

**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 181st 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 157th 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,

Tim Gladhill
Community Development Director

ATTEST:

JoAnn Shaw
Community Development Assistant

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.