the lien of real estate taxes, if any, not yet due and payable and any installments of special assessments certified for payment therewith; (B) Building, Subdivision and Zoning Ordinances; (C) Matters that would be disclosed by an accurate survey of the Property; and (D) matters that constitute Permitted Exceptions pursuant to Section 6;
- ii. A certified copy of a duly adopted City Ordinance and Resolution authorizing Seller's sale of the Property to Buyer; and
- iii. Seller's affidavits, well disclosure certificate (if required), settlement statement approved by Seller and Buyer, and any other documents required by the Escrow Agent.

b. **Buyer's Obligations at Closing.** At Closing, Buyer must:

- i. Wire Transfer (or deliver a certified check in) an amount equal to the amount of the Purchase Price adjusted for to reflect Buyer's prior payment of the Earnest Money and to reflect amounts Buyer must pay or will receive pursuant to Section 14(c), to Escrow Agent for disbursement to Seller and others pursuant to this Agreement and the Settlement Statement; and
- ii. File or cause Escrow Agent to file an Electronic Certificate of Real Estate Value, if required and necessary.

c. **Closing Costs.**

i. At Closing, the following Seller closing costs and expenses must be paid from the Purchaser Price or, if the Purchase Price is not sufficient, paid by Seller:

1. Seller shall pay all outstanding property taxes, including, but not limited to Payable 2019 for the Property.
2. Seller's own attorney's fees.
3. One-half the cost of any closing fees.
4. The cost of real estate broker commission fees as prescribed in Section 15.

ii. At Closing Buyer must pay the Purchase Price to Seller and the following costs and expenses:

1. Buyer's own attorney's fees.
2. One-half the cost of any closing fees.
3. Documentary and recording fees for the deed(s).
4. The cost of the owner's title insurance policy, if Buyer elects to purchase an Owner's title insurance policy.
5. State deed tax.

d. **Possession.** Seller must deliver possession of the Property to Buyer at Closing.

**15. REAL ESTATE BROKERS.** Seller and Buyer represent and warrant to each other that they have dealt with no brokers, real estate agents, finders or the like in connection with this transaction. Seller and Buyer agree to indemnify each other and to hold each other harmless against all claims, damages, costs or expenses of or for any broker's fees or commissions resulting from their actions or agreements regarding the execution or performance of this Agreement, and will pay all costs of defending any action or lawsuit brought to recover any such fees or commissions incurred by the other party, including reasonable attorney's fees.

**16. ASSIGNMENT.** This Agreement may not be assigned without the written consent of the non-assigning Party. The Seller recognizes the Buyer intends to assign this Agreement to an affiliated special purpose entity that will be registered officially with the State of Minnesota.

**17. THIRD PARTY BENEFICIARY.** There are no third party beneficiaries of this Agreement, intended or otherwise.

**18. JOINT VENTURE.** Seller and Buyer, by entering into this Agreement and completing the transactions described herein, shall not be considered joint venturers or partners.

- 19. CAPTIONS.** The paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement.
- 20. ENTIRE AGREEMENT / MODIFICATION.** This written Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the Property. There are no verbal agreements that change this Agreement and no waiver or modification of any of its terms will be effective unless in writing executed by the parties.
- 21. BINDING EFFECT.** This Agreement binds and benefits the Parties and their successors and assigns.
- 22. CONTROLLING LAW.** This Agreement is made under the laws of the State of Minnesota and such laws will control its interpretation.
- 23. REMEDIES.**
- a. If Buyer fails to perform any of the terms or conditions of this Agreement within the specified time limits, Seller may declare this Agreement terminated pursuant to Minnesota Statutes section 559.21. Seller's sole remedy in the event of Buyer's default is retention of the Earnest Money, unless Buyer defaults under Section 7 or 12 of this Agreement, in which case Seller may retain the Earnest money or suspend the performance of its obligations under this Agreement and commence an action in Anoka County District Court to recover its actual damages arising from the default.
  - b. If Seller fails to perform any of the terms or conditions of this Agreement within the specified time limits, Buyer may, as its sole remedy, declare this Agreement terminated in which case Escrow Agent and, if applicable, Seller, shall refund the Earnest Money (both the Initial Disbursement and the Remaining Earnest Money) to Buyer, or, in the alternative, Buyer may have this Agreement specifically enforced and recover any incidental damages. Buyer waives all claims for consequential damages against Seller based on Seller's breach or alleged default hereunder.
- 24. WAIVER.** Failure of Seller or Buyer to insist upon the performance of any of the covenants, agreements and/or conditions of this Agreement or to exercise any right or privilege herein shall not be deemed a waiver of any such covenant, condition or right.
- 25. SURVIVAL OF TERMS AND CONDITIONS.** The terms and conditions of this Agreement shall survive and be in full force and effect after the delivery of the deed, and shall not be deemed to have merged therein.
- 26. SEVERABILITY.** Each provision of this Agreement shall apply to the extent permitted by applicable law and is intended to be severable. If any provision is illegal or invalid for

any reason whatsoever, such illegality or invalidity shall not affect the legality or validity of the remainder of the Agreement.

**27. CONSTRUCTION.** The Parties acknowledge that this Agreement was initially prepared by Seller solely as a convenience and that all Parties and their counsel hereto have read and full negotiated all the language used in this Agreement. The Parties acknowledge that because all Parties and their counsel participated in negotiating and drafting this Agreement, no rule of construction shall apply to this Agreement to construe ambiguous or unclear language in favor of or against any Party.

**28. COUNTERPARTS; DIGITAL COPIES.** This Agreement may be executed in any number of counterparts and the signature pages of the separate counterparts combined into a single copy of this Agreement which will then constitute a fully executed version of this Agreement. A facsimile, .pdf file or digital copy of a signed counterpart or of an assemblage of counterparts of this Agreement shall be deemed to be an original thereof.

**29. TIME PERIODS.** The time for performance of any obligation or taking any action under this Agreement shall be deemed to expire at 5:00 p.m. Pacific Time on the last day of the applicable time period provided for in this Agreement. If the time for the performance of any obligation or taking any action under this Agreement expires on a Saturday, Sunday or legal holiday, the time for performance or taking such action shall be extended to the next succeeding day which is not a Saturday, Sunday or legal holiday.

**SELLER: The City of Ramsey**, a Minnesota municipal corporation

By: \_\_\_\_\_  
John LeTourneau, Mayor

Dated: \_\_\_\_\_, 2019

By: \_\_\_\_\_  
Kurt Ulrich, City Administrator

Dated: \_\_\_\_\_, 2019

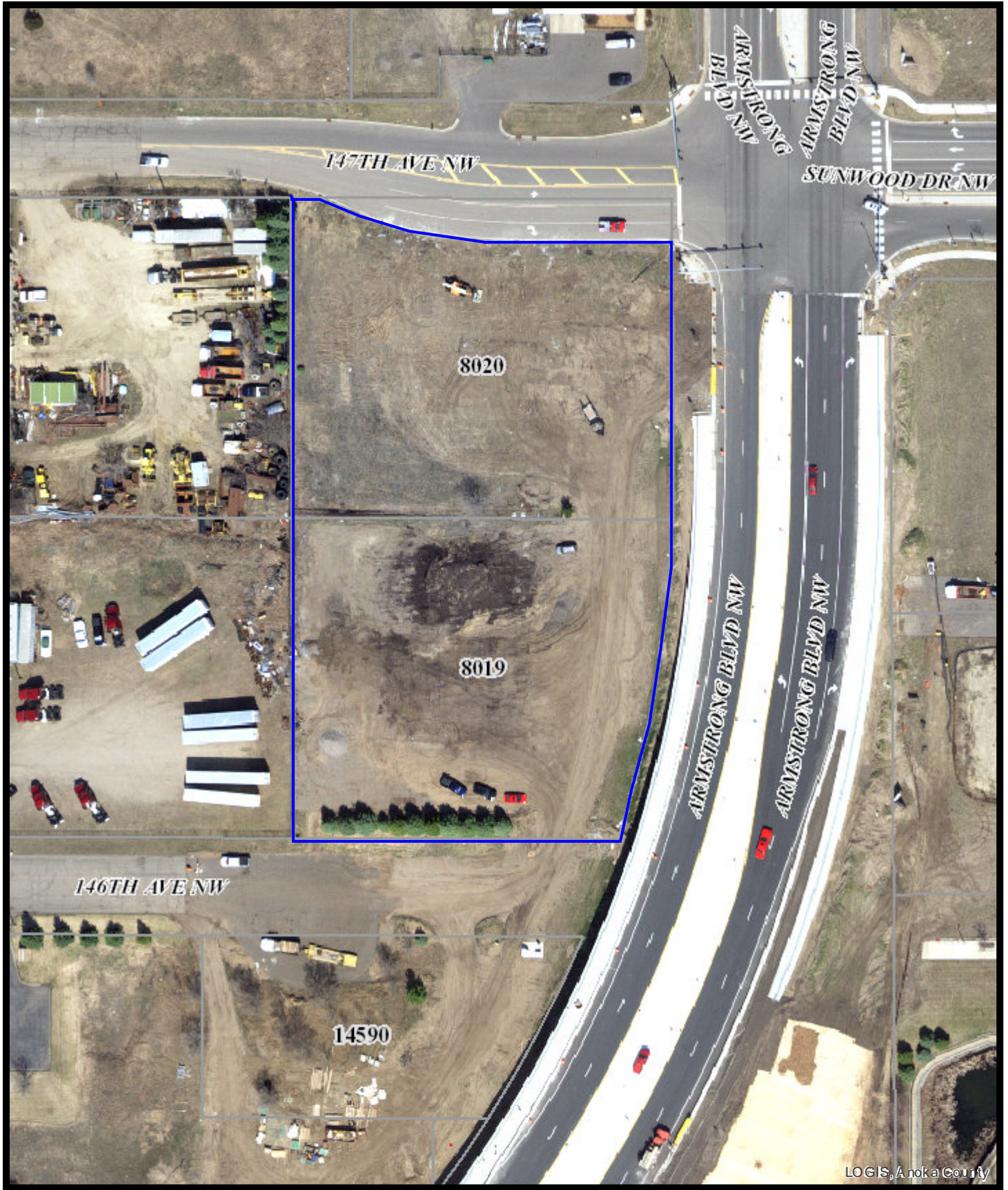
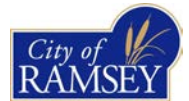
**BUYER: PSD, LLC**, a Minnesota Limited Liability Company.

By: \_\_\_\_\_  
Matt Kuker, Chief Operating Officer

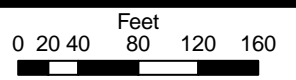
Dated: \_\_\_\_\_, 2019



# Parcel 45 w/o ROW (PSD LLC to Acquire)



LOGIS, Anoka County



## Term Sheet for PSD LLC Acquisition of Parcel 45 (Land Exchange)

<b>Real Estate</b>	Tax ID Numbers 29-32-25-14-0010, and Pt. of 29-32-25-14-0009
<b>Acreage</b>	Approximately 2.38 acres or 103,857 SF (to be defined by engineering)
<b>Asking Price</b>	\$960,000 (\$9.24 / SF)
<b>Offer Price</b>	\$644,952 (\$6.21 / SF)
<b>Earnest Money</b>	\$ TBD (Land Swap)
<b>Inspection Period</b>	March 12, 2019-July 12, 2019 (will work through site plan and platting process for development but the closing will not be dependent on site plan approval)
<b>Closing</b>	Within 30 days of notice to proceed.
<b>Extensions</b>	Up to two 60-day extensions with written notice (price to be determined)
<b>City take care of</b>	ALTA Survey and Title Work.
<b>Performance</b>	City to require construction of 1 Building (To be determined through Site Plan) and a Certificate of Occupancy to be issued by September 12, 2020. If this is not done, the City may exercise the Right of Re-Entry. (construction deadline)
<b>Assignment</b>	Requires city approval if not same owners/ company.
<b>Review</b>	EDA (Sean): Land Transaction/ Purchase Agreement/ Right of Re-Entry Planning Commission (Tim): Land Use, Development Agreement, Site Plan, Plat Council: Final Approval on both items

## PURCHASE AGREEMENT

This Agreement is entered into by and between the **City of Ramsey**, a Minnesota municipal corporation (“Seller”), and **PSD LLC**, a Minnesota Limited Liability Company (“Buyer”).

In consideration of the Earnest Money, the mutual covenants set forth below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Buyer agree as follows:

- 1. EFFECTIVE DATE.** The effective date of this Agreement is **March 12, 2019** (the “Effective Date”).
- 2. SALE OF PROPERTY.** Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller approximately 2.38 acres of vacant land, legally described as follows:

Part of Lot 2, Block 2, Hy-10 Ramsey and Part of Lot 3, Block 2, Hy-10 Ramsey INSERT REVISED LEGAL DESCRIPTION, Anoka County, Minnesota. (the “Property”)

Addresses: 8020 147<sup>th</sup> Avenue NW, Ramsey, MN and 8019 146<sup>th</sup> Avenue NW Ramsey, MN 55303.

Anoka County Property Identification: Part of 29-32-25-14-0019 and Part of 29-32-25-14-0009;

- 3. PURCHASE PRICE.** The purchase price for the Property is \$INSERT NET Sale Price (About \$8,294 right now) (the “Purchase Price”).
- 4. EARNEST MONEY AND ADDITIONAL EARNEST MONEY.** Within (5) business days after the Effective Date, Buyer must deposit the sum of \$3,000 (the “Earnest Money”) with Registered Abstracters Inc., 2115 3<sup>rd</sup> Avenue, Anoka, MN 55303 (“Escrow Agent”), via wire transfer or delivery of a certified check payable to Escrow Agent.
  - a. If Buyer does not deposit the Earnest Money Escrow Agent as required above, then Seller may terminate this Agreement by written notice to Buyer; provided, however, if Buyer deposits the Earnest Money with Escrow Agent before Seller exercises Seller’s right to terminate, Seller’s right to terminate is extinguished.

- b. Upon Seller's receipt of a Notice to Proceed from Buyer in accordance with Section 9(b), all of the Earnest Money becomes non-refundable (except in accordance with Section 22 as a result of a default by Seller).
  - c. If Buyer does not provide a Notice to Proceed to Seller in accordance with Section 9(b), this Agreement automatically terminates and Escrow Agent must disburse all Earnest Money Escrow Agent holds to Buyer.
  - d. At Closing, Escrow Agent shall disburse to Seller any Earnest Money not previously disbursed to Seller, and Buyer shall receive a credit against the Purchase Price owing at Closing in an amount equal to the amount of the Earnest Money.
5. **SURVEY.** Seller shall, at Seller's expense, obtain an ALTA/NSPS 2016 survey (Table A, items 1-4 and 6, 8, and 11) (the "Survey") from a duly licensed surveyor and deliver it to Buyer within thirty (30) days after the Effective Date. Buyer may arrange with the surveyor to include additional information on the Survey at Buyer's expense.

6. **TITLE COMMITMENT.**

- a. Seller makes no representations or warranties with respect to the status of title to the Property. Within thirty (30) business days after the Effective Date, Seller shall, at Seller's expense, obtain a commitment from Escrow Agent to issue an owner's policy of title insurance insuring Buyer's title to the Property (the "Title Commitment") and deliver the Title Commitment and copies of or internet access to copies of all recorded documents referenced in the Title Commitment to Buyer.
- b. Buyer shall have until the date thirty (30) days after the receipt of the Title Commitment and the Survey (collectively, "**Title/Survey**") to review Title/Survey and to give Seller written notice of (i) any defects in the marketability of Seller title to the Property or any encumbrances on Seller's title to the Property that are objectionable to Buyer, and (ii) the specific actions Buyer requests that Seller take with respect to each such defect or encumbrance (a "**Title Objection Notice**"). Any defects in or encumbrances on Seller's title that Buyer does not identify in a timely Title Objection Notice are each a "**Permitted Exception**." Within three (3) business days after Seller's receipt of a Title Objection Notice from Buyer, Seller will notify Buyer, in writing, of the actions, if any, that Seller is willing to take with respect to each of the matters identified in the Title Objection Notice and the time frame in which Seller will take those actions ("**Seller's Title Notice**"). If Seller's Title Notice indicates that Seller unconditionally agrees to make Seller's title to the Property marketable on or before the closing date established pursuant to Section 10, the parties shall proceed to closing pursuant to the terms of this Agreement. If Seller's Title Notice indicates that Seller does not unconditionally agree to make Seller's Title to the Property marketable on or before the closing date established in Section 10, Buyer may, at any time with three (3) business days after Buyer's receipt of

Seller's Title Notice, terminate this Agreement by written notice to Buyer in which case this Agreement is terminated and Escrow Agent must disburse any Earnest Money to Buyer ("**Buyer's Title Termination Notice**"). If Buyer does not deliver a Buyer's Title Termination Notice to Seller within the three (3) business days after Buyer's receipt of Seller's Title Notice, than Seller must perform in accordance with Seller's Title Notice, Buyer shall be deemed to have waived Buyer's objections to the extent Seller has not agreed to address them in Seller's Title Notice, the matters to which Buyer objected and Seller did not agree to resolve are deemed Permitted Exceptions, and the parties shall proceed to Closing in accordance with the terms of this Agreement and the terms of Seller's Title Notice.

- 7. RIGHT OF ENTRY.** At all times after Buyer has deposited the Earnest Money with Seller and before the Closing, Buyer (and its employees, agents, and contractors) may enter the Property for the purpose of conducting soil tests, environmental tests and additional survey work, subject to the following conditions:
- a. Within one week after the termination of this Agreement, if either Seller or Buyer terminate this Agreement in accordance with the provisions hereof prior to Closing, Buyer must repair and or restore any damage Buyer or its employees, agents or contractors cause to the Property and remove any personal property, refuse or debris Buyer or its employees, agents or contractors brought onto or authorized third parties to bring onto the Property.
  - b. Buyer must defend and indemnify Seller from and against and hold Seller harmless Seller from all "Claims," as defined in Section 10, arising out of, resulting from or relating to any loss of or damage to any property or business or out of any injury to or death of any person, if the loss, damage, injury, or death arises or is alleged to arise either directly or indirectly and either wholly or in part from: (a) any action or omission of Buyer or its employees, agents, or contractors, while on the Property pursuant to this Section; or (b) actions or omissions of Buyer or Buyer's employees, agents, or contractors that cause or result in the release of any Hazardous Substance onto the Property or onto other property.
  - c. Buyer must comply with and shall cause it employees, agents, and contractors to comply with all applicable laws, while on the Property.
  - d. Other than a standard Phase 1 environmental assessment, Buyer may not commence any environmental testing on the Property until Buyer submits a work plan for such testing to Seller and Seller approves the work plan, in writing. Seller may not unreasonably withhold, condition or delay Seller's approval of a work plan.
  - e. Buyer must, promptly and without demand from Seller, provide Seller with true and complete copies of all draft and final reports relating to Buyer's geotechnical and environmental investigations and testing of the Property including, without

limitation, any reports relating to any Phase I Environmental Site Assessment of the Property.

f. The cost of any test or additional survey work will be borne solely by Buyer.

**8. PROPERTY SOLD AS IS.** Subject to Buyer's right to terminate this Agreement pursuant to Section 9, Buyer agrees to accept the Property in its current condition, including, without limitation, its current environmental and geological condition, and in an "AS-IS" and with "ALL FAULTS" condition. Buyer's payment of the Purchase Price at Closing constitutes Buyer's acknowledgment and agreement that:

- a. Seller has not made any written or oral representations or warranties of any kind with respect to the Property (including without limitation express or implied warranties of title, merchantability, or fitness for a particular purpose);
- b. Buyer has not relied on any written or oral representation or warranty made by Seller, its agents or employees with respect to the condition or value of the Property;
- c. Buyer has had an adequate opportunity to inspect the condition of the Property, including without limitation any environmental testing, and to inspect documents applicable thereto, and Buyer is relying solely on such inspection and testing; and
- d. The condition of the Property is fit for Buyer's intended use.
- e. Buyer accepts all risk of Claims (including without limitation all Claims under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation) whether past, present or future, existing or contingent, known or unknown, arising out of, resulting from or relating to the condition of the Property, known or unknown, contemplated or un contemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

**9. INSPECTION PERIOD.**

- a. Except as otherwise provided in Section 6, Buyer shall have from the date that Buyer deposits the Earnest Money with Escrow Agent to **July 12, 2019** (the "**Inspection Period**") to investigate the Property and determine, in Buyer's sole judgment, whether (i) the condition of the Property is suitable to Buyer's intended use; and (ii) Buyer will be able to obtain all governmental approvals (including, but not limited to, approvals necessary to subdivide and re-plot the Property) and utilities necessary for Buyer's intended use of the Property. Buyer acknowledges and agrees that Seller has not made any covenants, representations or warranties regarding Buyer's ability to obtain governmental approvals from the City of

Ramsey or any other governmental entity. The City of Ramsey will review, consider and act on any applications Buyer submits to the City for governmental approvals in accordance with City Code.

- b. Buyer may, at any time on or before 5:00 p.m. on the last day of the Inspection Period, terminate the Agreement by written notice to Seller based on Buyer's determination, in Buyer's sole and absolute discretion, that the condition of the Property is not suitable for Buyer's intended use or that Buyer may not be able to obtain all governmental approvals and utilities necessary for Buyer's intended use of the Property. In addition, this Agreement automatically terminates at 5:00 p.m. on the last day of the Inspection Period unless, prior to that time Buyer delivers a written notice of Buyer's intention to proceed (a "**Notice to Proceed**") to Seller.
- c. If, pursuant to Section 9(b) either Buyer terminates this Agreement or this Agreement is automatically terminated, the Escrow Agent must disburse to Buyer any Earnest Money Escrow Agent holds.

**10. DEFINITIONS.** As used in this Agreement:

**"Claim"** or **"Claims"** means any and all liabilities, suits, claims, counterclaims, causes of action, demands, penalties, debts, obligations, promises, acts, fines, judgments, damages, consequential damages, losses, costs, and expenses of every kind (including without limitation any attorney's fees, consultant's fees, costs, remedial action costs, cleanup costs and expenses which may be related to any claims).

**"Environmental Law"** means the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"), 42 U.S.C. § 9601 et seq., the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 et seq., the Federal Water Pollution Control Act (the Clean Water Act), 33 U.S.C. § 1251 et seq. the Clean Air Act, 42 U.S.C. § 7401 et seq., and the Toxic Substances Control Act, 15 U.S.C. § 2601 et seq., all as amended from time to time, and any other federal, state, local or other governmental statute, regulation, rule, law or ordinance dealing with the protection of human health, safety, natural resources or the environment now existing or hereafter enacted.

**"Hazardous Substance"** or **"Hazardous Substances"** means any pollutant, contaminant, hazardous substance or waste, solid waste, petroleum product, distillate, or fraction, radioactive material, chemical known to cause cancer or reproductive toxicity, polychlorinated biphenyl or any other chemical, substance or material listed or identified in or regulated by any Environmental Law.

- 11. RELEASE.** By accepting the deed to the Property, Buyer, for itself, its directors, officers, stockholders, divisions, agents, affiliates, subsidiaries, predecessors, successors, and assigns and anyone acting on its behalf or their behalf hereby fully releases and forever discharges Seller from any and all Claims (including without limitation all Claims arising under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation), past, present and future, known

and unknown, existing and contingent, arising out of, resulting from, or relating to the condition of the Property, and Buyer hereby waives any and all causes of action (including without limitation any right of contribution) Buyer had, has or may have against Seller and anyone acting on its behalf with respect to the condition of the Property, whether arising at common law, in equity or under a federal, state or local statute, rule or regulation. The foregoing shall apply to any condition of the Property, known or unknown, contemplated or un contemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

**12. NOTICES.** Notices permitted or required by this Agreement must be in writing and shall be deemed given when delivered in legible form to the party to whom addressed. Notices may be sent by certified mail or e-mail. Notices are effective two business days after they are mailed via certified mail, return receipt requested or, if sent by email, upon email transmission (provided that any email transmission that occurs after 5:00 pm Pacific Time will be deemed provided on the following day). If delivered at the Closing, a notice shall be deemed given when hand-delivered to the party's representative at the Closing. The business addresses of the parties are as follows:

Seller: City Administrator  
City of Ramsey  
7550 Sunwood Drive N.W.  
Ramsey, MN 55303  
Email: kulrich@cityoframsey.com

Buyer: PSD, LLC  
Matt Kuker  
7533 Sunwood Drive NW  
Suite 220  
Ramsey, MN 55303  
Email: Matt.Kuker@psdlanddevelopment.com

Notices not given in the manner or within the time limits set forth in this Agreement are of no effect and may be disregarded by the party to whom they are directed.

**13. CLOSING.** This transaction shall close within 30 days after Buyer delivers a Notice to Proceed to Seller or on such earlier date as Seller and Buyer may establish by mutual, written agreement; provided, however, Buyer may extend the Closing a total of two (2) times, each time for a period of sixty (60) days, by depositing an additional One Thousand and 00/100 Dollars (\$1,000.00) earnest money with Escrow Agent for each extension. Each \$1,000 extension payment shall be non-refundable, but applicable to the Purchase Price. The Closing shall take place at the offices of the Escrow Agent, or at some other place as the parties may mutually agree prior to such date. At the option of either Party, the executed closing documents, Purchase Price and closing costs may be deposited with the Escrow Agent and disbursed by the Escrow Agent pursuant to avoid

the necessity for a Closing at which the Parties are present.

14.

- a. **Seller's Obligations at Closing.** At Closing, Seller must deliver to Escrow Agent, for delivery to Buyer:
  - i. A limited warranty deed, duly executed and acknowledged on behalf of the City and with the City's seal affixed, conveying title to the Property, subject to (A) the lien of real estate taxes, if any, not yet due and payable and any installments of special assessments certified for payment therewith; (B) Building, Subdivision and Zoning Ordinances; (C) Matters that would be disclosed by an accurate survey of the Property; and (D) matters that constitute Permitted Exceptions pursuant to Section 6;
  - ii. A certified copy of a duly adopted City Ordinance and Resolution authorizing Seller's sale of the Property to Buyer; and
  - iii. Seller's affidavits, well disclosure certificate (if required), settlement statement approved by Seller and Buyer, and any other documents required by the Escrow Agent.
- b. **Buyer's Obligations at Closing.** At Closing, Buyer must:
  - i. Wire Transfer (or deliver a certified check in) an amount equal to the amount of the Purchase Price adjusted for to reflect Buyer's prior payment of the Earnest Money and to reflect amounts Buyer must pay or will receive pursuant to Section 14(c), to Escrow Agent for disbursement to Seller and others pursuant to this Agreement and the Settlement Statement; and
  - ii. File or cause Escrow Agent to file an Electronic Certificate of Real Estate Value, if required and necessary.
- c. **Closing Costs.**
  - i. At Closing, the following Seller closing costs and expenses must be paid from the Purchaser Price or, if the Purchase Price is not sufficient, paid by Seller:
    1. Seller shall pay all outstanding property taxes, including but not limited to, Payable 2019 for the Property.
    2. Seller's own attorney's fees.
    3. One-half the cost of any closing fees.
    4. The cost of real estate broker commission fees as prescribed in Section 15.

ii. At Closing Buyer must pay the Purchase Price to Seller and the following costs and expenses:

1. Buyer's portion of prorated property taxes.
2. Buyer's own attorney's fees.
3. One-half the cost of any closing fees.
4. Documentary and recording fees for the deed(s).
5. The cost of the owner's title insurance policy, if Buyer elects to purchase an Owner's title insurance policy.
6. State deed tax.

d. **Possession.** Seller must deliver possession of the Property to Buyer at Closing.

**15. REAL ESTATE BROKERS.** Seller and Buyer represent and warrant to each other that they have dealt with no brokers, real estate agents, finders or the like in connection with this transaction, other than CBRE, Inc. ("Buyer's Broker"), which represents the Seller and the Buyer. Seller shall pay Broker as required by their agreement (5% of final sale price). Seller and Buyer agree to indemnify each other and to hold each other harmless against all claims, damages, costs or expenses of or for any broker's fees or commissions resulting from their actions or agreements regarding the execution or performance of this Agreement, other than the fees payable to Seller's Broker, and will pay all costs of defending any action or lawsuit brought to recover any such fees or commissions incurred by the other party, including reasonable attorney's fees.

**16. ASSIGNMENT.** This Agreement may not be assigned without the written consent of the non-assigning Party. The Seller recognizes the Buyer intends to assign this Agreement to an affiliated special purpose entity that will be registered officially with the State of Minnesota.

**17. THIRD PARTY BENEFICIARY.** There are no third party beneficiaries of this Agreement, intended or otherwise.

**18. JOINT VENTURE.** Seller and Buyer, by entering into this Agreement and completing the transactions described herein, shall not be considered joint venturers or partners.

**19. CAPTIONS.** The paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement.

**20. ENTIRE AGREEMENT / MODIFICATION.** This written Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the Property. There are no verbal agreements that change this Agreement and no waiver or modification of any of its terms will be effective unless in writing executed by the parties.

- 21. BINDING EFFECT.** This Agreement binds and benefits the Parties and their successors and assigns.
- 22. CONTROLLING LAW.** This Agreement is made under the laws of the State of Minnesota and such laws will control its interpretation.
- 23. REMEDIES.**
- a. If Buyer fails to perform any of the terms or conditions of this Agreement within the specified time limits, Seller may declare this Agreement terminated pursuant to Minnesota Statutes section 559.21. Seller's sole remedy in the event of Buyer's default is retention of the Earnest Money, unless Buyer defaults under Section 7 or 12 of this Agreement, in which case Seller may retain the Earnest money or suspend the performance of its obligations under this Agreement and commence an action in Anoka County District Court to recover its actual damages arising from the default.
  - b. If Seller fails to perform any of the terms or conditions of this Agreement within the specified time limits, Buyer may, as its sole remedy, declare this Agreement terminated in which case Escrow Agent and, if applicable, Seller, shall refund the Earnest Money (both the Initial Disbursement and the Remaining Earnest Money) to Buyer, or, in the alternative, Buyer may have this Agreement specifically enforced and recover any incidental damages. Buyer waives all claims for consequential damages against Seller based on Seller's breach or alleged default hereunder.
- 24. WAIVER.** Failure of Seller or Buyer to insist upon the performance of any of the covenants, agreements and/or conditions of this Agreement or to exercise any right or privilege herein shall not be deemed a waiver of any such covenant, condition or right.
- 25. SURVIVAL OF TERMS AND CONDITIONS.** The terms and conditions of this Agreement shall survive and be in full force and effect after the delivery of the deed, and shall not be deemed to have merged therein.
- 26. SEVERABILITY.** Each provision of this Agreement shall apply to the extent permitted by applicable law and is intended to be severable. If any provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the legality or validity of the remainder of the Agreement.
- 27. CONSTRUCTION.** The Parties acknowledge that this Agreement was initially prepared by Seller solely as a convenience and that all Parties and their counsel hereto have read and full negotiated all the language used in this Agreement. The Parties acknowledge that because all Parties and their counsel participated in negotiating and drafting this Agreement, no rule of construction shall apply to this Agreement to construe ambiguous or unclear language in favor of or against any Party.

**28. COUNTERPARTS; DIGITAL COPIES.** This Agreement may be executed in any number of counterparts and the signature pages of the separate counterparts combined into a single copy of this Agreement which will then constitute a fully executed version of this Agreement. A facsimile, .pdf file or digital copy of a signed counterpart or of an assemblage of counterparts of this Agreement shall be deemed to be an original thereof.

**29. CONSTRUCTION DEADLINE.** Buyer shall obtain a certificate(s) of occupancy from the City of Ramsey for the construction of Building (to be further defined) by September 12, 2020. At Closing, a “Right of Re-Entry Agreement” must be executed and recorded to the Property providing that, in the event the above deadline is not met, Seller has the right to reclaim title to the parcel(s) for which a certificate of occupancy was not obtained.

**30. TIME PERIODS.** The time for performance of any obligation or taking any action under this Agreement shall be deemed to expire at 5:00 p.m. Pacific Time on the last day of the applicable time period provided for in this Agreement. If the time for the performance of any obligation or taking any action under this Agreement expires on a Saturday, Sunday or legal holiday, the time for performance or taking such action shall be extended to the next succeeding day which is not a Saturday, Sunday or legal holiday.

**31. PLATTING & DEVELOPMENT AGREEMENT.** Buyer must be in the process of obtaining an approved final plat, development agreement, and building exterior visual renderings with the City of Ramsey for its intended project before Closing. The Development Agreement and Site Plan must comply with all local zoning ordinances and design standards, including The COR Design Standards.

**SELLER: The City of Ramsey**, a Minnesota municipal corporation

By: \_\_\_\_\_  
John LeTourneau, Mayor

Dated: \_\_\_\_\_, 2019

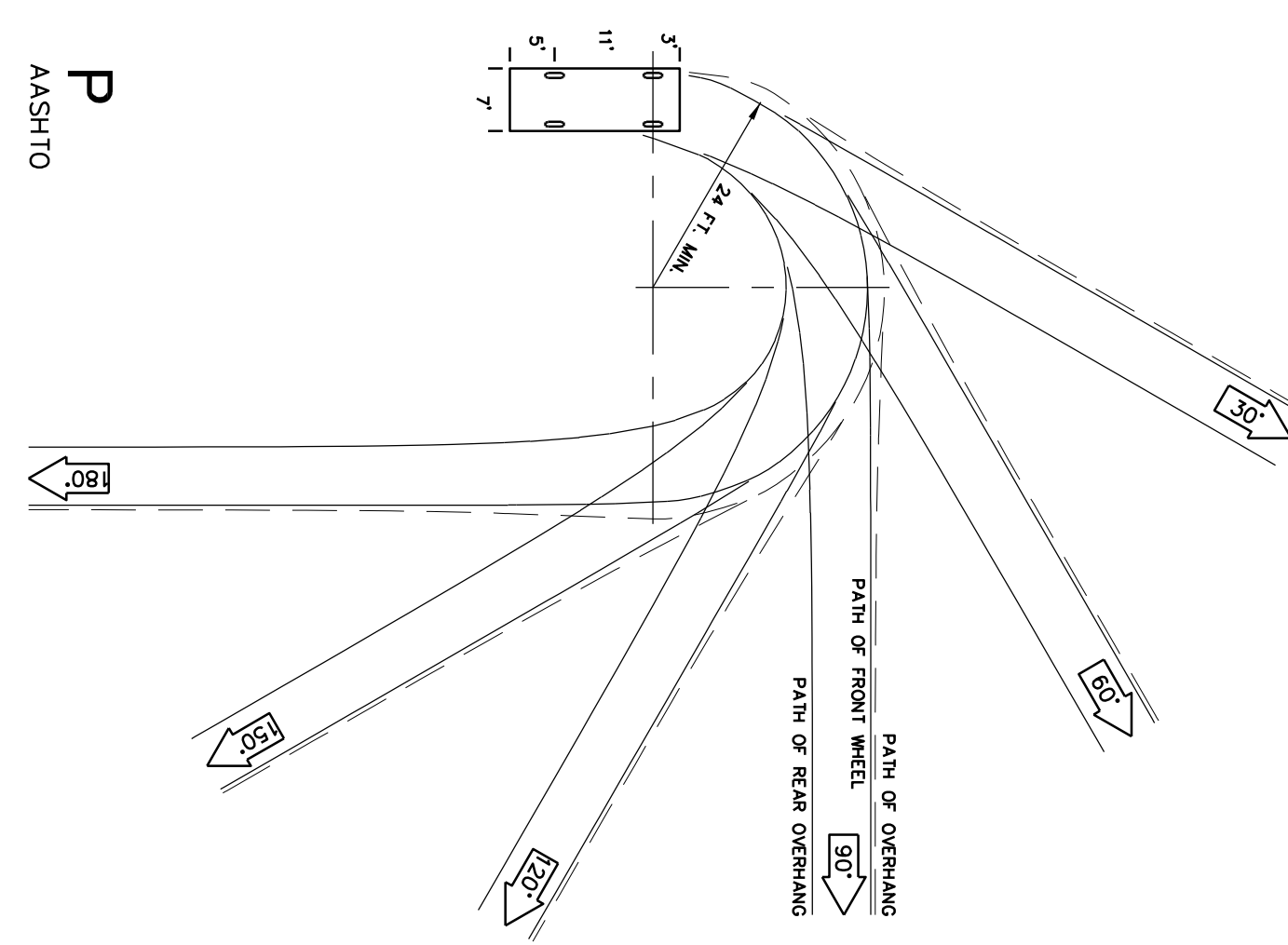
By: \_\_\_\_\_  
Kurt Ulrich, City Administrator

Dated: \_\_\_\_\_, 2019

**BUYER: PSD, LLC**, a Minnesota Limited Liability Company.

By: \_\_\_\_\_  
Matt Kuker, Chief Operating Officer

Dated: \_\_\_\_\_, 2019



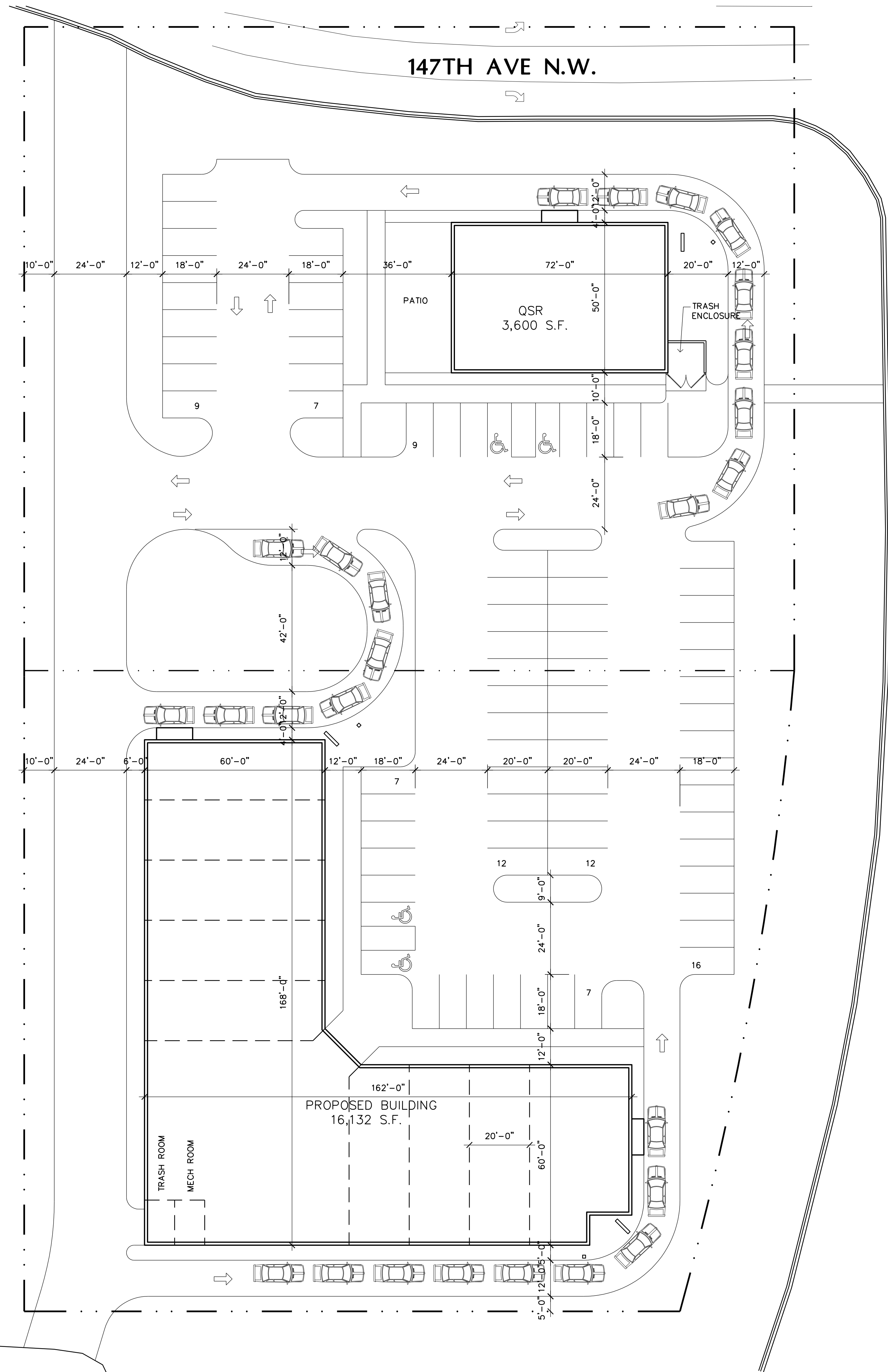
**SITE DATA**  
 LOT SIZE - 105,984 S.F. = 2.43 ACRES  
 (INCLUDING RIGHT OF WAY)  
 ZONING - COR 2  
**BUILDINGS**  
 RETAIL MALL - 16,132 S.F.  
 QUICK SERVE RESTAURANT - 3,600 S.F.

**PARKING DATA**

**MINIMUM REQUIREMENT**  
 RETAIL  
 16,132 S.F. AT 2/1,000 = 32 STALLS  
 RESTAURANT  
 3,600 S.F. AT 3/1,000 = 11 STALLS  
 43 STALLS MINIMUM

**MAXIMUM REQUIREMENT**  
 RETAIL  
 16,132 S.F. AT 4/1,000 = 65 STALLS  
 RESTAURANT  
 3,600 S.F. AT 5/1,000 = 18 STALLS  
 83 STALLS MAXIMUM  
 79 STALLS PROVIDED

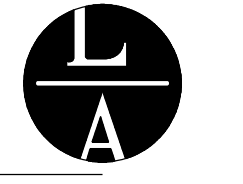
1 SITE PLAN  
 A1 SCALE: 1" = 20'-0"



146TH AVE N.W.

147TH AVE N.W.

ARMSTRONG BLVD N.W.



**LAMPERT ARCHITECTS**  
 420 Summit Avenue  
 St. Paul, MN 55102  
 Phone: 763.755.1211 Fax: 763.757.2849  
 lampert@lampert-arch.com

**ARCHITECT CERTIFICATION:**  
 I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

**PRELIMINARY NOT FOR CONSTRUCTION**

SIGNATURE  
 LEONARD LAMPERT  
 PRINT  
 13669  
 LICENSE  
 03/00  
 STATE

**ARMSTRONG RETAIL**  
 Ramsey, Minnesota

Copyright 2019  
 Leonard Lampert Architects Inc.  
 Project Designer: JAMES B  
 Drawn By: JRB  
 Checked By: LL

Revisions

2/8/19	PRELIMINARY

**SITE PLAN**

Sheet Number

**A1**

Project No.

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #19-067**

**RESOLUTION APPROVING PURCHASE AGREEMENTS FOR LAND EXCHANGE**

**WHEREAS**, the City of Ramsey has negotiated the terms of a Purchase Agreement (the “Purchase Agreement 1”) with PSD, LLC to purchase the following parcel for a Storm Water Infiltration Basin, Future Right of Way and a portion to be held for resale as part of a property exchange:

That part of OUTLOT A, RAMSEY TOWN CENTER 13<sup>TH</sup> ADDITION, Anoka County, Minnesota lying southerly and westerly of the following described line and its extensions:

Beginning at the Southwest corner of OUTLOT B, said RAMSEY TOWN CENTER 13<sup>TH</sup> ADDITION; thence North 90 degrees 00 minutes 00 seconds East assumed bearing along the South line of said OUTLOT B a distance of 177.65 feet to the Southeast corner of said OUTLOT B; thence South 00 degrees 00 minutes 00 seconds East a distance of 68.63 feet; thence North 81 degrees 21 minutes 19 seconds East a distance of 110.63 feet; thence easterly along a tangential curve concave to the south a distance of 21.14 feet, said curve having a radius of 140.00 feet and a central angle of 08 degrees 39 minutes 03 seconds; thence South 89 degrees 59 minutes 38 seconds East, tangent to last described curve, a distance of 288.39 feet to a point on the East line of said OUTLOT A, said point being distant 326.97 feet north of the southeast corner of said OUTLOT A, as measured along said east line and said line there terminating. (the “Property”); and

**WHEREAS**, the City of Ramsey has negotiated the terms of a Purchase Agreement (the “Purchase Agreement 2”) with PSD, LLC to sell as part of a land exchange:

Part of Lot 2, Block 2, Hy-10 Ramsey and Part of Lot 3, Block 2, Hy-10 Ramsey, Anoka County, Minnesota. (the “Parcel 45”); and

**WHEREAS**, Purchase Agreement 2 includes terms and conditions that require PSD LLC to execute a Right of Re-Entry Agreement relating to the construction of a Building and obtaining a Certificate of Occupancy by September 20, 2019; and

**WHEREAS**, the Ramsey EDA has reviewed the terms of Purchase Agreement 1 and Purchase Agreement 2 and recommended approval to the City Council at its February 14, 2019 meeting.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:**

- 1) The City of Ramsey authorizes the Mayor and City Administrator to execute the attached Purchase Agreement 1 and Purchase Agreement 2; subject to City Attorney approval.

- 2) The City of Ramsey authorizes the Mayor and City Administrator to execute all documents including the Right of Re-Entry Agreement, deeds of transfer to complete the land exchange of the Parcel 45 for the Property; subject to City Attorney approval.
- 3) The City authorizes the sale of Parcel 45 to PSD, LLC; subject to City Attorney approval

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

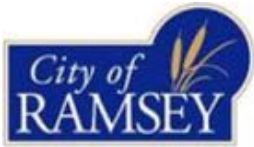
and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 12<sup>th</sup> day of March, 2019.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk



Our Mission: To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services.

**CC Regular Session**

7.2.

**Meeting Date:** 03/12/2019

**By:** Chloe McGuire Brigl, Community  
Development

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**Information**

**Title:**

Adopt Ordinance #19-02 Amending the R-1 and R-2 Sections of Chapter 117 of City Code to Allow 50- and 65-Foot Wide Lots and Clarifying Existing Language

**Purpose/Background:**

The purpose of this case is to review a proposed zoning amendment (text) to allow 50- and 65-foot wide lots. The case came forward as part of the Harvest Estates 2nd Addition Preliminary Plat application, but is being handled and treated as a separate case. The proposed zoning amendment (text) modifies both R-1 and R-2 regulations, while consolidating and making the R-2 section easier to read and utilize. These changes have been requested by a number of Developers over the past several years.

**Notification:**

The Public Hearing was published in the City's official newsletter, the Anoka County Union Herald. The Planning Commission met and held a public hearing on February 7, 2019. The City Council introduced the proposed ordinance on February 26, 2019.

**Observations/Alternatives:**

**Ordinance Amendment**

Please see the attached ordinance amendment, which creates a new zoning district for small lot detached villas in the R-1 District and clarifies regulations in the R-2 district. Staff believes that these zoning districts make the code more user-friendly, and also reflect informal requests that the City has received from developers who state 65-foot wide lots are becoming more popular. These zoning district changes provide an additional tool for developers and staff to utilize throughout the City; the City at this time is not proactively rezoning any parcels except that associated with the Harvest Estates application.

Staff will continue to update the City's Zoning Code throughout 2019 to make it more user-friendly, efficient, and appropriate for our City.

R-1 Changes

The proposed ordinance amendment adds a new R-1 A (Detached Villa) MUSA District. This proposed district allows for 65 foot wide lots with slightly smaller setbacks than R-1 MUSA, including a 5 foot side yard setback (rather than 6 feet) and a 20 foot rear yard setback (rather than 30 feet). The minimum lot size for this district is .15 acres, compared to the .25 acres currently allowed in the R-1 MUSA district. This district is proposed to remain, and areas zoned R-1 MUSA will remain - with 80 foot wide lots requirements.

Staff has proposed to remove reference to two zoning districts, Central Rural Reserve Area and Rural Preserve, since they no longer exist in the City. Staff has removed references to these districts throughout the chapter, and has

also updated the section to state '2040 MUSA' instead of 2020 MUSA.

### R-2 Changes

Staff has attempted to clean up the R-2 regulations, by consolidating four existing sections into two new sections - Detached Villa and Multifamily or Townhome (Attached). The two sections retain many of the same requirements, including allowable densities of 4-7 units per acre, 35% lot coverage requirements, and similar setbacks. Staff has removed the Duplex and Twinhome or Quad sections of the code, and merged them with the multifamily section. Staff feels this is more appropriate and user-friendly.

Staff has included both a proposed zoning amendment (text) and tracked changes of the proposed updates.

### Rezoning

Staff is not proposing to rezone any properties in the City besides that of Harvest Estates 2nd Addition. Nothing will change for other landowners. This provides City Staff an additional tool that could be utilized during subdivision requests and will be utilized with several pending projects as well as an outcome of the Comprehensive Plan Update.

### **Funding Source:**

The zoning text amendment is part of the application for Harvest Estates 2nd Addition and all costs associated with review are the responsibility of the Applicant.

### **Recommendation:**

The Planning Commission recommends adoption of Ordinance #19-02.

### **Action:**

Motion to waive the Charter requirement to read the ordinance aloud and adopt Ordinance #19-02 amending the R-1 and R-2 Sections of Chapter 117.

### Roll Call Vote

Councilmember Musgrove  
Councilmember Kuzma  
Councilmember Shryock  
Councilmember Riley  
Councilmember Heinrich  
Mayor LeTourneau

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### **Attachments**

February 7, 2019 Draft Planning Commission Minutes

Draft City Council Meeting Minutes Dated February 26, 2019

Ordinance 19-02

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### **Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Chris Anderson	Chris Anderson	03/04/2019 11:52 AM
Tim Gladhill	Tim Gladhill	03/06/2019 02:43 PM
Kurt Ulrich	Kurt Ulrich	03/07/2019 10:32 AM
Form Started By: Chloe McGuire Brigl		Started On: 03/01/2019 10:06 AM
Final Approval Date: 03/07/2019		

#### **5.04: Public Hearing: Consider Amendment to Chapter 117, Section 111 and 112 to Modify the R-1 Residential and R-2 Residential Zoning Districts to Allow 50- and 65-Foot-Wide Lots and Clarifying Existing Language**

##### **Public Hearing**

Chairperson Bauer called the public hearing to order at 9:26 p.m.

##### **Presentation**

City Planner McGuire Brigl presented the staff report stating the purpose of this case is to review a proposed zoning amendment (text) to allow 50- and 65-foot-wide lots. The case came forward as part of the Harvest Estates 2nd Addition Preliminary Plat application, but is being handled and treated as a separate case. The proposed zoning amendment (text) modifies both R-1 and R-2 regulations, while consolidating and making the R-2 section easier to read and utilize. These changes have been requested by a number of Developers over the past several years.

Community Development Director Gladhill explained the City would be creating a district that would allow 50- and 65-foot-wide lots based on changing market conditions. He reported the City has been allowing 50- and 65-foot-wide lots through the PUD process, however, this would codify a change in City Code.

##### **Citizen Input**

Commissioner VanScoy asked why setbacks were being changed. He feared that the proposed setbacks would make it difficult for new neighborhoods to have sidewalks or be able to park cars in driveways.

Community Development Director Gladhill stated a 25-foot front yard setback would allow for sidewalks and proper driveway length to allow for cars to be parked.

Commissioner VanScoy questioned if staff had received feedback from the Fire Department regarding the reduced side yard setback.

City Planner McGuire Brigl stated she reached out to the Police and Fire Departments regarding this matter. She noted the Police Department did not have any concerns. She explained the Fire Marshall supported a 10-foot separation between buildings, or a five-foot side yard setback. She suggested the language regarding the separation for detached villas be changed from 15 feet to 10 feet in the R-2 district.

Commissioner VanScoy stated he would support a 30-foot front yard setback.

Community Development Director Gladhill discussed how neighborhood design was changing and certain neighborhoods were bringing their homes closer to the street. He discouraged the Commission from changing the front yard setback from 25 feet.

Ben Minks, Capstone, explained the 25-foot front yard setback was adequate to allow for residents to park their cars in the driveway and noted there was still room for sidewalks.

Commissioner VanScoy questioned if the setbacks for Harvest Estates had to be addressed.

Community Development Director Gladhill reported this development was approved with 30-foot front yard setbacks. Staff was directed to review this matter with the City Attorney to ensure the setback would remain 30 feet.

Rich Hennes, 5690 152<sup>nd</sup> Lane NW, stated he did not support the proposed project.

Chairperson Bauer reported the proposed project would be discussed under the next Public Hearing.

Motion by Commissioner Gengler, seconded by Commissioner Woestehoff, to close the public hearing.

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

Chairperson Bauer closed the public hearing closed at 9:49 p.m.

### **Commission Business**

Motion by Commissioner Gengler, seconded by Commissioner Surma, to recommend that City Council introduce Ordinance #19-02.

### **Further discussion**

Commissioner VanScoy requested staff speak with the City Attorney regarding prevailing setback requirements.

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

**7.03: Introduce Ordinance #19-02 Amending the R-1 and R-2 Sections of Chapter 117 of City Code to Allow 50 and 65-Foot-Wide Lots and Clarifying Existing Language**

Community Development Director Gladhill reviewed the staff report and recommendation from the Planning Commission to introduce Ordinance #19-02 amending the R-1 and R-2 sections of Chapter 177 of the City Code to allow 50 and 65-foot-wide lots and clarifying existing language.

Councilmember Kuzma asked what impact this would have on roads.

Community Development Director Gladhill replied that this would not change the standards for public roads or minimum design standards for public roads.

Councilmember Shryock asked if this would create a new zoning district.

Community Development Director Gladhill confirmed that this would create a subdistrict within the R-1 zoning district, titled R-1 Villas.

Acting Mayor Riley asked if the 50-foot width would apply to R-2.

Community Development Director Gladhill noted that 50-foot-wide lots are already approved within R-2, this change would actually simplify the language within the R-2 district. He confirmed that the Council would still determine where this subdistrict would be allowed.

Acting Mayor Riley stated that the housing study that the Council has authorized will help to determine where the new zoning change could be implemented.

Community Development Director Gladhill confirmed that the study will be an important tool to utilize as the City determines where to implement the subdistrict.

Motion by Councilmember Kuzma, seconded by Councilmember Musgrove, to introduce Ordinance #19-02 amending the R-1 and R-2 sections of Chapter 117 of the City Code to allow 50 and 65-foot-wide lots and clarifying existing language.

Motion carried. Voting Yes: Acting Mayor Riley, Councilmembers Kuzma, Musgrove, Heinrich, and Shryock. Voting No: None. Absent: Mayor LeTourneau.

**ORDINANCE #19-02**

**CITY OF RAMSEY**

**ANOKA COUNTY**

**STATE OF MINNESOTA**

**AN AMENDMENT TO CHAPTER 117 OF THE CITY CODE, WHICH CHAPTER IS KNOWN AS  
ZONING AND SUBDIVISIONS OF THE CITY CODE OF RAMSEY, MINNESOTA**

**AN ORDINANCE AMENDING ARTICLE II DIVISION 4 SECTION 117-89 (DISTRICTS)  
AND 117-111 (R-1 RESIDENTIAL DISTRICT)**

The City of Ramsey Ordains:

**SECTION 1 AUTHORITY**

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

**SECTION 2 AMENDMENTS**

**Section 117-89. – Districts is amended to read as follows:**

Sec. 117-89. - Districts.

For the purpose of this chapter, the city is divided in the following zoning districts:

(1) R-1 Residential (MUSA – Villas). The intent of this district is to accommodate detached single-family dwelling units on suitable land within the Metropolitan Urban Service Area at a maximum net density of four units per acre.

(2) R-1 Residential (MUSA – Detached Single Family Homes). The intent of this district is to accommodate single-family dwelling units on suitable land within the Metropolitan Urban Service Area at a maximum net density of three units per acre or four units per acre through the use of a Planned Unit Development (PUD).

(3) R-1 Residential (Rural Developing). The intent of this district is to accommodate single-family dwelling units outside of the Metropolitan Urban Service Area at a maximum gross density of one unit per 2.5 acres.

(4) R-2 Residential. The intent of this district is to accommodate duplexes, twinhomes, attached and detached townhomes, or multifamily units at a maximum density of seven units per acre and a minimum density of four units per acre.

And all existing numbers (6) through (17) renumbered accordingly.

**Sec. 117-111. - R-1 Residential District shall be amended to read as follows:**

(a) Intent. The intent of the R-1 Residential District is to accommodate single-family dwelling units on suitable land in the 2040 Metropolitan Urban Service Area (MUSA) and rural developing areas of the City. All newly created lots, except the remnant of a lot of record not less than five acres in size and located within the 2040 MUSA, shall be serviced by sanitary sewer and municipal water. All developing lots located within the rural developing area shall be served with individual septic systems and wells.

(b) Permitted uses.

(1) Single-family detached dwellings.

(2) Agriculture, excluding the raising of livestock, poultry, and fowl within the MUSA boundary unless compliance with chapter 10, Animals, can be maintained.

(3) Public parks, municipal fire station.

(4) Single-family/townhome units as part of a PUD located within the 2040 MUSA. PUDs shall be designed in accordance with R-2 residential performance standards established in [section 117-112](#).

(5) State-licensed group homes in accordance with state statutes.

(6) Licensed home daycares in accordance with state statute.

(7) Noncommercial horse boarding.

(8) Home occupations as permitted by [section 117-351](#).

(9) Accessory uses as permitted by [section 117-349](#).

(c) Uses permitted by conditional use permit.

(1) Religious institutions.

(2) Commercial horse boarding.

(3) Commercial dog kennels.

(4) Oversizing of accessory structure size.

- (5) Two-story accessory buildings.
- (6) Cemeteries.
- (7) Essential services.
- (8) Cell towers in Tower Overlay District.
- (9) Commercial garden nurseries or greenhouses with buildings.
- (10) Micro-scale WECS.

(d) R-1 bulk standards.

	MUSA		Rural Developing (Large Single Family Lots)
	Villas	Single Family Detached Homes	
Minimum lot size	.15 acres	.25 acres	2.5 acres
Minimum density	2.5 units per acre	2.5 units per acre	1 unit per 2.5 acres (gross) (minimum)
Maximum density	4 units per acre (maximum)	3 units per acre/4 units per acre with PUD (net) (maximum)	N/A
Minimum lot width	65 feet	80 feet/ 90 feet - corner lot	200 feet/100 feet on cul-de-sac
Front yard setback	25 feet	30 feet	40 feet
Side yard setback uninhabitable	5 feet	6 feet	10 feet
Side yard setback habitable	5 feet	10 feet	
Side yard setback for corner lots	25 feet	30 feet	40 feet
Rear yard setback	20 feet	30 feet	40 feet
Rear yard setback when adjoining a parcel zoned Park <sup>3</sup>	20 feet		N/A
Major/minor arterial setback measured from the centerline of the road right-of- way	60 feet from right-of-way centerline plus the local applicable setback		

Service road setback	35 feet		
Maximum building height (measured from lowest adjacent grade to average height between eaves and highest ridge)	35 feet		
Minimum floor areas: (main floor)			
Rambler with garage	912 square feet		
Split level or two story with garage	720 square feet (total of main living areas)		
Townhouse with garage	PUD Required		N/A
	1 bedroom—700 square feet		
	2 bedrooms—800 square feet		
	3 bedrooms—960 square feet		
	Each additional bedroom 125 square feet		
Maximum building lot coverage	35%		
Maximum driveway width at street <sup>2</sup>	30 feet; 24 feet on culs-de sac		
Maximum number of driveways <sup>2</sup>	1 per street frontage	2	
Side yard setback for driveways <sup>2</sup>	5 feet		
Required driveway surface <sup>2</sup>	Bituminous or Concrete	Bituminous, Concrete, or Class V	
Accessory structure setbacks:			
Front <sup>1</sup>	25 feet or same as principal structure, whichever is greater	30 feet or same as principal structure, whichever is greater	40 feet or same as principal structure, whichever is greater
Rear	5 feet		
Side	5 feet	6 feet	10 feet
Side Corner	25 feet	30 feet	40 feet

<sup>1</sup> Refer to [section 117-349](#) for additional front yard setback provisions for lots two acres and greater in size.

<sup>2</sup> A zoning permit is required to install any driveway that is not associated with work requiring a building permit.

<sup>3</sup> To be eligible for the reduced rear yard setback, the entire rear property line must adjoin the parcel zoned as park.

For lots located within the MUSA where adjacent structures existing as of July 1, 2002, have a different setback from that required herein, the front yard setback shall conform to the prevailing setback of adjacent structures. If adjacent structures have different setbacks from one another, the minimum front yard shall be the average of the two adjacent structures.

**Sec. 117-112. - R-2 Residential District intent, permitted uses, and bulk standards shall be amended to read as follows:**

(a) Intent. The intent of the R-2 Residential District is to accommodate multiple dwellings at a density of three to seven dwelling units per acre and multiple-dwelling complexes within the 2040 MUSA. All lots created by subdivision located within the 2040 MUSA shall be serviced by sanitary sewer and municipal water.

(b) Permitted uses.

(1) Multiple-dwelling structures which include attached townhomes, duplexes, twinhomes, townhomes, and apartment buildings containing no more than ten units.

(2) Detached townhomes, including villas or cottage homes.

(3) State licensed group homes in accordance with state statutes.

(4) Licensed home daycares in accordance with state statutes.

(5) Home occupations as permitted by [section 117-351](#).

(6) Accessory uses as permitted by [section 117-349](#).

(d) R-2 bulk standards.

	Detached Villa	Multifamily or Townhome (Attached)
Minimum Lot Size	.15 Acres	None
Minimum density (net)	4.0	4.0
Maximum density (net)	7.0	7.0

Lot width	50 feet	N/A
Building setback from private street measured from back of curb or public street right of way	25 feet	
Building setback from exterior development boundary line	25 feet	30 feet
Front yard setback	25 feet	30 feet
Side yard setback	5 feet	30 feet
Side yard setback corner lot	25 feet	30 feet
Rear yard setback	20 feet	30 feet
Maximum lot coverage for all principal and accessory buildings (excludes impervious or prepared surface)	35%	
Maximum building height (measured from lowest adjacent grade to average height between eaves and highest ridge)	35 feet	
Open space required	N/A	40% general open space 10% of which must be identifiable community space
Minimum separation between multifamily buildings, appurtenances thereto (i.e., patios, decks)	N/A	20 feet
Parking node setback from exterior development boundary line	30 feet	30 feet
Parking node setback from structure	15 feet	15 feet
Accessory structure setbacks:		
Front	30 feet or same as principal structure, whichever is greater	N/A
Rear	5 feet	N/A
Side	6 feet	N/A
Side corner	30 feet	N/A

**SECTION 3. EFFECTIVE DATE**

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the 12 day of March, 2019.

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Mayor

ATTEST:

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City Administrator

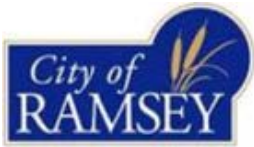
Introduction date: 26 February 2019

Posting dates:

Adoption date:

Publication date:

Effective date:



Our Mission: To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services.

**CC Regular Session**

**7.3.**

**Meeting Date:** 03/12/2019

**By:** Chloe McGuire Brigl, Community  
Development

---

**Information**

**Title:**

Adopt Ordinance #19-04 Amending Official Zoning Map; Case of Harvest Estates 2nd Addition

**Purpose/Background:**

This ordinance was introduced by the City Council at the regular meeting of February 26, 2019.

The purpose of this case is to review a preliminary plat application for a fifteen (15) lot residential subdivision. The Applicant has proposed to subdivide the approximately six and a half (6.5) acre parcel into fifteen (15) single family lots serviced by City utilities. The site is generally located at the site of the old municipal center, east of Nowthen Boulevard and south of Alpine Drive. The lot is legally described as Lot 25, Block 1 Harvest Estates (the "Subject Property").

The proposed lots are 65-feet wide; a separate case is handling the proposed creation of a new zoning district(s). This case includes a zoning amendment (map) to rezone the Subject Property from R-1 Residential (MUSA) to R-1 Residential (Detached Villa). This would rezone the property to a new residential zoning district allowing 65 foot-wide lots.

**Notification:**

Staff attempted to notify all Property Owners within a 700 foot radius of the Subject Property of the Public Hearing via Standard US Mail. The Public Hearing was also published in the City's official newsletter, the Anoka County Union Herald. The Planning Commission met and held the public hearing on February 7, 2019.

**Observations/Alternatives:**

The purpose of this case is to rezone the Subject Property related to Harvest Estates 2nd Addition to the new R-1 Residential (Detached Villas) zoning designation which allows for 65 foot wide lots. These lots are serviced by City utilities. The City Council approved the preliminary plat for Harvest Estates 2nd Addition contingent upon the passing of the new zoning ordinance (19-02) and this rezoning.

**Funding Source:**

All costs associated with processing the land use application are the responsibility of the Applicant. The project does include a real estate transaction with the City.

**Recommendation:**

The Planning Commission recommends adoption of Ordinance #19-04.

**Action:**

Motion to waive the Charter requirement to read the ordinance aloud and adopt Ordinance #19-04 rezoning the subject property.

Roll Call Vote

Councilmember Kuzma  
Councilmember Heinrich  
Councilmember Musgrove  
Councilmember Shryock  
Councilmember Riley  
Mayor LeTourneau

---

**Attachments**

Preliminary Plan Set

Ordinance 19-04

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Chloe McGuire Brigl

Final Approval Date: 03/07/2019

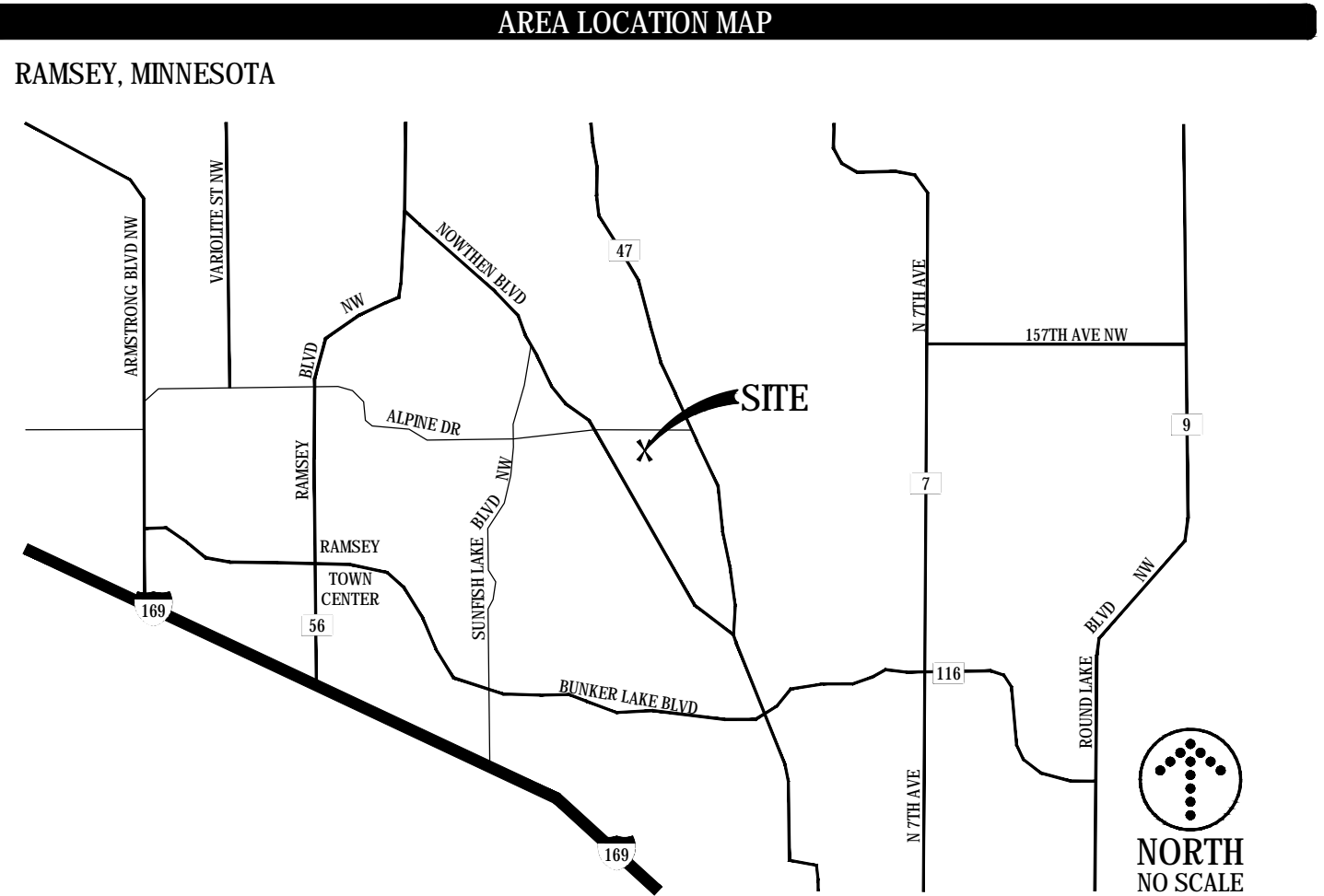
**Reviewed By**

Kurt Ulrich

**Date**

03/07/2019 10:41 AM

Started On: 03/05/2019 10:47 AM



# HARVEST ESTATES 2ND ADD

## RAMSEY, MINNESOTA

### ABBREVIATIONS

D	Angle	LB	Pound	LB	Local Government Unit
&	And	LGU	Local Government Unit	LB	Pound
@	At	LB	Pound	LB	Longitudinal
100 YR.	100 Year Flood Elevation	LT.	Light / Lighting	MAINT.	Maintenance
A.B.	Anchor Bolt	MAS.	Masonry	MATL.	Material
A.D.	Area Drain	MAX.	Maximum	MECH.	Mechanical
AC	Air Conditioning Unit	MED.	Medium	MFR.	Manufacturer
ADD.	Addendum	MH	Manhole	MIN.	Minimum / Minute
ADDL.	Additional	MISC.	Miscellaneous	MNDOT	Minnesota Department of Transportation
ADJ.	Adjacent / Adjust	MOD.	Module / Modular	MUL.	Mulch
AHU	Air Handling Unit	N.	North	N.	Not In Contract
ALT.	Alternate	N.O. OR #	Number	NOM	Nominal
ALUM	Aluminum	NTS	Not to Scale	NWS	Normal Water Level
ANOD.	Anodized	O.F.	On Center	O.C.	Outside Dimension
APPROX.	Approximate	O.H.	Overhead Electric	O.H.	Overhead
ARCH.	Architect / Architectural	OHVL	Ordinary High Water Level	OPNG.	Opening
AUTO.	Automatic	ORIG.	Original	P.C.	Point of Curvature
AVG.	Average	P.I.	Point of Intersection	PW	Post Indicator Valve
B.C.	Back of Curb	P.L. OR P.I.L.	Property Line	P.O.B.	Point of Beginning
BW	Bottom of Wall	P.S.F.	Pounds Per Square Foot	P.S.I.	Pounds Per Square Inch
BFE	Basement Floor Elevation	P.T.	Point of Tangency	P.V.C.	Point of Vertical Curvature
BFT	Bituminous (Asphaltic)	P.V.I.	Point of Vertical Intersection	P.V.T.	Point of Vertical Tangency
BLDG	Building	PE	Polyethylene	PED.	Pedestrian / Pedestrian
BM	Benchmark	PERF.	Perforated	PREP.	Preparation
BSMT.	Basement	PROJ.	Project	PROP.	Proposed
C.F.	Cubic Feet	PVC	Poly-Vinyl Chloride (Piping)	PVMT.	Pavement
C.F.S.	Cubic Feet Per Second	QTR.	Quarter	QTY.	Quantity
C.G.	Corner Grant	R	Radius	R	Radius
C.J.	Control Joint	RAD.	Radius	RE	Rim Elevation (Casting)
C.L.	Centerline	R.D.	Roof Drain	R.E.	Remove Existing
C.M.U.	Concrete Masonry Unit	R.O.	Rough Opening	R.P.	Radius Point
C.D.	Cleanout	RC	Reinforced Concrete Pipe	R.S.	Rough Slab
C.O.E.	U.S. Army Corps of Engineers	RSD	Roof Storm Drain	RE	Regulating
C.Y.	Cubic Yards	RE	Regulating	REINF.	Reinforced
CB	Catch Basin	REQD	Required	REV.	Revised / Revised
CBMH	Catch Basin Manhole	REG.	Regulator	RGU	Regulatory Government Unit
CEM	Cement	REV.	Revised / Revised	ROW OR R/W	Right of Way
CIP	Cast Iron Pipe	RGU	Regulatory Government Unit	S.	South
CMP	Corrugated Metal Pipe	R.O.W.	Right of Way	S.F.	Square Feet
CONC.	Concrete (Portland)	R	Radius	SAN.	Sanitary Sewer
CONN.	Connection	RAD.	Radius	SECT.	Section
CONST.	Construction	R.D.	Roof Drain	SE	Section
CONT.	Continuous	R.E.	Remove Existing	SEWO	Side Entry / Side Exit
CONTR.	Contractor	R.O.	Rough Opening	SHT.	Sheet
COP.	Copper	R.P.	Radius Point	SIM.	Similar
CU.	Cu	RC	Reinforced Concrete Pipe	SLMT.	Sealant
D.S.	Down Spout	R.S.	Rough Slab	SPEC.	Specification
DEG.	Degree	RSD	Roof Storm Drain	SS	Square
DEMO.	Demolition / Demolish	RE	Regulating	SSD	Subsurface drain
DEPT.	Department	REINF.	Reinforced	STMH	Storm Sewer Manhole
DET.	Detail	REQD	Required	STD.	Standard
DIAM.	Diameter	REV.	Revised / Revised	STRUCT.	Structural
DMG.	Dimension	RGU	Regulatory Government Unit	SYM.	Symmetrical
DM	Dimension	ROW OR R/W	Right of Way	T	Thickness
DIP	Ductile Iron Pipe	S.	South	TR	Top of Rim
DN	Down	S.F.	Square Feet	TW	Top of Wall
DWG.	Drawing	SAN.	Sanitary Sewer	TEMP.	Temporary
E	E	SECT.	Section	THK.	Thick / Thickness
E.J.	Expansion Joint	SE	Section	TJ.	Tooled Joint
E.O.	Emergency Overflow	SEWO	Side Entry / Side Exit	TNH	Top Nut Hydrant
E.O.S.	Emergency Overflow Swale	SHT.	Sheet	TYP.	Typical
E.W.	Each Way	SIM.	Similar	U.N.O.	Unless Noted Otherwise
EA	Each Elevation	SLMT.	Sealant	V.B.	Vapor Barrier
ELEC.	Electrical	SPEC.	Specification	V.C.	Vertical Curve
ELEV.	Elevation	SS	Square	V.I.F.	Verify in Field
EMER.	Emergency	SSD	Subsurface drain	VER.	Verify
ENGR.	Engineer	STMH	Storm Sewer Manhole	VER.	Vertical
ENTR.	Entrance	STD.	Standard	VEST.	Vestibule
EQ.	Equal	STRUCT.	Structural	W	Width
EQUIP.	Equipment	SYM.	Symmetrical	W.P.T.	Working Point
EQUIL.	Equivalent	T	Thickness	W.W.F.	Welded Wire Fabric
EXST.	Existing	TR	Top of Rim	W	Width
EXP.	Expansion	TW	Top of Wall	WO	Without
F & I	Furnish and Install	TEMP.	Temporary	WO	Walk Out
F.B.O.	Furnished by Others	THK.	Thick / Thickness	WER.	Wetland
F.C.	Face of Curb	TJ.	Tooled Joint	WP	Waterproof
F.D.	Floor Drain	TNH	Top Nut Hydrant	WETL.	Wetland
F.D.C.	Fire Department Connection	TYP.	Typical	YD.	Yard
F.V.	Field Verify	U.N.O.	Unless Noted Otherwise	YR.	Year
FB	Full Basement	V.B.	Vapor Barrier		
FRWO	Full Basement Walk Out	V.C.	Vertical Curve		
FRLO	Full Basement Look Out	V.I.F.	Verify in Field		
FDN.	Foundation	VER.	Verify		
FES	Finished Floor Elevation	VEST.	Vestibule		
FFE	Finished Floor Elevation	W	Width		
FLR.	Floor	W.P.T.	Working Point		
FT. OR ( )	Foot	W.W.F.	Welded Wire Fabric		
FUT.	Future	W	Width		
G.B.	Grade Break	WO	Without		
G.C.	General Contractor	WO	Walk Out		
GAL.	Gallon	WER.	Wetland		
GALV.	Galvanized	WP	Waterproof		
GFE	Garage Floor Elevation	WETL.	Wetland		
GL	Glass	YD.	Yard		
GR.	Grade	YR.	Year		
H	Height				
H.P.	High Point				
HDPPEP	High Density Polyethylene Pipe				
HGT.	Height				
HORIZ.	Horizontal				
HVAC	Heating, Ventilation, Air Conditioning				
HYD	Hydant				
ID.	Inside Dimension OR Identification				
IE. OR IE	Invert Elevation				
IN. OR ( )	Inches				
INFO.	Information				
INL.	Inlet Elevation				
INSUL.	Insulation				
INV.	Invert Elevation				
JO.	Joint				
L.F.	Linear Feet				
L.P.	Low Point / Liquid Petroleum				

### SYMBOLS

EXISTING	DESCRIPTION	NEW	DESCRIPTION
	MAJOR CONTOUR		MAJOR CONTOUR
	MINOR CONTOUR		MINOR CONTOUR
	SPOT ELEVATION		SPOT ELEVATION
	BUILDING		BUILDING
	CANOPY / OVERHANG		CANOPY/OVERHANG
	CONCRETE		UNDERGROUND STRUCTURE
	BITUMINOUS		CONCRETE
	LANDSCAPING		CONCRETE CURB
	GRAVEL		EDGE OF PAVEMENT
	PAVING BLOCK		FENCING
	STORM SEWER LINE		GUARD RAIL
	SANITARY SEWER LINE		CONCRETE RETAINING WALL
	WATER MAIN		MODULAR RETAINING WALL
	OVERHEAD ELECTRIC		FIELDSTONE RETAINING WALL
	UNDERGROUND TELEPHONE		EXIT LOCATION
	UNDERGROUND ELECTRIC		LIGHT STANDARD
	GAS LINE		POWER POLE
	CONCRETE CURB		SLOPE DIRECTION
	FENCING		CATCH BASIN
	RETAINING WALL		MANHOLE
	SET 1/2" X 1/4" IRON PIPE		BOLLARD
	IRON MONUMENT FOUND		STORM SEWER
	SURVEY DISK (BENCHMARK)		FORCE MAIN
	POWER POLE		ROOF DRAIN SYSTEM
	GUY WIRE		WATERMAIN
	GUARD POST		FIRE LINE (IF SEPARATE)
	GAS METER		FIRE DEPT. CONNECTION
	TRANSFORMER		SOIL SUBDRAIN
	WATER SHUT-OFF VALVE		GAS LINE-UNDERGROUND
	TRAFFIC SIGN		ELECTRIC-UNDERGROUND
	FLAG POLE		TELEPHONE-CABLE/TV
	LIGHT POLE		UNDERGROUND CABLE/TV
	TREES		LAWN SPRINKLER SLEEVE
	TREE LINE		
	MANHOLE		
	CATCH BASIN		
	FIRE HYDRANT		
	WATER VALVE		
	FLARED END SECTION		
	MAILBOX		
	NOTE NUMBER		
	MEASURED DISTANCE		
	DISTANCE PER RECORDED PLAT		
	SOIL BORING		

### EROSION CONTROL SYMBOLS

SYMBOL	DESCRIPTION
	SILT FENCE
	COMPOST/BIO LOG
	INLET PROTECTION

### DRAWING SYMBOLS

SYMBOL	DESCRIPTION
	NOTE REFERENCE
	PARKING STALL COUNT
	LARGE SHEET DETAIL
	COORDINATE POINT
	REVISION - ADDENDUM, BULLETIN, ETC.
	REVISED AREA (THIS ISSUE)

### LEGAL DESCRIPTION

LOT 25, BLOCK 1, HARVEST ESTATES, RAMSEY COUNTY, MINNESOTA  
CONTAINING 279,515 SQ. FT. - 6.42 AC.

### BENCHMARK

TOP NUT HYDRANT BETWEEN LOTS 26 & 27, BLOCK 1 HARVEST ESTATES  
TN HYD. = 895.70

### OWNER

**CITY OF RAMSEY**  
7550 SUNWOOD DRIVE  
RAMSEY, MINNESOTA, 55303  
TEL 763-427-1410  
FAX 763-467-5543  
CONTACT: TM GLADHILL

### PROJECT CONTACTS

CIVIL ENGINEER LANDFORM	SURVEYOR LANDFORM
105 SOUTH FIFTH AVENUE, SUITE 513 MINNEAPOLIS, MN 55401 TEL 612-252-9070 FAX 612-252-9077 CONTACT: RANDY HEDLUND	105 SOUTH FIFTH AVENUE, SUITE 513 MINNEAPOLIS, MN 55401 TEL 612-252-9070 FAX 612-252-9077 CONTACT: LYNN CASWELL

### LANDSCAPE ARCHITECT LANDFORM

105 SOUTH FIFTH AVENUE, SUITE 513  
MINNEAPOLIS, MN 55401  
TEL 612-252-9070  
FAX 612-252-9077  
CONTACT: RANDY HEDLUND

### CIVIL / LANDSCAPE SHEET INDEX & REVISION MATRIX

SHEET NO.	DESCRIPTION	DATE
C0.1	CIVIL TITLE SHEET	01.03.19
C1.1	EXISTING CONDITIONS & DEMOLITION	
C2.1	SITE PLAN	
C3.1	GRADING, DRAINAGE, PAVING & EROSION CONTROL	
C4.1	UTILITIES	
C7.1	CIVIL CONSTRUCTION DETAILS	
C7.2	CIVIL CONSTRUCTION DETAILS	
L2.1	LANDSCAPE PLAN & DETAILS	

### CERTIFICATIONS

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

RANDY HEDLUND, P.E.  
LICENSE NUMBER: 19576      DATE: 03 JANUARY 2019

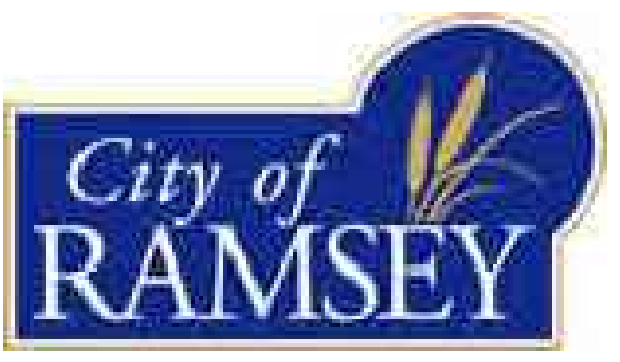
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

DARREN LAZAN  
LICENSE NUMBER: 42926      DATE: 03 JANUARY 2019

### DEVELOPER

**MEADOWCREEK BUILDERS**  
10122 EWING LANE  
BROOKLYN PARK, MN 55443  
TEL (612) 867-6533

### MUNICIPALITY



### PROJECT

**HARVEST ESTATES 2ND ADDITION**  
RAMSEY, MINNESOTA

### ISSUE / REVISION HISTORY

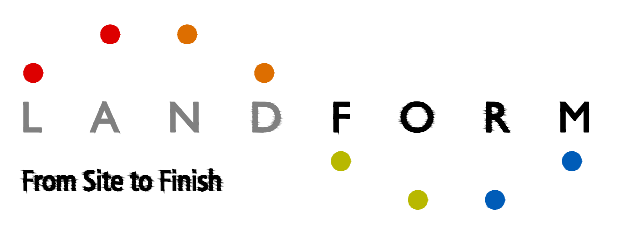
DATE	ISSUE / REVISION	REVIEW
XX MON 20XX	XXXXXXXXXX	XXX

### CERTIFICATION

**PRELIMINARY NOT FOR CONSTRUCTION**

### PRELIMINARY PLAT

01.03.2019



105 South Fifth Avenue      Tel: 612-252-9070  
Suite 513      Fax: 612-252-9077  
Minneapolis, MN 55401      Web: landform.net

FILE NAME: C001KRZ141029MCB  
PROJECT NO.: KRZ141029MCB

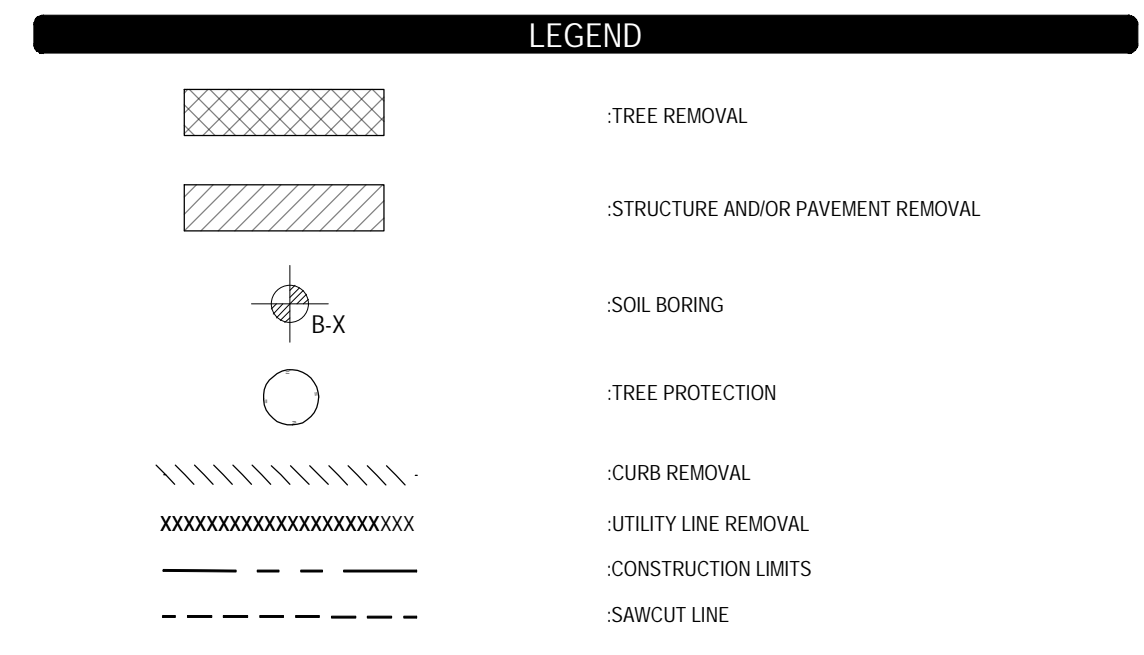
### CIVIL TITLE SHEET

**C0.1**

SHEET NO. 1/8



- LEGAL DESCRIPTION**  
 LOT 25, BLOCK 1, HARVEST ESTATES, RAMSEY COUNTY, MINNESOTA  
 CONTAINING 279,515 SQ. FT. - 6.42 AC.
- EXISTING CONDITIONS**
- GENERAL NOTES**
- FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM AT 612.252.9070.
- DEMOLITION AND CLEARING NOTES**
- OBTAIN PERMITS FOR DEMOLITION, CLEARING, AND DISPOSAL PRIOR TO BEGINNING.
  - CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING DEMOLITION AND CLEARING.
  - SEE SHEET C3.1 FOR EROSION PREVENTION AND SEDIMENT CONTROL MEASURES THAT MUST BE IN PLACE PRIOR TO DISTURBANCES TO SITE.
  - DIMENSIONS SHOWN FOR REMOVAL ARE APPROXIMATE. COORDINATE WITH NEW CONSTRUCTION TO ENSURE APPROPRIATE REMOVAL OF EXISTING FACILITIES.
  - REFER TO DETAILS FOR PAVEMENT SAWCUT. REMOVE CONCRETE WALKS AND CURBING TO THE NEAREST EXISTING JOINT BEYOND CONSTRUCTION LIMITS.
  - PROVIDE BARRICADES, LIGHTS, SIGNS, TRAFFIC CONTROL AND OTHER MEASURES NECESSARY FOR PROTECTION AND SAFETY OF THE PUBLIC AND MAINTAIN THROUGHOUT CONSTRUCTION.
  - PROTECT STRUCTURES, UTILITIES, TREES, PLANT MATERIAL, SO2, AND ADJACENT PROPERTY FROM DAMAGE DURING CONSTRUCTION UNLESS NOTED FOR REMOVAL. DAMAGE SHALL BE REPAIRED TO EQUAL OR BETTER CONDITION AT NO ADDITIONAL COST.
  - REMOVE TREES NOTED, INCLUDING ROOT STRUCTURES, FROM THE SITE. COORDINATE WITH OWNER TO MARK TREES TO BE SAVED OR TRANSPLANTED PRIOR TO CLEARING. PROTECT TREES INDICATED WITH TREE PROTECTION FENCING PER DETAIL CTXX.
  - REMOVE EXISTING SITE FEATURES INCLUDING, BUT NOT LIMITED TO, UNDERGROUND UTILITIES, PAVING, CURBING, WALKWAYS, FENCING AND LIGHTING, WITHIN THE CONSTRUCTION LIMITS UNLESS NOTED OTHERWISE.
  - REMOVE EXISTING WATERMAIN TO EXISTING TEE.
  - REMOVE EXISTING SANITARY SEWER TO EXISTING MH, PER CITY SPECIFICATIONS.
  - REMOVE EXISTING STORM SEWER TO EXISTING MH, PER CITY SPECIFICATIONS.
  - HAUL DEMOLITION DEBRIS OFF-SITE TO A FACILITY APPROVED BY REGULATORY AUTHORITIES FOR THE HANDLING OF DEMOLITION DEBRIS, UNLESS NOTED OTHERWISE.



**DEVELOPER**  
**MEADOWCREEK BUILDERS**  
 10122 EWING LANE  
 BROOKLYN PARK, MN 55443  
 TEL (612) 867-6533

**MUNICIPALITY**

**PROJECT**  
**HARVEST ESTATES**  
**2ND ADDITION**  
 RAMSEY, MINNESOTA

**ISSUE / REVISION HISTORY**

DATE	ISSUE / REVISION	REVIEW
XX MON 20XX	XXXXXXXXXX	XXX

**CERTIFICATION**

**PRELIMINARY**  
**NOT FOR**  
**CONSTRUCTION**

IF THE SIGNATURE, SEAL OR FOUR LINES DIRECTLY ABOVE ARE NOT VISIBLE, THIS SHEET HAS BEEN REPRODUCED BEYOND INTENDED READABILITY AND IS NO LONGER A VALID DOCUMENT. PLEASE CONTACT THE ENGINEER TO REQUEST ADDITIONAL DOCUMENTS.

**PRELIMINARY PLAT**  
 01.03.2019

**LANDFORM**  
 From Site to Finish

105 South Fifth Avenue Tel: 612-252-9070  
 Suite 513 Fax: 612-252-9077  
 Minneapolis, MN 55401 Web: landform.net

FILE NAME C101KRZ141029MCB  
 PROJECT NO. KRZ141029MCB

**EXISTING CONDITIONS**  
**DEMOLITION PLAN**  
**C1.1**

SHEET NO. 3/8  
Landform "From Site to Finish" is a registered service mark of Landform Professional Services, LLC.

OUTLOT B



GENERAL NOTES

1. FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES, LLC AT 612.252.9078.

SITE PLAN NOTES

- 2. OBTAIN ALL NECESSARY PERMITS FOR CONSTRUCTION WITHIN, OR USE OF, PUBLIC RIGHT-OF-WAY.
- 3. THE DIGITAL FILE, WHICH CAN BE OBTAINED FROM THE ENGINEER, SHALL BE USED FOR STAKING. DISCREPANCIES BETWEEN THE DRAWINGS AND THE DIGITAL FILE SHALL BE REPORTED TO THE ENGINEER. THE BUILDING FOOTPRINT, AS SHOWN ON THESE DRAWINGS, AND THE DIGITAL FILE, SHALL BE COMPARED TO THE STRUCTURAL DRAWINGS PRIOR TO STAKING.
- 4. BUILDING LAYOUT ANGLES ARE PARALLEL WITH OR PERPENDICULAR TO THE PROPERTY LINE AT THE LOCATION INDICATED.
- 5. DIMENSIONS SHOWN ARE TO BACK OF CURB AND EXTERIOR FACE OF BUILDING UNLESS NOTED OTHERWISE.

ZONING AND SETBACK SUMMARY

THE PROPERTY IS ZONED R1 RESIDENTIAL ZONE (MUSA)

PROPOSED BUILDING SETBACK INFORMATION IS AS FOLLOWS:

- FRONT YARD = 30 FT.
- REAR = 20 FT.
- SIDE (CORNER) = 30 FT.
- SIDE (LIVING) = 10 FT.
- SIDE (GARAGE) = 5 FT.

LOT COVERAGE INFORMATION IS AS FOLLOWS:

- LOT AREA MINIMUM = 10,665 S.F. = 0.25 ACRE
- LOT WIDTH MINIMUM = 65 FT.
- TOTAL SITE AREA = 279,515 S.F. = 6.42 ACRES

AREA SUMMARY

TOTAL SITE AREA	279,515 SQ. FT.	6.42 AC.
RIGHT OF WAY AREA	43,172 SQ. FT.	0.99 AC.
NET AREA	236,343 SQ. FT.	5.43 AC.
NET DENSITY		2.8 U/A
IMPERVIOUS SURFACE (NET WITH 2 CAR GARAGE)		31%

LOT AREA TABLE

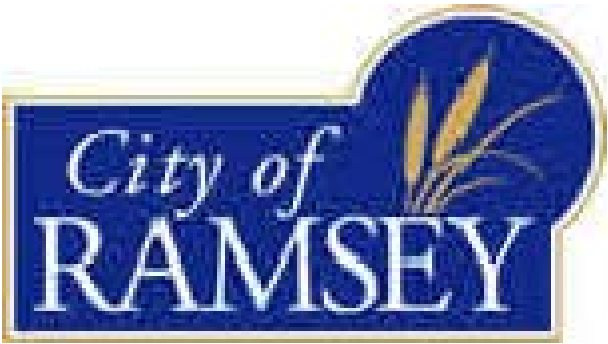
Parcel #	Area	LOT/BLOCK
1	10536	1/1
2	11013	2/1
3	12221	3/1
4	13051	4/1
5	13487	5/1
6	16980	6/1
7	10665	1/2
8	13162	2/2
9	13202	3/2
10	19710	4/2
11	14825	5/2
12	20582	6/2
13	22082	7/2
14	30322	8/2
15	14504	9/2
16	43172	RIGHT OF WAY

DEVELOPER

MEADOWCREEK BUILDERS

10122 EWING LANE  
BROOKLYN PARK, MN 55443  
TEL (612) 867-6533

MUNICIPALITY



PROJECT

HARVEST ESTATES  
2ND ADDITION  
RAMSEY, MINNESOTA

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVIEW
XX MON 20XX	XXXXXXXXXX	XXX

CERTIFICATION

**PRELIMINARY  
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PRELIMINARY PLAT  
01.03.2019



105 South Fifth Avenue Tel: 612-252-9070  
Suite 513 Fax: 612-252-9077  
Minneapolis, MN 55401 Web: landform.net

FILE NAME C201KRZ141029MCB  
PROJECT NO. KRZ141029MCB

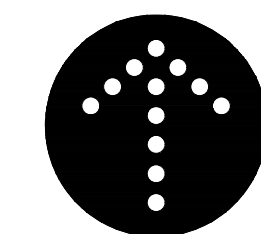
SITE PLAN

C2.1

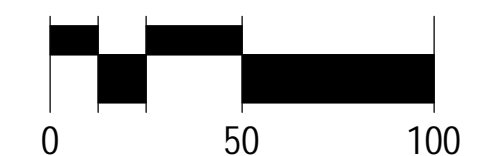
SHEET NO. 3/8



Know what's Below.  
Call before you dig.



NORTH





**EROSION PREVENTION AND SEDIMENT CONTROL NOTES**

- INSTALL PERIMETER SEDIMENT CONTROLS PRIOR TO BEGINNING WORK AND MAINTAIN FOR DURATION OF CONSTRUCTION. REMOVE CONTROLS AFTER AREAS CONTRIBUTING RUNOFF ARE PERMANENTLY STABILIZED AND DISPOSE OF OFF SITE.
- LIMIT SOIL DISTURBANCE TO THE GRADING LIMITS SHOWN. SCHEDULE OPERATIONS TO MINIMIZE LENGTH OF EXPOSURE OF DISTURBED AREAS.
- MANAGEMENT PRACTICES SHOWN ARE THE MINIMUM REQUIREMENT. INSTALL AND MAINTAIN ADDITIONAL CONTROLS AS WORK PROCEEDS TO PREVENT EROSION AND CONTROL SEDIMENT CARRIED BY WIND OR WATER. REFER TO SWPPP NOTES ON SHEET C3.3 FOR ADDITIONAL REQUIREMENTS.
- EXCAVATE POND EARLY IN THE CONSTRUCTION SEQUENCE. REMOVE SEDIMENT FROM POND PERIODICALLY AND AFTER AREAS CONTRIBUTING RUNOFF ARE PERMANENTLY STABILIZED.
- CONSTRUCT INFILTRATION BASIN AFTER REMAINDER OF SITE HAS BEEN STABILIZED.
- SEED, SOD, MULCH AND FERTILIZER SHALL MEET THE FOLLOWING SPECIFICATIONS, AS MODIFIED.
 

ITEM	SPECIFICATION NUMBER
SOD	MNDOT 3878
SEED	MNDOT 3876
MN TYPE 22-111 @ 30.5 LB/AC - TEMPORARY	
MN TYPE 25-121 @ 61 LB/AC - PERMANENT	
- MULCH FERTILIZER
 

MULCH	MNDOT 388
FERTILIZER	MNDOT TYPE 1 @ 2 TON/AC
- SOIL WILL BE SCARIFIED PRIOR TO RESEEDING TO REDUCE SOIL COMPACTION.
- SCRAPE ADJACENT STREETS CLEAN DAILY. STREET SWEEPING IS REQUIRED A MINIMUM OF 1 TIME PER WEEK OR AS DIRECTED BY THE CITY ENGINEER.
- INLET PROTECTION SHALL BE REMOVED PRIOR TO WATER FREEZE AND REPLACED IN SPRING IF SITE STABILIZATION IS NOT ACHIEVED (AT THE DIRECTION OF THE CITY ENGINEER).

**GRADING NOTES**

- CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING GRADING.
- REFER TO THE GEOTECHNICAL REPORT PREPARED BY NORTHERN TECHNOLOGIES, INC., DATED FEBRUARY 15, 2015, FOR ADDITIONAL INFORMATION ON BACKFILL MATERIAL, GROUNDWATER CONDITIONS, AND COMPACTION REQUIREMENTS.
- REMOVE TOPSOIL FROM GRADING AREAS AND STOCKPILE SUFFICIENT QUANTITY FOR REUSE.
- REMOVE SURFACE AND GROUND WATER FROM EXCAVATIONS.
- AN INDEPENDENT TESTING FIRM SHALL VERIFY THE REMOVAL OF ORGANIC AND UNSUITABLE SOILS, SOIL CORRECTION, AND COMPACTION AND PROVIDE PERIODIC REPORTS TO THE OWNER.
- PLACE AND COMPACT FILL USING LIFT THICKNESS MATCHED TO SOIL TYPE AND COMPACTION EQUIPMENT TO OBTAIN SPECIFIED COMPACTION THROUGHOUT THE LIFT.
- ALL SITE GRADING MUST BE COMPLETED, CERTIFIED BY THE ENGINEER AND ALL OFF ROAD GRADING EQUIPMENT REMOVED BEFORE STARTING ANY UTILITY WORK.
- SITE IS LOCATED WITHIN THE BOUNDARIES OF THE COON CREEK WATERSHED DISTRICT.
- MAXIMUM SLOPE SHALL BE 4:1.
- RESTORATION WORK SHALL BE COMPLETED WITHIN 7 DAYS OF GRADING COMPLETION.

**LEGEND**

SYMBOL	DESCRIPTION	ESTIMATED QUANTITY
	INLET PROTECTION	6 EACH
	SILT FENCE	1,600 L.F.
	VEHICLE TRACKING PAD	1 EACH
	EROSION CONTROL BLANKET	4,910 SQ. FT.
	DENOTES EMERGENCY OVERFLOW	

**LOT BY LOT TABULATION**

Lot	Block	House Type	Garage Floor Ele	Driveway Grade (%)	Lowest Floor Ele	Lowest Opening Ele (living space)	100 Year Flood Ele	Emergency Overflow Ele	Highest Anticipate d Water Table or Motted Soil
1	1	SC CS	892.5	6.4	889.3	893.0	878.0	889.0	
2	1	FBLO	894.5	8.4	887.0	890.2	878.0	889.0	
3	1	FBLO	894.5	6.5	887.0	890.2	878.0	889.0	
4	1	FBLO	894.5	8.8	887.0	890.2	878.0	889.0	
5	1	SC CS	891.5	7.3	888.3	892.0	878.0	889.0	
6	1	SC CS	889.0	6.4	885.8	889.5	878.0	889.0	
1	2	SC CS	893.0	5.7	889.8	893.5	878.0	887.5	
2	2	FBWO	893.0	4.5	885.5	885.5	878.0	887.5	
3	2	FBWO	893.0	4.5	885.5	885.5	878.0	887.5	
4	2	FBWO	892.0	3.0	884.5	884.5	878.0	887.5	
5	2	FBWO	892.0	4.0	884.5	884.5	878.0	887.5	
6	2	FBWO	894.5	6.7	887.0	887.0	878.0	887.5	
7	2	FBWO	893.5	5.1	886.0	886.0	878.0	887.5	
8	2	FBWO	892.5	6.8	885.0	885.0	878.0	887.5	
9	2	FBLO	888.0	3.5	880.5	888.5	878.0	887.5	

**BUILDING TYPE**  
 FBWO = FULL BASEMENT WALK OUT  
 FBLO = FULL BASEMENT LOOKOUT WINDOWS  
 SC CS = CRAWL SPACE

**REAR ELEVATION**  
 XXXX.FB  
 FBWO/FB  
 [XXXX.X]  
 GF=XXX.X  
 DRP 1C  
 DENOTES NUMBER OF COURSES GARAGE FLOOR IS DROPPED FROM TOP OF FOUNDATION

**UNIT TYPE**  
 MINIMUM BASEMENT ELEVATION  
 FRONT GARAGE FLOOR ELEVATION

**NOTES:**  
 1. GARAGE LOCATION INDICATED BY DRIVEWAY.

**PAD DETAIL** NO SCALE

**NPDES AREA SUMMARY**

	EXISTING	PROPOSED
PERVIOUS	6.26 ACRES	4.62 ACRES
IMPERVIOUS	0.16 ACRES	1.80 ACRES
TOTAL	6.42 ACRES	6.42 ACRES

DISTURBED AREA = 4.93 ACRES

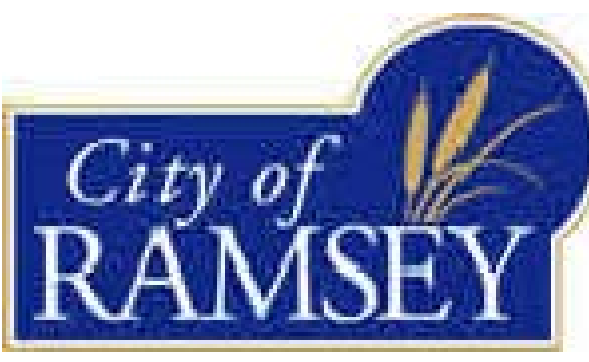
**Cut/Fill Summary - Contour to Contour - Run Date 01/02/2019**

Name	Cut Factor	Fill Factor	2d Area	Cut	Fill	Net
Volume-Cut Fill	1.000	1.000	213333.98 Sq. Ft.	3485.00 Cu. Yd.	25056.02 Cu. Yd.	21571.03 Cu. Yd.<Fill>
Totals			213333.98 Sq. Ft.	3485.00 Cu. Yd.	25056.02 Cu. Yd.	21571.03 Cu. Yd.<Fill>

**DEVELOPER**

**MEADOWCREEK BUILDERS**  
 10122 EWING LANE  
 BROOKLYN PARK, MN 55443  
 TEL (612) 867-6533

**MUNICIPALITY**



**PROJECT**

**HARVEST ESTATES  
 2ND ADDITION  
 RAMSEY, MINNESOTA**

**ISSUE / REVISION HISTORY**

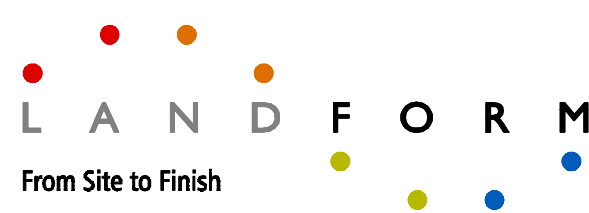
DATE	ISSUE / REVISION	REVIEW
XX MON 20XX	XXXXXXXXXX	XXX

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**PRELIMINARY PLAT**  
 01.03.2019



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 Suite 513  
 Minneapolis, MN 55401

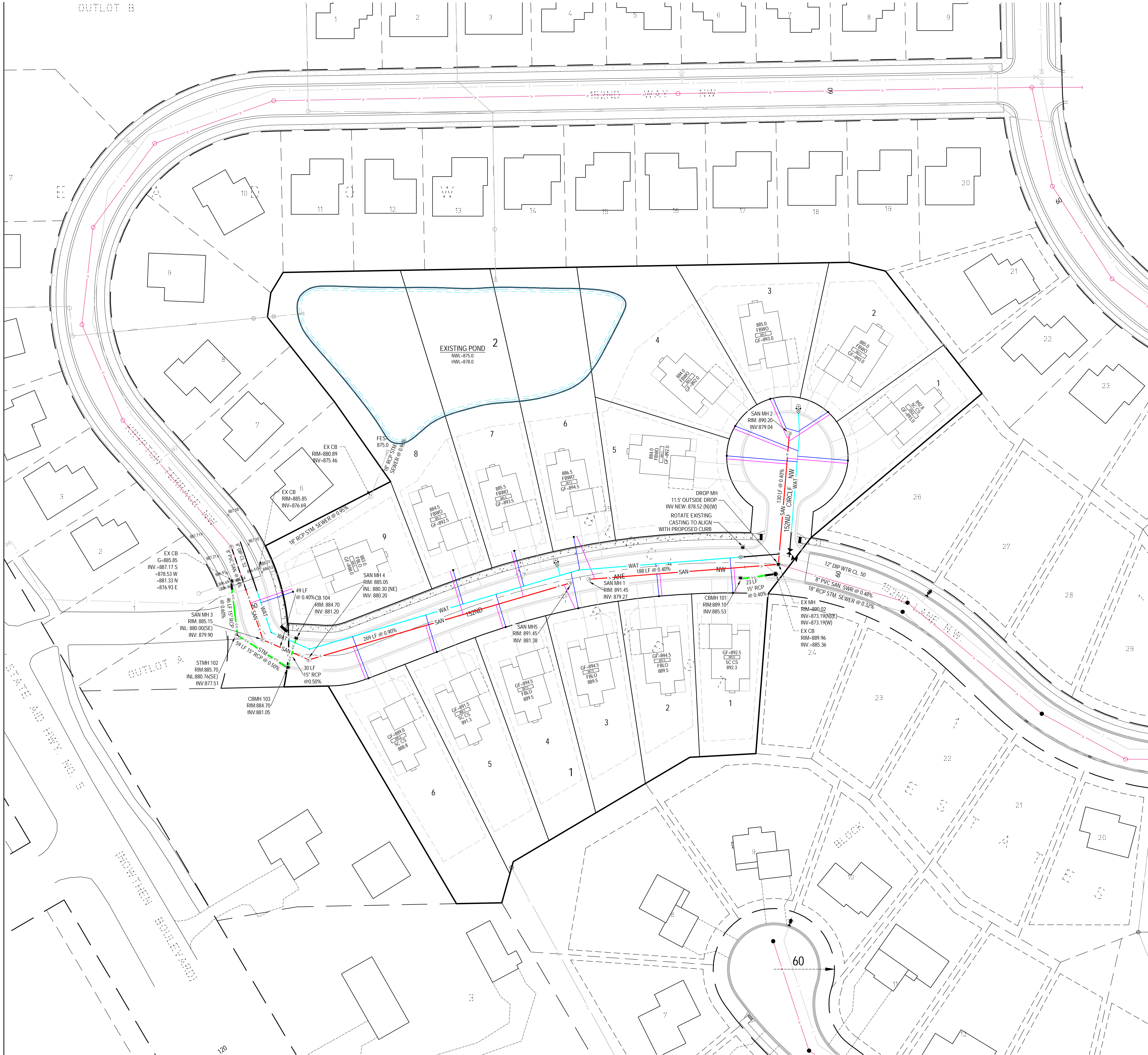
Tel: 612-252-9070  
 Fax: 612-252-9077  
 Web: landform.net

FILE NAME: C301KRZ141029MCB  
 PROJECT NO.: KRZ141029MCB

**GRADING, DRAINAGE AND EROSION CONTROL**

**C3.1**

OUTLOT B



GENERAL NOTES

- FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES AT 612.252.9070.

UTILITY NOTES

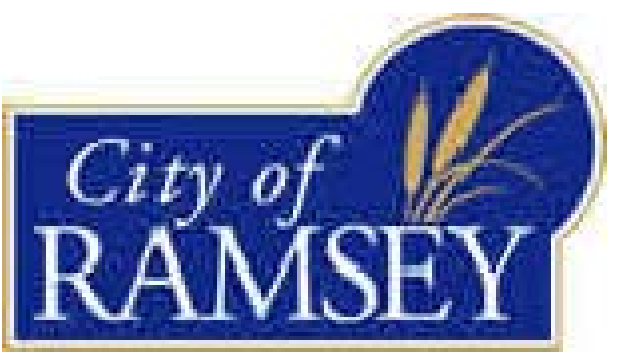
- PIPE MATERIALS
  - WATERMAIN: DIP CLASS 52 (ANSI A21.51/AWWA C151), C900 PVC
  - WATER SERVICE: COPPER TYPE K (ASTM B88)
  - SANITARY SEWER: PVC SDR 35 (ASTM D3034, D2665, & F891)
  - SAN. SEWER SERVICE: PVC SDR 35, SDR 26, SCHEDULE 40 (ASTM: D1785, D3034, D2665, & F891)
  - STORM SEWER: PVC SCHEDULE 40 (ASTM: D1785, D3034, D2665, & F891)
  - DRAIN TILE: CMP ALUMINIZED STEEL TYPE 2, 12" X 12" (AASHTO, M36, M274; ASTM: A929, A760, A798)
  - AASHTO M294: HOPE - CORRUGATED & PERFORATED (ASTM D3330, ASTM D4916, AASHTO M252)

- CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING.
- CONTRACTOR TO FIELD VERIFY LOCATION AND ELEVATION OF ALL UTILITY POINTS OF CONNECTION PRIOR TO CONSTRUCTION OF ANY PROPOSED UTILITIES. CONTRACTOR TO NOTIFY ENGINEER IMMEDIATELY IF THERE IS ANY DISCREPANCY.
- CONTRACTOR TO POTHOLE ALL UTILITY CROSSINGS PRIOR TO CONSTRUCTION OF NEW UTILITIES TO VERIFY DEPTHS OF EXISTING LINES. CONTACT ENGINEER IMMEDIATELY IF ANY CONFLICTS ARE DISCOVERED.
- PROVIDE MEANS AND MEASURES TO PROTECT ADJACENT PROPERTY FROM DAMAGE DURING UTILITY INSTALLATION.
- PIPE LENGTHS SHOWN ARE FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE OR END OF END SECTION.
- INSTALL TRACER WIRE WITH ALL NON-CONDUCTIVE UTILITIES.
- CONNECT TO CITY UTILITIES IN ACCORDANCE WITH CITY OF RAMSEY STANDARDS.
- MAINTAIN 7.5 FEET OF COVER ON WATER.
- DEFLECT WATER TO MAINTAIN 18-INCH MINIMUM OUTSIDE SEPARATION AT SEWER CROSSINGS. CENTER PIPE LENGTHS TO PROVIDE GREATEST SEPARATION BETWEEN JOINTS.
- CONTACT XX, CITY OF CITY XXXXXX DEPARTMENT, AT XXX.XXX.XXXX FOR FLUSHING AND PRESSURE TEST INSPECTIONS.
- THE WATER DISTRIBUTION SYSTEM SHALL BE DISINFECTED PER MINNESOTA RULES, PART 4714.
- CATCH BASINS IN CURB AND GUTTER ARE SUMPED 2 INCHES BELOW THE GUTTER GRADE. REFER TO DETAIL X ON SHEET C7.X.
- ROCK MEDIA IN INFILTRATION OR FILTRATION SYSTEMS SHALL BE ANGULAR, NON-CALCAREOUS ROCK.
- IRRIGATION SLEEVE TO BE 4" SCHEDULE 80 PVC BURIED 24" BELOW GRADE. EXTEND SLEEVES 3' BEYOND THE EDGE OF PAVEMENT. (COORDINATE WITH IRRIGATION CONTRACTOR.)
- COORDINATE WITH PRIVATE UTILITIES TO PROVIDE ELECTRIC, NATURAL GAS, AND COMMUNICATIONS SERVICES TO BUILDING.
- THE PRIMARY ELECTRIC FEED, TRANSFORMER, AND METER ARE PROVIDED AND INSTALLED BY X Y Z ENERGY. THE TRANSFORMER PAD DESIGN IS PROVIDED BY THE UTILITY AND CONSTRUCTION IS BY THE CONTRACTOR. CONTACT UTILITY FOR PAD DETAIL. THE SECONDARY ELECTRIC AND CONDUITS SHALL BE INSTALLED BY THE ELECTRICAL CONTRACTOR.
- XXXXXXX WILL FURNISH AND INSTALL GAS SERVICE PIPING FROM THE MAINLINE TO THE METER AND THE METER. GAS SERVICE FROM THE METER SHALL BE INSTALLED BY THE MECHANICAL CONTRACTOR.
- PROVIDE ONE X-INCH PVC CONDUIT WITH PULL-STRING FROM EXISTING TELEPHONE SERVICE TO BUILDING.
- PROVIDE CONDUITS FOR CABLE TELEVISION AND OTHER ELECTRONIC COMMUNICATION.
- ADJUST STRUCTURES TO FINAL GRADE WHERE DISTURBED. COMPLY WITH REQUIREMENTS OF UTILITY. MEET REQUIREMENTS FOR TRAFFIC LOADING IN PAVED AREAS.

DEVELOPER

**MEADOWCREEK BUILDERS**  
 10122 EWING LANE  
 BROOKLYN PARK, MN 55443  
 TEL: (612) 867-6533

MUNICIPALITY



PROJECT

**HARVEST ESTATES  
 2ND ADDITION  
 RAMSEY, MINNESOTA**

ISSUE / REVISION HISTORY

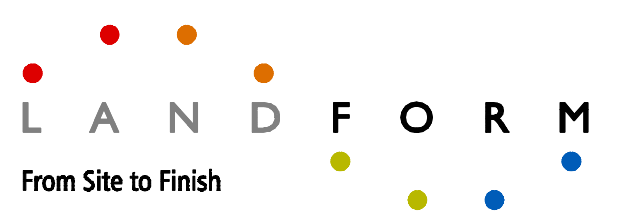
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XX/XX/20XX	XXXXXXXXXX	XXX

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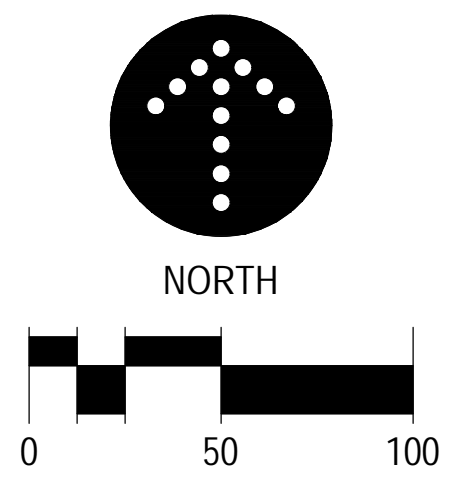
**PRELIMINARY PLAT**  
 01.03.2019



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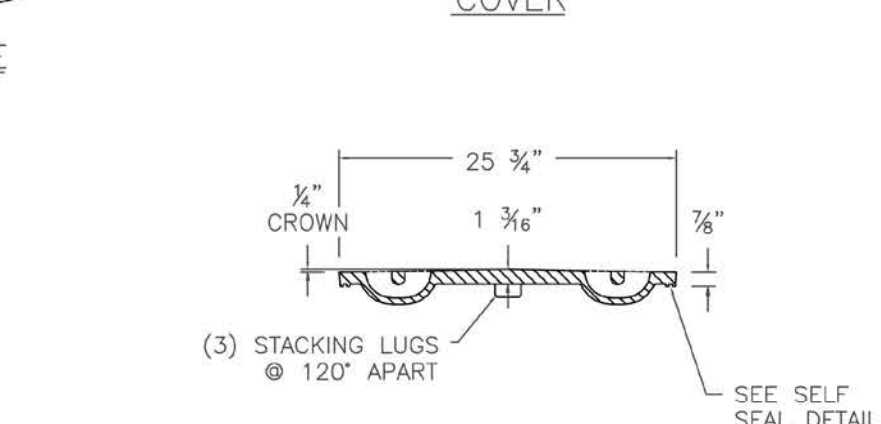
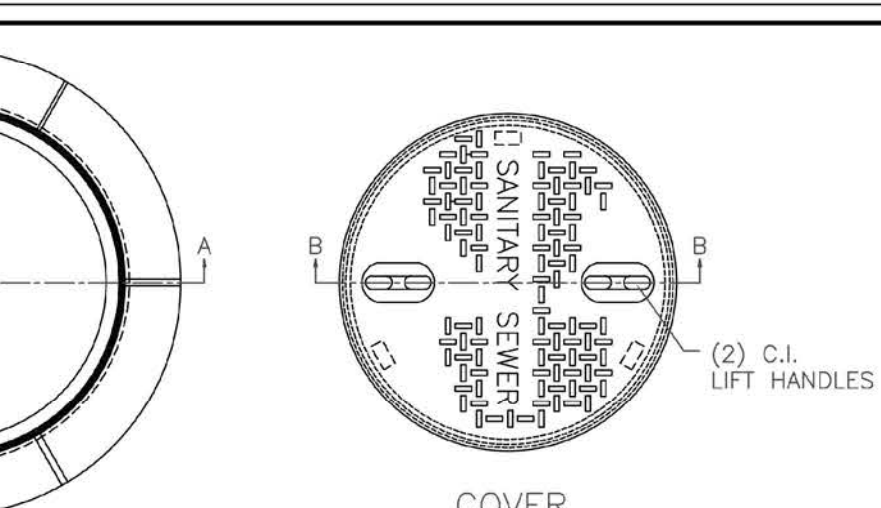
FILE NAME: C401KRZ141029MCSB  
 PROJECT NO.: KRZ141029MCSB

UTILITY PLAN  
**C4.1**  
 SHEET NO. 5/8



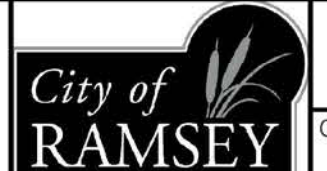


DATE	ISSUE / REVISION	REVIEW
XX MON 20XX	XXXXXXXXXX	XXX



NOTE: NOT TO SCALE

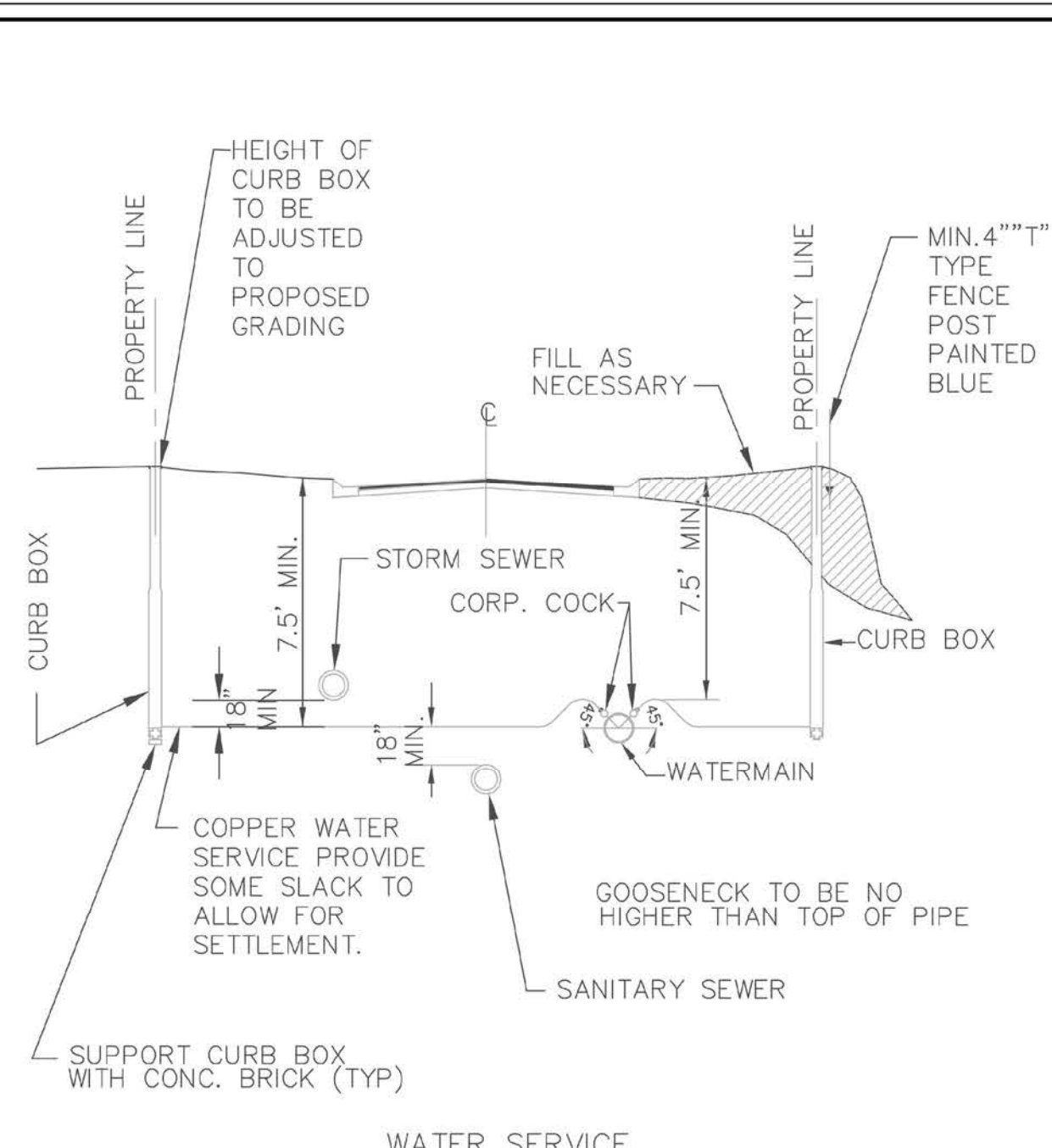
APPROVED:  
11 - 2015



STANDARD DETAILS:  
WATER TIGHT CASTING

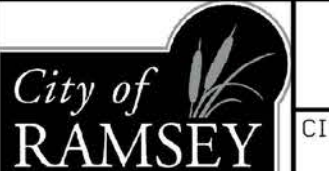
CITY PLATE No. SEW-2

5 WATER TIGHT CASTING NO SCALE



WATER SERVICE  
NTS

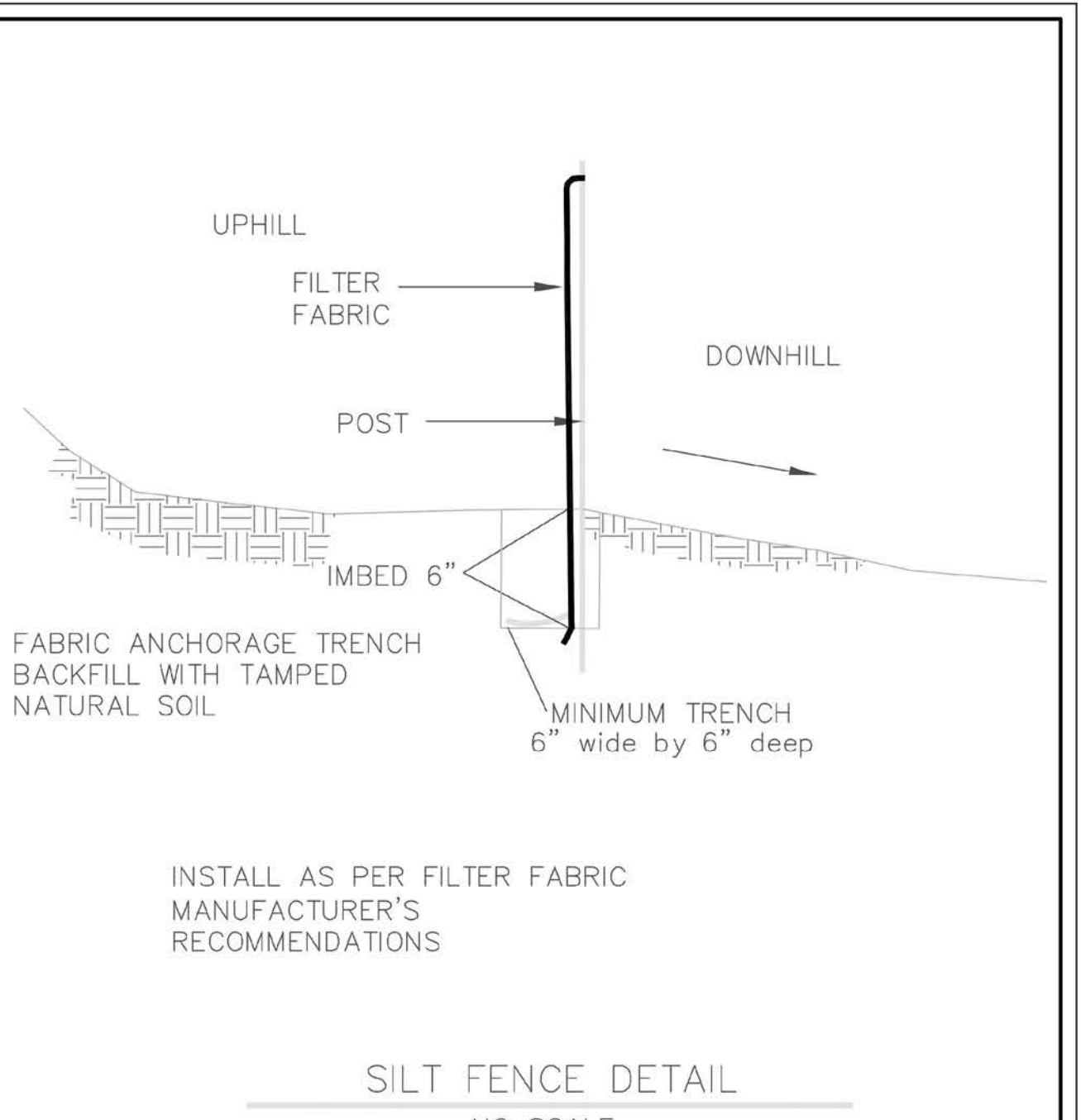
APPROVED:  
4 - 2016



STANDARD DETAILS:  
WATER SERVICE

CITY PLATE No. WAT-2

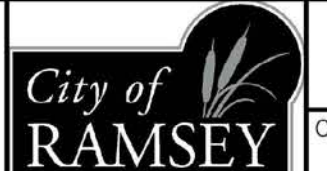
3 WATER SERVICE NO SCALE



INSTALL AS PER FILTER FABRIC  
MANUFACTURER'S  
RECOMMENDATIONS

SILT FENCE DETAIL  
NO SCALE

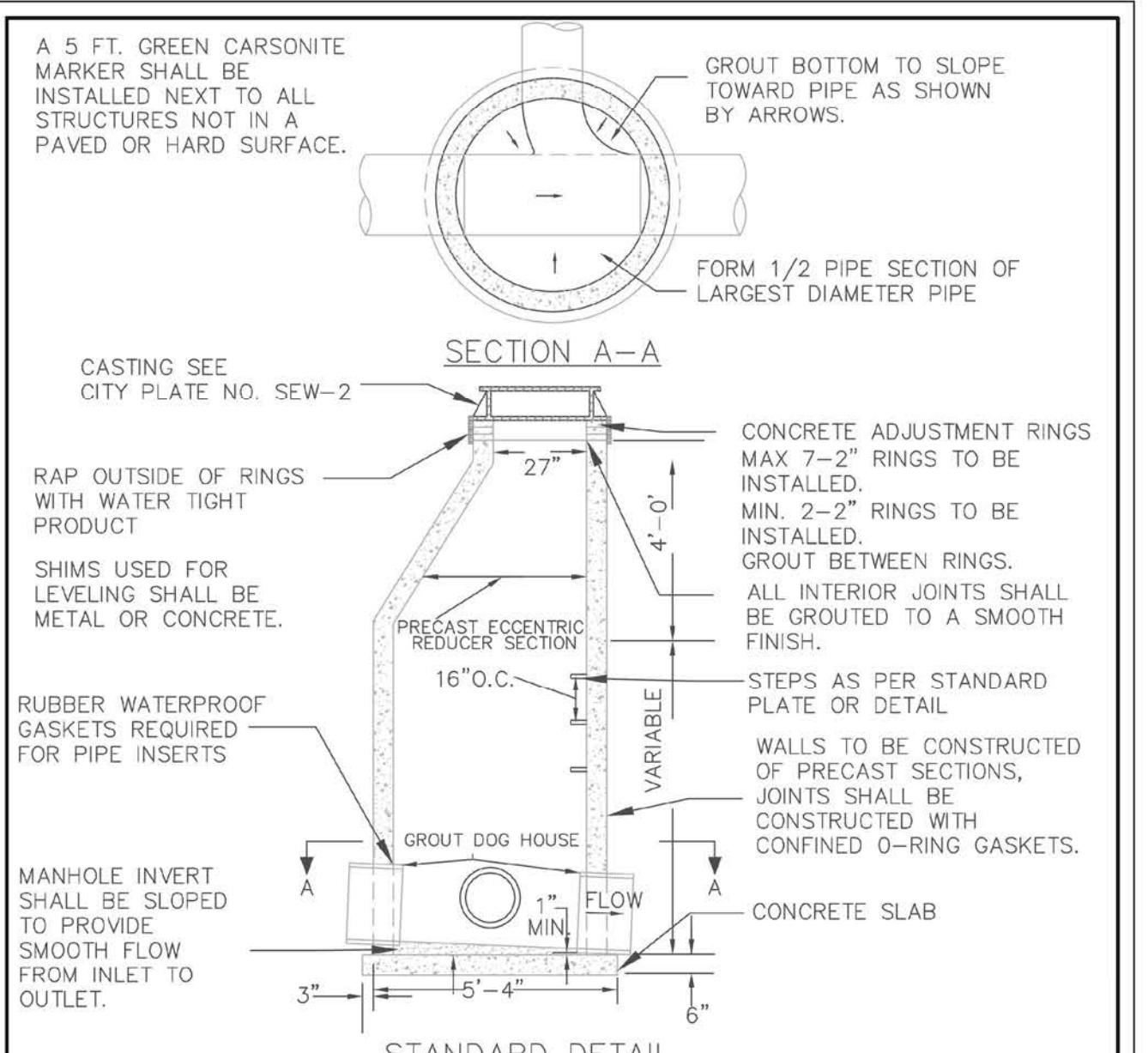
APPROVED:  
1 - 2016



STANDARD DETAILS:  
SILT FENCE

CITY PLATE No. ERO-1

1 INLET PROTECTION NO SCALE



STANDARD DETAIL

- NOTES:
1. A 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES.
  2. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE.
  3. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS.
  4. 6" BASE FOR ALL MANHOLES LESS THAN 14 FT. OF DEPTH, INCREASE BASE THICKNESS 2" PER 6 FT. OF DEPTH BEYOND 14 FT.
  5. 5" PRECAST BASE MAY BE USED FOR MANHOLES LESS THAN 14 FT. DEEP.
  6. ALL INVERTS TO BE 0.10' ABOVE OUTLET.

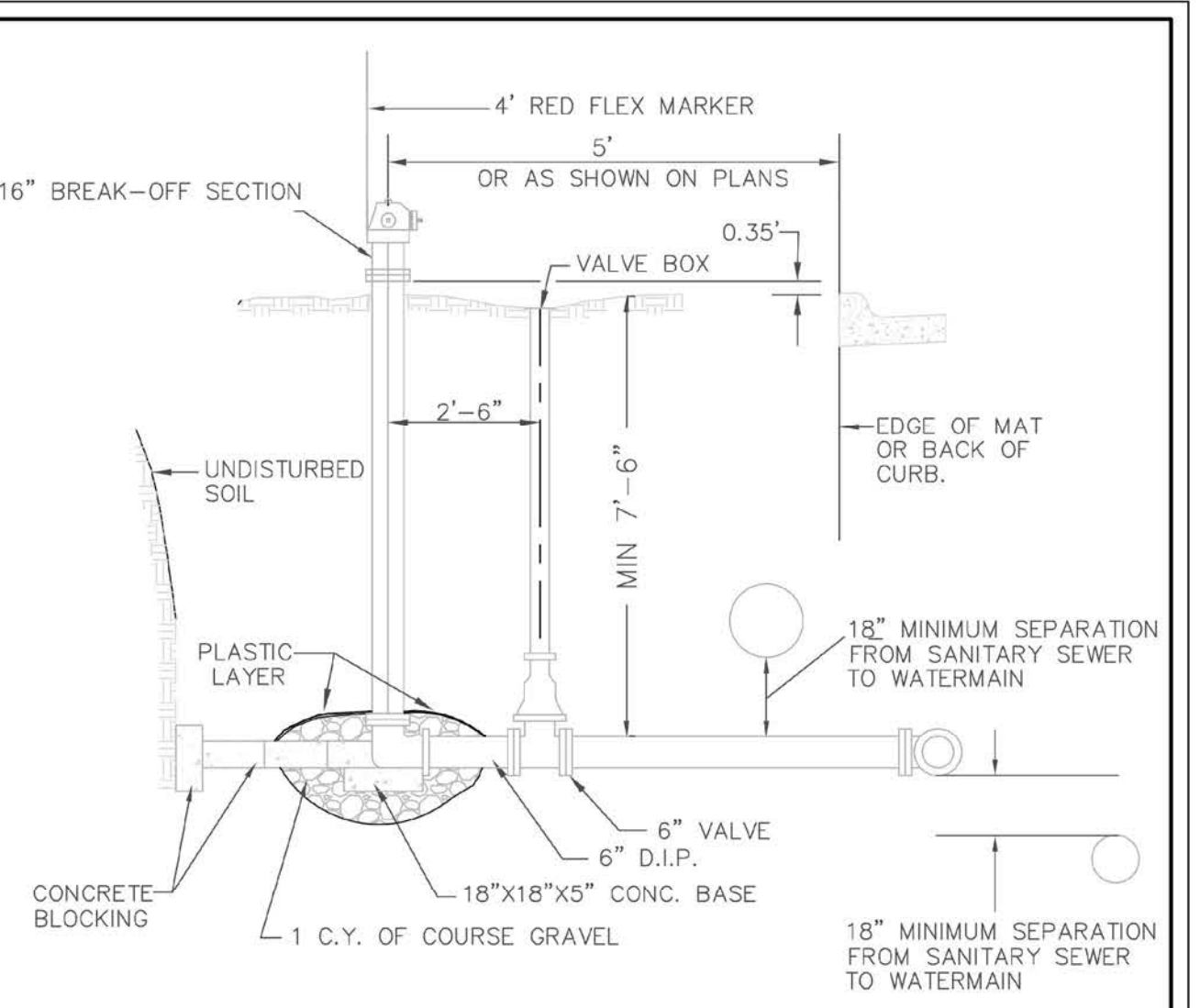
APPROVED:  
1 - 2016



STANDARD DETAILS:  
SANITARY MANHOLE

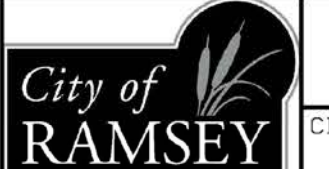
CITY PLATE No. SEW-1

6 SANITARY MANHOLE NO SCALE



- NOTES:
1. HYDRANTS TO BE ORDERED FOR 8'-0" BURY. IN AREAS OF EXTRA DEPTH ON THE WATERMAIN, HYDRANTS EXTENSIONS MAY BE REQUIRED.
  2. HYDRANTS SHALL BE BLOCKED OR TIED TO THE TEE AT MAIN WITH 2-3/4" DIAMETER TIE RODS. ALL TIE RODS TO BE COAL TAR COATED AFTER INSTALLATION. RESTRAINED JOINT PIPE AND RETAINING GLANDS MAY BE USED.
  3. TOP NUT OF HYDRANT 2.5' ABOVE TOP BACK OF CURB OR BITUMINOUS SURFACE.
  4. HYDRANTS BURIED BELOW WATER TABLE, DRAIN HOLES NEED TO BE PLUGGED AND HYDRANT MARKED BY PAINTING 5" CAP YELLOW.
  5. BRUSH PAINT ALL HYDRANTS AFTER INSTALLATION IS COMPLETE.

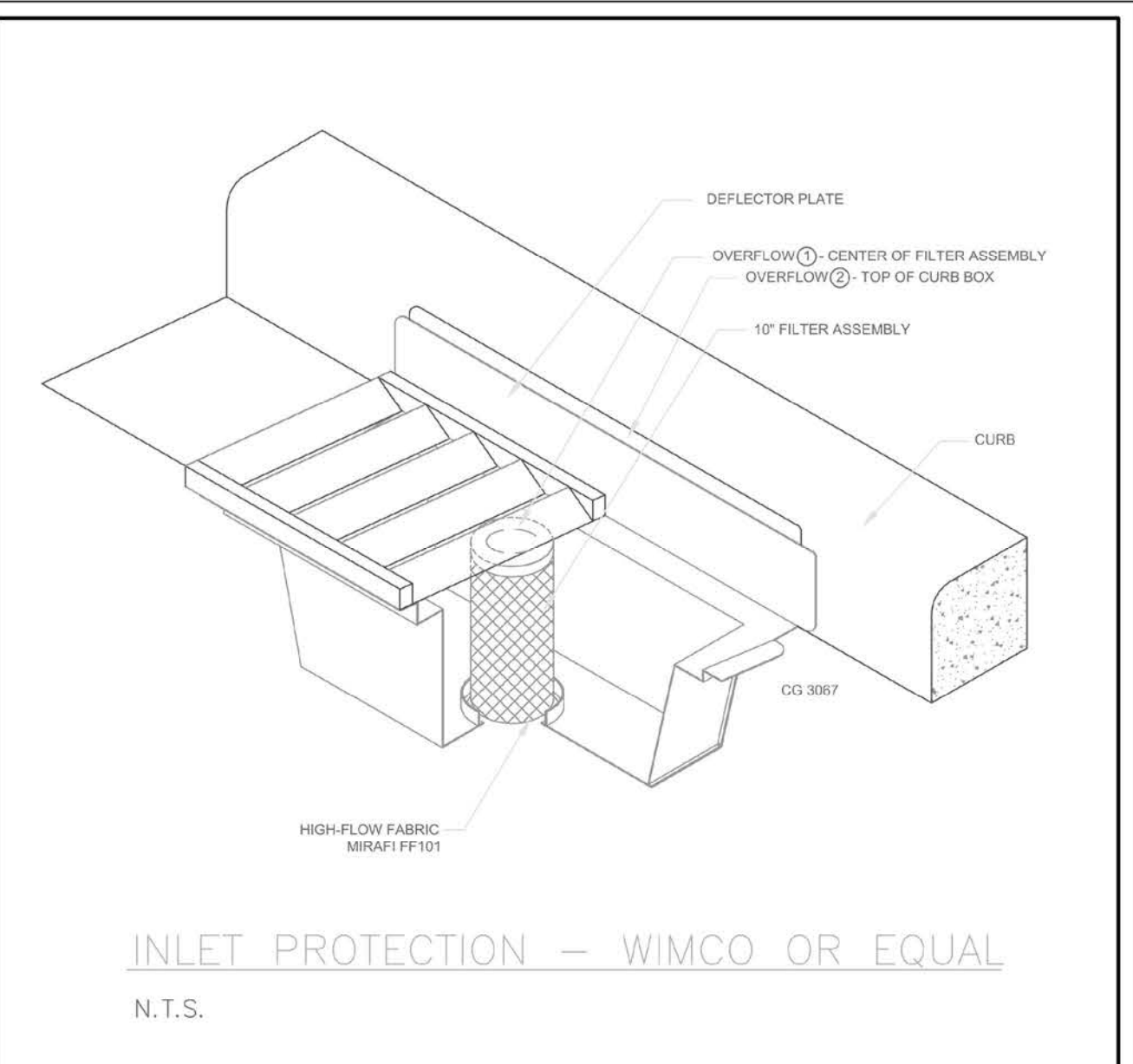
APPROVED:  
4 - 2016



STANDARD DETAILS:  
HYDRANT

CITY PLATE No. WAT-1

4 HYDRANT NO SCALE



INLET PROTECTION - WIMCO OR EQUAL  
N.T.S.

NOTE:  
THIS INLET PROTECTION SHALL BE USED IMMEDIATELY  
FOLLOWING CURB & GUTTER CONSTRUCTION. INLET  
PROTECTION SHALL REMAIN INSTALLED AND MAINTAINED  
UNTIL ALL HOME CONSTRUCTION IS COMPLETE.

APPROVED:  
1 - 2016



STANDARD DETAILS:  
INLET PROTECTION

CITY PLATE No. ERO-2

2 SILT FENCE NO SCALE

PRELIMINARY  
NOT FOR  
CONSTRUCTION

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PRELIMINARY PLAT  
01.03.2019



105 South Fifth Avenue Tel: 612-252-9070  
Suite 513 Fax: 612-252-9077  
Minneapolis, MN 55401 Web: landform.net

FILE NAME C701KRZ141029M/CB  
PROJECT NO. KRZ141029M/CB

CIVIL CONSTRUCTION  
DETAILS  
C7.1

# TABLE A MODIFIED CLASS 5 SPECIFICATIONS

% PASSING

1"	100
3/4"	90 - 100
3/8"	50 - 80
No.4	35 - 70
No.10	20 - 60
No.40	10 - 35
No.200	5 - 10

NOTES:  
1. THE AGGREGATE BASE CONSTRUCTION WILL BE ACCEPTED FOR PAYMENT IN ACCORDANCE WITH THE PROVISIONS IN TABLE A.  
2. IF THE AGGREGATE BASE FAILS TO MEET THE REQUIREMENTS OF TABLE A THE MATERIAL CAN BE CORRECTED IN PLACE OR REMOVED AND REPLACED WITH MATERIAL THAT MEET THE REQUIREMENTS OF TABLE A.  
3. IN THE EVENT THAT RECYCLED MATERIAL IS USE IT MUST MEET DOT REQUIREMENTS FOR RECYCLED BASE.

APPROVED:  
2 - 2003

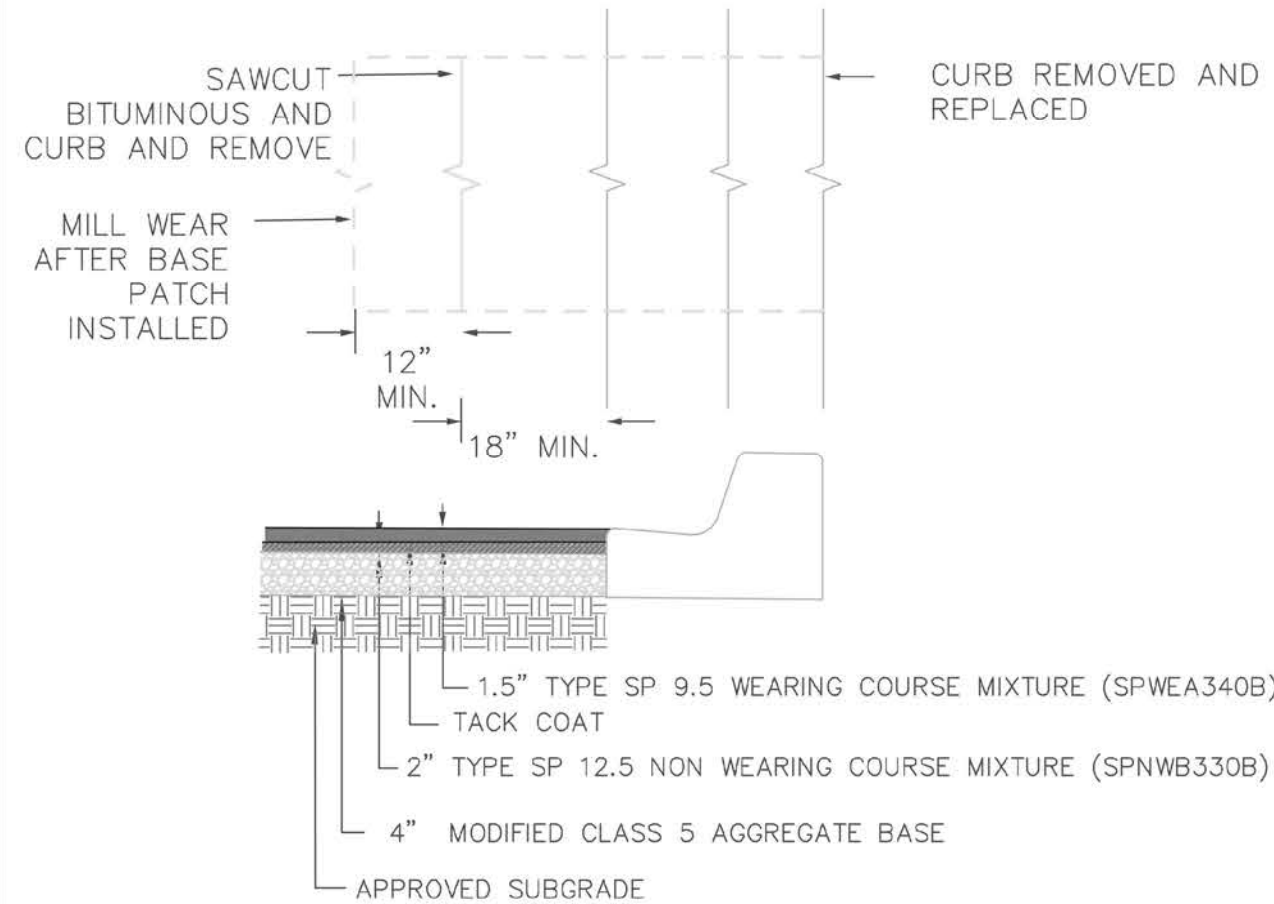


STANDARD DETAILS:  
MODIFIED CLASS 5  
SPECIFICATIONS  
CITY PLATE No. STR-26

5

## MODIFIED CLASS 5 SPECIFICATIONS

NO SCALE



NOTES:  
1. BITUMINOUS SHALL BE SAWCUT AND REMOVED AFTER CURB IS REPLACED.  
2. CLASS 5 AND BITUMINOUS COURSES SHALL BE MECHANICALLY COMPACTED.  
3. SEE CITY PLATE STR-26 FOR MODIFIED CLASS 5 SPECIFICATIONS.

APPROVED:  
6 - 2016

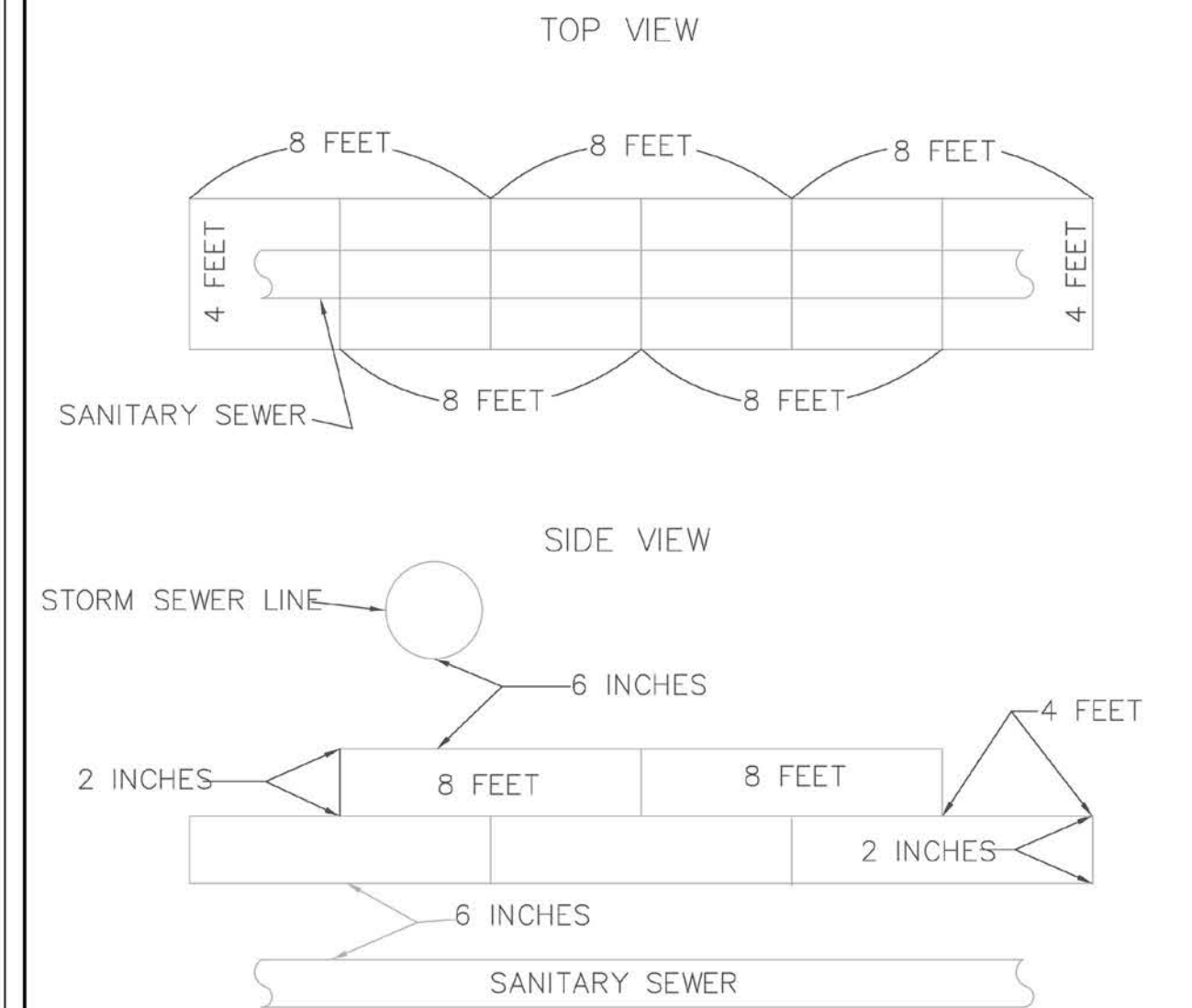


STANDARD DETAILS:  
STREET PATCHING STANDARDS  
CITY PLATE No. STR-25

3

## STREET PATCHING STANDARDS

NO SCALE



NOTES: 1) SHEETS ARE 2 INCHES BY 4 FEET BY 8 FEET  
2) SURFACE PREPARATION SHALL BE SMOOTH AND ROCK FREE  
3) JOINTS WILL BE OVERLAPPED BY 4 FEET  
4) POLYSTYRENE INSULATION OR APPROVED EQUAL

APPROVED:  
9 - 2011

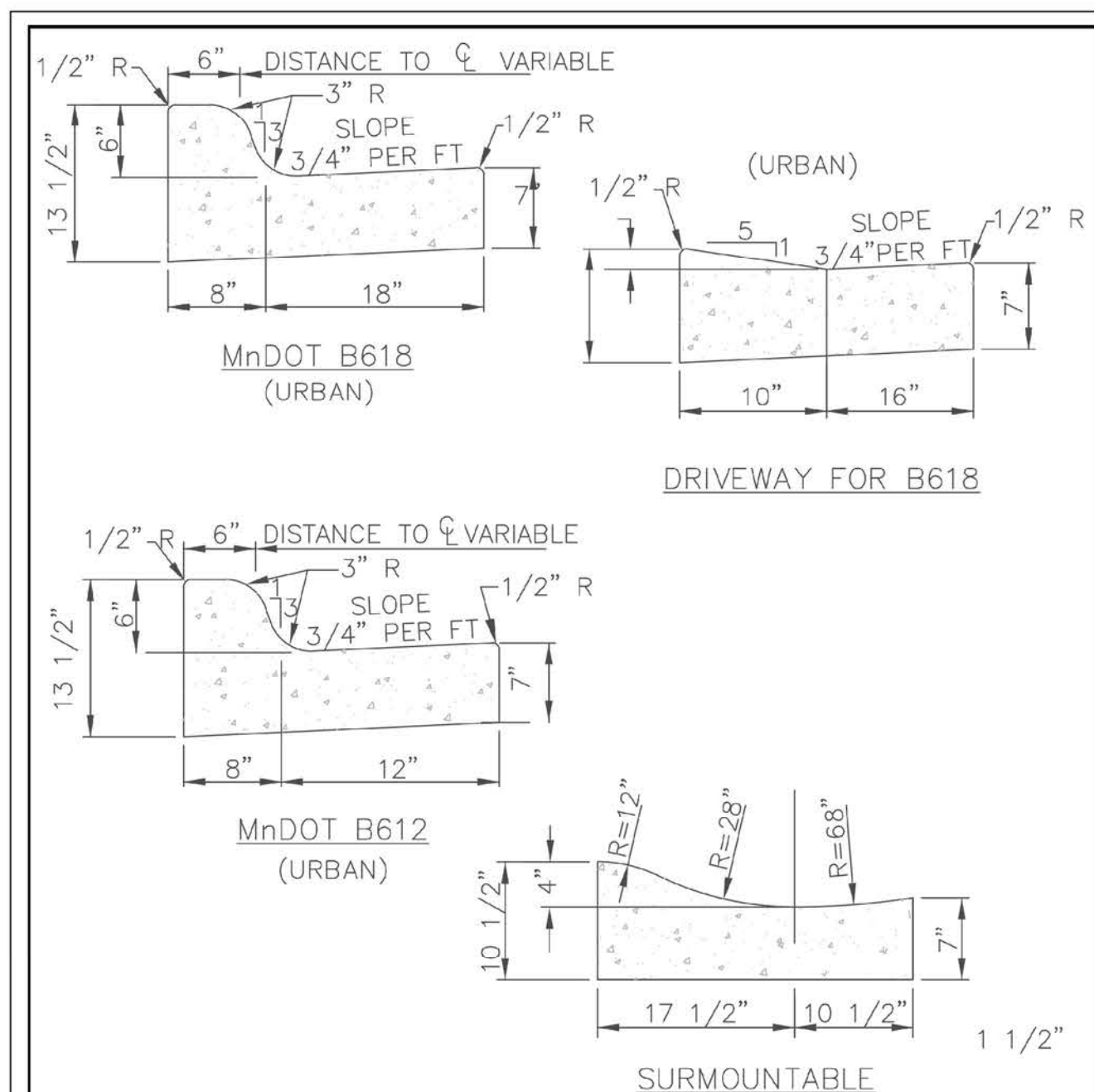


STANDARD DETAILS:  
SANITARY SEWER INSULATION  
CITY PLATE No. SEW-6

1

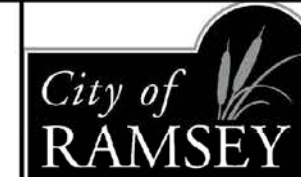
## SANITARY SEWER INSULATION

NO SCALE



NOTES:  
1. ON WEAR COURSE MILL THE EXISTING BITUMINOUS 1.5" BY 24" IN FRONT OF THE REPLACEMENT CURB.  
2. ON BASE COURSE SAW CUT AND REMOVE EXISTING BITUMINOUS 18" IN FRONT OF THE REPLACEMENT CURB.

APPROVED:  
1 - 2016

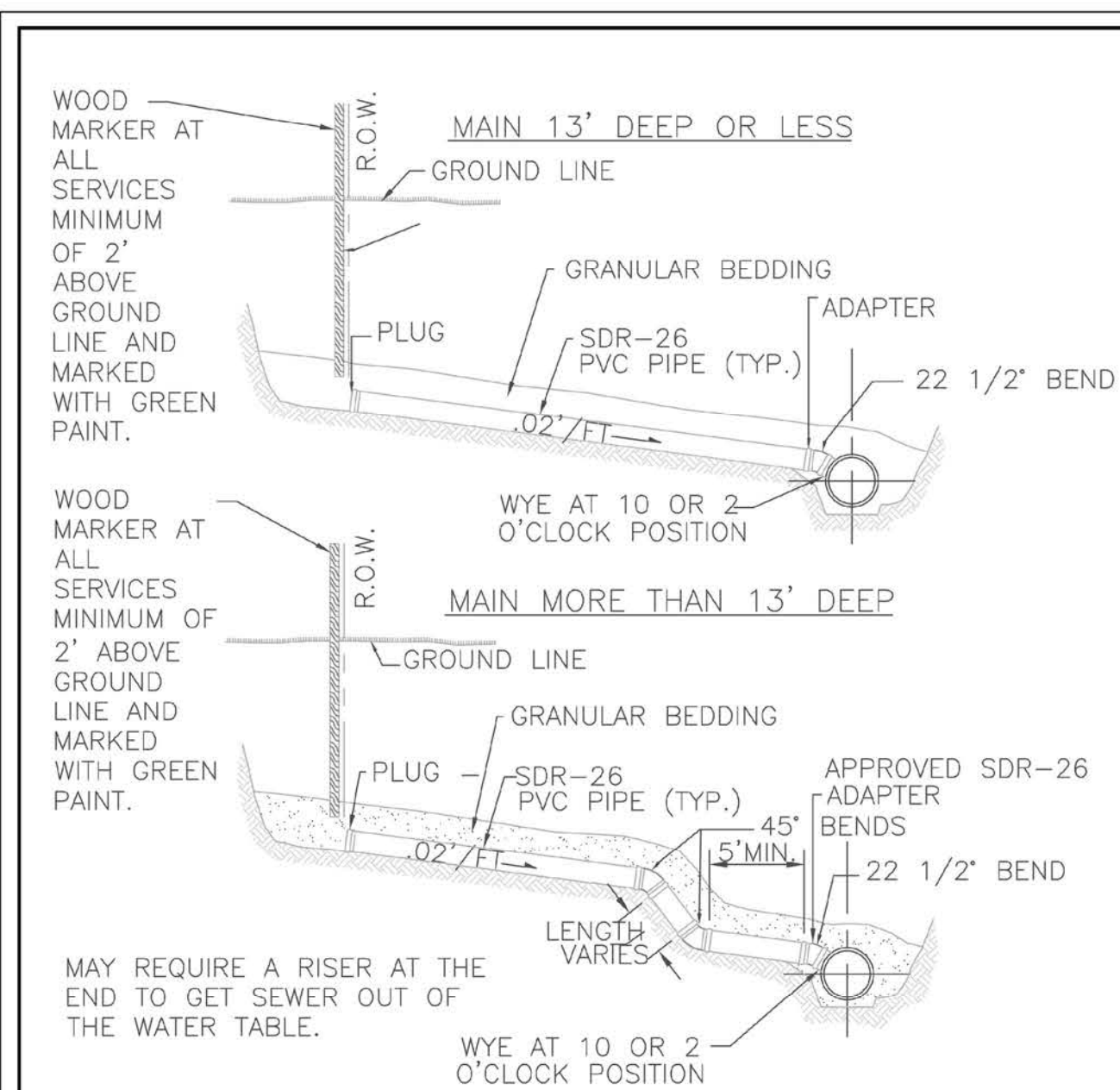


STANDARD DETAILS:  
CURB AND GUTTER  
CITY PLATE No. STR-1

4

## CURB AND GUTTER

NO SCALE



NOTES:  
1. 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES.  
2. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE.  
3. TRACER WIRE ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS.

APPROVED:  
4 - 2016



STANDARD DETAILS:  
SANITARY SEWER SERVICE  
CITY PLATE No. SEW-3

2

## SANITARY SEWER SERVICE

NO SCALE

DEVELOPER

MEADOWCREEK BUILDERS

10122 EWING LANE  
BROOKLYN PARK, MN 55443  
TEL (612) 867-6533

MUNICIPALITY



PROJECT

HARVEST ESTATES  
2ND ADDITION  
RAMSEY, MINNESOTA

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVIEW
XX MON 20XX	XXXXXXXXXX	XXX

CERTIFICATION

**PRELIMINARY  
NOT FOR  
CONSTRUCTION**

PRELIMINARY PLAT  
01.03.2019



105 South Fifth Avenue Tel: 612-252-9070  
Suite 513 Fax: 612-252-9077  
Minneapolis, MN 55401 Web: landform.net

FILE NAME C702KRZ141029MCB

PROJECT NO. KRZ141029MCB

CIVIL CONSTRUCTION  
DETAILS

**C7.2**

SHEET NO. 7/8

Landform Inc. is a registered service mark of Landform Professional Services, LLC.



**LANDSCAPE NOTES**

- CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING.
- COORDINATE INSTALLATION WITH CONTRACTORS PERFORMING RELATED WORK.
- SEED MIXTURES SHALL BE AS DEFINED IN CURRENT MNDOT SEEDING MANUAL. NATIVE SEEDS SHALL BE OF MINNESOTA (OR AS SPECIFIED) ORIGIN AND CERTIFIED BY THE MINNESOTA CROP IMPROVEMENT ASSOCIATION (MCIA). PROVIDE VERIFYING DOCUMENTATION TO THE OWNER 30 DAYS MINIMUM PRIOR TO INSTALLATION.
- PLANT MATERIAL SHALL CONFORM TO THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS AND BE OF HARDY STOCK, FREE FROM DISEASE, INFESTATION, DAMAGE, AND DISFIGURATION. FOR DISCREPANCY BETWEEN THE NUMBER OF PLANTS ON THE SCHEDULE AND THE NUMBER SHOWN ON THE DRAWING, THE DRAWING SHALL GOVERN.
- PLANTING SOIL SHALL CONSIST OF 4 PARTS TOPSOIL TO 1 PART PEAT HUMUS, WITH 3 POUNDS OF COMMERCIAL FERTILIZER PER CUBIC YARD.
- SPREAD A MINIMUM OF 6 INCHES OF TOPSOIL AND SEED/SOD ALL TURF AREAS DISTURBED BY CONSTRUCTION.
- PLACE PLANTS ACCORDING TO LAYOUT WITH PROPER NOMINAL SPACING.
- SEE DETAILS FOR DEPTH OF PLANTING SOIL.
- INSTALL A 6-FOOT DIAMETER SHREDDED HARDWOOD MULCH DISH AROUND TREES NOT PLACED WITHIN A SHRUB OR PERENNIAL PLANTING BED. VINYL EDGING IS NOT REQUIRED.
- CONIFEROUS TREE SPECIES SHALL BE PLACED PER PLAN. VARIABLE HEIGHTS WITHIN EACH SPECIES (SEE PLANT SCHEDULE BELOW) SHALL BE RANDOMLY PLACED THROUGHOUT SITE. NO GROUPING SHALL CONTAIN CONIFERS OF THE SAME SINGLE HEIGHT.

**SOD / SEED**

- SEE EROSION CONTROL PLAN FOR SEEDING OF ALL OTHER DISTURBED AREAS.

**DECIDUOUS TREES**

KEY	COUNT	COMMON NAME	SCIENTIFIC NAME	MATURE SIZE	SIZE/ROOT	SYMBOL
ACMO	1	NORTHWOOD MAPLE	ACER RUBRUM 'NORTHWOODS'	50'H x 35'W	2.5' BAB	
TIRE	3	REDMOND LINDEN	TILIA AMERICANA 'REDMOND'	50'H x 30'W	2.5' BAB	
BENA	7	RIVER BIRCH	BETULA NIGRA	50'H x 40'W	2.5' BAB	
CEOC	6	COMMON HACKBERRY	CELTIS OCCIDENTALIS	75'H x 50'W	2.5' BAB	
QUBI	3	SWAMP WHITE OAK	QUERCUS BICOLOR	60'H x 50'W	2.5' BAB	

**CONIFEROUS TREES**

KEY	COUNT*	COMMON NAME	SCIENTIFIC NAME	MATURE SIZE	SIZE/ROOT	SYMBOL
PINI	3	AUSTRIAN PINE	PINUS NIGRA	50'H x 20'W	6' BAB	
PIGD	4	BLACK HILLS WHITE SPRUCE	PICEA GLAUKA DENSATA	45'H x 20'W	6' BAB	
ABBA	22	BALSAM FIR	ABIES BALSAMEA	60'H x 35'W	6' BAB	

**DEVELOPER**

**MEADOWCREEK BUILDERS**

10122 EWING LANE  
BROOKLYN PARK, MN 55443  
TEL (612) 867-6633

**MUNICIPALITY**



**PROJECT**

**HARVEST ESTATES  
2ND ADDITION  
RAMSEY, MINNESOTA**

**ISSUE / REVISION HISTORY**

DATE	ISSUE / REVISION	REVIEW
XX MON 20XX	XXXXXXXXXX	XXX

**CERTIFICATION**

**PRELIMINARY  
NOT FOR  
CONSTRUCTION**

IF THE SIGNATURE, SEAL OR FOUR LINES DIRECTLY ABOVE ARE NOT VISIBLE, THIS SHEET HAS BEEN REPRODUCED BEYOND INTENDED READABILITY AND IS NO LONGER A VALID DOCUMENT. PLEASE CONTACT THE ENGINEER TO REQUEST ADDITIONAL DOCUMENTS.

**PRELIMINARY PLAT**  
01.03.2019



105 South Fifth Avenue Tel: 612-252-9070  
Suite 513 Fax: 612-252-9077  
Minneapolis, MN 55401 Web: landform.net

FILE NAME L201KRZ141029MCB  
PROJECT NO. KRZ141029MCB

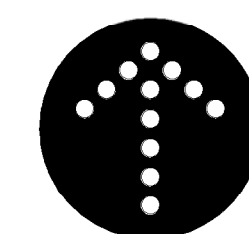
**LANDSCAPE PLAN  
AND DETAILS**

**L2.1**

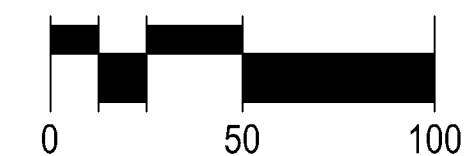
SHEET NO. 8/8



**Know what's Below.  
Call before you dig.**



**NORTH**



**ORDINANCE #19-04**

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

**AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND  
SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.**

**AN ORDINANCE AMENDING SECTION 117-90 "MAP" OF CHAPTER 117 OF THE  
CITY CODE OF RAMSEY, MINNESOTA.**

**SECTION 1. AMENDMENT**

The following legally described properties or portions thereof, are hereby rezoned from R-1 Residential (MUSA) to R-1 Residential (MUSA – Villas).

Lot 25, Block 1 Harvest Estates, Anoka County, Minnesota.

**SECTION 2. MAP**

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Zoning Map", which map was adopted pursuant to Section 117-90 of the Ramsey City Code.

**SECTION 3. EFFECTIVE DATE**

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

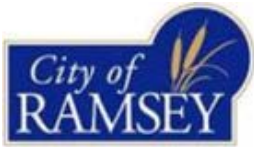
PASSED by the City Council of the City of Ramsey, Minnesota the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator

Introduction date:  
Posting dates:  
Adoption date:  
Publication date:  
Effective date:



Our Mission: To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services.

## CC Regular Session

7.4.

**Meeting Date:** 03/12/2019

**By:** Chris Anderson, Community  
Development

---

### Information

#### **Title:**

Adopt Ordinance #19-03 Amending the Definition of Topsoil (Project No. 18-146)

#### **Purpose/Background:**

The City Council introduced Ordinance #19-03 on February 26, 2019 and per the City Charter, it is now eligible for adoption.

In the mid-to-late 2000s, the City adopted a new development requirement, requiring all new construction to establish 4" of premium topsoil. The intent was to reduce the consumption of water related to lawn irrigation. Through several appropriations request to the Minnesota Department of Natural Resources for additional public wells, the City needed to implement additional water conservation measures due to the high consumption of water in summer months compared to peer communities. A large portion of this consumption was due to lawn irrigation in very sandy soils. While the current standard is quite effective in water conservation, Staff believes it is an appropriate time to evaluate the cost-benefit ratio. The standard has not reduced the amount of development in the community, but the City has received much feedback on the standard.

For several years now, the City has been receiving feedback on the current topsoil requirement both in the field, as well as in other forums such as the Contractor's Networking Event hosted by the City. More recently, the City received a written request from Capstone Homes to consider revising the topsoil standard by eliminating the specification for Premium Topsoil Borrow (a now former MnDOT specification). The request identified two negative effects of the current topsoil requirement. First, that the topsoil is doing too good of a job in terms of holding water. Capstone acknowledges that many homeowners are likely not adjusting their irrigation systems to account for the topsoil and are actually contributing to the problem. Secondly, Capstone identified price as a concern compared to the cost of a less stringent definition of black dirt.

Staff has had multiple discussions with the Environmental Policy Board (EPB) regarding this topic. The EPB requested Staff to gather information on what similar peer communities with similar sandy soils require, and review the purpose of the requirement in these communities to see if the analysis is a fair comparison. Staff looked at the requirements for communities such as Andover, Big Lake, and Blaine, all of which have a topsoil requirement and are growing communities on sandy soils. Elk River was also contacted but due to significant opposition, they did not adopt a topsoil requirement. Rather, Elk River implemented a rebate program focused on improving irrigation systems.

#### **Notification:**

A Notice of Public Hearing was published in the Anoka County UnionHerald.

#### **Observations/Alternatives:**

## **Review of Peer Communities Topsoil Requirements**

Staff contacted multiple communities that are all situated within the Anoka Sand Plain. These comparisons generally have a sandy base or native soils with less water holding capabilities. A summary of each community's standards are attached to this case. Based on this review, it is clear that Ramsey has a much more stringent approach to topsoil. It seems that communities that have adopted a topsoil requirement have done so with an intention of reducing demand on groundwater while also assisting with vegetation establishment.

## **Cost Comparison**

Staff has also obtained cost estimates from Capstone Homes as part of this request. The information helps illustrate the cost per lot, which is ultimately passed on to the Buyer. The topsoil requirement is applicable to any lot in any district being developed with a new principal building, including those on private wells which still draw from groundwater supply. These costs are representative of the typical residential lot sizes being developed currently.

Approximate Lot Size	Estimated Cost of Premium Topsoil Borrow	Estimated Cost of Regular Black Dirt	Price Difference
6,000 sq. ft. (0.15 acres)	\$3,690	\$2,250	\$1,440
10,800 sq. ft. (0.25 acres)	\$5,740	\$3,500	\$2,240
43,560 sq. ft. (1 acre)	\$10,660	\$6,500	\$4,160
108,900 sq. ft. (2.5 acres)	\$19,000	Unknown	Unknown

## **Alternatives to Premium Topsoil Specification**

The present request is not to entirely eliminate the topsoil requirement, but rather to modify it to something more consistent with surrounding communities. This would still provide improved soil characteristics, but at a more cost effective ratio. This could also help address recent concerns raised by homeowners about standing water and spongy areas in backyards when irrigation systems are not adjusted properly.

Advances in irrigation technology over the past decade have made it easier and more cost effective to conserve water through better sprinkling habits. Smart controllers can be connected via the internet to current and local weather information and historical data to assist with reducing unnecessary waterings. Also, multiple soil moisture sensors can be utilized in different parts of a yard to ensure that the irrigation system doesn't turn on that zone unless there is insufficient moisture in the soil. These sensors are typically \$150 or less. The message coming out of the University of Minnesota's Extension team is that water efficient irrigation systems, not new turf varieties or soil amendments such as topsoil, have become the most cost effective means to reducing non-consumptive water usage.

City Code now requires any new irrigation system to have a water efficient technology. However, there are many existing systems that could be retrofitted. This comes at a higher cost than upgrading a new system. While not being proposed at this time, the City could consider developing a rebate program that would provide a financial incentive to owners to upgrade existing systems. Additionally, the City could provide incentives for a simple irrigation system tune-up that would maximize efficiency and provide an educational opportunity for the Homeowner. It may also be possible to find grant funds to establish and offer these rebate programs.

## **Weather/Precipitation/Landscape**

The largest factor in water usage has always been and will likely always be the weather and precipitation. With newer systems, weather can be factored into the programmed run-times. The water usage data from the City does show a clear correlation between reduced precipitation and increased water usage.

Additionally, tree canopy cover can also play a significant role in watering needs of a yard. Shady portions of a

lawn require much less water than sunny portions. This demonstrates the effectiveness of installing several moisture sensors, with the ability to isolate zones.

### **Recommendation**

The EPB and Planning Commission recommend approval of this Ordinance that keeps, but modifies the topsoil standard for reasons stated above.

The Public Works Committee received an update from Staff on the proposed Ordinance Amendment on February 19, 2019. By consensus, the committee supported presenting the Ordinance Amendment to the City Council. In addition, the Committee requested that Staff consider tailoring proposed water conservation educational materials differently to property owners of larger rural lots on private wells.

### **Alternatives**

Alternative 1: Adopt Ordinance #19-03 as presented. The EPB and Planning Commission support this alternative.

Alternative 2: Do not introduce the Ordinance Amendment to amend the current definition of topsoil.

### **Funding Source:**

This case is being handled as part of Staff's regular duties.

### **Recommendation:**

Both the EPB and the Planning Commission recommend adopting Ordinance #19-03.

### **Action:**

Motion to waive the Charter requirement to read the ordinance aloud and adopt Ordinance #19-03 amending the definition of topsoil.

Roll Call Vote

Councilmember Kuzma  
Councilmember Riley  
Councilmember Musgrove  
Councilmember Heinrich  
Councilmember Shryock  
Mayor LeTourneau

---

### **Attachments**

Letter from Casptone Homes

Current Topsoil Specification

Comparison of Topsoil Requirements of Peer Communities

EPB Meeting Minutes Dated August 20, 2018

EPB Meeting Minutes Dated November 19, 2018

Draft Planning Commission Meeting Minutes Dated February 7, 2019

Draft City Council Meeting Minutes Dated February 26, 2019

Ordinance #19-03

---

**Form Review**

**Inbox**

Bruce Westby

Tim Gladhill

Kurt Ulrich

Form Started By: Chris Anderson

Final Approval Date: 03/07/2019

**Reviewed By**

Bruce Westby

Tim Gladhill

Kurt Ulrich

**Date**

03/06/2019 10:49 AM

03/06/2019 02:41 PM

03/07/2019 10:29 AM

Started On: 02/27/2019 10:00 AM



Tim Gladhill  
Community Development Director  
City of Ramsey

July 24<sup>th</sup> 2018

Mr. Gladhill,

I'm writing to address the city policy regarding the spreading of black dirt on new construction lots at the time of construction.

The current policy requires homebuilders to place four inches of D.O.T. certified black dirt on all sodded areas of the lot. We understand that this certified dirt is an attempt to reduce irrigation need/usage and ultimately decrease water consumption in the city.

The builders are experiencing two negative effects of this policy:

1. The certified black dirt does hold more water, in fact it holds water like a sponge, and the residents often call us to complain about spongy or highly saturated areas of their yard that never dry out. We've experienced problems especially in drainage swales and lower elevation areas of yards remaining wet most of the time.
2. The cost of the certified black dirt is \$425 per load versus \$250 per load for regular black dirt that we use in all the other communities we build in. The typical lot uses approximately 8-10 loads of dirt at \$1400-\$1750 more per yard than what it costs in other communities.

The reason for the saturated, soggy lots is that people run their sprinkler systems too much. They typically set them to keep their lawn green in the driest, hottest months but they don't adjust for cooler days, or upcoming rain.

We would like to propose an alternative that we feel will be more affective at reducing water consumption, provide a better quality yard for the resident, at a lower cost for us and ultimately the resident.

Capstone Homes would like to propose that as an acceptable alternative in lieu of the current certified black dirt requirement that the builder provide an in-ground sprinkler system equipped with a Wi-Fi smart control system and four inches of regular black dirt on the entire sodded area of the lot. Enclosed is a brochure for an example of this product. The product would be installed during construction of the house, and the customer would be educated at the time of final walk through. Capstone homes will do

the system set-up so it is pre-programmed when the resident takes possession of the home and gets internet service

We ask you to consider our request and to reach out to us for further information if desired.

Our goal is a win-win-win for the city, builder and the future residents.

Thank you for your consideration,

Ben Minks

President

---



The Most Complete Wi-Fi Irrigation Control System



**Hydrawise-Ready Products:**

**Controllers:** Hunter's touchscreen residential controllers are your best choice for efficient and reliable watering.

**HC Flow Meter:** Flow meters allow you to detect broken pipes, spray heads and faulty wiring or valves.

Schedule an appointment with your local irrigation contractor to see how you can maximize your system's performance to save both water and money.





Save up to  
50% on your  
water bills



#### Manage from Anywhere

Gain convenient system access anytime from your smartphone, tablet, or the web for a range of remote management capabilities. Remote monitoring allows you to conveniently view, manage, and monitor your irrigation controller.



#### Save Water

Advanced, web-based climate monitoring uses local forecast data including temperature, precipitation, wind speed, and other factors to automatically adjust your irrigation system to area weather conditions, ensuring plants remain healthy — rain or shine.

**No more wasted water. No more dead plants.**



#### Protect Your Landscape

Designed to manage different landscapes across various climate zones, Hydrowise™ prevents over- and under-watering to ensure your plants get exactly what they need to remain healthy and flourishing.



#### Add Your Contractor

Built-in flow rate and valve monitoring instantly alert your professional landscape contractor in the event of a problem, so you can rest assured that your outdoor living space remains protected and your irrigation system is in good hands.

*“Every summer, our water bills are over \$100 just to keep our small grass area and other plants green. Since installing the Hydrowise unit, our water bill has gone from \$137 to \$74!”*

- Darlene - Las Vegas, Nevada



Discover Awesomeness at [hydrowise.com](http://hydrowise.com)

<b>Table 3877-3 Premium Topsoil Borrow</b>		
<b>Requirement</b>	<b>Minimum</b>	<b>Maximum</b>
Material Passing 2.0 mm (#10) Sieve	95%	--
Clay	10%	25%
Silt	25%	60%
Sand & Gravel	25%	60%
Organic Matter	5%	15%
pH	6.0	7.1
Soluble Salts	--	0.15 siemens/m <b>1.5 mmho/cm</b>

## Topsoil Info from Peer Communities

### **Blaine**

Definition: *Top soil*: Black dirt composed of unconsolidated material, largely undecomposed organic matter with no more than 35% sand. Requires 4 inches. They do inspect but simply lift up sod to verify that topsoil is there. They do not require any documentation regarding the material. The requirement is for both vegetative growth and water conservation.

### **Andover**

Definition: "organic/black topsoil" shall be defined as soil/dirt that has sufficient amounts of organic material to establish a suitable foundation for vegetative growth. The topsoil should contain no more than thirty five percent (35%) sand content.

Requires 4 inches and is encouraged to be tilled in with the existing grade for optimal growth. Do not require load tickets nor do they routinely do any inspections. Originally implemented for water conservation and turf establishment purposes. Only required for lots on municipal sewer and water.

### **Elk River**

Doesn't have a topsoil requirement. ERMU attempted to incorporate into City Code several years ago to assist with water conservation, but it was not well received (presumably by the community/developers) and therefore was never adopted.

### **Big Lake**

Definition: Black dirt consisting of not more than 35% sand. Requires 4 inches across all disturbed areas. There is a basic landscape inspection that is done to verify that the yard is established, trees have been planted, and topsoil was installed. No documentation is required regarding the soil material. Likely established to reduce demand on groundwater for lawn maintenance (water conservation).

## **5.02: Review Request for an Amendment to the Current Topsoil Standard**

City Planner Anderson presented the staff report. He stated that the City has received a written request to consider an amendment to the current topsoil requirement. Presently, the issuance of any Building Permit for a new principal building (residential and commercial/industrial buildings) triggers installation of four inches of topsoil meeting MnDOT's Premium Topsoil Borrow specification, across all disturbed areas not otherwise improved with impervious surfaces (e.g. building, walkways, driveways, etc.). Staff has not prepared any draft ordinance amendment but did want to initiate a discussion with the EPB about what information will be helpful for a future discussion on this topic. He stated that staff received an email this afternoon from PSD, which he provided to the Board prior to the meeting, and stated that PSD would like to leave the topsoil requirement as is and focus more on education on the homeowner level. He stated that part of the concern is that perhaps the first homeowner is aware of the topsoil requirement, however when the property changes ownership the information is not passed on to future owners. He stated that staff continues to research water conservation techniques and it is becoming apparent that the most effective water conservation tool is the smart sensor technology for inground irrigation systems.

Board Member Covart asked what would happen if there is not enough topsoil.

City Planner Anderson stated that presently the City's engineering staff does the topsoil inspection and provided additional details. He stated that if the sod is laid prior to inspection the builder would need to roll back the sod to allow for the inspection.

Board Member Fetterley stated that she would like to see comparisons from other communities. She stated that as a recent homeowner in the community they installed a smart sensor without knowing the requirement of the City. She stated that they have seen a decrease in their water bill after installing that technology. She noted that if builders are installing the smart sensor, there should not be an issue with over watering going forward. She agreed that education of existing homeowners and with the change in ownership of property would be helpful but noted that if the smart sensor is installed that should prevent over watering.

City Planner Anderson stated that the irrigation amendment was done more recently and agreed that the City should not see the issue as much moving forward. He stated that the cost to meet the topsoil requirement for the smaller lots is about \$5,000, while the cost to meet the requirement for larger rural parcels would be higher.

Board Member Madison asked for details on the Capstone request.

City Planner Anderson stated that Capstone is aware of the City requirement. He stated that the City has created a list of pre-approved soil suppliers. He stated that if an alternate supplier is used, the developer/resident would have to have the soil tested.

Board Member Madison asked where the soggy yards are occurring for Capstone.

City Planner Anderson stated that could occur in swale areas that are lower in elevation. He provided additional information on the grading requirement of the City.

Board Member Madison referenced a relation of flat lots that use sump pumps and soggy lawns and asked if there is a requirement for drain tile for flat lots.

City Planner Anderson replied that the City does not have that requirement.

Board Member Fetterley asked if there are unintended consequences that could arise from changing the topsoil requirement.

City Planner Anderson stated that Capstone is not requesting to eliminate the topsoil requirement but is asking to eliminate the MnDOT certified soil requirement and instead use a standard topsoil mix. He stated that standard topsoil would have between one and three percent organic material while the City's specification requires at least five percent organic material. He stated that the perception could be that additional watering is required but did not believe homeowners think along those lines. He stated that in relation to erosion control, that is considered to be met once sod is installed or if grass seed is used, once grass has been fully established. He did not think a change in the topsoil specification would result in greater erosion concerns.

Board Member Fetterley stated that if there is less quality soil, people may water more frequently or not water enough to maintain grass/sod.

City Planner Anderson stated that multiple professors at the University of Minnesota have said that grass does not truly die, as it only goes dormant and once watered again, most will start growing again.

Chairperson Valentine referenced the regulations of neighboring communities and whether they have a soil type specification as well as depth.

City Planner Anderson confirmed that he would obtain that information from neighboring communities prior to the next time this topic is discussed, specifically what the definition of topsoil is, the amount of topsoil that is required, and the manner in which topsoil is required to be applied. He was unsure that any other communities have identified the premium topsoil specification that Ramsey has identified.

City Council Liaison LeTourneau asked if there would be a different definition of base soil for neighboring communities, specifically whether their base soil is also sand or perhaps clay.

Chairperson Valentine agreed that it would be important to compare other communities that have a similar sandy base soil that Ramsey has.

City Planner Anderson stated that Plymouth has clay soils and therefore comparing their requirements to Ramsey's would be like comparing apples to oranges. He agreed that it would be more important to focus on areas like Elk River and Andover as those are similarly growing communities that also have sandy soils. He stated that although Blaine is more developed, they also have sandy soils and perhaps that would also be a good comparison.

City Council Liaison LeTourneau stated that it would also be interesting to find out the other communities' orientation on water conservation. He noted that Ramsey is very orientated towards water conservation and if other communities do not share that concern, they may not have the same requirements. He stated that it is his understanding that Ramsey is handling the majority of the recharge of the aquifer while the discharge is being shared.

Board Member Fetterley referenced the educational standpoint and stated that perhaps there could be brainstorming on the information that would need to be shared. She noted that there are different areas of the community, noting that her property has no topsoil and is mostly sand and some property owners have City water while others have well water and therefore there would need to be different educational information shared to different property owners.

City Planner Anderson stated that the Board previously developed a water conservation toolbox that could be updated and perhaps there could be discussion of time appropriate information shared in the City newsletter and on the website for this topic. He stated that part of the challenge is that the City can make the information available but cannot make people read the information. He stated that perhaps there would be an opportunity to include information in the new resident mailing and packet that is made available to new residents.

Board Member Fetterley asked if the Board could target the irrigation companies that work in this area to assist in education of homeowners. She stated that her family has an irrigation company they work with that actually suggested the smart sensor.

City Planner Anderson stated that existing irrigation systems are not subject to the smart sensor requirement and explained that the intention was that any new systems installed would need to have the sensor.

City Council Liaison stated that the City's Communication Specialist could also possibly assist in the educational component.

City Planner Anderson confirmed that he would likely be working with the Communication Specialist on the educational components.

City Council Liaison LeTourneau asked the timeline of when this would move forward to the Council.

City Planner Anderson reviewed the potential schedule for this item noting that perhaps this would move to the Council in November or December. He stated that if there is any change, his intent would be to implement the change prior to the construction season in 2019.

City Council Liaison LeTourneau stated that he will appreciate the input of the Board Members at the future discussions in order to better represent their opinion when this does move forward to the City Council.

City Planner Anderson confirmed that to be his intention. He noted that the intent tonight was simply to introduce the discussion to the Board and obtain input on what the Board would find helpful for the next discussion.

Board Member Moore stated that it would be helpful to have the information from the City Engineer on the University of Minnesota session he attended regarding topsoil and watering.

### **5.01: Discussion on Topsoil Requirement and Potential Amendments or Alternatives (Project No. 146)**

City Planner Anderson presented the staff report. He noted that the Board previously held a general discussion on the City's topsoil standard. The impetus for that discussion (and this case) was a request from a developer/builder that the City revise the topsoil standard by eliminating the specification for Premium Topsoil Borrow. The request identified two negative effects of the current topsoil requirement. First, that the topsoil is doing too good of a job in terms of holding water; they acknowledge that many homeowners are not adjusting their irrigation system to account for the topsoil and are actually contributing to the problem. Secondly, they identified price as a concern compared to the cost of "regular" black dirt. He stated that as part of the initial discussion, staff was asked to gather information on what similar peer communities (with similar sandy soils) require and what the purpose of the requirement was (to see if it is an apples-to-apples comparison). Additionally, staff has attempted to compile water usage data for the City over the past ten years in an attempt to assess the effectiveness of the current topsoil requirement to reduce water usage.

City Planner Anderson noted that while topsoil is a beneficial addition, both for water conservation and vegetation establishment, the cost difference of an engineered soil compared to a more standard black dirt is significant. Focusing more on the irrigation systems and water efficient technologies rather than engineered soils, along with additional educational information on irrigation systems, should be as effective as the current standard regarding reducing demand on groundwater. It would certainly be accomplished at a lower cost to the future homeowner (and possibly current homeowners if a rebate program were implemented). Thus, staff would recommend proceeding with an Ordinance Amendment to modify the definition of topsoil consistent with other peer communities (such as "black dirt composed of unconsolidated material, largely undecomposed organic matter with no more than 35% sand").

City Engineer Westby stated that staff is involved with other groups on the topic of water supply, both regionally and across the metro, and provided background information on the groups that he is involved with. He stated that he has worked with Capstone over a number of years on the developments that they have been working on in Ramsey. He stated that he become more involved in the topsoil specification and the fallout caused by the specification, specifically in the Brookfield 7<sup>th</sup> and 8<sup>th</sup> additions. He provided examples of backyards in that neighborhood that consistently hold water after rain events or from upstream property owners overwatering their yards. He stated that staff worked with Capstone in those areas to use a Ramsey topsoil which has a higher portion of sand and lesser organic material as test cases and that seems to have worked well. He stated that since the time the topsoil requirement was enacted, the cost for smart sensor technology for irrigation has come down significantly and is a much more effective manner to conserve water. He stated that he has attended a lot of workshops, especially those sponsored by the University of Minnesota, to learn more on the topic.

Board Member Hiatt asked if there is information in the infiltration and the improvement in infiltration that would be provided through the newly proposed topsoil compared to the current topsoil.

City Planner Anderson stated that he does not have definitive figures. He stated that the soil will have more structure to it because of the increase in sand which will provide additional opportunity for infiltration and reduction of that sogginess.

Board Member Hiatt asked for information on the test sites in Brookfield.

City Engineer Westby provided background information on the test sites in Brookfield as well as soils used by other communities such as Monticello and Big Lake. He stated that ground would be less saturated and soggy using the new proposed topsoil.

Board Member Hiatt stated that if something is going to be changed, he would want to ensure that enough is being done to provide better infiltration to get the water back into the aquafer. He stated that perhaps there can be quantifiable data that would show the comparison of infiltration between the current topsoil requirement and the newly proposed topsoil.

City Engineer Westby stated that the once the topsoil mix is completed, it can be tested to provide that infiltration rate information.

Board Member Fetterley stated that her concern would be whether the City is currently doing a better job protecting the aquafer using the current topsoil requirement compared to other communities.

City Planner Anderson stated that he does not have comparable data of water use over time for other communities. He stated that the City has already amended the zoning code to state that if an irrigation system is going to be installed it must include some form of water efficient technology. He was unsure if other communities have enacted similar regulations. He stated that he could request water usage data from the other communities to determine if their topsoil standard has had an impact.

Chairperson Valentine commented that this was a great presentation that clarifies the parameters of the issue. He stated that at some level there needs to be an effort to quantify the value that is being received from the systems put in place to conserve groundwater. He stated that Ramsey has residents on municipal water and residents that have their own wells and therefore there is a need for different education materials for those residents as both impact the aquafer. He stated that he would support the staff recommendation to change the topsoil requirement and beyond that there is a broader framework that needs to continue to be looked at as there are many dimensions to this topic.

City Engineer Westby stated that from a cost-benefit side, implementing a soil moisture sensor provides a savings of about \$200 to a homeowner in water savings in the first growing season, which pays for itself within that first year. He stated that staff is attempting to provide infiltration to recharge the aquafer and the lower organic content will provide additional infiltration opportunities.

Board Member Moore asked if there has been any talk about whether it would be beneficial for different parts of the City to have different soil requirements because of the different soil conditions that exist throughout the community.

City Planner Anderson stated that staff has soils maps that identify fingers of clay but noted that the majority of Ramsey is composed of sandy soils. He stated that it would be difficult to design a standard based on an underlying soil type, noting that sometimes the soils maps are inaccurate, or pockets of clay are found that were previously unknown.

Board Member Hiatt referenced the proposal from Capstone which requested the change to the topsoil requirement and a mandate for inground irrigation with water sensors. He stated that water sensor information was not included in this recommendation and asked if the City already requires that.

City Planner Anderson confirmed that the zoning code was previously amended to require a form of water efficient technology. He explained that the language was left broader, providing examples, to ensure that the City would not preclude new technology that is developed after the code was enacted. He stated that a majority of the irrigation systems in the City were already installed prior to the adoption of that ordinance change.

Motion by Board Member Hiatt and seconded by Chairperson Valentine to direct staff to prepare an Ordinance Amendment to revise the definition of topsoil.

Motion carried. Voting Yes: Chairperson Valentine, Board Member Covart, Hiatt, Madison, and Moore. Voting No: None. Absent: Board Member Bernard and Fetterley.

Board Member Hiatt stated that perhaps this would be a good time to work on an incentive-based model that would encourage those that already have irrigation systems to install the new sensor technology to reduce water usage.

City Planner Anderson noted that although education was not a focus of this discussion, it will continue to be an element going forward. He stated that staff can develop and make available all the educational material, but people have to actually read it. He agreed that staff could connect with other communities that have enacted incentives to gather information and develop a proposed implementation plan.

Chairperson Valentine asked if staff would need additional support in order to move this forward with sufficient speed.

City Planner Anderson stated that he is unsure of the staffing needs but agreed that there would be added time to administrating any incentive-based program. He noted that there would be options for interns or other options that may not have a cost to the City. He did agree that there would be added resources needed from staff to implement a program of that nature and would be included in anything that comes forward for review.

## **5.06: Public Hearing: Consider Ordinance #19-03 Amending the Definition of Topsoil (Project No. 18-146)**

### **Public Hearing**

Chairperson Bauer called the public hearing to order at 10:12 p.m.

### **Presentation**

City Planner Anderson presented the staff report stating in the mid-to-late 2000s, the City adopted a new development requirement, requiring all new construction to establish 4" of premium topsoil. The intent was to reduce the consumption of water related to lawn irrigation. Through several appropriations request to the Minnesota Department of Natural Resources for additional public wells, the City needed to implement additional water conservation measures due to the high consumption compared to peer communities. A large portion of this consumption was due to lawn irrigation in very sandy soils. While the current standard is quite effective in water conservation, Staff believes it is an appropriate time to evaluate the cost-benefit ratio. The standard has not reduced the amount of development in the community, but the City has received much feedback on the standard.

City Planner Anderson explained for several years now, the City has been receiving feedback on the current topsoil requirement, both in the field and at other forums such as the Contractor's Networking event, hosted by the City. More recently, the City received a written request from Capstone Homes to consider revising the topsoil standard by eliminating the specification for Premium Topsoil Borrow (a now former MnDOT specification). The request identified two negative effects of the current topsoil requirement. First, that the topsoil is doing *too* good of a job in terms of holding water. They acknowledge that many homeowners are likely not adjusting their irrigation systems to account for the topsoil and are actually contributing to the problem. Secondly, they identified price as a concern compared to the cost of 'regular' black dirt.

City Planner Anderson reported staff has had multiple discussions with the EPB regarding this topic. The EPB requested Staff to gather information on what similar peer communities (with similar sandy soils) require and what the purpose of the requirement was (to see if it is an apples-to-apples comparison). Staff looked at the requirements for communities such as Andover, Big Lake, and Blaine, all of which have a topsoil requirement and are growing communities on sandy soils (Elk River was also contacted but due to significant opposition, they did not adopt a topsoil requirement and rather, through their municipal utilities division, implemented a rebate program focused on improving irrigation systems).

### **Citizen Input**

Ben Minks, Capstone Homes, thanked the Commission for their consideration. He commented on the cost of the topsoil material noting he was working to provide a home product that working families could afford. He explained that many of the watering concerns were being created by residents. He encouraged the Commission to consider allowing generic black dirt to be used as topsoil.

Commissioner Surma thanked Capstone for building high quality housing products in Ramsey. He stated he would support Capstone's proposed request.

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 10:28 p.m.

### **Commission Business**

Motion by Commissioner Surma, seconded by Commissioner VanScoy, to recommend that City Council adopt Ordinance #19-03 amending the definition of topsoil.

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

### **7.07: Introduce Ordinance #19-03 Amending the Definition of Topsoil (Project No. 18-146)**

City Planner Anderson reviewed the staff report and recommendation from the EPB and Planning Commission to approve the Ordinance, which keeps, but modifies, the topsoil standard for the reasons stated in the case. The Public Works Committee received an update from staff on the proposed ordinance amendment on February 19<sup>th</sup> and by consensus, the Committee supported presenting the amendment to the City Council. In addition, the Committee requested that staff consider tailoring proposed water conservation educational material differently to property owners of larger rural lots on private wells.

Ben Minks, Capstone, stated that staff did a great job of presenting this information. He explained how this relates to the market. He explained that they attempt to create an affordable housing product, and this is an area where money is being spent that does not accomplish the purpose it is intended to as well as it could be. He stated that if this change is implemented the average Ramsey lot within Brookfield, would save a couple thousand dollars per lot. He stated that his company also works in the neighboring communities that staff surveyed, and this is a unique cost to Ramsey and is a disadvantage to affordability in comparison to the ten other communities they build within.

Councilmember Heinrich stated that she appreciates Mr. Minks bringing this forward to the City and appreciates that the adoption of this ordinance would provide a cost savings to new Ramsey residents.

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to introduce Ordinance #19-03 amending the definition of topsoil.

Further discussion: Acting Mayor Riley noted that there will still be a requirement for topsoil, the definition will simply be changed to match other communities and will be easier for developers to meet.

Motion carried. Voting Yes: Acting Mayor Riley, Councilmembers Musgrove, Heinrich, Kuzma, Musgrove, and Shryock. Voting No: None. Absent: Mayor LeTourneau.

**ORDINANCE #19-03**

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

**AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.**

**AN ORDINANCE AMENDING SECTION 117-1 "DEFINITIONS" OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA.**

**SECTION 1. AUTHORITY**

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

**SECTION 2. AMENDMENT**

Sec. 117-1 – Definitions shall be amended by revising the definition of topsoil as follows:

Topsoil means black dirt composed of unconsolidated material, largely undecomposed organic matter that is a suitable foundation for vegetative growth. The composition of topsoil should contain no more than thirty-five percent (35%) sand content.

**SECTION 3. SUMMARY**

The following official summary of Ordinance #19-03 has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance.

Ordinance #19-03 amends the definition of topsoil to eliminate the reference to Table 3877-3 MnDOT Specification 3877C (Premium Topsoil Borrow) and simply specify that the composition of topsoil should contain no more than thirty-five percent (35%) sand content.

**SECTION 4. EFFECTIVE DATE**

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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Mayor

ATTEST:

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City Administrator

Introduction date:

Posting dates:

Adoption date:

Publication date:

Effective date:

Meeting Date: 03/12/2019

By: Tim Gladhill, Community Development

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**Information**

**Title:**

Adopt Ordinance #19-05; Amendment to City Code Chapter 117 (Zoning and Subdivision of Land) to add a Neighborhood Business District

**Purpose/Background:**

This Ordinance was introduced at the February 26, 2019 City Council meeting and is now eligible for adoption.

In 2016, following the Public Hearing regarding the property located at 6139 157 Lane NW, Staff was instructed to create a new zoning district within the City of Ramsey for the purposes of commercial property located near or adjacent to residential properties. Primarily, this Zoning District is needed to correct a previous zoning action (improper use of a conditional use permit). This case simply creates the tool. It does not give any additional rights to the property referenced above. This step will allow a tool to be utilized in strategic locations following the completion of the Comprehensive Plan Update. A separate case this evening is prepared for the property referenced above to officially change the Zoning District to this new district. Similarly, it does not give the property any additional right other than what was approved previously. It simply creates a conforming zoning situation where the City applied an incorrect tool in the past.

This zoning district did not move forward in 2016 and staff has been directed to bring the case back to the Planning Commission as a discussion item. This proposed zoning district is slightly more restrictive than the current B-1 district and would not occur along Highways 47 or 10. The intent of this ordinance is truly small-scale, neighborhood-scale commercial uses. The intent is not to allow higher intensity uses most commonly found along highway corridors. This district can be a valuable tool moving forward as the City attempts to accomplish comprehensive plan goals to provide a mix of uses focused on neighborhoods. For example, another potential area for this zoning district could be used would be near the new elementary school (not proposed at this time).

Staff drafted a proposed zoning district which includes permitted uses, conditional uses and prohibited uses. Following the feedback previous Planning Commission meetings, Staff has moved on-sale liquor to a conditional use and added the sales of tobacco, tobacco products or tobacco related devices to the prohibited uses, but now with additional restrictions.

During recent review at the end of 2018 and into early 2019, the ordinance has been amended to restrict the hours of operation and eliminate the possibility of the use of outdoor speakers to address concerns of the neighborhood.

**Notification:**

Staff published the Notice of Public Hearing in the Anoka County UnionHerald. City Staff also attempted to notify all property owners within 350 feet of 6139 157th Lane NW, of the request by U.S. Mail.

**Observations/Alternatives:**

Permitted uses in the new Neighborhood Business District include: administrative and business offices, personal or professional services, restaurants and cafes, and day care centers. Potential conditional uses include: expansion or enlargement of lawful nonconforming uses, animal clinics, medical clinics, and on-sale liquor. Prohibited uses include: Motor vehicle sales or repair, retail operations with drive through, gas stations, off-sale liquor.

The permitted accessory uses as well as the bulk standards are generally the same as the B-1 General Business District, and include regulations regarding setbacks, off-street parking, landscaping, and building materials.

Alternative #1. City Council adopt Ordinance #19-05. This would update the Zoning Code to include a new district called the Neighborhood Business District. Staff supports this alternative.

Alternative #2. City Council denies Ordinance #19-05. This would leave the Zoning Code as-is and would not create a Neighborhood Business District. This alternative would leave the property at 6139 157 Lane NW in illegal non-conforming status. Staff does not support this alternative.

Alternative #3. Table the ordinance amendment in order to have Staff research additional topics or draft ordinance amendments. Staff would support this alternative if there was specific language or other case studies the City felt necessary to review before making a recommendation.

**Funding Source:**

This case is being handled as part of normal Staff duties.

**Recommendation:**

The Planning Commission recommends that the City Council adopt ordinance #19-05 with the revisions included in the attached draft (limit on hours of operation and outdoor speakers). The Planning Commission did take into account feedback from the community and amended their original recommendation.

The Ordinance was introduced at the February 26, 2019 City Council Meeting and is now eligible for adoption.

**Action:**

Motion to waive the City Charter requirement to read the ordinance aloud and adopt Ordinance #19-05.

Roll Call Vote

Councilmember Heinrich  
Councilmember Kuzma  
Councilmember Musgrove  
Councilmember Shryock  
Councilmember Riley  
Mayor LeTourneau

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**Attachments**

[Planning Commission Minutes dated January 7, 2016](#)

[Previous Public Comment](#)

[Planning Commission Minutes - June 2018](#)

[Planning Commission Minutes - July 2018](#)

[City Council Minutes - August 2018](#)

[Public Comment from December 2018](#)

[DRAFT Planning Commission Minutes dated February 7, 2019](#)

[Ordinance #19-05](#)

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**Form Review**

**Inbox**

Tim Gladhill (Originator)  
Kurt Ulrich  
Form Started By: Tim Gladhill  
Final Approval Date: 03/07/2019

**Reviewed By**

Tim Gladhill  
Kurt Ulrich

**Date**

03/07/2019 10:31 AM  
03/07/2019 10:35 AM  
Started On: 02/27/2019 01:49 PM



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

The Ramsey Planning Commission conducted a regular meeting on Thursday, January 7, 2016, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:                   Chairperson Gary Levine  
  Commissioner Andrew Andrusko  
  Commissioner Randy Bauer  
  Commissioner Ralph Brauer  
  Commissioner Cindy Nosan  
  Commissioner Gary VanScoy

Members Absent:                   Commissioner Matthew Maul

Also Present:                       Community Development Director Timothy Gladhill  
  City Planner Chris Anderson  
  Housing Intern Michael Healy

**1.     CALL TO ORDER**

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

**2.     CITIZEN INPUT**

None.

**3.     APPROVAL OF AGENDA**

Motion by Commissioner Bauer, seconded by Commissioner VanScoy, to approve the agenda as amended removing Item 5.02 under Public Hearing/Commission Business.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, VanScoy, Andrusko, Brauer, and Nosan. Voting No: None. Absent: Commissioner Maul.

**4.     APPROVE PLANNING COMMISSION MINUTES**

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

**4.01.1: Planning Commission Meeting Minutes Dated December 3, 2015**

Motion by Commissioner VanScoy, seconded by Commissioner Nosan, to approve the following minutes as presented: Planning Commission Meeting Minutes dated December 3, 2015.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners VanScoy, Nosan, Andrusko, Bauer, and Brauer. Voting No: None. Absent: Commissioner Maul.

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

### **5.01: Public Hearing: Consider Resolutions #16-01-005 through #16-01-008 related to a Request for a Variance to Minimum Lot Size, Lot Width and Side Yard Setbacks in the Critical River Overlay District on the Properties Located at 14510 and 14500 Bowers Drive NW (Project 16-01); Case of Central Bank**

#### **Public Hearing**

Chairperson Levine 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 for a Variance to the minimum required lot size and width requirements in the Critical River Overlay District (the "Overlay District") for the property located at 14510 Bowers Drive NW (the "Subject Property"). The purpose of the request is to address an existing structure encroachment from the adjacent property at 14500 Bowers Drive NW. The Subject Property is presently vacant with the exception of the aforementioned encroachments. Should the Variance to lot size and lot width be approved, the applicant would then proceed with an Administrative Subdivision to realign the common lot line between the Subject Property and the adjacent lot to eliminate the existing encroachments.

#### **Citizen Input**

Commissioner Bauer requested further information on the ordinary high watermark setback. City Planner Anderson explained the lot was platted prior to the ordinary high watermark standards being in place. He believed that a structure could be built on the lot at approximately 140 to 150 feet. Community Development Director Gladhill commented a stringline test could also be proposed for this lot.

Commissioner VanScoy understood both lots were owned by a single owner. He asked if this had always been the case. City Planner Anderson stated this may have been the case.

Commissioner VanScoy questioned if the 100-foot lot width was typical for this neighborhood. City Planner Anderson reported the majority of the Bowers Mississippi Neighborhood had 100-foot wide lots.

Commissioner VanScoy inquired if these lots had City water and sewer. City Planner Anderson explained these lots all had private well and septic. He provided further comment on another lot within this neighborhood that required a variance.

Steve Nash, 14500 Bowers Drive, explained he purchased his property in 1989. He was not aware of the deck situation when he purchased his property. He discussed how the proposed notch would impact his property. He did not oppose the bank and believed they had a right to use the property. While he preferred to have straight property lines, he understood this may not be the case. He then discussed the location of his well and septic system with respect to the notch.

Commissioner VanScoy questioned where the new well and septic system was located. Mr. Nash reviewed his site plan with the Commission along with the well and septic system location.

Community Development Director Gladhill recommended that the Commission state within their motion for approval that all State requirements regarding the placement of wells be followed.

Mark Madsen, 14520 Bowers Drive, reported he lives north of the subject property. He stated he was not aware of the fact that the lot between him and the Nash's was owned by another party. He did not support another home being built on the vacant lot.

Kerry Koller, 2989 Lady Nichole Lane in Duluth, explained he was a representative of Central Bank. He thanked staff for their thorough report on this Planning Case. He reported he was unaware of the neighboring properties well location and stated he would investigate this matter further.

Commissioner VanScoy asked if the applicant had a preference on how to address the setbacks. Mr. Koller preferred the box out option as it would provide a builder with more options for well and septic placement.

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

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, VanScoy, Andrusko, Brauer, and Nosan. Voting No: None. Absent: Commissioner Maul.

Chairperson Levine closed the public hearing closed at 7:32 p.m.

### **Commission Business**

Commissioner Andrusko stated after reviewing the Anoka County GIS website, he found the properties were linked up prior to December 24<sup>th</sup>. After which time, the bank took possession of the abstract. He stated originally these lots were each 100 feet wide.

Commissioner VanScoy supported the box out option for this property as it would provide the most future opportunities for this lot.

Commissioner Nosan found it odd that the City was unaware of the situation on this lot until now. She also supported the box out option for this property as the best solution.

Motion by Commissioner Bauer, seconded by Commissioner Andrusko, to adopt Resolution #16-01-005 approving the Findings of Fact inserting in Items 8 and 9 that a well was located on this property.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, Andrusko, Brauer, Nosan, and VanScoy. Voting No: None. Absent: Commissioner Maul.

Motion by Commissioner Bauer, seconded by Commissioner VanScoy, to adopt Resolution #16-01-006 granting a variance to lot size and lot area at 14510 Bowers Drive NW, as depicted on the Subdivision Sketch, prepared by Rum River Land Surveyors & Engineers, adjusting the box out for the well on the adjacent property, if necessary.

### **Further discussion**

Community Development Director Gladhill asked if the Commission wanted the setback to be to the ordinary high watermark or if this stipulation should be addressed when building plans were submitted for the property.

Commissioner Bauer recommended the matter wait until someone was proposing to build on the property. The Planning Commission was in agreement.

Commissioner Brauer noted for the record that the applicant did not create the situation on the property.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, VanScoy, Andrusko, Brauer, and Nosan. Voting No: None. Absent: Commissioner Maul.

Motion by Commissioner Bauer, seconded by Commissioner VanScoy, to adopt Resolution #16-01-007 approving the Findings of Fact.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, VanScoy, Andrusko, Brauer, and Nosan. Voting No: None. Absent: Commissioner Maul.

Motion by Commissioner Bauer, seconded by Commissioner VanScoy, to adopt Resolution #16-01-008 granting a variance to the minimum side yard setback for the existing deck at 14500 Bowers Drive NW.

Motion Carried. Voting Yes: Chairperson Levine, Commissioners Bauer, VanScoy, Andrusko, Brauer, and Nosan. Voting No: None. Absent: Commissioner Maul.

**5.02: Public Hearing: Consider Resolutions #16-01-012 and #16-01-13 Related to a Request for a Home Occupation Permit for a Food Truck Business with a Commercial Grade Kitchen on the Property Located at 7960 171<sup>st</sup> Lane NW (Project No. 16-04); Case of John and Anne Reineck**

This Planning Case was withdrawn from consideration by the applicant.

**5.03: Review Sketch Plan for Northfork Alpine Addition (Project No. 16-02); Case of Double T, LLC**

**Presentation**

Community Development Director Gladhill presented the staff report stating the purpose of this file is to review the official Sketch Plan prepared by A.P.A Consulting, Engineers & Surveyors, P.A. for the purpose of a four-lot subdivision located on Alpine Drive within the Northfork Planned Unit Development. The Sketch Plan Review process affords the Planning Commission to opportunity to provide early direction on the layout of the proposed plat, before the Developer prepares detailed Preliminary Plat plans. A key decision will occur at Preliminary Plat, in which the layout will be approved, subject to approving final construction plans and Final Plat documents. At that time, the City will review items including, but not limited to, Grading Plan, Utility Plan, Landscape Plan, and Street Light Plan. Staff recommended the Planning Commission provide feedback on the Sketch Plan and direct the Developer to proceed to preparing a Preliminary Plat, with the considerations listed in this staff report.

**Commission Business**

Commissioner Bauer asked where a common septic system would be located if this option were recommended. Community Development Director Gladhill reported the system would be located on one of the existing lots and would not impact minimum lot sizes.

Commissioner VanScoy questioned what assurances the City had that the proposed homeowners association (HOA) would still be in place in 20 years to provide maintenance to the shared septic system. Community Development Director Gladhill discussed the requirements that would have to be put in place to ensure the HOA was still in existence.

Commissioner Bauer inquired if the cul-de-sac would be a public or private roadway. Community Development Director Gladhill stated the cul-de-sac was proposed to be a public street that would be owned and maintained by the City.

Chairperson Levine asked if the City received any comment from surrounding property owners. Community Development Director Gladhill reported staff has not received any comments to date.

Chairperson Levine questioned what information staff was seeking from the Commission this evening. Community Development Director Gladhill requested the Planning Commission provide

feedback to the developer on the proposed sketch plan and whether or not the group supported the use of a shared septic system.

Mike Thompson, 15721 Andre Street, supported the properties having separate septic systems. He further discussed his vision for the four lots with the Commission noting each would have a basement.

Community Development Director Gladhill inquired if the four lots would have an HOA as was previously proposed by the developer. Mr. Thompson stated that because the development has been downsized to four lots, he believed it would be difficult to build maintenance free senior housing with an HOA. He was in favor of building single-family housing requiring each homeowner to maintain their landscaping and snow removal. It was noted the four lots would be a part of the existing North Fork HOA.

Bill Kingston, North Fork HOA President, noted the current HOA had five elected members and oversaw 271 lots. He reported the lots ranged in size from one to three acres. He noted the lots within the sketch plan were within the original PUD and would be a part of the North Fork HOA. He reported that Mr. Thompson was aware of the HOA building requirements and covenants. He explained the HOA supported the proposed development of the four lots with four separate septic systems.

Commissioner Bauer did not support a separate HOA for the four unique lots. In addition, he was comfortable with four separate septic systems given the size of the proposed lots. The Planning Commission was in agreement.

Commissioner VanScoy asked if there were any other developments with septic systems closer to the lake than the four proposed lots. Community Development Director Gladhill stated there were parcels on Andrie Court and Andrie Street that were closer in proximity to Lake Itasca.

The Planning Commission recommended the developer move forward taking into consideration the comments provided this evening.

#### **5.04: Discuss Creation of Neighborhood Office Zoning District (Project No. 16-26); Case of the City of Ramsey**

##### **Presentation**

Community Development Director Gladhill presented the staff report stating that after the Public Hearing regarding the property located at 6139 157<sup>th</sup> Lane NW, staff was instructed to create a new zoning district within the City of Ramsey for the purposes of commercial property located near or adjacent to residential properties. This came about due resident concern about the current secretarial/daycare business moving from this property, and what business might replace it. Stated concerns included a new business negatively affecting property values, high speed and level of traffic along Nowthen Boulevard, gas stations creating too much traffic if it were to locate on this site and potential expansion of the current building. The initial thought was to re-zone this

property B-1, however that would allow some of the types of businesses that residents were concerned about to potentially locate on the property. The Commission suggested the possibility of creating an entirely new zoning district that would allow the types of businesses that fit well in a residential area, and restrict the ones that do not. Residents that were present for the public hearing were amenable to that option. The purpose of the discussion tonight is to review the draft zoning district, collect feedback from the Planning Commission regarding the new zoning district, and bring an ordinance back to a later meeting.

### **Commission Business**

Commissioner Bauer questioned how staff was defining “small scale” coffee shop or deli. Community Development Director Gladhill reported this would be a coffee shop or deli without a drive-thru.

Commissioner Bauer did not oppose a Jimmy John’s or Subway on this property.

Commissioner Andrusko believed other properties should be considered for the new zoning district as well so as not to spot zone this parcel. His main concern with rezoning the property was the amount of traffic that would be flowing in and out of the site.

Chairperson Levine agreed with the traffic concerns and stated he did not want to see the property restricted.

Commissioner Brauer saw value in having quaint neighborhood businesses and creating walkable areas within the community. He recommended the word drive-thru be eliminated from the proposed zoning district. He wanted to see the City pursue developments that were walkable. He suggested medical and animal clinics be removed from the allowed uses.

Commissioner explained she used to live in this neighborhood and supported a small deli, coffee shop or daycare in this area.

Commissioner Andrusko questioned if Walgreens could locate on this corner. Community Development Director Gladhill reported this would not be allowed under the current zoning.

Commissioner Brauer recommended staff address the scale of a development that would be allowed on this property. Community Development Director Gladhill reviewed the bulk design standards for the site currently and reported he would revise them further to address the Commission’s concerns.

Commissioner VanScoy requested the buffering language also be addressed by staff.

Community Development Director Gladhill thanked the Commission for their feedback. He stated he would revise the language within the zoning district and report back to the Commission at a future meeting.

## **5.05: Discuss Amending the Approved Format for Warranties on Stage I and Stage II Improvements (Project NO. 16-21); Case of the City of Ramsey**

### **Presentation**

Housing Intern Healy presented the Staff Report stating the purpose of this discussion is to consider amendments to City Code to align City Code language with the City's current policy regarding warranties for Stage 1 and Stage II improvements on private developments. When private developments construct Stage 1 improvements (public improvements such as sidewalks, roads, storm drainage, etc.) and Stage 2 improvements (seal coating, street striping, streetlights, etc.), the developer must warranty their work for one (1) year following the final acceptance of any required improvements. If the improvements are defective or fail within that year, the City can draw from the warranty funds to make repairs.

Housing Intern Healy reported the City has a longstanding informal policy of requiring developers to warranty their work by giving the City cash or a letter of credit equal to 25% of the cost of the improvements. The money is refunded at the end of the one-year warranty period. Currently, however, the code suggests that developers also have the option of submitting a bond for warranty and maintenance. The City historically has not accepted bonds in these situations because the logistical difficulties involved in trying to collect on a bond to pay for repairs. The proposed amendment would remove the language that states that bonds are acceptable for warranties and replace it with new language formalizing the City's policy of requiring 25% of the project costs as a warranty in the form of either cash or a letter of credit. Leaving the language in its current form could create confusion among developers who might reasonably expect the City to honor the current language that bonds are an acceptable format for warranties.

### **Commission Business**

Commissioner Bauer was in favor of the City's Ordinances aligning with the City's practices.

Commissioner Nosan agreed.

There was consensus of the Commission for staff to proceed with the proposed amendment for the approved format for warranties on Stage I and Stage II improvements.

## **6. COMMISSION / STAFF INPUT**

### **6.01: Staff Update**

The Staff Update was noted.

### **6.02: Zoning Bulletins**

Zoning Bulletins were noted.

**7. ADJOURNMENT**

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

Motion Carried. Voting Yes: Chairperson Levine, Commissioners VanScoy, Nosan, Andrusko, Bauer, and Brauer. Voting No: None. Absent: Commissioner Maul.

The regular meeting of the Planning Commission adjourned at 8:50 p.m.

Respectfully submitted,

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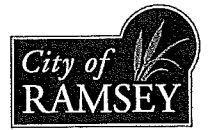
Tim Gladhill  
Community Development Director

ATTEST:

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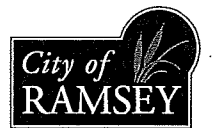
JoAnn Shaw  
Community Development Assistant

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



Comments:

• Limited use & limited amount  
of expansion of current property.  
No expansion of business district  
with ~~the~~ the current daycare/property.



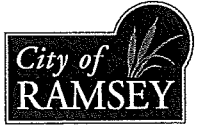
Comments:

OK

PROF. SERVICE  
OFFICE

SORT OF

BANK



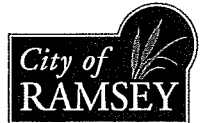
Comments:

we do not want any type of high traffic type businesses.

NO - Gas Station, bars, retail restaurants, liquor stores, or strip malls.

PROJECT NO. 16-?

NEIGHBOR HOOD OFFICE DISTRICT



Comments:

- Maintain the rural ambience & ~~continue~~ continue to limit the amount of traffic into the neighborhood.

Comments:

- Press for speed reduction in the neighborhood, ~~with~~ with a retail or like business in the area. Speeds & amount of traffic will increase. Traffic noise now is somewhat bearable. As far as safety - Now then Blvd has had many severe / fatal accidents, with more traffic - more accidents.

Comments:

- Maintain current buffers of adjacent properties.

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, June 7, 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 (left at 8:43 and returned at 8:53)  
  Commissioner Gary VanScoy  
  Commissioner Matt Woestehoff

Members Absent:                   Commissioner Daniel Onyambu

Also Present:                       Community Development Director Timothy Gladhill  
  City Planner Chloe McGuire Brigl  
  Planning Intern PeggySue Imihy

**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, Gengler, 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 May 3, 2018**

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to approve the following minutes as presented: Planning Commission Meeting Minutes dated May 3, 2018.

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

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

### **5.01: Public Hearing: Consider Home Occupation Permit for Commercial Kennel (Project #18-119); Case of Rebecca Bader**

#### **Public Hearing**

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

#### **Presentation**

Planning Intern Imihy presented the staff report stating the City of Ramsey has received an application from Rebecca Bader (the "Applicant") for a Home Occupation Permit for a Commercial Dog Kennel at 17860 Nowthen Blvd (the "Subject Property"). The Applicant is requesting a Conditional Use Permit to maintain up to 25 dogs on the Subject Property at any given time. Staff reviewed the request in further detail and recommended approval of the CUP.

#### **Citizen Input**

Commissioner VanScoy asked if the parking pad was allowable on a residential lot.

Planning Intern Imihy explained the applicant was allowed to have a parking pad that was 20 feet in length. She noted the applicant was requesting a parking pad larger than was allowed and would be dealt with administratively. She reported the Commission was being asked to consider the CUP at this time.

Commissioner Anderson questioned if the fenced in area was flat and useable.

Planning Intern Imihy reported this was the case.

Commissioner VanScoy inquired if the applicant would have limited hours on when the dogs could be outside.

Planning Intern Imihy commented the dogs would have to remain indoors from 9:00 p.m. to 7:00 a.m.

Becky Bader, the applicant, thanked the Commission for their consideration. She stated she was excited about this request and noted she has wanted to operate a dog boarding business for a long

time. She indicated her business would be a service that would benefit the community. She reported this property has 37 acres and explained the small business would run out of the pole building. Her goal was to run a family friendly dog business. She explained her building would hold 25 dogs. She commented further on the hours of operation noting the dogs would be supervised at all times when outside. It was noted all dogs would be required to be vaccinated.

Commissioner Woestehoff asked how many employees the business would have. Ms. Bader reported it would be herself and Brandon McManigal, who would also be residing on the property.

Commissioner VanScoy questioned if the pole barn would have plumbing.

Brandon McManigal, stated at this time the building would not be plumbed, but would have HVAC.

Commissioner VanScoy commented he wanted to assured that the pole barn would not be turned into a residence at some point in the future.

Cindy Schmidt, 7160 181<sup>st</sup> Avenue NW, reported she was a 30-year Ramsey resident. She noted she lived two doors away from the proposed dog kennel. She expressed concern with how she would be impacted by barking dogs. She noted she was also concerned with how the pole building will be cleaned on a daily basis if the building had no water source. She recommended the building be plumbed to provide fresh water for the dogs being boarded, along with a collection/sewer system to collect the waste. She feared that the site would have more traffic than anticipated. She requested the quiet hours at the kennel be from 7:00 p.m. to 7:00 a.m. She reported she did not want to have dogs barking after 7:00 p.m. on holidays and weekends. She expressed concern that her property value would be negatively impacted because it was located so closely to a dog kennel. She questioned if the City would allow the kennel to expand in the future and recommended that an environmental impact study be completed on this property. She recommended the fencing not be within the wetland area.

Leo Polack, neighbor to the north, commented he would like to see the changes to the hours the dogs are allowed outside. He recommended the dogs not be allowed outside from 7:00 p.m. to 7:00 a.m. He stated this would allow the neighbors to be outside after 7:00 p.m. without having to listen to barking dogs. He requested a barrier or berm be constructed in the applicant's rear yard to keep waste water from entering his pond. He noted he has owned businesses in the past and asked if the City has requested a P&L. He expressed concern that this business would not have enough cash to sustain them through the first year or two. He stated he did not want this business and or its failing to impact the value of his property.

Chairperson Bauer requested further comment from staff regarding the requirements within the CUP and if the applicants would be allowed to expand their site in the future.

Community Development Director Gladhill discussed the City's CUP and wetland requirements. He noted staff has no concerns with the proposed business impacting the adjacent wetlands and noted the applicant would be complying with all wetland conservation efforts. He noted all

stormwater runoff would have to be contained onsite or within a City regional stormwater pond. He explained the applicant as meeting all stormwater runoff requirements. He explained the CUP could only be expanded after another public hearing was held. He indicated the City had another commercial kennel within the City, Armstrong Kennels, which was a much larger operation and was located on a residentially zoned property.

Commissioner Woestehoff asked if Armstrong Kennels had a CUP.

Community Development Director Gladhill reported this was the case.

Commissioner VanScoy questioned what noise restrictions the City had in place for properties with a CUP.

Community Development Director Gladhill explained the City deferred to State Statute for noise restrictions. He commented further on the State's indoor and outdoor noise requirements.

Further discussion ensued regarding the hours of operation and noise requirements.

Commissioner VanScoy asked if the City could adjust the hours of operation.

Planning Intern Imihy explained the City could set the hours of operation within the CUP.

Commissioner Surma thanked the neighbors for coming forward and voicing their concerns. He stated he shared many of their same concerns. He was of the opinion that the kennel building should have plumbing.

Commissioner VanScoy asked how the applicant would be managing the pet waste onsite.

Ms. Bader stated she would be using a low moisture mop (Swiffer Wet Jet) within the pole building for cleaning the pet areas. She indicated the outdoor waste would be bagged and properly disposed of.

Mr. McMonigal reported the dogs would be let out numerous times a day and he did not anticipate the pole building would have a large amount of pet waste indoors. He noted that any barking dogs would be brought back inside.

Commissioner VanScoy stated his main concerns at this time were how the site would be cleaned, how it would be kept clean and how to avoid contaminating the surrounding areas.

Mr. McMonigal reported mops would be used indoors and all waste outdoors would be collected and disposed of. He explained he could investigate plumbing the pole barn if this was required by the City.

Chairperson Bauer asked if the applicants would be agreeable to reconsidering their hours of operation based on the comments voiced by the neighbors.

Ms. Bader stated they would be willing to change the hours. She indicated she was very willing to work with the neighbors to address their concerns.

Commissioner Anderson asked if the pole building had a concrete floor.

Mr. McMonigal reported the pole building had a sealed concrete floor.

Commissioner Surma stated again, for the record, that he was concerned the pole building did not have plumbing. He explained he could not understand how the applicants would keep 25 dogs watered and fed without running water in the pole barn. He indicated he supported the applicants request but recommended the pole barn have plumbing.

Community Development Director Gladhill commented the Commission could require the pole barn to be plumbed and make this a condition for approval within the CUP.

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

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

Chairperson Bauer closed the public hearing closed at 7:44 p.m.

### **Commission Business**

Commissioner VanScoy asked if the business would have a sign on Nowthen Boulevard.

Community Development Director Gladhill reported the City would not allow the sign as proposed and noted staff would be working with the applicants on the sign.

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to recommend that City Council adopt Resolution #18-119 approving a Commercial Dog Kennel on the Subject Property.

### **Further discussion**

Commissioner Anderson offered a friendly amendment and recommended the hours the dogs must remain indoors be amended to 7:00 p.m. to 7:00 a.m. The Commission supported this friendly amendment.

Commissioner Surma requested another friendly amendment to the motion requiring the applicants to add plumbing (waste and water) to the building in a timely manner. This amendment failed to proceed as the consensus of the Commission was not to support the request.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Gengler, and Woestehoff. Voting No: Surma. Absent: Commissioner Onyambu.

**5.02: Public Hearing: Review Preliminary Plat Application for Cottages at the COR (Project 17-162); Case of Centra Homes, LLC**

**Public Hearing**

Chairperson Bauer called the public hearing to order at 7:49 p.m.

**Presentation**

City Planner McGuire Brigl presented the staff report stating Centra Homes, LLC has a Purchase Agreement in place with the City to acquire the land located at the southwest corner of Ramsey Blvd and Bunker Lake Blvd (the "Subject Property") for a residential subdivision. The proposed subdivision is in the COR4 Neighborhood District and would include forty (40), 2-story townhomes with association-maintained private roads. The Subject Property is approximately 4.29 acres.

**Citizen Input**

Commissioner VanScoy asked if the road to the west does not go through.

City Planner McGuire Brigl explained if this road did not connect there would be a dead end within the subdivision.

Community Development Director Gladhill reported staff would continue to work on this issue with the applicant.

Commissioner VanScoy requested further information on where sidewalks would be located within the development.

City Planner McGuire Brigl reviewed the location of the sidewalks within the development with the Commission. She noted all City standards were being met regarding the sidewalks.

David Patberg, Centra Homes, thanked staff for their assistance with this Planning Case. He indicated he was excited to be bringing a new housing product to the City of Ramsey.

Commissioner VanScoy requested further information regarding the proposed floor plans and architectural standards.

Mr. Patberg stated he would have five different floor plans noting each floor plan would have three elevation different options.

Community Development Director Gladhill commented on the stringent architectural guidelines that were in place within The COR.

Commissioner Anderson stated he was not a fan of whites and blacks, but rather supported earth or neutral tones.

Commissioner Gengler questioned how parking would be managed on the site.

Mr. Patberg explained all of the two car garages would be located to the back of the home. He indicated the driveway would offer two additional parking stalls and noted parallel on-street parking would be available within the development.

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

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

Chairperson Bauer closed the public hearing closed at 8:02 p.m.

### **Commission Business**

Motion by Commissioner Woestehoff, seconded by Commissioner VanScoy, to recommend that City Council approval of the Preliminary Plat.

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

### **5.03: Public Hearing: Consider Revised Preliminary Plat for Riverstone; Case of Capstone Homes**

#### **Public Hearing**

Chairperson Bauer called the public hearing to order at 8:03 p.m.

#### **Presentation**

Chairperson Bauer commented for full disclosure purposes, he was in the process of purchasing a home within the Riverstone development.

Community Development Director Gladhill presented the staff report stating the purpose of this case is to consider a revised Preliminary Plat for Riverstone, a 293-lot residential subdivision. Primarily, the intent of this revision is to satisfy contingencies of original Preliminary Plat approval. Of note, plans for pedestrian crossings at Alpine Drive are included. Secondly, the Developer (Capstone Homes) desires to slightly revise lot widths on two (2) blocks to slightly

widen lots, resulting in the net reduction of approximately two (2) lots. Overall, the project is significantly the same as originally approved. Finally, the Developer proposes a slight modification to topsoil standards to address stormwater and drainage.

### **Citizen Input**

Commissioner VanScoy asked if there were any plans to develop the land on either side of this property.

Community Development Director Gladhill stated to the east a project called Northfork Meadows was being considered but noted this project was denied by the City Council. He explained this property has since been sold and purchased by another developer. He anticipated that the site would be developed with detached townhomes at some point in time. He explained the property to the west would probably be developed in the same manner.

Heather Lorch, Capstone Homes, stated Capstone has enjoyed working with the City on this project. She discussed the homes that have been built in the City to date and noted she looked forward to continuing to build homes for Ramsey residents.

Kent Raceler, 4870 Viking Boulevard, stated he opposed the approval of this Preliminary Plat Amendment. He requested the item be denied. He explained he owned the adjacent properties and did not have any development plans in place. He described how the proposed development would impact the future development of his property. He indicated he had an approved PUD in place for his property which would allow for the construction homes on 2.5 acre lots. He discussed the importance of running sewer lines through the Riverstone property. He recommended a buffer zone be put in place and requested he be allowed more time to review this matter with staff prior to the Planning Commission moving forward with this Preliminary Plat Amendment.

Commissioner VanScoy questioned when Mr. Raceler's plat was approved.

Mr. Raceler indicated his plat began in 1984 and was for the entire Northfork area, which included approximately 1,000 acres of land.

Commissioner VanScoy asked if the lots were platted.

Mr. Raceler commented the lots were not formally platted.

Commissioner VanScoy inquired if Mr. Raceler intended to build on 2.5 acre lots.

Mr. Raceler commented he was not stating that as he did not have any formal plans in place. However, he noted a Preliminary Plat was in place for this land and the intent was to have 2.5 acre lots. He explained he was very concerned with the property being stubbed to the west and wanted assurances from the City.

Further discussion ensued regarding the Preliminary Plat that Mr. Raceler had in place on his property in Ramsey.

Mr. Raceler explained that because significant improvements have been made to the property with respect to the infrastructure, he had the understanding that the Preliminary Plat had not expired.

Commissioner VanScoy requested staff address the issue of the utility stubbing.

Community Development Director Gladhill reported under the current Comprehensive Plan the property to the west was not part of the MUSA. He stated from an engineering and planning point of view, this could be further evaluated and made a condition of the Riverstone Preliminary Plat. He indicated he did see great value in providing a stub to the property to the west and noted further discussions could be held with Mr. Raceler.

Mr. Raceler commented his property was outside the MUSA but only because of a recent action taken by the City. He noted cities often stub to property lines and requested the City stub to the property line. He reported the legality of the Preliminary Plat expiring after two years then the Northfork development should not have been able to develop over a 10- to 15-year period of time with requesting a new Preliminary Plat each year. He believes this meant a precedent had been set within the City of Ramsey.

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

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

Chairperson Bauer closed the public hearing closed at 8:29 p.m.

### **Commission Business**

Commissioner Surma asked if a buffer area could be created by the developer.

Ms. Lorch reported there was not an area available to create a significant buffer zone between her property and the properties to the east and the west. She explained it would not be the developer's preference to have to create two buffer zones.

Commissioner Surma stated another option for the buffer zone would be to encourage Mr. Raceler to create a buffer zone on his land.

Commissioner VanScoy requested further information regarding the history of the MUSA line.

Community Development Director Gladhill discussed the history of the MUSA line and noted the City was simply reacting to the requests of the property owner. He noted based on the feedback of the property owner, the City could hold further discussions with the adjacent property owner.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend that City Council to approve the revised Preliminary Plat requiring utilities to be stubbed to the west.

### **Further discussion**

Commissioner Anderson asked if this item were tabled what effect that would have on the applicant.

Ms. Lorch stated this would Commission consideration more than 30 days which would in turn delay the project. She explained it was her desire to begin working on the project yet this summer and feared a delay would push the project off to 2019.

Commissioner Anderson expressed concern with this item moving forward without the utility line issue being addressed.

Motion by Commissioner Anderson to table action on the revised Preliminary Plat to the July Planning Commission meeting. The motion failed for lack of a second.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Gengler, and Woestehoff. Voting No: Commissioner Anderson. Absent: Commissioner Onyambu.

## **6. COMMISSION BUSINESS**

### **6.01: Discuss Item: Review of City Code Section 117-351 – Home Occupation Ordinance**

#### **Presentation**

Planning Intern Imihy presented the Staff Report stating under staff direction from the City Council, a review and comparison of neighboring towns and their ordinances for home occupations, also known as home-based businesses has been completed. This review specifically examines the number of employees, allowable outdoor storage and number of allowable vehicles on the property. The purpose of this agenda item is to discuss if Staff should further review and make changes to Section 117-351 of the City Code. Staff requested the Commission provide feedback on this item.

#### **Commission Business**

Commissioner Gengler requested further information on the City's current standards for outdoor storage.

Planning Intern \_ Imihy \_\_ reviewed the City's standards regarding outdoor storage.

Chairperson Bauer stated he was not so concerned with how other cities managed their outdoor storage so long as things were working for the City of Ramsey.

Community Development Director Gladhill explained staff was reviewing this Ordinance after receiving a directive from the City Council, noting this group feels there is an issue with the Ordinance. He provided further comment on the concerns that were raised after a recent home occupation was requested that had outdoor storage.

Chairperson Bauer asked if the Commission was addressing this portion of City Code based on an isolated issue.

Community Development Director Gladhill commented there were five or six home occupations that were driving this issue to be further reviewed by the City.

Commissioner VanScoy questioned what the challenges were the City was facing at this time by changing the code.

Community Development Director Gladhill explained the City was being challenged on the outdoor storage issue and number of employees.

Commissioner Anderson stated he did not support outdoor storage for a home occupation in a residential area.

The Commission was in agreement.

Commissioner Gengler did not believe it was necessary for a home occupation to have five employees. She was of the opinion a home business was an up and coming business that had very few employees and once there were five employees onsite it would be good for this business to find a proper site.

Commissioner Anderson stated he did not support home occupations allowing employees to drop off their vehicle in order to pick up a service vehicle. He believed this activity should occur at a place of business. He indicated he wanted to protect the neighbors living adjacent to those with a home occupation.

Commissioner Woestehoff agreed adding that the more concise the City was with their home occupation code the better off the City would be.

Commissioner Surma encouraged the City not to step on the rights of Ramsey residents to own and operate their own business from their property.

Planning Intern Imihy asked if the Commission supported home occupations operating out of an accessory structure.

Commissioner Woestehoff and Chairperson Bauer supported this type of business.

## **6.02: Discussion Item: Feedback on the Creation of a Neighborhood Business District**

## **Presentation**

Planning Intern Imihy presented the Staff Report stating in 2016, following the Public Hearing regarding the property located at 6139 157<sup>th</sup> Lane NW, staff was instructed to create a new zoning district within the City of Ramsey for the purposes of commercial property located near or adjacent to residential properties. This zoning district did not move forward in 2016 and staff has been directed to bring the case back to the Planning Commission as a discussion item. This proposed zoning district is slightly more restrictive than the current B-1 district and would not occur along Highways 47 or 10. The intent of this ordinance is truly small-scale, neighborhood-scale commercial uses. The intent is not to allow higher intensity uses most commonly found along highway corridors. This district can be a valuable tool moving forward as the City attempts to accomplish comprehensive plan goals to provide a mix of uses focused on neighborhoods. For example, another potential area for this zoning district could be used would be near the new elementary school (not proposed at this time). Staff has modified the proposed zoning district from 2016 to include four permitted uses, three conditional uses and five prohibited uses. Staff would like the Planning Commission's feedback. The purpose of the discussion tonight is to review the draft zoning district, collect feedback from the Planning Commission regarding the new zoning district, and bring an ordinance back to a later meeting.

## **Commission Business**

Commissioner Anderson commented he was not in favor staff pursuing this further.

Commissioner Gengler indicated she supported the creation of small neighborhood business districts. She explained this type of zoning district could assist in creating walkable neighborhoods and would create sense of community.

Commissioner Surma agreed and noted this would make the community walkable.

Commissioner Woestehoff stated he could support the sale of beer or wine for a small restaurant in the neighborhood business district.

Commissioner Anderson stated he feared dropping businesses into a residential neighborhood could change the character of the neighborhood.

Commissioner VanScoy indicated he appreciated the flexibility of the proposed zoning district and believed this would be a good tool for the City.

## **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.

**8.03: July Planning Commission Meeting Date**

Community Development Director Gladhill explained the July Planning Commission meeting has been rescheduled to Thursday, July 12, 2018.

**9. ADJOURNMENT**

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

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

The regular meeting of the Planning Commission adjourned at 9:24 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.*

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, July 12, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent:                   None

Also Present:                       Community Development Director Timothy Gladhill  
  City Planner Chloe McGuire Brigl  
  Planning Intern PeggySue Imihy

**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**

Chairperson Bauer requested Item 6.01 be removed from the agenda per the developer's request.

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

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Anderson, Gengler, Onyambu, and Woestehoff. 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 June 7, 2018**

Commissioner Surma requested a correction to the minutes on Page 5 in the fourth paragraph stating she needs to be changed to he.

Motion by Commissioner Anderson, seconded by Commissioner Woestehoff, to approve the following minutes as amended: Planning Commission Meeting Minutes dated June 7, 2018.

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

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

### **5.01: Public Hearing: Consider Variance Request to Place a Detached Accessory Building within the Required Setback from the Ordinary High Water Mark of the Rum River at 15795 Juniper Ridge Drive NW (Project No. 18-123); Case of Rick and Diane Farrell**

#### **Public Hearing**

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

#### **Presentation**

Planning Intern Imihy presented the staff report stating the City has received an application from Rick and Diane Farrell (the "Applicant") for a variance to construct a detached accessory building within the required setback from the Rum River on the property located at 15795 Juniper Ridge Drive NW (the "Subject Property"). Staff reviewed the request in further detail and recommended approval of the variance in alignment with the EPB and DNR recommendation.

#### **Citizen Input**

Commissioner Anderson requested clarification on where the property owner was proposing to place the garage.

Planning Intern Imihy described the location of the proposed detached accessory building in further detail with the Commission. She explained the property owner's primary goal was to minimize views from the street and the river. It was noted Alternate #1 was the location recommended by staff, the EPB and DNR.

City Planner McGuire Brigl commented if Alternate #1 was approved by the Planning Commission, the applicants would amend their request to increase the size of the proposed detached accessory structure to more closely match their neighbors shed size.

Commissioner Anderson asked if more trees would be lost if Alternate #2 were approved.

Planning Intern Imihy reported this was the case.

Commissioner VanScoy questioned if Alternate #1 would create a steep grade change.

Planning Intern Imihy explained this was a concern for the applicant. Even with this concern in mind, she commented staff believed it was important to support the EPB and DNR recommendation, which was Alternate #1.

City Planner McGuire Brigl reported staff and the DNR would be supportive of Alternates #1 and #2.

Rick Farrell, 15795 Juniper Ridge Drive, thanked staff for all of their assistance with his request. He indicated he was requesting the variance to allow him to store a truck in the detached accessory garage. He explained the original location was proposed as it was the least impactful, visually from the road and the river. He reviewed a number of pictures of his property and noted the location of the garage on his property. He questioned what would be gained by placing the garage closer to the street and requested the Commission allow him to place the garage per his request as this was the least visible and impactful option.

Chairperson Bauer asked what the garage size would be if the applicant were forced to place the accessory building on the Alternate #1 or #2 site.

Mr. Farrell commented his property was so pristine and heavily wooded. He indicated if the variance was not approved per his request, he would not be pursuing a garage at all. He discussed how his property would be adversely impacted if the garage had to be located in the open space.

Commissioner VanScoy stated when the Commission reviewed this type of request, the City worked to ensure the nonconformance was not made worse.

Gary Steinke, 15825 Juniper Ridge Drive, explained he lived next to the applicant. He stated he received a variance three years ago for his garage. He reported he followed all of the City's rules and requested Mr. Farrell be required to follow the same rules. In addition, he feared that the applicant's proposed location would obstruct his view of the river.

Susan Anderson, 15854 Juniper Ridge Drive, explained she lived on the opposite side of the street. She expressed concern with the letter she received from the City and stated the information provided was very confusing.

Mr. Farrell reported his proposed garage location would not block his neighbor's view of the river.

Commissioner Surma questioned what alternative location would work for both parties.

Mr. Farrell stated neither of the alternatives would work for him. He explained he was not interested in taking down trees or jeopardizing his property. He indicated he was not interested in placing the garage where a large driveway would be required and greenspace would be lost.

Mr. Steinke commented Mr. Farrell has enough space to locate a garage on his property while still meeting the EPB and DNR recommendations.

Planning Intern Imihy reviewed the alternatives that would be supported by staff: Alternate #1, Alternate #2 and Alternate #3 (the applicant's proposed location). She explained the proposed accessory building would not block the neighbors view shed of the river in any of the three locations.

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

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

Chairperson Bauer closed the public hearing closed at 7:49 p.m.

### **Commission Business**

Commissioner VanScoy asked if each of the alternatives required a variance.

City Planner McGuire Brigl explained constructing a garage anywhere on this property would require a variance.

Commissioner VanScoy stated it has always been the City's intent to not increase non-conformities on properties when considering variance requests. He believed it was a reasonable request to place a garage on this property. He indicated he could not support the garage being located to the rear of the property.

Commissioner Anderson explained he could not support Alternate #3 as an option. He stated he could entertain Alternate #1 as this was supported by the EPB and DNR.

Motion by Commissioner Anderson, seconded by Commissioner Woestehoff, to recommend that City Council adopt Resolution #18-123 granting a variance to shoreline setbacks to the Rum River at 15795 Juniper Ridge Drive NW so that the front of the proposed structure is even with the front of the existing dwelling and also requiring an approved driveway to this structure.

### **Further discussion**

Commissioner VanScoy asked what type of variance was being requested.

Community Development Director Gladhill reported the applicant required a variance to the Ordinary High Water Line to the Rum River.

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

**5.02: Public Hearing: Consider Request for Zoning Amendment (Text) to the E-1 Employment District and a Conditional Use Permit to Allow Motor Vehicle Sales on the Property Located at 14300 Sunfish Lake Boulevard NW (Project No. 122); Case of John Buzick**

**Public Hearing**

Chairperson Bauer called the public hearing to order at 8:01 p.m.

**Presentation**

Community Development Director Gladhill presented the staff report stating the City has received an application from John Buzick (the "Applicant") requesting a Zoning Amendment to the text of the E-1 Employment to identify motor vehicle sales as a Conditional Use and a Conditional Use Permit to allow motor vehicle sales on the property located at 14300 Sunfish Lake Blvd NW (the "Subject Property"). That there is an existing Conditional Use Permit (CUP) for the Subject Property, which was approved by the City in 1993, that allows for a towing operation and motor vehicle repairs. The Applicant is proposing a similar business model that he has implemented on two (2) other properties within the City. That model creates multiple tenant suites in a building that are leased out to individuals. Staff provided further comment on the request and recommended denial Zoning Amendment.

**Citizen Input**

Commissioner Woestehoff asked how much of the City was zoned E-1.

Community Development Director Gladhill reviewed several hundred acres in the City were zoned E-1.

Commissioner VanScoy questioned if the City had received other requests for car sales in the E-1 or E-2 zoning districts.

Community Development Director Gladhill reported this was a rare request and not of this magnitude. He stated there were other zoning districts in the City that better supported this use.

John Buzick, 14300 Sunfish Lake Boulevard, discussed the history of his business and stated he has not had any complaints. He indicated his current location worked as an incubator for small business operators. He explained the property he was looking to purchase has been used for auto repair and towing since 1993. He reported he had 11 people interested in working in Ramsey selling cars from this location. He requested the Commission allow used car sales to occur on this property, along with auto repair and towing.

Darren Guthmiller, 14400 Wolfram Street, explained he lived around the corner from the subject property. He expressed concern with having all of the E-1 properties in Ramsey available for used car sales. He noted all of the other businesses along Sunfish Lake Boulevard have curb and gutter as they have been updated. He commented the current towing company has poor signage and

recommended this be improved so as not to impact the adjacent neighborhood. He described how the businesses along Sunfish Lake Boulevard have improved over the years and stated he did not want to see a new business bring this image down.

Commissioner VanScoy asked if the towing business would remain in place.

Mr. Buzick reported this was the case.

Community Development Director Gladhill explained that Mr. Buzick would not be allowed to park vehicles on grass anywhere on the subject property. He anticipated this could be addressed with a proper paving and site plan. He reported the towing use was a lawful non-conforming use on this site.

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

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

Chairperson Bauer closed the public hearing closed at 8:23 p.m.

### **Commission Business**

Commissioner VanScoy asked if the proposed Zoning Amendment would allow vehicle sales to occur in all E-1 zoning districts.

Community Development Director Gladhill reported this was the case. He then reviewed the location of all E-1 zoning districts in the City.

Commissioner Gengler stated she appreciated the applicant's efforts to incubate businesses in Ramsey, however, she noted she could not support the request. She stated she had concerns with the proposed Zoning Amendment and how this would impact the City of Ramsey.

Chairperson Bauer agreed.

Motion by Commissioner VanScoy, seconded by Commissioner Woestehoff, to recommend that City Council deny the request to allow motor vehicle sales in the City's industrial zoning districts.

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

### **5.04: Public Hearing: Consider Ordinance #18-12; Text Amendment to City Code Section 117-351 Home Occupations Ordinance**

#### **Public Hearing**

Chairperson Bauer called the public hearing to order at 8:29 p.m.

### **Presentation**

Planning Intern Imihy presented the staff report stating under staff direction from the City Council and the Planning Commission, a text amendment has been made to City Code Section 117-351, Home Occupations. This text amendment specifically limits the number of allowed employees and prohibits outdoor storage. Based on recent Applications, Staff was directed to consider additional standards based on the following:

- More explicit prohibition on outside storage.
- Creation of categorical prohibitions (such as contracting companies that traditionally have significant outdoor storage)
- Additional limitations on number of employees to reduce number of vehicle trips to site

### **Citizen Input**

Chairperson Bauer asked if a pickup truck could be parked outside on a property.

Planning Intern Imihy explained a pickup truck would not be considered outdoor storage.

Community Development Director Gladhill reported the proposed text amendment would not prohibit contractors from parking their work truck (Xfinity, Comcast, etc.) in their residential driveway.

Commissioner VanScoy requested further information on how the City would be addressing off site employees.

Community Development Director Gladhill described how off-site employees and a dispatch center scenario would be addressed by this Ordinance. It was noted employees would not be allowed to come to a site and be dispatched to another location per this Ordinance.

Chairperson Bauer stated he did not want to see the City become so restrictive that residents with a home occupation were not able to move into the City.

Community Development Director Gladhill reported the Planning Commission did not have to take action on this item tonight. He explained the Commission could continue to review the proposed text amendment.

Further discussion ensued regarding the number of employees that should be allowed on the site based on acreage. Staff reviewed the number allowed by neighboring communities.

Community Development Director Gladhill asked how the Commission wanted to proceed at this time.

Chairperson Bauer suggested staff amend the text to address the number of employees that would be allowed if a site is over three acres, while also addressing the number of employees that could be allowed under three acres through a CUP. He questioned if the City had an accurate number of home occupations currently operating in Ramsey.

Community Development Director Gladhill stated he would have to run some analysis and could provide this information to the Commission in August.

Commissioner Woestehoff commented the existing home occupations would not be impacted, but rather the Commission should be focused on how future home occupations should operate in the City.

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

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

Chairperson Bauer closed the public hearing closed at 8:50 p.m.

### **Commission Business**

Motion by Commissioner Anderson, seconded by Commissioner Surma, to postpone action in this item to the August 2, 2018 Planning Commission meeting.

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

### **5.03: Public Hearing: Consider Ordinance #18-13; Amendment to City Code Chapter 117 (Zoning and Subdivision of Land) to add a Neighborhood Business District**

#### **Public Hearing**

Chairperson Bauer called the public hearing to order at 8:51 p.m.

#### **Presentation**

Planning Intern Imihy presented the staff report stating in 2016, following the Public Hearing regarding the property located at 6139 157<sup>th</sup> Lane NW, staff was instructed to create a new zoning district within the City of Ramsey for the purposes of commercial property located near or adjacent to residential properties. Primarily, this Zoning District is needed to correct a previous zoning action (improper use of a conditional use permit).

Planning Intern Imihy explained this zoning district did not move forward in 2016 and staff has been directed to bring the case back to the Planning Commission as a discussion item. This proposed zoning district is slightly more restrictive than the current B-1 district and would not

occur along Highways 47 or 10. The intent of this ordinance is truly small-scale, neighborhood-scale commercial uses. The intent is not to allow higher intensity uses most commonly found along highway corridors. This district can be a valuable tool moving forward as the City attempts to accomplish comprehensive plan goals to provide a mix of uses focused on neighborhoods. For example, another potential area for this zoning district could be used would be near the new elementary school (not proposed at this time).

Planning Intern Imihy reported staff drafted a proposed zoning district which includes four permitted uses, four conditional uses and six prohibited uses. Following the feedback from last month's Planning Commission, Staff has moved on-sale liquor to a conditional use and added the sales of tobacco, tobacco products or tobacco related devices to the prohibited uses. She provided further comment on the proposed text amendment and recommended adoption of the Ordinance.

### **Citizen Input**

Commissioner VanScoy questioned how the City would implement this Ordinance.

Planning Intern Imihy reported the City's zoning map would need to be updated and property owners would have to be notified of the proposed change.

Community Development Director Gladhill explained the new zoning would be a tool available to the City to assist in fostering neighborhood businesses.

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

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

Chairperson Bauer closed the public hearing closed at 8:59 p.m.

### **Commission Business**

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to recommend that City Council adopt Ordinance #18-13, which would create a new zoning district titled the Neighborhood Business District.

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

### **5.05: Consider Zoning Amendment to Allow a Microbrewery at 17201 St. Francis Boulevard NW; Case of Tim and Corin O'Shaughnessy**

No action was taken on this item.

**6. COMMISSION BUSINESS**

**6.01: Receive Update from Continental Properties Regarding Potential Project (Springs at Ramsey)**

This item was removed from the agenda per the developer's request.

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

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

The regular meeting of the Planning Commission adjourned at 9:09 p.m.

Respectfully submitted,

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Tim Gladhill  
Community Development Director

ATTEST:

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JoAnn Shaw  
Planning Division Secretary

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

## **6. PUBLIC HEARING**

### **6.01: Public Hearing to Introduce Ordinance #18-13; Amendment to City Code Chapter 117 (Zoning and Subdivision of Land) to add a Neighborhood Business District**

#### **Presentation**

City Planning Intern Imihy reviewed the staff report and recommendation to adopt Ordinance #18-13. She stated that this would update the Zoning Code to include a new district called the Neighborhood Business District.

#### **Public Hearing**

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to open the public hearing.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Kuzma, Shryock, Johns, and Riley. Voting No: None.

The public hearing was called to order at 7:39 p.m.

#### **Citizen Input**

Jacqueline Abendroth, 15810 Sodium Street NW, stated that she neighbors the property and has seen many changes over the years. She stated that the secretarial service has reduced in scale and is unsure how the daycare is doing. She noted that other businesses have failed in that location. She stated that she would be hesitant to support changing the zoning because a number of businesses have failed in that location and therefore she would not want to see additional buildings constructed. She asked how close additional buildings could be constructed to the residential properties.

City Planning Intern Imihy stated that there is not a proposal for the business to expand or the building to change. She stated that the space does not fit within the zoning code and therefore that is the primary purpose for the change in zoning. She stated that requests to change or expand would need to come back before the Council.

Ms. Abendroth asked if there are limits on the property.

City Planning Intern Imihy stated that there would be prohibition of the uses not allowed but this would simply make the parcel a conforming use.

Community Development Director Gladhill stated that the City has approved the uses over the years for the parcel, but the appropriate tool was not in place for the zoning. He stated there are setback and buffering requirements for commercial/retail structures neighboring residential properties. He stated that the parcel would be rezoned for the district, which would match the use

of the business. He stated that if the business wanted to change, that would need to come back before the Council as a request.

Ms. Abendroth asked the type of barrier that would be between the building and the homes, whether there would be landscaping or just the back of the buildings.

Community Development Director Gladhill stated that the setback would be from the property line to the back of the building and noted that there could be landscaped buffering required between the structure and residential properties.

Ms. Abendroth asked if anything would change if the ownership changed.

Community Development Director Gladhill stated that the zoning would not allow for changes and would only allow for the uses specified within the zoning district.

Councilmember Shryock stated that this action would simply clarify the business that already exists and ensure that the zoning is more appropriate. She stated that at this time there are not any future plans for changes to the property or businesses and this simply changes the zoning to what it should have been for the allowed use.

Community Development Director Gladhill confirmed that to be true.

Councilmember Shryock reviewed the permitted uses in the proposed zoning district, noting that all of those uses have existed on the site previously. She stated that if anything else wanted to come to that site, the Council would have the ability to deny the request.

Elaine (last name/address not audible), stated that she would be opposed to allowing liquor at this location. She stated that Nowthen Boulevard is a very busy road with high speed traffic and a lack of sidewalks. She stated that she and her husband have called the police for additional enforcement and a patrol will come out for a few days but once they leave, the high speeds resume. She noted that there have been accidents and safety concerns on the roadway and she would be concerned with adding alcohol service to the mix. She was concerned with traffic and pedestrian safety. She asked the Council not to allow a business to serve alcohol at this location. She did not believe that trees provide adequate screening and believed that additional measures would be needed to provide appropriate screening. She stated that she does not mind the small businesses in that location but would not support a nighttime business or a business that serves alcohol.

Acting Mayor LeTourneau asked if the resident believes that the businesses in the location contribute to the traffic and problems that she cited in her comments.

Elaine replied that the issues that have occurred thus far have not caused the issues with traffic or alcohol in the area, but she believes that serving alcohol in that location would amplify those issues.

City Planning Intern Imihy stated that liquor is not a permitted use and would be a conditional use, explaining that if a potential business would like to serve liquor, that request would come before the Council and the decision would be made at that time whether or not to allow that activity.

Acting Mayor LeTourneau explained that the request would have to be brought forward to a regular meeting and public comment would be allowed.

Elaine (last name not audible) stated that her position continues that alcohol should not be an option as a possible opportunity for the site.

Acting Mayor LeTourneau asked for clarification on how that language would appear in the ordinance.

Community Development Director Gladhill stated that if the Council wishes to eliminate that opportunity, that could be stricken from the conditional use list. He noted that the Council could allow the activity as a conditional use and if a potential use seems appropriate, the Council could attach a list of conditions. He noted that the Planning Commission did recommend including that as a conditional use and advised that minutes from the Planning Commission were included in the case.

Councilmember Johns noted that this parcel is within a residential area. She noted that the ordinance would apply throughout the entire City and therefore perhaps allowing alcohol would be appropriate for other locations but not be appropriate for this location.

Acting Mayor LeTourneau agreed that while alcohol service would not be appropriate for this location, the ordinance would be applied throughout the City and alcohol service may be appropriate in other locations. He asked the resident and received confirmation that she would be in agreement with leaving the language in, allowing alcohol service as a conditional use, with the understanding that this ordinance could be applied throughout the City and while that use may not be appropriate for the parcel bordering her home, it could be appropriate in other locations.

Terry Petro, 6140 157<sup>th</sup> Lane NW, stated that he moved into his property in 1979 when the parcel was occupied by a church. He stated that the church had a need to expand and moved down the road, selling the parcel to the secretarial service. He stated that a few years later, the secretarial service business was reduced, and the daycare joined the site. He stated that the Conditional Use Permit was then expanded to allow a larger building for an expanded daycare service. He stated that the expanded use has increased the amount of traffic that enters and exits the site daily. He believed that the daycare business was limited between the hours of 6:00 a.m. and 6:00 p.m., which ensures that the site is quiet during the evening hours. He was concerned that if additional buildings are added to the site, perhaps those limited hours would not apply. He stated that when he moved to his home the church was only open on Sundays and Wednesday evenings. He asked if there is an expiration on the Conditional Use Permit.

Community Development Director Gladhill stated that the Conditional Use Permit was approved for a list that is not listed as a conditional use. He stated that the City has agreed to apply a more appropriate zoning as the existing situation has created problems for financing for the business. He stated that because the City approved the use, the City is obligated to resolve the situation that was created.

Mr. Petro stated that it appears that the City's only option is to rezone the parcel or tear down the building.

Community Development Director Gladhill confirmed that the City's only option would be to zone the parcel appropriately to support the uses that have been approved.

Acting Mayor LeTourneau noted that the City is attempting to resolve a situation that has already occurred and uses that have already been approved.

Mr. Petro stated that this property would be worth more money for the business owner as a business parcel rather than a residential parcel with a Conditional Use Permit. He believed that the neighboring property owners would be the ones to suffer if a restaurant serving alcohol until 2:00 a.m. is allowed on the site compared to the daycare which closes at 6:00 p.m. He stated that he does not mind the daycare use but would not support the additional uses. He believed that additional structures would be added to the property once the zoning is changed.

Community Development Director Gladhill stated that the property owner relied on the City acting in good faith on its own ordinances 20 years ago. He stated that case law has since changed, and the zoning would need to be changed to list the allowed uses that have already been approved. He stated that looking at the existing use and previous uses, the site has been used commercially and the City is simply allowing the correction to the zoning to support uses that have already been approved and existed on the site. He stated that there is always a potential for expansion and new uses whether the zoning changes or not and he believed that it would be better to have the appropriate controls in place prior to receiving any requests.

Councilmember Shryock stated that the Council understands the concerns of the community and attempts to make decisions based on input from the community. She stated that the Council would not permit activities that would not be appropriate because of the location. She asked for clarification on the difference between the neighborhood business district and general business district.

Community Development Director Gladhill stated that the intent was to be very restrictive and selective on the uses. He noted that this would be much more restrictive than the Highway 47 corridor businesses, which is already more restrictive than the Highway 10 corridor businesses. He noted that there would be much more protection in this district compared to the other business districts.

Councilmember Shryock noted that there is no change for the parcel at this time. She stated that, in the future, perhaps a small café or coffee shop would be considered but did not believe that the Council would allow a full restaurant on this site.

Community Development Director Gladhill stated that there may be requests to expand in the future but noted that staff has rejected some proposals in the past because they would not fit on the site. He stated that this traffic corridor does not support high traffic businesses and therefore those businesses would not be looking at this site and would not be allowed on this site.

Acting Mayor LeTourneau confirmed that the resident is concerned with a high impact use above the existing daycare. He stated that this zoning district would be the most restrictive business district within the city. He asked if the resident is comfortable that the Council understands the concern of the neighborhood with a high impact business, and would not support a high impact business in that location.

Mr. Petro stated that he is not comfortable allowing the Council to make the decision. He stated that in the past the neighborhood expressed concern with a connection to a new development and were promised that the connection would be gated and used for emergency use only. He stated that when the development was constructed, it was full access and caused a lot of additional traffic. He stated that he is also concerned with property values, as after consulting with realtors he has been told that property values could decrease when bordering commercial property. He stated that 157<sup>th</sup> currently does not warrant a turn lane and asked if the Council is willing to upgrade the road to support the traffic.

Acting Mayor LeTourneau stated that as the community continues to grow, the City attempts to analyze and anticipate traffic impacts and infrastructure needs. He noted that as this is a County road, the City also has to work with the County for improvements. He stated that this zoning district would be the most restrictive to allow the use to continue to remain in a calm manner that is safe for the community.

Mr. Petro stated that he would agree with continuing to allow the daycare facility to operate without increasing the overall use on the site.

Community Development Director Gladhill stated that staff would be open to holding a single workshop with the residents, before the Council takes action, to allow for more open dialogue to resolve some of the concerns.

Councilmember Johns clarified that this would be a city-wide ordinance for zoning. She stated that a change has not been requested by the daycare center itself.

Community Development Director Gladhill stated that the request was from the daycare center as the City allowed the use without using the appropriate tool and therefore it is a legal issue to change the illegal non-conforming use.

Councilmember Riley suggested that the public hearing be closed, and the issue be tabled to allow for the public workshop as suggested by staff.

Acting Mayor LeTourneau stated that he would like to provide the opportunity for everyone present that would like to comment.

Carol Lubin, owner of the property, stated that she has owned the property since 1991. She stated that when she purchased the business for the secretarial service, she had 90 employees. She stated that as technology increased, employees were able to work from home, which left a lot of the building empty. She stated that a daycare was an allowed use when she purchased the property and that is what she created. She stated that they have been good neighbors. She noted that a

neighboring property owner was using part of her property as a turnaround for their garage and therefore she gave the property owner the necessary property to allow that activity on their property. She stated that there have only been three businesses on the site, the secretarial site, the daycare, and the café. She stated that the café and the daycare was expanded. She stated that additional space may be allotted to the daycare to allow for an indoor play area. She referenced a drug deal that was mentioned in the parking lot. She noted that the activity was noticed by staff and police were alerted to resolve the situation. She estimated that 75 people are employed between the secretarial site and daycare and they have been good neighbors. She stated that she was surprised by the comments tonight as she has allowed for a resident to have parking in her lot for an event at their home. She noted that if there have been issues, using the example of a trash enclosure tipping over, it is immediately resolved. She believed that the business has added character to the area and the property is maintained well. She stated that perhaps in the future she would think of adding a café as she believes that would be a good fit for the neighborhood.

Acting Mayor LeTourneau thanked her for her comments. He noted that the comments tonight have seemed to support the existing use. He stated that it seems that the Council would like to allow for additional discussions on how to put the next layer of protection in place.

Ms. Lubin stated that the church previously owned the property and paid zero property taxes. She stated that she has paid property taxes and the amount of property taxes has increased as the daycare use expanded.

Justin Jackson, 5950 158<sup>th</sup> Lane, referenced the cut-through traffic that happens in the neighborhood on 157<sup>th</sup>. He stated that he is already concerned with traffic in his neighborhood and increased traffic that would occur. He believed that additional traffic control should be placed in the neighborhood to protect the existing residents as well as no cut through traffic concerns.

Acting Mayor LeTourneau acknowledged the concern from the resident on the road conditions and safety concerns. He encouraged Mr. Jackson to learn more about what the City is doing towards road construction, maintenance, and reconstruction. He stated that the Council has spent a lot of time developing the plans for the roads as that was an issue that had not been planned for appropriately in the past.

Mr. Jackson asked if this zoning would apply only to this parcel, or whether it would apply throughout the community.

Community Development Director Gladhill noted that this parcel would be the first of the zoning district and confirmed that there could be a few other parcels throughout the community that could be a fit but noted that it would be sparsely used.

Motion by Councilmember Riley, seconded by Councilmember Johns, to close the public hearing.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Riley, Johns, Kuzma, and Shryock. Voting No: None.

The public hearing was closed at 8:44 p.m.

## **Council Business**

Councilmember Johns asked if this parcel would be rezoned by moving this item forward.

Community Development Director Gladhill noted that this is a policy decision and therefore the action does not trigger directly but would start the process and the request to rezone the parcel would follow.

Councilmember Shryock stated that she agrees that the new zoning district should be done properly

Motion by Councilmember Shryock, seconded by Councilmember Johns, to table Ordinance #18-13 amendment to City Code Chapter 117 (Zoning and Subdivision of Land) to add a Neighborhood Business District to allow staff to do additional research and hold a neighborhood workshop to discuss the possible ordinance amendment.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Shryock, Johns, Kuzma, and Riley. Voting No: None.

Community Development Director Gladhill noted that there will be a mailing to alert residents of the neighborhood workshop. He stated that residents can also contact the planning department and watch agendas but confirmed that a mailing would be done to residents within 350 feet, similar to the notification for the meeting tonight.



## What Would NOT Be Allowed?

- Motor Vehicle Sales
- Motor Vehicle Repair
- Gas Station
- Liquor Stores
- Adult Uses
- Sales of Tobacco

Comment Below:

cont. - Hours of operation -

- History of Day Care - permit

- Lighting of Building / Parking Lot

- Look at how much commercial fits in community.  
TOO much space already.

- CONCERN w/ EXISTING Neighborhood.

- time line & Process.

From:  
To:  
Cc:  
Subject:  
Date:

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City of Ramsey,

Thank you for the notice of the workshop on discussing the re-zoning of the property on 6139 157th Lane NW. Unfortunately I will be out of the state that week and am unable to attend.

About the re-zoning, I absolutely do not want this property to be re-zoned business of any kind. The letter implies that when the previous two conditional use permits were awarded, that they were done improperly, a mistake. Back in the 1990's when the Lord of Life Church moved out and sold the property, the only buyer was Northern Secretarial Services and the only option the city had was to either re-zone as business, or to keep the property as residential and provide a conditional use permit to allow business use in a residential area. **THIS WAS NOT A MISTAKE!** This was the best decision the city had available that met with the residents wishes that had to live with the decision. So far. it has worked out well, including when the daycare came in and also when the daycare expanded in the 2000's. To call this decision a mistake is unfair to the city back then, and unfair to the area residents involved with that decision.

To re-zone this property to any kind of business zoning would be against the direct wishes of myself and the other residents that have been living near the daycare for the past several years. As I see it, Lublin Properties requested re-zoning to business/commercial a couple years ago that would allow them to refinance for a significantly higher amount than otherwise with a CUP. This is another attempt to increase the net worth of this property. Business property is much more valuable than a daycare on residential property. I firmly believe that once you force this re-zoning on us area residents, the gas station, bar and grill and whatever else wants to move in will happen rather quickly. You say no drive-throughs or liquor will be allowed, but that is only one quick decision away from happening once the business zoning happens. One of the conditions of the CUP was business hours were limited to 6 am to 6 pm, because it is located in a residential area. What hours restrictions will be enforced on a business zoned area? What about the deteriorating road that is already not being taken care of? What about the extra noise and traffic congestion? I live directly south of the daycare. Living across from a strip mall will directly lower my property values, so that means that I will be subsidizing the new businesses against my will!

I see this move to fix a mistake from 20 sum years ago as really a move to bring in more business tax revenue to the city and increase the property value of the daycare at the expense of the residents of Ramsey that live in close proximity. I am totally against this change of zoning. The CUP was correct when it was done, and is the proper zoning for the best interests of the city and it's residents now.

I am absolutely against any form of re-zoning this property to business anything!

Terrance Petro  
6140 157th Lane NW  
Ramsey, MN 55303  
612-618-3533

**From:**  
**To:**  
**Subject:**  
**Date:**

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Good evening,

My name is Sara Lahti, I'm a resident in the neighborhood down the street from The Learning Lodge. I am concerned with the changes in the zoning of the property. I do not feel a commercial zone is appropriate. There are many children in the neighborhood and traffic is bad as is. The intersection of County road 5 and 157th Ln would definitely need to be re-evaluated. If it is commercial then the use it is currently used for ( daycare) is okay, I just don't want it to become anything more. I feel any additional business would decrease appeal to the neighborhood and hence make our property value decrease.

Thank you for listening to my concerns

Sara Lahti  
651-208-8957  
6914 157th LN NW  
Ramsey

Sent from my iPhone

**5.02: Public Hearing: Consider Ordinance #18-13, Amendment to City Code Chapter 117 (Zoning and Subdivision of Land) to add a Neighborhood Business District**

**Public Hearing**

Chairperson Bauer called the public hearing to order at 7:13 p.m.

**Presentation**

Community Development Director Gladhill presented the staff report stating in 2016, following the Public Hearing regarding the property located at 6139 157 Lane NW, staff was instructed to create a new zoning district within the City of Ramsey for the purposes of commercial property located near or adjacent to residential properties. Primarily, this Zoning District is needed to correct a previous zoning action (improper use of a conditional use permit).

Community Development Director Gladhill reported this zoning district did not move forward in 2016 and staff has been directed to bring the case back to the Planning Commission as a discussion item. This proposed zoning district is slightly more restrictive than the current B-1 district and would not occur along Highways 47 or 10. The intent of this ordinance is truly small-scale, neighborhood-scale commercial uses. The intent is not to allow higher intensity uses most commonly found along highway corridors. This district can be a valuable tool moving forward as the City attempts to accomplish comprehensive plan goals to provide a mix of uses focused on neighborhoods. For example, another potential area for this zoning district could be used would be near the new elementary school (not proposed at this time).

Community Development Director Gladhill explained staff drafted a proposed zoning district which includes four permitted uses, four conditional uses and six prohibited uses. Following the feedback previous Planning Commission meetings, Staff has moved on-sale liquor to a conditional use and added the sales of tobacco, tobacco products or tobacco related devices to the prohibited uses. This case was also reviewed at a recent City Council Work Session.

**Citizen Input**

Jerry Petro, 6140 157<sup>th</sup> Lane NW, explained he lives just south of the subject property. He reported this property used to be a church and has since become a daycare and secretarial service. He questioned why the City was proposing to change this property from requiring a conditional use permit to becoming a Neighborhood Business District. He feared he would have a strip mall in his backyard in the near future. He questioned if the hours of operation for the Neighborhood Business District would be 6:00 a.m. to 6:00 p.m. He understood that alcohol and drive thru's would not be allowed on this property, however, he keeps seeing how the City changes their mind over the years. He expressed concern that he would have a McDonald's or a bar adjacent to his home that would be open till 2:00 a.m. He explained this property was not located on a major intersection but rather was located in a neighborhood.

Chairperson Bauer requested comment from staff as to the history of the property and the requirements within the proposed Neighborhood Business District.

Community Development Director Gladhill commented on the history of this property. He explained there was a unique use that was allowed through a Conditional Use Permit. He discussed how Minnesota State Statute and Court Case law had deemed it was necessary to list Conditional Uses within City Code, prior to issuing a permit. Therefore, moving forward, the City adjusted its tools and clarified Conditional Uses within City Code. He commented further on the additional protections that were set within the proposed Neighborhood Business District. He reported a strip mall could not locate on this property as only 35% of the lot could be covered with a building.

Mr. Petro questioned how much of the lot was currently covered by a building. He anticipated that the value of this property would go up substantially after the property was rezoned.

Community Development Director Gladhill stated the current building coverage was 20%.

Jacqueline Abendroth, 15810 Sodium Street, explained she lived next door to the daycare and has been a resident of Ramsey since 1970. She expressed concern with the future businesses that could locate on this site. She stated she had no problem with the current business but feared how new uses would impact the neighborhood. While she didn't oppose someone trying to get ahead, she did not believe this should be at the expense of others. She indicated she was also concerned with how her property value would be impacted by the rezoning.

Elaine Parsons, 15813 Nowthen Boulevard, stated she had concerns with the increase in traffic that would be brought to the site if it were rezoned. She feared lighting and noise would negatively impact her neighborhood. She requested on-sale liquor sales not be allowed on this property. She encouraged the Commission to consider how her property value would be adversely impacted if the rezoning were approved. She explained there were vacant strip malls in Ramsey already and stated she did not want to see another failed strip mall in her backyard.

Chairperson Bauer reported on-sale liquor sales was not a permitted use, but would be a conditional use.

Mr. Petrow expressed concern with the fact the building coverage on the site could almost double. He feared how additional businesses with expanded hours would impact his neighborhood.

Commissioner VanScoy questioned what hours of operation would be reasonable for this property.

Mr. Petrow discussed the traffic that flowed through the property currently for the daycare. He commented that a restaurant serving alcohol would have later hours of operation that would impact and change the neighborhood.

Commissioner VanScoy commented the proposed rezoning had to be resolved due to a concern with State Statute.

Mr. Petrow recommended the hours of operation be restricted in order to reduce the impact on the neighborhood.

Lowell Parsons, 15813 Nowthen Boulevard, stated he lived to the north of the subject property. He questioned if any of the Commissioners would like to have this property behind their home. He explained he worked 60 hours a week to maintain his property and feared his property would be devalued by the proposed rezoning. He feared the City was going down a slippery slope. He encouraged the Commission to reevaluate the situation and to become more compassionate to the adjacent residents. He explained alcohol did not need to be sold in a neighborhood.

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 7:51 p.m.

### **Commission Business**

Community Development Director Gladhill explained the café/on-sale liquor sales language could be removed from the City Code amendment. He commented the Commission could also limit the hours of operation or size of a future restaurant space/outdoor seating.

Chairperson Bauer explained the original intent of the Commission was to allow beer or wine at a café. He indicated restrictions could be put in place to ensure on-sale liquor was no more than 20% of the restaurants' revenue. He stated this would require any future restaurants to be focused primarily on food and not alcohol.

Community Development Director Gladhill reported this could be done but explained this would be difficult for City staff to enforce. He suggested a maximum of 25% of sales receipts be related to on-sale liquor sales.

Commissioner Anderson supported eliminating the on-sale liquor sales language completely. He reported this code amendment was for the entire City and not for this one property. He feared that liquor sales in neighborhoods was asking for trouble.

Commissioner Woestehoff stated he would like to see the language remain in place as there may be other properties in the City that could benefit from a neighborhood café with beer and wine. He explained he would support setting restricted hours of operation. He reported he would be fine living next to the subject property and having several neighborhood businesses in his backyard.

Chairperson Bauer explained he used to live in Detroit Lakes and had a supper club 200 feet from his property. He stated he never had a problem and noted the use did not impact his property value.

Commissioner VanScoy commented the restaurant at the Rum River Golf Course serves food and alcohol. He reported this restaurant had not ever been a concern for the neighborhood. He stated he has heard the concerns from the neighbors and recommended the Planning Commission not allow alcohol sales as a conditional use on the subject property. He commented further on the differences between permitted and conditional uses.

Commissioner Anderson stated he was opposing the alcohol sales noting the City had other tools available. He reported the proposed code amendment was for neighborhoods and not for the larger commercial areas in Ramsey. He did not believe alcohol sales should occur in neighborhoods.

Community Development Director Gladhill discussed the success of the Buena Sera restaurant in Champlin noting this restaurant was located in a residential neighborhood, served beer and wine, along with food.

Commissioner VanScoy asked if it would be appropriate to add hours of operation to the code amendment.

Commissioner Woestehoff stated he would support limiting the hours of operation for the Neighborhood Business District. He suggested the hours of operation be 6:00 a.m. to 6:00 p.m.

Community Development Director Gladhill anticipated that a café would want to hit both the lunch and supper rush which may mean the hours of operation would have to be from 11:00 a.m. to 8:00 p.m. He stated as a compromise, the hours of operation for the Neighborhood Business District could be from 6:00 a.m. to 8:00 p.m., further restricting on-sale liquor sales from 11:00 a.m. to 8:00 p.m., to have no outdoor seating, no outdoor music and that liquor sales be no more than 25% of the gross receipts of the business.

Commissioner Woestehoff stated he could support on-sale alcohol sales occurring until 9:00 p.m.

Chairperson Bauer questioned how to phrase these amendments to the Ordinance.

Community Development Director Gladhill recommended the Commission make several motions to amend the Ordinance prior to recommending approval of the amended Ordinance.

Motion by Commissioner VanScoy, seconded by Commissioner Woestehoff, to amend Ordinance #18-13, amending the hours of operation to 6:00 a.m. to 9:00 p.m., with on-sale liquor sales to occur from 11:00 a.m. to 9:00 p.m.

### **Further discussion**

Commissioner VanScoy asked if 9:00 p.m. was acceptable. The Commission supported the proposed hours of operation.

Commissioner Surma commented each neighborhood would have to be considered separately with future neighborhood business requests.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Woestehoff, Gengler, and Surma. Voting No: Commissioner Anderson. Absent: Commissioner Onyambu.

Motion by Commissioner VanScoy, seconded by Commissioner Woestehoff, to amend Ordinance #18-13 to not allow outdoor music or speakers within the Neighborhood Business District.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Woestehoff, Gengler, and Surma. Voting No: Commissioner Anderson. Absent: Commissioner Onyambu.

Motion by Commissioner Woestehoff, seconded by Commissioner Surma, to recommend that City Council adopt Ordinance #18-13 as amended.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Woestehoff, Surma, Gengler, and VanScoy. Voting No: Commissioner Anderson. Absent: Commissioner Onyambu.

DRAFT

**ORDINANCE #19-05**

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

**AN AMENDMENT TO CHAPTER 117 OF THE CITY CODE, WHICH CHAPTER IS KNOWN AS ZONING AND SUBDIVISIONS OF THE CITY CODE OF RAMSEY, MINNESOTA**

**AN ORDINANCE AMENDING ARTICLE II DIVISION 4 SECTION 117 (ZONING AND SUBDIVISIONS) OF THE RAMSEY CITY CODE.**

The City of Ramsey Ordains:

**SECTION 1 AUTHORITY**

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

**SECTION 2 AMENDMENTS**

The following section of City Code is added to Chapter 117.

Section 117-124. – Neighborhood Business District is added as follows:

- (a) Intent. The intent of the Neighborhood Business District is to provide a commercial area for office space, daycare uses and other similar uses, which are compatible with the neighboring residential properties.
- (b) Permitted uses. The following are permitted uses, subject to general requirements and performance standards as specified by this chapter:
  - (1) Restaurants and cafes limited to the hours between 6:00 a.m. to 9:00 p.m.
  - (2) Administrative and business offices limited to the hours between 6:00 a.m. to 9:00 p.m.
  - (3) Personal and professional services limited to the hours between 6:00 a.m. to 9:00 p.m.
  - (4) Day care centers limited to the hours between 6:00 a.m. to 9:00 p.m.
- (c) Conditional uses.
  - (1) Expansion or enlargement of lawful nonconforming uses.
  - (2) Animal Clinics limited to the hours between 6:00 a.m. to 9:00 p.m.
  - (3) Medical Clinics limited to the hours between 6:00 a.m. to 9:00 p.m.
  - (4) On-Sale Liquor limited to the hours of 11:00 a.m. to 9:00 p.m.
- (d) Accessory uses.

- (1) Off-street parking as regulated and required by this chapter.
- (2) Off-street loading as regulated and required by this chapter.
- (3) Signing as regulated by article II, division 8 of this chapter.

(e) Prohibited Uses.

- (1) Motor vehicle sales or repair.
- (2) Retail operations with drive-through.
- (3) Gas stations.
- (4) Off -sale liquor.
- (5) Adult uses - principal and adult uses - accessory.
- (6) Sales of tobacco, tobacco products, or tobacco-related devices.
- (7) Use of outdoor speakers or other amplified sound.

(e) Standards. (Also refer to article II, division 6 of this chapter for general performance standards.)

(1) Bulk standards.

Standard	Requirement
Minimum lot area	½ acre 1 acre without municipal water and sewer
Minimum lot width	100 feet 200 feet without municipal water and sewer
Minimum lot depth	150 feet
Maximum building height	35 feet
Maximum structure area	35% of lot area
Minimum building setbacks	
Front yard	35 feet
Side yard	10 feet
Side yard on corner lot	20 feet
Rear yard	35 feet
Major and minor arterials and state and county roads	60 feet from centerline of road right-of-way plus the local applicable setback
Public/private service road	25 feet

Off-street parking and pavement (includes maneuvering areas) setback from street right-of-way	20
Setbacks from residential districts:	35 feet
Structure setback from property boundary line	
Off-street parking, driveways and outside sales and display areas	

- (2) All exterior wall finishes on any building shall be:
- a. Face brick;
  - b. Stucco;
  - c. Glass;
  - d. Wood;
  - e. Natural stone;
  - f. Specifically designed pre-cast concrete units whose surfaces have been integrally treated with an applied decorative material or texture;
  - g. Other material as may be approved by the city.
- Combinations of such materials shall be permitted.
- (3) Vehicular access points shall be limited, shall create a minimum of conflict with through traffic movements, and shall be subject to the approval of the city engineer.
- (4) The entire site shall have a drainage system which is subject to the approval of the city engineer.
- (5) All signing and information or visual communication devices shall be in compliance with the applicable provisions of this Code.
- (6) All magazing or stacking space for vehicles shall be off-street and shall be constructed to a size that will accommodate that number of vehicles which can be serviced during a maximum 30 minute period and shall be subject to the approval of the city engineer.
- (7) Parking or car magazine storage space shall be screened from view of abutting residential districts.
- (8) Provisions are made to control and reduce noise.
- (9) A concrete curb not less than six inches above grade shall separate the public sidewalk from motor vehicle service areas.
- (10) Off-street parking areas, loading areas, driveways, and traffic maneuvering areas shall be surfaced with concrete or blacktop and finished with continuous concrete curbing as recommended by the city engineer and reflected on an approved site plan. Any site

proposing to install any of the above named site improvements is subject to the site plan review process established in section 117-52.

- (11) All conditions pertaining to a specific site are subject to change when the council, upon investigation in relation to a formal request, finds that the general welfare and public betterment can be served as well or better by modifying the conditions.
- (12) Lighting. Any lighting used to illuminate an off-street parking area, sign or structure, shall be arranged to deflect light away from adjoining residential properties and/or public street. Bulbs emitting in excess of 3,000 lumens (150 watts) shall be so directed that the bulb is not visible from off of the property where such light source is located.
- (13) Landscaping and buffering.
  - a. Site landscaping.
    - 1. Minimum landscaping requirements. All open space areas of a lot which are not used or improved for required parking areas, drives or storage shall be landscaped with a combination of overstory trees, ornamental trees, shrubs, flowers, ground cover, decorative walks, or other similar site design materials in a quantity and placement suitable for the site. A reasonable attempt should be made to preserve as many existing trees as is practicable and to incorporate them into the development. For each existing significant tree retained one overstory tree can be deducted from the minimum requirements.
    - 2. Number of plantings. The minimum number of overstory trees on any given site shall be as indicated below. These are minimum requirements that are typically supplemented with other understory trees, shrubs, flowers and ground covers deemed appropriate for a complete quality landscape treatment of a site.

	Business Districts
Deciduous/coniferous trees	1 per 50 lineal feet of site perimeter, or 1 tree per 1,000 square feet of building footprint, whichever is greater. For expansions to buildings, 1 additional tree is required for each 1,000 square feet of additional building footprint area.
Shrubs	1 per 30 feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater.

- 3. Minimum size of plantings. Landscaping material shall be of the following minimum planting size:

Landscape Material	Size
Deciduous trees	2.5 inches diameter as measured three feet above ground
Coniferous trees	6 feet in height
Deciduous shrubs	2 feet in height

Evergreen shrubs	2 feet in height or 2 feet in width, whichever applies
Ornamental trees	1.5 inches diameter as measured three feet above ground **None required in R1

4. Planting types.
  - (i) Acceptable plantings shall be determined by the City of Ramsey Tree Book.
  - (ii) The compliment of trees fulfilling the landscaping requirements shall be not less than 25 percent deciduous and lot less than 25 percent coniferous. No more than 25 percent of the required plantings shall consist of ornamental trees.
  - (iii) For every 35 feet of public road frontage, one overstory tree shall be planted on the private property adjacent to the public road right-of-way.
- b. Topsoil. All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil, as defined in section 117-1, or an approved alternative as referenced in section 117-348.
- c. Sodding and ground cover. All areas not otherwise improved in accordance with approved site plans shall be finished with sod up to the edge of improved streets. Any alternative to the sod requirement shall require city council approval.
- d. Irrigation.
  1. All landscaping areas required under this section shall include underground irrigation systems.
  2. Exceptions include natural areas that are left undisturbed.
- e. Parking lot landscaping. All parking lots are required to provide internal overstory tree plantings in an effort to shade parking surfaces and provide visual relief. Plantings are required at the following minimum schedule. The planting schedule is established to provide an acceptable number of plantings that may be planted in regular symmetrical patterns or irregular clusters or groupings.
  1. 1 tree per every ten parking spaces.
  2. Every overstory tree planting shall be provided with a planting area of 162 square feet.
  3. Acceptable ground cover materials include sod, mulch, and other natural ground cover. Landscaping rock and plastic underlayment is not allowed.
  4. All parking lot planting areas shall include underground irrigation systems.
- f. Bufferyards. This section is intended to be minimum requirements to achieve screening between differing uses with varied intensities and impacts that are not always complementary when adjacent to one another. When a bufferyard is required under this section, the yard space and planting requirements are not to be reduced for

other purposes such as future parking and driveways, building expansions, or other activities that are not in keeping with the purposes of buffering and screening.

1. Bufferyards are intended to provide additional screening of businesses that are adjacent to residential areas. The following table details the width of the bufferyard along the common adjacent property line. An additional increase of landscape plantings would be required in the bufferyard. That increase is expressed in the table below as a percentage of the total required site landscaping:

		Existing Adjacent Development		
		R-1	R-2	R-3
Proposed Development	NBD Bufferyard width	40 ft.	30 ft.	20 ft.
	% increase in plantings required	25%	20%	20%
	NBD Bufferyard width	50 ft.	40 ft.	30 ft.
	% increase in plantings required	30%	25%	20%

2. As an alternative method for screening, fences that are 100 percent opaque may be used to mitigate the impacts of businesses that are adjacent to residential areas. Fences shall be subject to the provisions found in all applicable ordinances. When a fence is used for screening purposes, the bufferyard planting requirements may be reduced by ten percent from the stated minimum requirement.

**SECTION 3. EFFECTIVE DATE**

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Acting Mayor

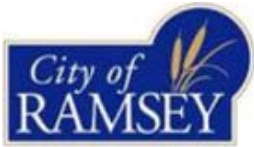
ATTEST:

\_\_\_\_\_  
City Administrator

Introduction date:  
Posting dates:  
Adoption date:  
Publication date:

Effective date:

DRAFT



Our Mission: To work together to responsibly grow our community, and to provide quality, cost-effective, and efficient government services.

**CC Regular Session**

**7. 6.**

**Meeting Date:** 03/12/2019

**By:** Tim Gladhill, Community Development

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**Information**

**Title:**

Adopt Ordinance #19-06 Amending Official Zoning Map; Case of Carol Lublin

**Purpose/Background:**

The Ordinance was introduced by the City Council on February 26, 2019 and is now eligible for adoption.

A previous case this evening started the process of creating a new zoning district known as B-3 Neighborhood Business District. The intent of this district is small-scale business as support for local neighborhoods. This could be small offices, cafes, or commercial day cares. This would not include items such as gas stations, auto repair, or auto sales. The intent is to create a walkable retail district closer to individual neighborhoods that is compatible with the surrounding residential district.

**Notification:**

Staff attempted to notify all Property Owners within 350 feet of the proposal via Standard US Mail of the February 7 Public Hearing. The Hearing was also included in the Anoka County UnionHerald.

**Observations/Alternatives:**

This site was the previous location of Lord of Life Church. When this church relocated, a large structure within a single-family district was left for adaptive reuse. Rather than rezoning the property, the City Council in the 1990s issued a Conditional Use Permit for the Subject Property, even though the use was not listed as a Conditional Use. This was a common tool at the time across the State of Minnesota as a means to infuse flexibility into local Zoning Codes. Ramsey was not the only community to utilize the tool in this manner as it was commonly held to be acceptable. Subsequently, a similar case outside of Ramsey, but in Minnesota, challenged the validity of Conditional Use Permits when not specifically listed as a Conditional Use. This case law changed the official interpretation of the use of Conditional Use Permits. This action will clean up any non-conforming use issues attached to this Property.

By rezoning the Property, it does not allow any additional uses other than what is allowed today (daycare, office, cafe). The new district does have some additional potential uses. However, this would require an amendment to the existing Conditional Use Permit, including Public Hearing and City Council Approval.

**Funding Source:**

This case is being handled as part of normal Staff duties.

**Recommendation:**

The Planning Commission recommends approval of the request. The Ordinance was introduced on February 26, 2019 and is now eligible for adoption.

**Action:**

Motion to waive the City Charter requirement to read the ordinance aloud and adopt Ordinance #19-06 amending the Official Zoning Map for 6139 157th Ln NW.

Roll Call Vote

Councilmember Shryock  
Councilmember Kuzma  
Councilmember Musgrove  
Councilmember Heinrich  
Councilmember Riley  
Mayor LeTourneau

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**Attachments**

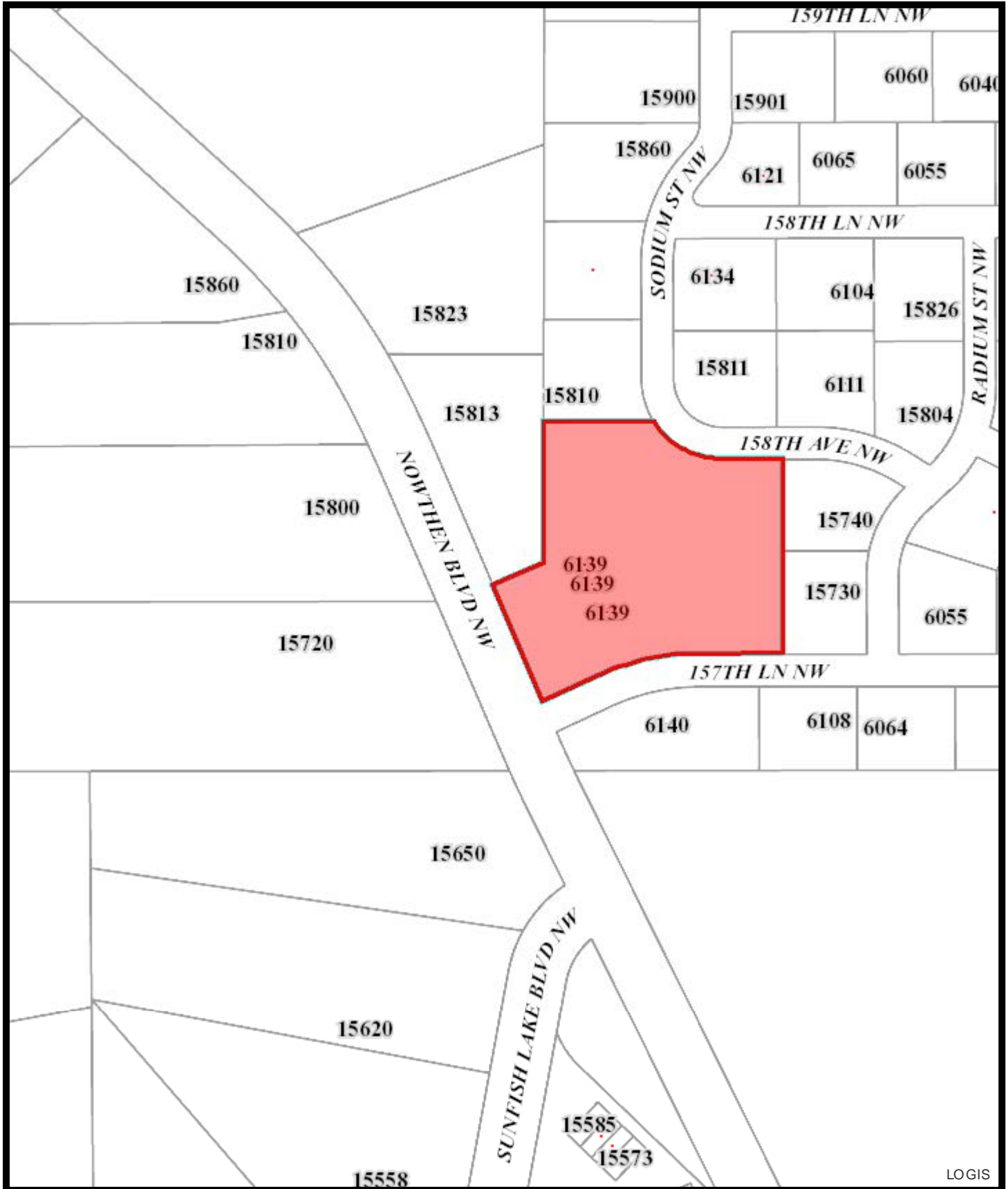
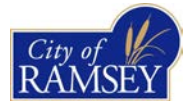
Site Location Map  
Ordinance #19-06

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Kurt Ulrich	Kurt Ulrich	03/07/2019 10:31 AM
Form Started By: Tim Gladhill		Started On: 02/27/2019 01:50 PM
Final Approval Date: 03/07/2019		

# Site Location Map



LOGIS



**ORDINANCE #19-06**

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

**AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND  
SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.**

**AN ORDINANCE AMENDING SECTION 117-90 "MAP" OF CHAPTER 117 OF THE  
CITY CODE OF RAMSEY, MINNESOTA.**

**SECTION 1. AMENDMENT**

The following legally described properties or portions thereof, are hereby rezoned from R-1 Residential (MUSA) to B-3 Neighborhood Business District.

Lot 4, Block 4, Halls Dover Acres, Anoka County, Minnesota.

**SECTION 2. MAP**

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Zoning Map", which map was adopted pursuant to Section 117-90 of the Ramsey City Code.

**SECTION 3. EFFECTIVE DATE**

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator

- Introduction date:
- Posting dates:
- Adoption date:
- Publication date:
- Effective date:

Meeting Date: 03/12/2019

By: Tim Gladhill, Community Development

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### Information

#### Title

Adopt Resolution #19-069 Approving Memorandum of Understanding with Anoka County for Septic Plan Review

**Please Note: This case was moved from Consent Agenda 4.7 to Regular Agenda 7.7.**

#### Purpose/Background:

The purpose of this case is to approve a Memorandum of Understanding with Anoka County Environmental Services to perform plan review for septic systems.

Due to the recent retirement of the City's former Building Official, a temporary service level gap exists and needs to be addressed. The City administers a program as required by Minnesota Rules Chapter 7080 to track the maintenance of private septic systems in order to protect the health of the community and groundwater supply from noncompliant septic systems. The City's new Building Official, Mr. Jesse Szykulski, starts on Monday, March 11, but is not currently certified to complete septic plan review. Mr. Szykulski will obtain this certification in the next 6 to 12 months.

#### Observations/Alternatives:

Staff reached out to Anoka County Environmental Services who maintains the Countywide Ordinance for septic systems, as well as provides resources to local homeowners. Staff at this Department are certified to perform the activities of need for Ramsey. Anoka County has agreed to assist Ramsey on a temporary basis, but charges for this service. This is a reasonable charge for service. The proposed hourly rate is \$75. Based on recent quotes obtained by the City for other Building Inspection related activities, this is a reasonable and average charge.

Alternatively, Staff could obtain additional quotes from private consulting firms. It is anticipated that the hourly rate would still be the same. Since this is a temporary situation, Staff believes the arrangement with Anoka County is most efficient.

#### Funding Source:

Funding for this activity is paid by permit revenue.

#### Recommendation:

Staff recommends approval of the Memorandum of Understanding.

#### Action:

Motion to adopt Resolution #19-069 approving Memorandum of Understanding with Anoka County for septic plan review.

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### Attachments

MOU

Resolution #19-069

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### Form Review

**Inbox**

Kurt Ulrich

Form Started By: Tim Gladhill

Final Approval Date: 03/15/2019

**Reviewed By**

Kurt Ulrich

**Date**

03/07/2019 10:47 AM

Started On: 03/07/2019 09:22 AM

**MEMORANDUM OF UNDERSTANDING**  
**between**  
**ANOKA COUNTY**  
**AND**  
**THE CITY OF RAMSEY**

THIS AGREEMENT is entered between **Anoka County (County)**, 2100 Third Avenue, Anoka, MN 55303-5041, and **the City of Ramsey, (City)**, 7500 Sunwood Drive NW, Ramsey, MN 55303.

**RECITALS:**

- (1) Anoka County Public Health and Environmental Services Department has qualified staff to review Subsurface Sewage Treatment System (SSTS) permit applications within Anoka County according to Minn. Rules Chap. 7082.
- (2) The City of Ramsey has in place a state approved septic ordinance and procedure for the submission and review of septic permit applications.
- (3) The City of Ramsey currently has a vacancy for the position of Septic System Inspector and needs temporary assistance of a State certified septic inspector.
- (4) Anoka County has staff available to perform this function and is willing to assist the City of Ramsey on the conditions outlined herein.

**NOW, THEREFORE**, in consideration of the mutual promises and agreements contained in this agreement, Anoka County and the City of Ramsey agree as follows:

**1. TERM**

- 1.1 This Agreement begins on February 20, 2019 regardless of the date of signatures and ends on June 30, 2019, unless earlier terminated upon a 30-day written notice, by either party, with or without cause.

**2. SERVICES**

- 2.1 The County agrees to review all septic permit applications received by the City of Ramsey during the term of this Agreement. Review will be provided by a State certified SSTS inspector.
  - 2.1.1 The City shall forward the SSTS application and all supporting documents to the County within 7 days of receipt of the application.
  - 2.1.2 The review will be completed within sixty (60) days from the City's receipt of the application.
- 2.2 The County and City shall perform their permitting duties in accordance with Minnesota Rules Chapter 7083 and the City of Ramsey Ordinance #14-03, an ordinance amending City Code Chapter 117, Article II, Individual Sewage Treatment Systems, and any amendments thereto.

**3. COST**

- 3.1 The City agrees to reimburse the County for the cost of performing the review at the rate of \$75.00 per hour, consistent with the Anoka County Fee Schedule, Environmental Review, Record Review & Special Reports, with a 30-minute minimum per application.

- 3.2 The County will submit monthly invoices to the City based on actual expenses for services provided during that calendar month.
- 3.3 Program invoices will be submitted monthly no later than the 30<sup>th</sup> day of the following month the services were provided.
- 3.4 Within 30 days after receiving a properly completed invoice, the City will pay the County.
  - 3.4.1 If the City receives an improperly completed invoice, the City will notify the County within 5 days and the County will submit a corrected invoice promptly.
- 3.5 The County will submit the invoices to City of Ramsey, 7500 Sunwood Drive NW, Ramsey, MN 55303.
- 3.6 The City will remit payment to Anoka County Public Health & Environmental Services Department, 2100 Third Avenue, STE 600, Anoka, MN 55303-5041.

**4. AUDIT AND RECORDS RETENTION**

- 4.1 The County agrees that its records, documents, accounting procedures and practices, and other papers relevant to this agreement are subject to examination, duplication, transcription, and audit by the City, Legislative or State Auditor under Minn. Stat. § 16B.06, subd. 4.
- 5.2 The County agrees to maintain required records for at least 6 years after it receives final payment, or this Agreement terminates, whichever is later.

**5. INDEMNIFICATION**

- 5.1 To the extent allowed by law, the City agrees to hold harmless, indemnify, and defend Anoka County, its commissioners, officers, agents, and employees against all claims, expenses, (including attorney’s fees), losses, damages, or lawsuits for damages, arising from or related to performing or failing to perform activities under this agreement, including but not limited to the negligence of the City.
- 5.2 Section 5. INDEMNIFICATION provisions do not independently create liability as to any third party.
- 5.3 Nothing in this Agreement waives any limitation on liability provided by Minn. Stat. Chap. 466 or Minn. Stat. §§ 3.732 et seq. or any other applicable law.

**6. INSURANCE**

- 6.1 The City agrees that, at all times during this Agreement to protect itself as well as Anoka County under Section 5. INDEMNIFICATION, it will have and keep in force sufficient insurance.

**7. MODIFICATIONS**

- 7.1 To alter, modify, or amend this agreement, the parties must agree in writing signed by their authorized representative(s).
  - 7.1.1 An interpretation that is not viewed as material by the parties does not require signatures.

**8. NOTICE**

- 8.1 Notice is to be given in writing, directed to the City Administrator or to the Public Health & Environmental Services Director, at the address stated above, and either sent by mail or delivered in person.
- 8.2 When notice is served by mail, it is deemed received 3 days after mailing.

**9. ENTIRE AGREEMENT**

- 9.1 The parties' entire agreement is contained in this document.
- 9.2 This Agreement supersedes all oral agreements and negotiations by the parties relating to its subject matter.
- 9.3 All items referred to in this agreement are incorporated or attached and deemed to be part of the agreement.

The City of Ramsey having signed this agreement, and the proper County officials having signed this agreement, the parties agree to be bound by its provisions.

**ANOKA COUNTY**

**City of Ramsey**

By: \_\_\_\_\_  
 Jonelle Hubbard, Director  
 Public Health & Environmental Services

By: \_\_\_\_\_  
 Print Name: John LeTourneau

Title: Mayor

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
 Print Name: Kurt Ulrich

Title: City Administrator

Dated: \_\_\_\_\_

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #19-069**

**A RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING WITH ANOKA COUNTY FOR SEPTIC SYSTEM PLAN REVIEW**

**WHEREAS**, the City recently filled a vacancy in the City’s Building Inspection Division;  
and

**WHEREAS**, the City does not currently have Staff licensed to perform septic plan review as required by Minnesota Statutes Chapter 7080; and

**WHEREAS**, Anoka County Environmental Services has agreed to perform these activities on behalf of the City until such time existing City Staff is able to obtain necessary licensing.

**NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:**

- 1) That the Ramsey City Council approves the Memorandum of Understanding with Anoka County.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember \_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 12<sup>th</sup> day of March, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

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City Clerk