

**City of Ramsey**  
**Agenda**  
**Environmental Policy Board (EPB)**  
**Monday, November 18, 2019**  
**6:30 pm**  
**Council Chambers, 7550 Sunwood Drive NW**

1. **Call to Order**
2. **Citizen Input**
3. **Approve Agenda**
4. **Approve Minutes**
  1. Approve Meeting Minutes Dated September 16, 2019
5. **Policy Board Business**
  1. Consider a Revised Landscape Plan for Delta ModTech
  2. Consider Participation in a Nationwide Water Conservation Challenge
6. **Board/Staff Input**
  1. Staff Updates
7. **Adjournment**

**Environmental Policy Board (EPB)**

**4. 1.**

**Meeting Date:** 11/18/2019

**By:** Chris Anderson, Community  
Development

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**Information**

**Title:**

Approve Meeting Minutes Dated September 16, 2019

**Action:**

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**Attachments**

Meeting Minutes Dated September 16, 2019

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**Form Review**

**Inbox**

Tim Gladhill

Form Started By: Chris Anderson

Final Approval Date: 11/14/2019

**Reviewed By**

Tim Gladhill

**Date**

11/14/2019 03:46 PM

Started On: 11/08/2019 11:33 AM

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

On Monday, September 16, 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 Reid Bernard  
                            Board Member Melissa Fetterley  
                            Board Member Michael Hiatt

Members Absent:     Board Member Jane Covart  
                            Board Member Laura Moore

Also Present:         City Planner Chris Anderson  
                            City Council Liaison Debra Musgrove

**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 Hiatt and seconded by Board Member Fetterley to approve the agenda as submitted.

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

**4.     APPROVE MINUTES**

**4.01:   Approve Meeting Minutes Dated August 19, 2019**

Motion by Board Member Fetterley and seconded by Board Member Bernard to approve the regular meeting minutes dated August 19, 2019.

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

**5.     POLICY BOARD BUSINESS**

**5.01:   Review Draft EPB Work Plan**

City Planner Anderson presented the staff report. He stated that the purpose of this case is to continue discussion on items for inclusion in a new Environmental Policy Board (EPB) Work Plan. The EPB's current Work Plan runs through the end of 2019. The EPB did briefly discuss potential topics for inclusion at its April 15, 2019 meeting. The Action Plan from the City's current Strategic Plan was included in the case to provide some insight into the City Council's priorities over the next year.

Chairperson Valentine asked the Board if there are additional priority items. He commented that the three main items identified seem to be good foundation items to move forward with.

Board Member Bernard agreed that the three items should continue to roll over. He suggested adding a youth engagement piece, noting the recent creation of an environmental group at the High School and possible interaction between the Board and that group.

City Planner Anderson stated that youth engagement does match up with strategic action items developed by the City Council. He noted that he has also had involvement with the elementary schools related to recycling in the past.

Board Member Fetterley also agreed that the three listed items should remain as well as the inclusion of youth engagement.

Board Member Hiatt commented that it would be nice to find ways to work with the different school groups with a focus on the three items listed in the plan, particularly water conservation. He stated that perhaps there are projects that can be embedded with the different youth age groups that could help to accomplish the different work plan categories.

Councilmember Musgrove stated that the Lower Rum River Watershed Management Organization website has a lot of information for residents. She commented that the LRRWMO recently partnered with Anoka Conservation District/Anoka County related to education and outreach and noted that perhaps it would be helpful for that representative to provide a presentation to the Board related to her youth education efforts. She asked if Public Works is involved in recycling and whether there is overlap in that area.

City Planner Anderson stated that historically there were other City Council committees similar to the Public Works Committee. He stated that perhaps the link to the Public Works Committee would be the impact that garbage and recycling trucks have on public streets. He confirmed that the Board is comfortable with the three items shown on the draft plan and noted that he will review to determine how youth engagement could fit within the existing items or whether that should be its own item.

Chairperson Valentine commented that it could be helpful to coordinate with other community education entities as it would not make sense to duplicate existing efforts.

Board Member Hiatt stated that if these are the three major areas of focus, perhaps the Board should identify best practices in terms of water conservation and smart technologies. He stated that perhaps there are models available from other communities that can be duplicated.

## 6. BOARD / STAFF INPUT

- **Other**

City Planner noted that a resident dropped off materials related to an educational event taking place on September 17<sup>th</sup> at the UCC Congregational Church of Anoka related to climate change and water quality of the upper Mississippi River. He noted that Board Members are invited to attend.

Board Member Hiatt noted that perhaps there could be an opportunity to partner with the Anoka Area Climate Action group.

- **Fall Recycling Day Event**

City Planner Anderson reported that the third and final recycling event of the year is coming up on September 28<sup>th</sup> from 8:00 a.m. to noon at the Public Works Campus.

## 7. ADJOURNMENT

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

The meeting adjourned at 6:58 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.*

**Meeting Date:** 11/18/2019

**By:** Chris Anderson, Community  
Development

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**Information**

**Title:**

Consider a Revised Landscape Plan for Delta ModTech

**Purpose/Background:**

Delta ModTech (the "Applicant"), which is a new industrial business that received its approvals earlier this year, has contacted the City with proposed revisions to their approved Landscape Plan. The property itself is located at 8445 Bunker Lake Boulevard (the "Subject Property") and is zoned E-3 Employment. The Subject Property does abut an existing residential property that is zoned R-3 Residential (High Density). The Applicant has noted that there were no proposed revisions to the landscaping along the border with this residential property nor were there any tree reductions proposed along the public street frontage. The proposed reduced tree plantings are mostly along the northern and eastern property boundaries, which presumably abut future industrial projects.

**Observations/Alternatives:**

**Request**

Based on City Code, the minimum plantings required (trees and shrubs) are directly correlated with the site perimeter or building footprint, whichever results in more plantings. In this case, the building footprint calculation required 232 trees and 675 shrubs (compared to 70 trees and 116 shrubs if based on site perimeter). The approved Landscape Plan was very densely planted in an attempt to meet the minimum requirements (it was still technically deficient sixteen [16] trees due to lack of space). In fact, it is likely that over time, various trees may need to be removed to ensure sufficient growing space.

The Applicant has provided a revised Landscape Plan that reduces the total number of trees from 216 to 167 (difference of forty-nine [49] trees) and total number of shrubs from 714 to 473 (difference of 241 shrubs). While that may seem like a significant reduction of plantings, the Subject Property would still be very well landscaped with little to no difference in appearance from the public street or from the adjacent residential property. The Applicant consciously focused on the areas that will eventual abut other industrial sites when determining areas to reduce tree plantings. Shrub reductions are mostly in the parking lot islands (allowing some space for snow storage) as well as a line of shrubs bordering the southern-most parking stalls along Bunker Lake Blvd.

Overall, Staff still believes that the Subject Property will be very well landscaped with little difference noticeable from the street or adjoining residential property. The proposed reductions would allow for more growing space for both trees and shrubs while also accommodating certain maintenance activities (e.g. snow storage). Furthermore, this should result in greater survivability in the long term as there will be less competition between plants for sunlight, water, and nutrients. Finally, this project will still be making a significant financial investment in landscaping. When factoring in trees, shrubs, topsoil, and turf, the landscape component itself will be over \$100,000.00.

**Question on City Code**

This inquiry has raised an internal question regarding planting requirements for our Employment Districts. Oftentimes, prospective businesses for industrial parks have large scale buildings and require significant areas of pavement for parking and shipping/receiving. Most of the time, a storm water pond(s) must also be incorporated into the site, further reducing planting options. This can create challenges for an applicant in meeting the landscaping requirements, especially since they are based on either building footprint or site perimeter (again, whichever results in the greatest number of plantings).

Staff wanted to at least raise the question with the Environmental Policy Board about whether there was an interest in further reviewing the landscape requirements to determine if potential amendments should be pursued. Staff is not necessarily recommending any amendments, but thinks, at the very least, the shrub requirement warrants some discussion. Other potential items that could be considered to determine whether any code amendments should be explored include:

- Where should landscaping be emphasized on a project (e.g. along public street frontages, near building entrances, etc.)?
- What is the goal for the shrub plantings?
- Consider simply modifying the planting requirements, based on building footprint or site perimeter, to whichever is less rather than whichever is greater.

Again, Staff is not necessarily recommending any specific revisions to landscaping requirements. However, with this most recent project requesting approval of an amended Landscape Plan, it seems prudent for the Board to discuss the code requirements and provide some direction and/or feedback to Staff about maintaining the status quo or considering potential landscape amendments.

**Funding Source:**

This is being handled as part of Staff's regular duties.

**Action:**

Motion to recommend approval of the revised Landscape Plan.

-and-

Provide direction to Staff on whether to proceed with research on possible planting requirement amendments or to leave as is.

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**Attachments**

Site Location Map

Approved Landscape Plan

Proposed Revised Landscape Plan

General Comparison between Plans

Employment District Landscape Requirements

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**Form Review**

**Inbox**

Tim Gladhill

Form Started By: Chris Anderson

Final Approval Date: 11/14/2019

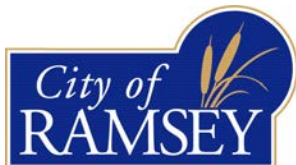
**Reviewed By**

Tim Gladhill

**Date**

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
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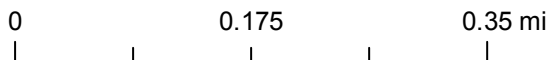


## Site Location Map

8445 Bunker Lake Blvd NW

### Legend

-  Site
-  Parcels





**ANDERSON**

13605 1st Avenue N. #100  
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Anderson Engineering of Minnesota, LLC

**DELTA MODTECH**

NEW BUILDING  
RAMSEY, MINNESOTA

KINGHORN

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: DEREK J. SEIFERT, PLA

SIGNATURE:

DATE: 09/19/2019 LICENSE NO. 56013

**REVISION LOG**

NO.	DATE	DESCRIPTION OF REVISIONS

**CITY SUBMITTAL**  
SEPTEMBER 18, 2019

DESIGNED: LJW	DRAWN: MAE	CHECKED BY: LJW
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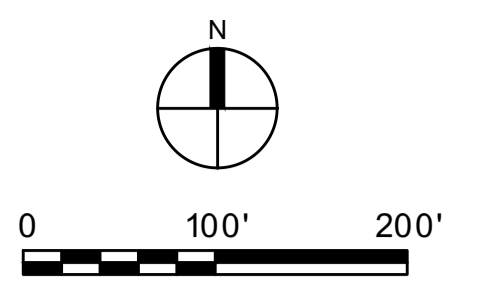
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**PLANTING PLAN  
OVERALL**

DRAWING NO.

**L1**

PLOTTED: ---	COMM. NO. 15358
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**NOTES**

- ALL PLANTINGS SHALL RECEIVE IRRIGATION (SEE L3 FOR IRRIGATION NOTES)
- REFER TO PLAN SHEET L3 FOR SODDING, SEEDING, FERTILIZER AND TOPSOIL NOTES

**LEGEND**

- PROPERTY LIMITS
- CONSTRUCTION LIMITS
- REMOVE TREE
- NEW SOD W/IRRIGATION
- NEW SEED MNDOT 35-221
- 3" DEEP, WASHED RIVER ROCK MULCH WITH FABRIC
- LANDSCAPE EDGER

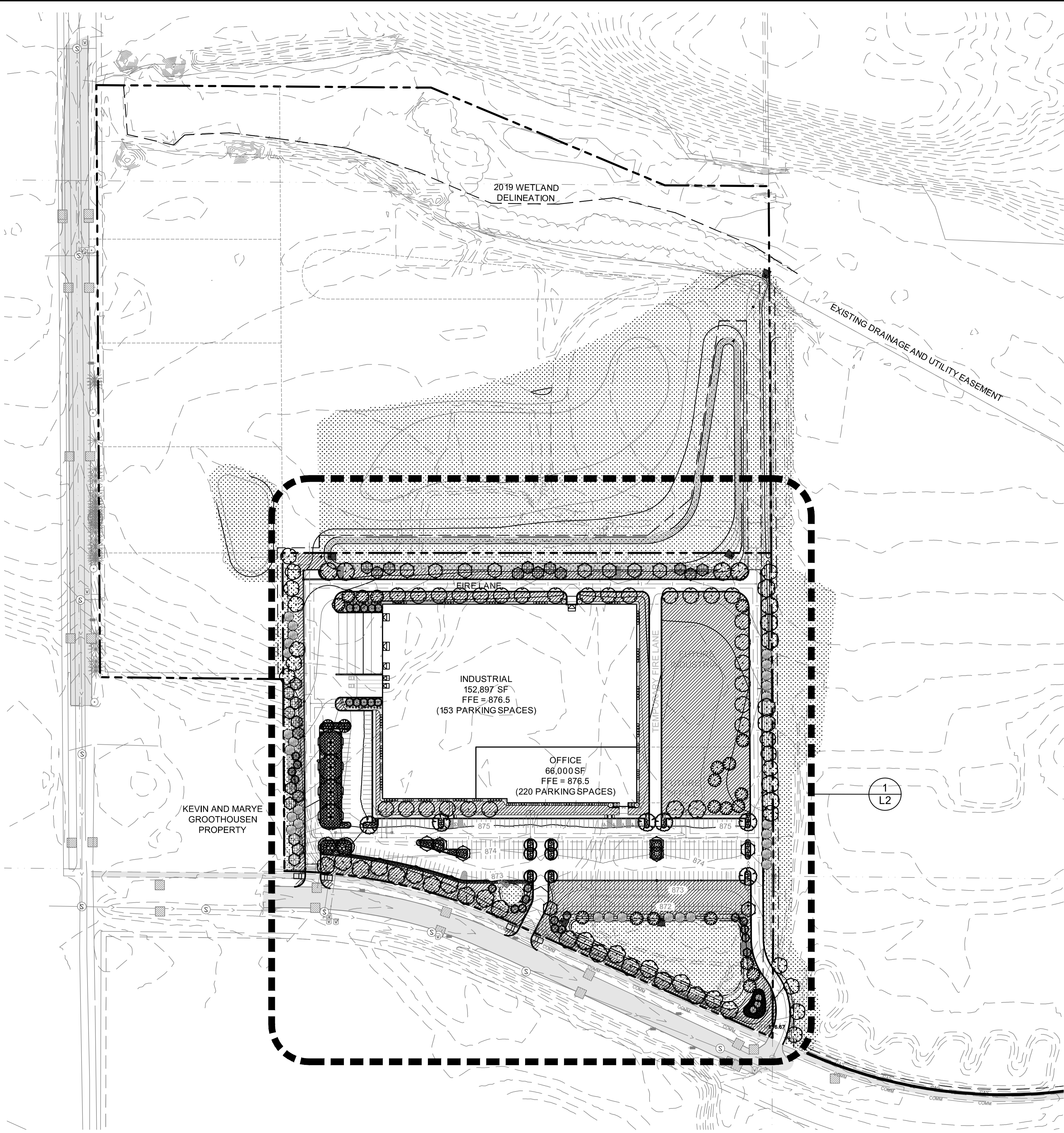
**LANDSCAPE CODE REQUIREMENTS**

- DECIDUOUS / CONIFEROUS TREES**
- 1 PER 50 LINEAL FEET OF SITE PERIMETER OR 1 TREE PER 1,000 SQUARE FEET OF BUILDING FOOTPRINT AREA, WHICHEVER IS GREATER.
- SHRUBS**
- 1 PER 30 LINEAL FEET OF SITE PERIMETER OR 1 TREE PER 300 SQUARE FEET OF BUILDING FOOTPRINT AREA, WHICHEVER IS GREATER.
- PUBLIC ROAD FRONTAGE**
- 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.
- PARKING LOTS**
- ONE TREE PER EVERY 10 PARKING SPACES.
- BUFFERYARDS**
- EXISTING ADJACENT R-3 DEVELOPMENT: 30% INCREASE IN PLANTINGS
  - EXISTING ADJACENT B-2 DEVELOPMENT: 20% INCREASE IN PLANTINGS

TOTAL TREES REQUIRED:	232 TREES REQUIRED (SEE TABLE BELOW)
TOTAL TREES PROVIDED:	216 TREES PROVIDED
TOTAL SHRUBS REQUIRED:	675 SHRUBS REQUIRED (SEE TABLE BELOW)
TOTAL SHRUBS PROVIDED:	714 SHRUBS PROVIDED

**LANDSCAPE CODE CALCULATIONS TABLE**

E-1 EMPLOYMENT DISTRICT	
<b>TREE CALCULATION - WHICHEVER IS GREATER</b>	
METHOD 1: 1 TREE PER 50 LINEAL FEET OF SITE PERIMETER	
SITE PERIMETER:	3493'
TREES REQUIRED:	70
METHOD 2: 1 TREE PER 1,000 SQFT OF BUILDING FOOTPRINT AREA	
BUILDING FOOTPRINT AREA:	185,872 SQFT
TREES REQUIRED:	186
<b>SHRUB CALCULATION - WHICHEVER IS GREATER</b>	
METHOD 1: 1 SHRUB PER 30 LINEAL FEET OF SITE PERIMETER	
SHRUBS REQUIRED:	116
METHOD 2: 1 SHRUB PER 300 SQFT OF BUILDING FOOTPRINT AREA	
SHRUBS REQUIRED:	620
<b>PARKING LOT ADDITIONAL REQUIREMENTS</b>	
1 TREE PER 10 PARKING SPACES	
PROPOSED PARKING SPACES:	295
TREES REQUIRED:	30
<b>BUFFERYARD ADDITIONAL REQUIREMENTS</b>	
ABUTTING R-3 DISTRICT:	
PERIMETER ABUTTING R-3:	370' - 10.5% OF PERIMETER
ADDITIONAL TREES REQ'D:	6
ADDITIONAL SHRUBS REQ'D:	20
ABUTTING B-2 DISTRICT:	
PERIMETER ABUTTING B-2:	1002' - 28.7% OF PERIMETER
ADDITIONAL TREES REQ'D:	11
ADDITIONAL SHRUBS REQ'D:	36
<b>TOTAL PLANTINGS REQUIRED</b>	
TOTAL TREES REQUIRED:	232
TOTAL SHRUBS REQUIRED:	675



**1 PLANTING PLAN OVERALL**  
SCALE: 1"=100'

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Title: Block - LA 15358...  
User: dsieffert  
Base: 15358\_22x34...  
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DELTA MODTECH

NEW BUILDING  
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KINGHORN

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: DEREK J. SEIFERT, PLA

SIGNATURE:

DATE: 09/19/2019 LICENSE NO. 56013

REVISION LOG

NO. DATE DESCRIPTION OF REVISIONS

CITY SUBMITTAL  
SEPTEMBER 18, 2019

DESIGNED: LW DRAWN: MAE CHECKED BY: LW

DRAWING TITLE

PLANTING  
ENLARGEMENT

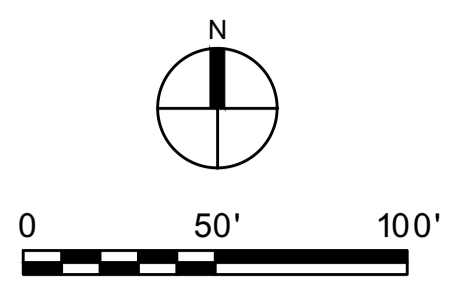
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L2

PLOTTED: --- COMM. NO. 15358

LEGEND

- PROPERTY LIMITS
- - - CONSTRUCTION LIMITS
- ✕ ✕ REMOVE TREE
- ▨ NEW SOD WIRRIGATION
- ▨ NEW SEED MNDOT 35-221
- ① 3" DEEP, WASHED RIVER ROCK MULCH WITH FABRIC
- ② LANDSCAPE EDGER

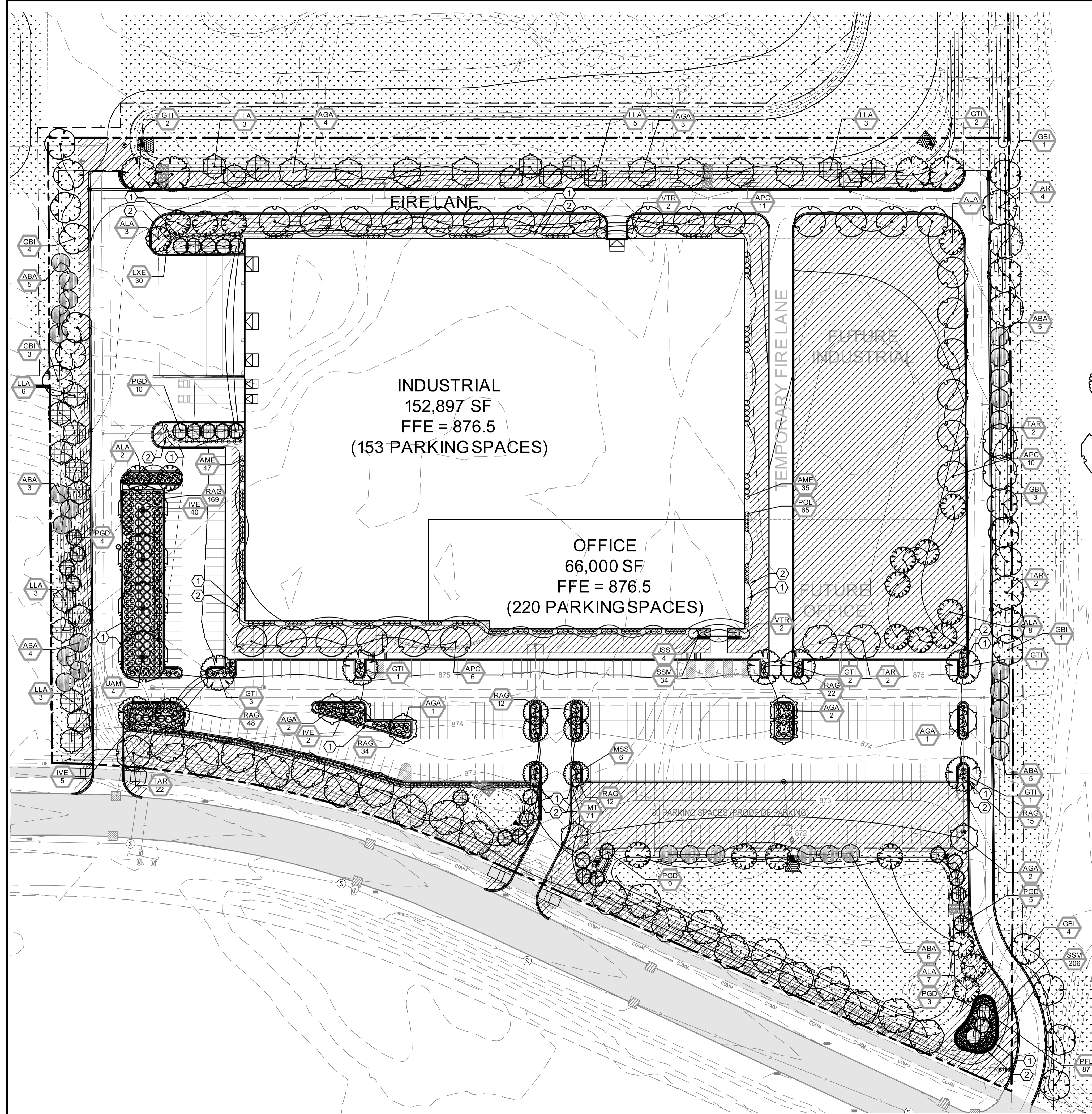


NOTES

1. ALL PLANTINGS SHALL RECEIVE IRRIGATION (SEE L3 FOR IRRIGATION NOTES)
2. REFER TO PLAN SHEET L3 FOR SODDING, SEEDING, FERTILIZER AND TOPSOIL NOTES

PLANT SCHEDULE

DECIDUOUS TREES	CODE	QTY	COMMON / BOTANICAL NAME	CONT	CAL	SIZE
	AGA	16	'AUTUMN BRILLIANCE' SERVICEBERRY AMELANCHIER X GRANDIFLORA 'AUTUMN BRILLIANCE'	B&B	2 - 1/2" CAL.	
	GTI	12	SHADEMASTER LOCUST GLEDITSIA TRIACANTHOS INERMIS 'SHADEMASTER' TM	B&B	2 - 1/2" CAL.	
	TAR	31	REDMOND AMERICAN LINDEN TILIA AMERICANA 'REDMOND'	B&B	2 - 1/2" CAL.	
	UAM	4	AMERICAN ELM ULMUS AMERICANA	B&B	2 - 1/2" CAL.	
EVERGREEN TREES	CODE	QTY	COMMON / BOTANICAL NAME	CONT	CAL	SIZE
	ABA	28	BALSAM FIR ABIES BALSAMEA	B&B	6' HT.	
	LLA	23	AMERICAN LARCH LARIX LARICINA	B&B	6' HT.	
	PGD	31	BLACK HILLS SPRUCE PICEA GLAUCA 'DENSATA'	B&B	6' HT.	
ORNAMENTAL TREES	CODE	QTY	COMMON / BOTANICAL NAME	CONT	CAL	SIZE
	APC	27	CRIMSON KING MAPLE ACER PLATANOIDES 'CRIMSON KING'	B&B	2" CAL.	
	ALA	22	ALLEGHENY SERVICEBERRY AMELANCHIER LAEVIS	B&B	2" CAL.	
	GBI	16	MAIDENHAIR TREE GINKGO BILOBA	B&B	2" CAL.	
	MSS	6	SPRING SNOW CRAB APPLE MALUS X 'SPRING SNOW'	B&B	2" CAL.	
SHRUBS	CODE	QTY	COMMON / BOTANICAL NAME	CONT		
	AME	92	CHOKEBERRY ARONIA MELANOCARPA 24" HT. (MIN.) @ TIME OF INSTALLATION	5 GAL.		
	IVE	47	WINTERBERRY ILEX VERTICILLATA 24" HT. (MIN.) @ TIME OF INSTALLATION	5 GAL.		
	JSS	4	SUTHERLAND JUNIPER JUNIPERUS SCOPULORUM 'SUTHERLAND' 24" HT. (MIN.) @ TIME OF INSTALLATION	5 GAL.		
	LXE	30	EMERALD MOUND HONEYSUCKLE LONICERA X YLLOSTEUM 'EMERALD MOUND' 24" WIDE (MIN.) @ TIME OF INSTALLATION	5 GAL.		
	POL	65	DWARF NINEBARK PHYSCARPUS OPULIFOLIUS 'LITTLE DEVIL' TM 24" HT. (MIN.) @ TIME OF INSTALLATION	5 GAL.		
	PFL	87	LEMON MERINGUE POTENTILLA POTENTILLA FRUTICOSA 'LEMON MERINGUE' 24" HT. (MIN.) @ TIME OF INSTALLATION	5 GAL.		
	RAG	314	GRO-LOW FRAGRANT SUMAC RHUS AROMATICA 'GRO-LOW' 24" WIDE (MIN.) @ TIME OF INSTALLATION	5 GAL.		
	TMT	71	TAUTON YEW TAXUS X MEDIA 'TAUNTONI' 24" WIDE (MIN.) @ TIME OF INSTALLATION	5 GAL.		
	VTR	4	AMERICAN CRANBERRY BUSH VIBURNUM TRILOBUM 24" HT. (MIN.) @ TIME OF INSTALLATION	5 GAL.		
PERENNIALS	CODE	QTY	COMMON / BOTANICAL NAME	CONT		
	SSM	240	SAGE SALVIA X SYLVESTRIS 'MAY NIGHT'	1 GAL.		



1 PLANTING ENLARGEMENT  
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**DELTA MODTECH**

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PRINT NAME: DEREK J. SEIFERT, PLA

SIGNATURE: 

DATE: 10/02/2019 LICENSE NO. 56013

**REVISION LOG**

NO.	DATE	DESCRIPTION OF REVISIONS
1	9/27/19	UPDATED DETAIL 1/C10

CITY SUBMITTAL  
 OCTOBER 2, 2019

DESIGNED:	DRAWN:	CHECKED BY:
IJW	MAE	IJW

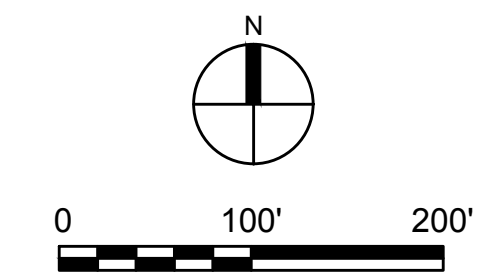
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PLANTING PLAN  
 OVERALL

DRAWING NO.

**L1**




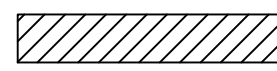
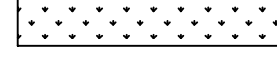


PLOTTED:	COMM. NO.
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**LEGEND**

-  PROPERTY LIMITS
-  CONSTRUCTION LIMITS
-  REMOVE TREE
-  NEW SOD W/IRRIGATION
-  NEW SEED MNDOT 35-221
-  3" DEEP, WASHED RIVER ROCK MULCH WITH FABRIC
-  LANDSCAPE EDGER

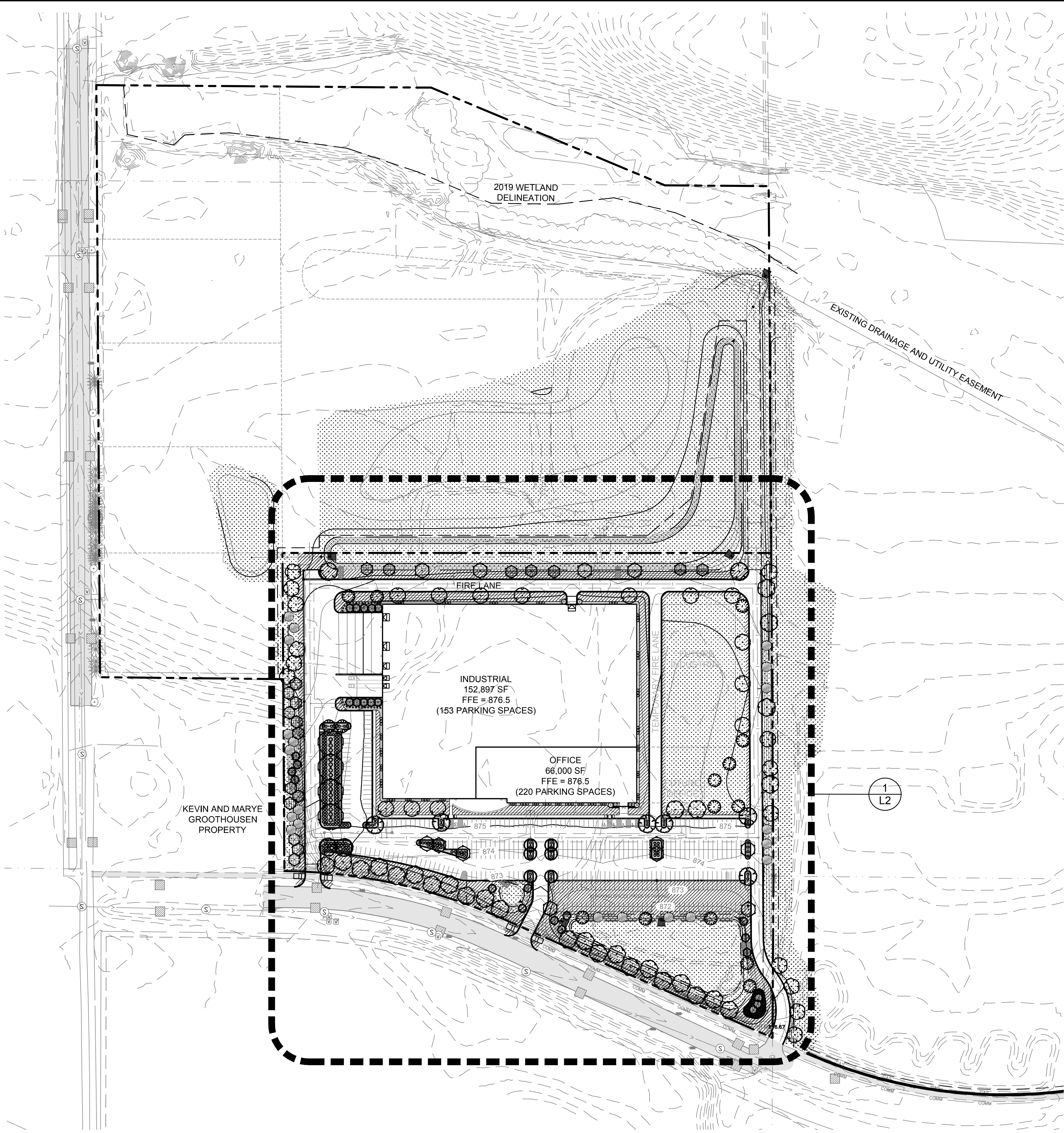
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**LANDSCAPE CODE CALCULATIONS TABLE**

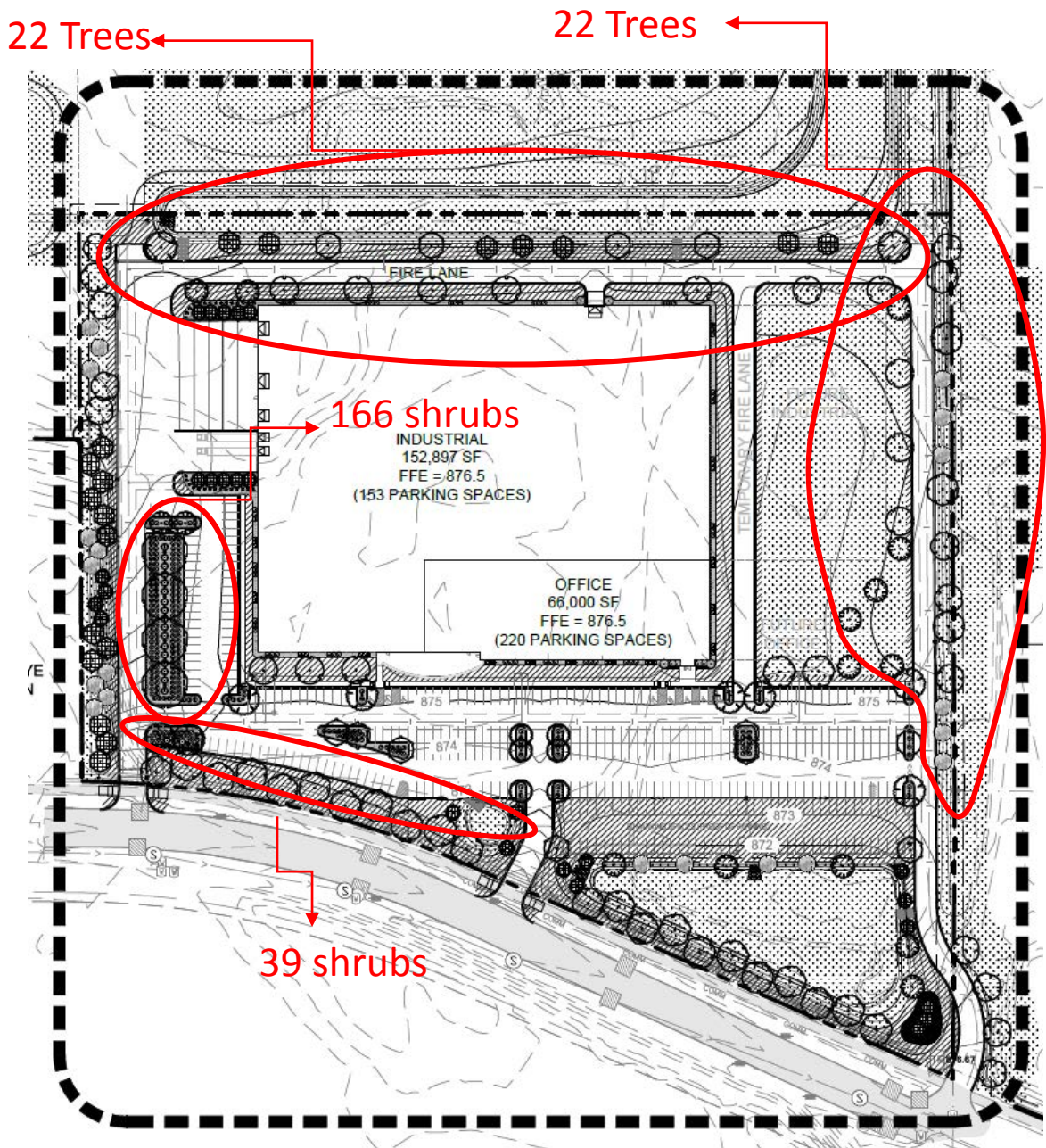
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BUILDING FOOTPRINT AREA:	185,872 SQFT
TREES REQUIRED:	186
<b>SHRUB CALCULATION - WHICHEVER IS GREATER</b>	
METHOD 1: 1 SHRUB PER 30 LINEAL FEET OF SITE PERIMETER	
SHRUBS REQUIRED:	116
METHOD 2: 1 SHRUB PER 300 SQFT OF BUILDING FOOTPRINT AREA	
SHRUBS REQUIRED:	620
<b>PARKING LOT ADDITIONAL REQUIREMENTS</b>	
1 TREE PER 10 PARKING SPACES	
PROPOSED PARKING SPACES:	295
TREES REQUIRED:	30
<b>BUFFERYARD ADDITIONAL REQUIREMENTS</b>	
ABUTTING R-3 DISTRICT:	
PERIMETER ABUTTING R-3:	370' - 10.5% OF PERIMETER
ADDITIONAL TREES REQ'D:	6
ADDITIONAL SHRUBS REQ'D:	20
ABUTTING B-2 DISTRICT:	
PERIMETER ABUTTING B-2:	1002' - 28.7% OF PERIMETER
ADDITIONAL TREES REQ'D:	11
ADDITIONAL SHRUBS REQ'D:	36
<b>TOTAL PLANTINGS REQUIRED</b>	
TOTAL TREES REQUIRED:	232
TOTAL SHRUBS REQUIRED:	675



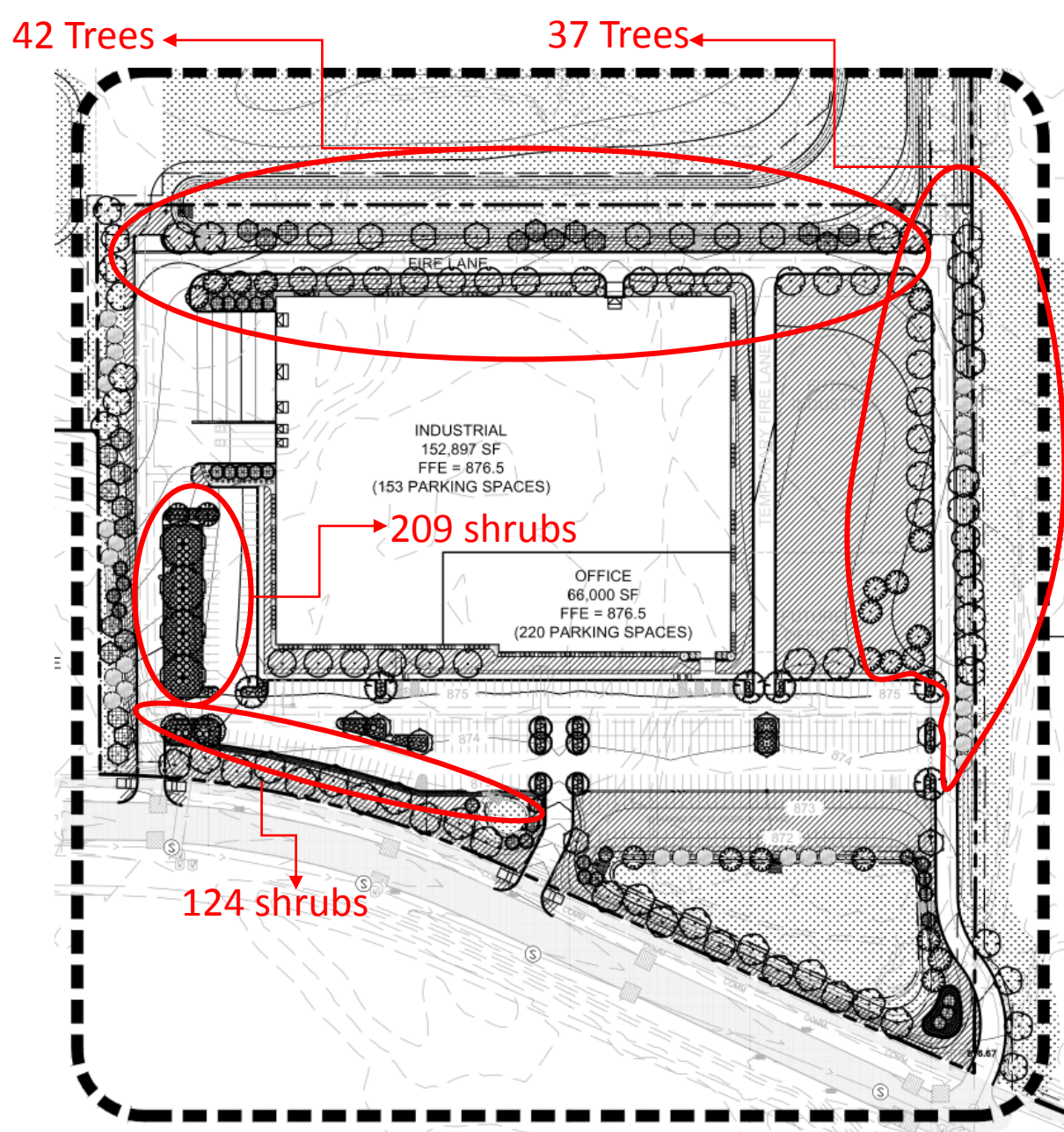
**1 PLANTING PLAN OVERALL**  
 SCALE: 1"=100'

Oct 02, 2019 - 12:20pm  
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Revised Plan (167 Trees, 473 Shrubs)



Original Plan (216 Trees, 714 Shrubs)

Sec. 117-117. - E-1 Employment District.

(3) *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.

Type	Number of Plantings
Deciduous/coniferous trees	1 per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. For expansions to buildings, 1 tree is required for each 1,000 square feet of additional building footprint area.
Shrubs	1 per 30 lineal 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:

Type	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

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 not be 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.* If a landscape irrigation system is provided, the system shall be equipped with the following:
    - 1. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).
    - 2. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.
  - 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. One 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.* 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 in the setback area.

		Existing Adjacent Development				
		R-1	R-2	R-3	B-1	B-2
<i>Proposed Development</i>	E-1 Bufferyard width	60 ft.	60 ft.	60 ft.	35 ft.	35 ft.
	% increase in plantings required	30%	30%	30%	20%	20%

**Meeting Date:** 11/18/2019

**By:** Chris Anderson, Community  
Development

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**Information**

**Title:**

Consider Participation in a Nationwide Water Conservation Challenge

**Purpose/Background:**

The purpose of this case is to introduce the Environmental Policy Board (EPB) to an interesting and friendly nationwide water conservation challenge sponsored by the Wyland Foundation. The Wyland Foundation is a non-profit organization focused on providing environmental awareness, with an emphasis on water. The Wyland Foundation hosts a National Mayor's Challenge for Water Conservation in April each year. The challenge intends to simultaneously engage and educate residents on water conservation and provides simple tools to implement water conservation in various aspects of everyday life. There is a lot of good information about the challenge on their website <https://mywaterpledge.com/>. Staff is hopeful that Board Members have an opportunity to explore the website in advance of the meeting to help facilitate this discussion.

**Observations/Alternatives:**

This challenge appears to support the City Council's Strategic Plan strategy of enhancing sustainability and efficiency through public facilities and infrastructure investments. Also, participation in this challenge aligns well with the EPB's mission by promoting both environmental awareness and conservation practices by citizens. Furthermore, participation would incorporate public engagement, a common sentiment during the EPB's discussion regarding the 2020 Work Plan, as the challenge is really geared toward getting residents engaged and excited to conserve water. Finally, it would also dovetail nicely with a water efficiency grant program that Staff is working on and will presumably be rolling out in the first half of 2020 (hopefully, as the City is still awaiting the Metropolitan Council's announcement of successful grant applications).

This challenge began in 2013 and, according to the Wyland Foundation website, has resulted in pledges to conserve over 7 billion gallons of water. Interestingly enough, in 2016, the city of Andover won the challenge (population size of 5,000-29,999) and would presumably be able to provide feedback on the challenge in terms of their staffing resources that were dedicated to the challenge and hopefully some data on the actual water savings accomplished by their residents' pledges.

Mayor LeTourneau has expressed an openness to the concept, subject to EPB Review.

**Funding Source:**

This is being handled as part of Staff's regular duties.

**Action:**

Based on discussion. However, if supported desired, the EPB could make a recommendation that the Mayor take the pledge and enter Ramsey into the National Mayor's Challenge for Water Conservation.

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**Attachments**

*No file(s) attached.*

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## Form Review

**Inbox**

Tim Gladhill

Form Started By: Chris Anderson

Final Approval Date: 11/14/2019

**Reviewed By**

Tim Gladhill

**Date**

11/14/2019 03:45 PM

Started On: 11/08/2019 12:36 PM

**Environmental Policy Board (EPB)**

**6. 1.**

**Meeting Date:** 11/18/2019

**By:** Chris Anderson, Community  
Development

**Information**

**Title:**

Staff Updates

**Purpose/Background:**

**Shredding Event**

The City hosted its second stand-alone paper shredding event of the year on October 19, 2019. This was a joint effort with Anoka (we hosted two events and they hosted two events, each were open to residents of both communities), which has the last of the four events on Saturday, November 16. The October event generated 1,640 pounds of paper for recycling, which was about 1,000 pounds fewer than the June event total.

**Work Plan**

On October 22, 2019, the City Council approved the Environmental Policy Board's Work Plan for 2020. Attached to this case is the approved Work Plan. Note that these items would be in addition to the Board's review of any applicable Land Use Applications and may be supplemented with other tasks if assigned by City Council.

**Water Treatment Studies**

The City of Ramsey has engaged the services of SEH to study the City’s municipal water supply source, and to explore treatment options for removing manganese and other potential contaminants. This study will include a source water analysis, hydraulic water modeling, and a preliminary design report for a centralized water treatment facility that will explore preferred facility sites, space needs, and treatment processes. This study is proposed to be complete by June of 2020. The City of Ramsey is also partnering with the communities of Corcoran, Dayton and Rogers to complete a separate regional feasibility study for a Northwest metro area surface water supply and treatment system. This study is also being conducted by SEH, is being paid for by the Metropolitan Council, and is planned to be complete by early 2020. The City Engineer is planning to attend an EPB meeting early in 2020 to provide more detailed summaries of both studies.

**Action:**

**Attachments**

[Approved Work Plan for 2020](#)

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Tim Gladhill	Tim Gladhill	11/14/2019 03:42 PM
Form Started By: Chris Anderson		Started On: 11/08/2019 12:38 PM
Final Approval Date: 11/14/2019		

# Environmental Policy Board Work Plan

2019 Update – September 12 Version

## ABOUT RAMSEY

Ramsey is a suburban city located in the northwestern part of Anoka County, with a population of approximately 26,500. Two rivers dominate its borders, the Rum River and the Mississippi River.

The first settlement in Ramsey began because of trading along the banks of the Mississippi. Many settlers came here on a steamboat called *The Governor Ramsey* named after our first territorial governor, from which the City reportedly acquired the name.

Only a few of the first houses and structures built in Ramsey remain today. The most notable structure of historic significance is on the National Register of Historic Places, the Old Ramsey Town Hall, located west of Highway 47 (Saint Francis Boulevard) just north of County Road 116 (Bunker Lake Boulevard). This 19th century structure was originally used as a schoolhouse. The building is a community landmark and the City is working on a long term plan for the structure.

Two school districts now serve Ramsey - Elk River #728, and Anoka-Hennepin #11. Students from both districts regularly exceed the state average on the Minnesota Basic Standards in math, reading, and writing, and score well above the national average on college entrance exams.

Many people have chosen to live in Ramsey because of its rural character, wetlands, wildlife, parks, recreation and the housing choices. Ramsey is a mixture of farms, large-lot single family, urban single-family, and multi-family with a range of prices that appeals to a wide variety of families and individuals. The City is expected to grow by approximately 10,000 people over the next 20 years. Economic Development continues to be a priority for our City. With nearly 7,000 employees working in Ramsey everyday, new industrial and retail growth may add an additional 5,000 employees over the next 20 years. We are proud of our commitment to attract economically and environmentally sound commercial development.

Ramsey is committed to manage future growth to provide a high quality of life, enhanced employment opportunities and a stable tax base. Looking ahead, our city is working toward retail and commercial growth that includes restaurants, shopping, entertainment and additional employment opportunities.

## CITY COUNCIL STRATEGIC PLAN

The Environmental Policy Board Work Plan is an important component of achieving the City Council Strategic Plan. The initial sections of this Work Plan are an incorporation of the City Council's Strategic Plan.

## ENVIRONMENTAL POLICY BOARD STATEMENT OF PURPOSE

The Environmental Policy Board (EPB) will promote environmental awareness and conservation practice by advising the City Council on policy issues, review of new development proposals, communication and education. Through careful review, the EPB will present multiple perspectives, ideas and new technologies that promote both discovery and accountability.

DRAFT

## VALUES

Ethics and Integrity  
Fiscal Responsibility  
Cooperation and Teamwork  
Open and Honest Communications  
Excellence and Quality in the Delivery of Service  
Treating People with Respect and Fairness  
Adaptability and Continuous Learning

## VISION

Ramsey will be a secure, citizen-driven, collaborative community that respects the balance and connectivity between its unique urban, rural and natural environments.

## MISSION

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

## OBJECTIVES

Financial Stability  
A Balance of Rural Character and Urban Growth  
An Active and Connected Community  
Smart, Citizen-Focused Government  
An Effective Organization

# ENVIRONMENTAL POLICY BOARD (EPB) WORK PLAN

Action	Timeframe	Resources	Key Outcomes and Indicators	Responsible Party
<b>Strategy: Enhance sustainability and efficiency through <i>public policy</i>, public facilities and infrastructure investments.</b>				
1. Create a Shoreline Erosion Control Plan for the Mississippi River	2020	Budget Impact = Low	Reduced erosion along the Mississippi River that adds sediment load and reduces water quality.  High priority shorelines are identified for partnerships with Owners to improve stabilization of shoreline.	Chris Anderson
2. Consider smart irrigation ( <i>and other water reduction</i> ) rebate program.	2019	Budget Impact = Medium	Reduced demand on public water supply and avoid/delay of infrastructure investments.  Review policy recommendations of the Metropolitan Council Regional Surface Water Supply Feasibility Study.  <i>This action is identified as a specific action from the City Council's Strategic Plan.</i>	Chris Anderson
3. Update City Recycling Program	2020	Budget Impact = Low	Maintain or increase amount of material recycled rather than entered into the solid waste stream.  Increased participation in organics recycling program.	Chris Anderson

*Budget Impact Key; Low = Existing Staff/thousands of dollars; Medium = Additional Staff/Consultants/tens of thousands of dollars; High = capital improvement/hundreds of thousands of dollars.*

*RCP Report = Partnership with the University of Minnesota completed in 2018. This partnership created a library of resources and policy alternatives. A full list of completed reports can be found online at [rcp.umn.edu/ramsey-projects](http://rcp.umn.edu/ramsey-projects).*

## CULTURE

- Utilize Strategic Plan to prioritize budget requests.
- Leverage additional funding sources.
- Seek grants to do high priority projects.
- Seek public and private partnerships.
- Improve Park and Recreation revenue through user fees and sponsorships.
- Provide adequate public safety staffing based upon common metrics (i.e., calls for service, time of day caseload, land use and population, citizen expectations).
- Continue Staff Recognition Programs.
- Increase awareness of various employee resources.