

**City of Ramsey**  
**Agenda**  
**Revised**  
**Regular Planning Commission**  
**Thursday, August 1, 2019**  
**7:00 pm**  
**Council Chambers, 7550 Sunwood Drive NW**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Citizen Input**
4. **Approve Agenda**
5. **Approve Minutes**
  1. Approve the July 10, 2019 Planning Commission Meeting Minutes.
6. **Public Hearing**
  1. PUBLIC HEARING: Consider Resolution #19-173 Issuing a Variance to the Setback Requirements for 14877 Quintana Circle NW; Case of Cody and Gretchen Hoeft
  2. PUBLIC HEARING: Consider Resolution #19-183 to Grant a Conditional Use Permit for an Oversized Second Ground Sign at 8390 Highway 10 NW (Project No. 19-128); Case of Lazydays RV
  3. PUBLIC HEARING: Consider Resolution #19-181 Granting an Interim Use Permit to a Religious Institution at 6937 Highway 10; Case of Freedom Church
  4. PUBLIC HEARING: Consider Resolution #19-182 Granting an Interim Use Permit to Operate a Place of Assembly and Parish Offices at 7101 143rd Avenue NW; Case of Church of St. Katharine Drexel
7. **Commission Business**
  1. Consider Conditional Use Permit for Oversized Accessory Building at 15800 Traprock St NW, Case of James Couch (Project Number 19-123)
8. **Commission/Staff Input**
  1. Receive Staff Update
9. **Adjournment**

**Regular Planning Commission**

**5. 1.**

**Meeting Date:** 08/01/2019

**By:** JoAnn Shaw, Community Development

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**Information**

**Title:**

Approve the July 10, 2019 Planning Commission Meeting Minutes.

**Purpose/Background:**

n/a

**Notification:**

**Observations/Alternatives:**

**Funding Source:**

**Recommendation:**

**Action:**

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**Attachments**

[07 10 19 Minutes](#)

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**Form Review**

**Inbox**

Tim Gladhill

Form Started By: JoAnn Shaw

Final Approval Date: 07/26/2019

**Reviewed By**

JoAnn Shaw

**Date**

07/26/2019 10:03 AM

Started On: 07/23/2019 09:25 AM

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

The Ramsey Planning Commission conducted a regular meeting on Wednesday, July 10, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:                   Chairperson Randy Bauer  
                                          Commissioner Bruce Anderson  
                                          Commissioner Torrey Johnson  
                                          Commissioner Eric Peters

Members Absent:                   Commissioner Cheri Gengler  
                                          Commissioner Gary VanScoy  
                                          Commissioner Matt Woestehoff

Also Present:                        Planning Intern Elliot Mohler  
                                          City Planner Chris Anderson  
                                          City Planner Chloe McGuire Brigl

**1.     CALL TO ORDER**

Chairperson Bauer called the regular meeting to order at 7:00 p.m.

**2.     CITIZEN INPUT**

None.

**3.     APPROVAL OF AGENDA**

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

Motion Carried.   Voting Yes:   Chairperson Bauer, Commissioners Anderson, Peters and Johnson.   Voting No: None.   Absent: Commissioners Gengler, VanScoy and Woestehoff.

**4.     APPROVE PLANNING COMMISSION MINUTES**

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

**4.01.1: Planning Commission Meeting Minutes Dated June 6, 2019**

Chairperson Bauer noted on page five, line two, it should state, "...second ~~floor~~ floor..." On page 18, the sixth paragraph, it should state, "...~~Chairperson~~ Commissioner VanScoy..." On page 20, Item 7.02 should be deleted.

Motion by Commissioner Peters, seconded by Commissioner Johnson, to approve the following minutes as amended: Planning Commission Meeting Minutes dated June 6, 2019.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Peters, Johnson, and Anderson. Voting No: None. Absent: Commissioners Gengler, VanScoy and Woestehoff.

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

### **5.01: Public Hearing: Consider Conditional Use Permit for Oversized Accessory Building at 15800 Traprock St NW, Case of James Couch (Project No. 19-123)**

#### **Public Hearing**

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

#### **Presentation**

Planning Intern Mohler presented the staff report and recommendation to adopt Resolution #19-161 approving the Conditional Use Permit for an oversized accessory building addition contingent upon compliance with Staff Review comments and conditions.

Chairperson Bauer referenced the comment that a driveway would not be required unless wear is noted on the grass. He stated that the aerial photograph shows wear on the grass already and asked if there is a concern.

Planning Intern Mohler stated that if the grass wear does continue, a driveway would be required.

Commissioner Anderson asked the square footage of the home.

Planning Intern Mohler estimated the home to be between 1,600 to 2,000 square feet.

James Couch, applicant, reviewed some of the outdoor recreational equipment and vehicles that he has on the property and explained that he would like to store the items under a structure rather than keeping them in the yard. He noted that this would protect the items and it would also clean up his yard.

Commissioner Anderson asked if there is an attached garage on the home.

Mr. Couch stated that the three-stall detached garage is the only garage on the property. He noted that the home is 2,100 square feet.

Commissioner Anderson asked the reason 24 feet in height is requested.

Mr. Couch stated that he would like to get a fifth wheel RV and that would require 16-foot doors. He explained at the height of the roofline would match the other buildings on the property.

City Planner McGuire Brigl stated that the height of the building was just noticed during review and therefore staff did not have adequate time to publish notice for a variance request for the 24-foot height. She stated that tonight the Commission can consider a height of 22 feet, as allowed by Code, and if the applicant desires the additional two feet in height, they would need to come back with a variance request.

Chairperson Bauer asked if the applicant would be comfortable with 22 feet in height for the building.

Mr. Couch replied that he would not be comfortable with 22 feet in height, as 16-foot doors would be needed and then with the roof style the height would be 32 feet. He noted that height is similar to another building found in the Traprock Commons area.

Commissioner Anderson stated that the rendering shows windows and asked if the applicant anticipates similar windows on the upper floor.

Mr. Couch stated that he would like to have windows to let in additional natural light.

Commissioner Johnson referenced the vehicles shown outdoors on the site and noted that the building seems to be much larger than what would be needed. He recognized that the applicant made reference to an additional trailer.

Mr. Couch noted the items that are not shown, including another trailer and two tractors.

Commissioner Johnson asked if the applicant has reviewed the amount of square footage that would actually be needed, as that could appease the neighbors. He stated that it would be nice to have building closer to 2,700 square feet.

Mr. Couch confirmed that he could reduce to 2,700 square feet. He noted that the 3,300 square feet would allow additional space to work on a vehicle when needed.

Commissioner Anderson stated that he does have a fifth wheel RV and that only requires a 14-foot door.

Mr. Couch stated that he intended for a 14-foot door with two feet above for clearance.

Commissioner Johnson confirmed with staff that the height of the building would not be discussed tonight, and the only discussion item would be the Conditional Use Permit for the oversized accessory building. He asked if a tow truck would also be parked in the building.

Mr. Couch replied that the tow truck would not be stored in the building and explained that one of his children works for First Choice Towing and takes the tow truck home two nights per week.

### **Citizen Input**

Joe Galindo, 15645 Traprock St, stated that he has been at his home for almost 40 years. He explained that the development still operates under protective covenants. He provided information on an accessory building(s) that he has on his property which matches his home. He stated that Mr. Couch needs the building to help store his items. He stated that the only issue that he would have with the request is the height of the building, as 32 feet is a tall building. He believed that this could be built to a lower height, suggesting eight to ten feet lower.

Chairperson Bauer referenced two emails received from Ronald Bovine that will be entered into the record.

Chairperson Bauer asked if the Commission could recommend approval of the Conditional Use Permit with the lower height.

City Planner McGuire Brigl confirmed that the Conditional Use Permit could be approved with the allowed height and if the applicant desires a higher height, they could come back before the Planning Commission with that request.

Chairperson Bauer stated that it may be a better option to table the request tonight rather than approving the Conditional Use Permit with a lesser height than desired if the applicant is going to come back with a variance. He noted that there seems to be concern with the size and height of the building and asked the applicant for input.

Mr. Couch stated that he would not be opposed to the smaller size and height. He stated that he could reduce the building to 40 by 68, which would equate to 2,720 square feet and would have a height of 22.5 feet.

Chairperson Bauer noted that 22.5 feet would still require a variance.

Mr. Couch replied that he could reduce to 22 feet if needed. He stated that the higher slope assists in reducing the snow load. He noted that proposed slope would also better match the existing structures on his property.

Commissioner Johnson asked if the square footage of the proposed accessory building would be in addition to the existing 640 square foot accessory building on the property.

Mr. Couch confirmed that would be additional square footage.

Commissioner Johnson noted that the total allowed square footage for accessory buildings on this property would be 2,700 square feet and therefore the applicant would still be over that limit by roughly 700 square feet.

Mr. Couch stated that he would not want to remove the existing barn on the property. He stated that the restrictive covenant of the neighborhood is no longer in place. He stated that he could reduce the size to 2,700 square feet with a height of 22 feet.

Mr. Galindo stated that he has known Mr. Couch since he moved into the neighborhood. He stated that he has agreed to help in the process to the extent possible but simply believed that the height should be lowered.

Motion by Commissioner Anderson, seconded by Commissioner Peters, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Peters and Johnson. Voting No: None. Absent: Commissioners Gengler, VanScoy and Woestehoff.

Chairperson Bauer closed the public hearing closed at 7:31 p.m.

### **Commission Business**

Commissioner Anderson asked if a Conditional Use Permit would be needed if the applicant reduces the size to 2,700 square feet and a 22-foot height.

City Planner McGuire Brigl replied that if all of the square footage of the accessory structures were below 2,700 square feet in total, that would not require a Conditional Use Permit. She explained that the detached garage, which is the principle garage, lowers the amount of available square footage for accessory buildings.

Commissioner Anderson stated that he is inclined to table this to the next meeting, as he would want to see new drawings that would meet the requirements.

Motion by Commissioner Anderson, seconded by Commissioner Johnson, to table Resolution #19-161 approving the Conditional Use Permit for an oversized accessory building.

### **Further discussion**

Commissioner Johnson stated that he would support the larger building. He stated that he would also want to see more information on the City Code related to square footage and acreage.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Johnson, and Peters. Voting No: None. Absent: Commissioners Gengler, VanScoy and Woestehoff.

## **5.02: Public Hearing: Adopt Resolution #19-164 for Variance Request to Buffer Yard Requirements for Delta ModTech (Project No. 19-108); Case of Delta ModTech**

### **Public Hearing**

Chairperson Bauer called the public hearing to order at 7:36 p.m.

### **Presentation**

City Planner Anderson presented the staff report and recommendation to approve Resolution #19-164 granting a variance to buffer yard requirements for Delta ModTech.

Chairperson Bauer disclosed that he is a property owner immediately to the west and therefore he received a notice for the topic. He stated that as a property owner he does not have any objections to the request.

Commissioner Anderson asked why the entire site could not be moved 20 feet which would eliminate the need for a variance.

John Kinghorn, Kinghorn Construction, spoke on behalf of the applicant. He noted that when designing a project, they attempt to maximize the amount of developable space. He noted that the building is designed to the west to allow for additional room for expansion in the future to the east. He stated that this design supports better traffic flow and opportunity for future development.

Chairperson Bauer asked for additional details on the proposed buffer.

Mr. Kinghorn stated that they will continue to work with City staff on that topic. He noted that this site elevation is lower than the adjacent residential property and therefore with the lower elevation and staggered trees, that should provide adequate buffering.

### **Citizen Input**

Emery Starkweather, 15151 Jackal St, stated that decisions made tonight are lasting decisions that will impact future property owners. He stated that he moved into the City with the understanding that there were reasonable restrictions as to what could be done with his property. He stated that he is offended that someone would come in, purchase the land, and the first request would be to reduce the zoning requirements. He stated that this would not provide a public benefit and would instead allow the applicant to make more money than they would be able to if they followed the City Code. He did not believe that the Commission should approve the request.

Matt Kuker, PSD, stated that he owns the three industrial properties to the south and advised that he was required to provide a 60-foot buffer to the adjacent Capstone residential development. He believed that the City should be consistent.

Motion by Commissioner Anderson, seconded by Commissioner Johnson, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Johnson, and Peters. Voting No: None. Absent: Commissioners Gengler, VanScoy and Woestehoff.

Chairperson Bauer closed the public hearing closed at 7:48 p.m.

### **Commission Business**

Commissioner Anderson stated that he agrees with the comments from the residents, noting that the ordinances are in place for a reason. He stated that there is additional space on the land and therefore the building could be moved 20 feet, which would reduce the need for a variance.

Motion by Commissioner Anderson, seconded by Commissioner Johnson, to deny Resolution #19-164 granting a variance to buffer yard requirements for Delta ModTech permitting an industrial bufferyard distance of 40 feet from a property line shared with a residential property.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Johnson, and Peters. Voting No: None. Absent: Commissioners Gengler, VanScoy and Woestehoff.

City Planner Anderson stated that the applicant would have the opportunity to appeal the decision of the Commission, which would then be heard by the City Council.

### **5.03: Public Hearing: Review Site Plan Proposal for PSD Retail Node on Armstrong Boulevard (Project No. 19-111); Case of PSD, LLC**

#### **Public Hearing**

Chairperson Bauer called the public hearing to order at 7:51 p.m.

#### **Presentation**

City Planner McGuire Brigl presented the staff report and recommendation to adopt Resolution #19-155 approving Site Plan, Final Plat and Conditional Use Permit for Armstrong West Retail Mall.

Commissioner Anderson asked where the retaining wall would begin along Armstrong.

City Planner McGuire Brigl identified the placement of the retaining wall and the continuation of the sidewalk.

Commissioner Anderson stated that the arrows on the west side seem to indicate that there would be an exit on 146<sup>th</sup> Avenue.

City Planner McGuire Brigl confirmed that would be one access and noted that there would also be a right out on 147<sup>th</sup>.

Matt Kuker, applicant, noted that the waterline under the drive line will also be redone to provide looping. He noted that part of the design was done to accommodate the County easement on the site. He provided additional details on the proposed materials, which will incorporate different colored bricks and stone to provide an elevated design. He stated that there will be nine bays, noting that a large user, such as a restaurant, could encompass more than one bay. He noted that currently he has interest from three parties. He stated that the sign height is requested to increase visibility because of the County sound wall.

Commissioner Peters referenced the reader board and asked if that would face residential properties.

Mr. Kuker stated that the reader board will only face the traffic on Highway 10.

Commissioner Anderson asked if this property is located within the MUSA.

City Planner McGuire Brigl confirmed that this is within the MUSA.

Mr. Kuker confirmed that the buildings would be fully sprinkled.

### **Citizen Input**

No additional comments.

Motion by Commissioner Peters, seconded by Commissioner Johnson, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Peters, Johnson, and Anderson. Voting No: None. Absent: Commissioners Gengler, VanScoy and Woestehoff.

Chairperson Bauer closed the public hearing closed at 7:59 p.m.

### **Commission Business**

Motion by Commissioner Johnson, seconded by Commissioner \_\_\_, to recommend that City Council adopt Resolution #19-155 approving Site Plan, Final Plat, and Conditional Use Permit for Armstrong West Retail Mall.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Johnson, Peters and Anderson. Voting No: None. Absent: Commissioners Gengler, VanScoy and Woestehoff.

## **6. COMMISSION BUSINESS**

**6.01: Consider Resolution #19-154 Approving Site Plan for Suite Living (Project #19-121); Case of Hampton Properties**

**Presentation**

City Planner McGuire Brigl presented the Staff Report and recommendation to adopt Resolution #19-154 approving the Site Plan for Suite Living contingent upon compliance with the Staff Review comments and future Development Agreement.

**Commission Business**

Commissioner Anderson noted that the staff report mentions aligning with Jasper Street and asked if there was feedback from the developer.

City Planner McGuire Brigl stated that she did not have that discussion with the applicant.

Joe Larson, applicant, stated that a new plan was submitted to staff with the desired alignment and provided a copy.

Chairperson Bauer referenced the recommendation from MnDOT regarding the sound study and patio.

Mr. Larson stated that he would object to that as it is used for grilling and is located near the kitchen. He explained that if the patio is moved it would require a longer walk to serve residents.

Chairperson Bauer asked if the patio is used primarily for cooking or also used for recreation.

Mr. Larson stated that the patio is primarily used for cooking but could be used by residents on occasion.

Chairperson Bauer stated that any patio used by residents could be a safety concern which could be addressed by fencing the area.

Mr. Larson noted that typically the patio is secured to prevent wandering. He noted that the nearby townhomes have patios that face the highway and did not see a difference. He stated that there would be some landscaping and trees, but the residents like to watch the traffic and therefore he does not want to fully screen the area.

Commissioner Anderson acknowledged that the patio would be fenced. He agreed that residents like to watch activity, such as passing traffic.

Motion by Commissioner Anderson, seconded by Commissioner Peters, to recommend that City Council adopt Resolution #19-154 approving the Site Plan for Suite Living contingent upon compliance with the Staff Review comments and future Development Agreement.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Peters and Johnson. Voting No: None. Absent: Commissioners Gengler, VanScoy and Woestehoff.

**6.02: Consider Final Plat for Site Plan for Ramsey Storage Center (Project No. 19-119);  
Case of Ramsey Storage Center LLC (Bob Mikulak)**

**Presentation**

City Planner Anderson presented the Staff Report and recommendation to approve the Final Plat and Site Plan for Ramsey Storage Center.

**Commission Business**

Commissioner Anderson stated that a previous request for this site showed a northeast corner there was a cul-de-sac bulb for snow removal on 148<sup>th</sup> and asked the difference in this plan, specifically whether the additional area on this request would be used for snow storage.

City Planner Anderson replied that by the end of the previous review process there was a snow storage agreement between the previous applicant and public works and public safety staff to extend 148<sup>th</sup> slightly beyond the manhole cover to allow City staff to push the snow slightly beyond that manhole to be stored on this property in lieu of the cul-de-sac. He noted that the plans match the previously approved plans.

Commissioner Anderson stated that it appears there is a small driveway to the south of the building and asked if that would extend to the bottom parcel.

City Planner Anderson noted that comment is contained within the Staff Review letter. He noted that in previous discussions Anoka County was only going to allow a single access from Ramsey Boulevard and the intention would be to provide a shared access to lot two when ultimately recorded. He noted that the applicant is discussing the possibility of another access from Bunker Lake Boulevard as well. He confirmed that the driveline would need to extend to the boundary in the case that lot two develops in the future. He noted that there are no pending applications or proposed projects for lot two at this time.

Commissioner Anderson asked if the County would differ from their right-in/right-out policy.

City Planner Anderson stated that he could not definitively answer that question but noted that a phased approach was previously approved and provided details. He stated that the applicant has stated that they would prefer to have the access in its final location rather than taking the phased approach.

Chairperson Bauer referenced the two separate lots and the County only allowing one access. He asked if that would restrict the current owner to maintain ownership of the second lot rather than providing ability to sell that lot for development.

City Planner Anderson explained that the shared access agreement would solve that problem. He noted that conceptual drawing showed an access onto Bunker but advised that would need further discussion and approval from the County.

Bob Mikulak, applicant, stated that the previous owner owned the entire parcel and has many ideas. He stated that his idea is to develop the self-storage and sell the corner lot. He stated that he is not interested in a phased access and would rather place the access in its final location to begin with. He highlighted the differences between this request and the previously approved request which includes elimination of the garage doors, elimination of the fencing, no site lighting, less blacktop and hardcover, increased greenspace, and downcast LED lighting on the building and along the entrance/exit. He stated that the previous request was roughly 125,800 square feet which would be constructed in several phases while this facility would be completed in one phase with similar square footage. He stated that this building will be much more efficient in terms of energy and technology. He stated that loading and unloading would all occur inside the facility rather than having outdoor units, which will make the quiet quieter and cleaner.

Chairperson Bauer asked the size of the interior loading/unloading space.

Mr. Mikulak replied that the doors would be 12 feet high and therefore could accommodate typical moving vans but would not accommodate a U-Haul type vehicle. He noted that the unloading section is 40 feet by 60 feet.

Ron Powell, architect representing the applicant, stated that his firm has experience with self-storage buildings and their experience is that most zoning laws do not provide for self-storage facilities in terms of parking requirements. He stated that a list of six buildings in the metro area was provided that range from seven to 12 parking stalls and therefore they feel the 25 required stalls would be excessive. He stated that they would be proposing 13 parking stalls. He noted that he also included national examples, which range from five to 12 parking stalls. He noted that one city has an updated zoning ordinance that bases the number of stalls on the number of storage units and using that calculation this facility would require 12 stalls. He stated that they would have 13 exterior parking stalls and four interior stalls, which they feel would be more than adequate.

Chairperson Bauer asked the basis of the staff request to add additional parking.

City Planner Anderson stated that recommendation was based on the recommendation of the civil engineer of the applicant, which stated 25 or 26 parking stalls. He clarified that the City does not have self-storage minimum parking standards within the zoning code. He stated that the City would typically look to see how others have addressed the issue and there are not a lot of standards out there specifically related to self-storage facilities. He stated that he did review the ordinance of Portland, Oregon and the parking proposed by the applicant would meet the parking proposal of the applicant. He stated that there is more greenspace on the site than existed in previous proposals. He noted that proof of parking could be accepted, as there would be space for additional parking on the site, should that become an issue in the future.

Mr. Mikulak replied that the civil engineer does not have the experience of self-storage parking and developed that number of stalls initially working with the previous applicant that desired additional parking that could be shared with a future user of the adjacent site when that is developed.

Commissioner Anderson asked for additional clarification from staff on the parking. He stated that the applicant is proposing 13 stalls, which appears to be enough. He asked how staff would recommend the proof of parking requirement.

City Planner Anderson stated that staff can work with the applicant to update the Site Plan to call out proof of parking. He noted that a condition would then be added to the Development Agreement that would stipulate that the proof of parking would become parking in the future if that becomes necessary.

Motion by Commissioner Anderson, seconded by Commissioner Johnson, to recommend that City Council adopt Resolution #19-159 approving the Final Plat and Site Plan for Ramsey Storage Center contingent upon the comments within the Staff Review letter and proof of parking.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Johnson, and Peters. Voting No: None. Absent: Commissioners Gengler, VanScoy and Woestehoff.

### **6.03: Review Site Plan Proposal and Final Plat for Name Brand Self Storage; Case of Josh Peterson (Project #19-120)**

#### **Presentation**

City Planner McGuire Brigl presented the Staff Report and the recommendation to adopt Resolution #19-150 approving Site Plan, Final Plat and Development Agreement for Name Brand Storage.

#### **Commission Business**

Todd Olin, engineer representing the applicant, stated that from a site selection standpoint, this use fits the area well as it is in an E-1 zone surrounded by E-1 uses with the exception of the railroad and golf course. He noted that there is additional landscaping proposed adjacent to the golf course. He stated that the use does not require sewer or water hook-ups.

Commissioner Anderson asked if the stormwater holding pond is located to the lower left of the plan.

Mr. Olin confirmed that was done with the original plat process in 2008 and was created with conservative calculations. He noted that soil borings were done to determine the infiltration rates but believed the basin to be adequately sized.

Motion by Commissioner Johnson, seconded by Commissioner Peters, to recommend that City Council adopt Resolution #19-150 approving Site Plan, Final Plat, and Development Agreement for Name Brand Storage.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Johnson, Peters and Anderson. Voting No: None. Absent: Commissioners Gengler, VanScoy and Woestehoff.

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

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

The Staff Update was noted.

## **8. ADJOURNMENT**

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

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners Anderson, Peters and Johnson. Voting No: None. Absent: Commissioners Gengler, VanScoy and Woestehoff.

The regular meeting of the Planning Commission adjourned at 8:46 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 Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*

**Regular Planning Commission**

**6. 1.**

**Meeting Date:** 08/01/2019

**By:** Elliot Mohler, Community  
Development

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**Information**

**Title:**

PUBLIC HEARING: Consider Resolution #19-173 Issuing a Variance to the Setback Requirements for 14877 Quintana Circle NW; Case of Cody and Gretchen Hoeft

**Purpose/Background:**

The City has received an application from Cody and Gretchen Hoeft (the "Applicant") for a variance to the setback requirements for an accessory structure at 14877 Quintana Circle NW (the "Subject Property"). The Subject Property is zoned Planned Unit Development (PUD) as part of the Riverstone Development. This PUD has a required setback of twenty five feet (25') from the rear and side (corner lot) property boundaries. The Applicant proposed to construct a deck that would be approximately fourteen feet (14') from the closest property line. The Subject Property has an unusual property boundary, that when combined with the design of the home, creates a practical difficulty as the Applicant would not be able to construct an attached deck anywhere else on their property. The deck would be no closer to Rabbit St NW than the house currently sits, which is consistent with the neighborhood.

**Notification:**

Notifications of this proposal were sent via Standard US Mail to Property Owners within 350 feet of the Subject Property, as reflected by Anoka County Property Records. A notice was also published in the Anoka Union Herald, the City's official newspaper, for the August 1, 2019 Planning Commission.

**Observations/Alternatives:**

**General**

The Applicant is proposing to construct a fourteen foot by twelve foot (14'x12') deck attached to the rear of the home on the property generally referred to as 14877 Quintana Circle NW. The distance from the property line is less than what is required by the Planned Unit Development (PUD) regulations of Riverstone, 25 feet. Because of this, a setback variance is required for the execution of a building permit.

The Applicant is seeking a variance due to the practical difficulty caused by circumstances unique to the individual property under consideration. There is an awkward property boundary that does not allow for the Applicant to construct a deck because it would not meet the setback requirements as set by the Planned Unit Development. It should be noted that this model of home is designed for the future addition of a deck, as can be seen by the inclusion of a sliding glass door on the upper level. The surrounding properties are all able to construct a deck attached to their rear yard that would meet all setback requirements set by City Code. For this reason, Staff does feel that the request is a reasonable request that will not change the character of the neighborhood. Additionally, the situation is uncaused by the landowner; the property has an irregular boundary, as well as a landscape easement onsite.

**Zoning**

The property is currently zoned PUD (Planned Unit Development). The surrounding properties to the north and south are also zoned PUD. The property to the east is zoned as E-3 Employment District, but the lot is currently vacant. An agreement between the City and the PUD set the minimum front, rear yard, and side yard setbacks for corner lots for accessory structures (including decks) to 25 feet.

**Streets and Access**

The Subject Property gains access off Quintana Circle NW. There is an existing driveway from the principle garage on the Subject Property to Quintana Circle NW.

**Easements**

There is a twenty foot (20') landscape easement present on the property as enacted by the current Home Owner's Association. This landscape easement does create a buffer between the Subject Property and Rabbit St NW. This easement is unique to the property and Staff believes that the deck will appear to be built the same as the neighboring properties, due to the unique lot line and the landscape easement.

**Alternatives**

Alternative 1: Approve the variance request. This would allow the homeowner to build a deck off the back of the home, which the home is set up for. The other homes in the neighborhood have decks, and staff does feel the property line presents a unique situation. Staff supports this alternative.

Alternative 2: Deny the variance request. Staff does feel the lot is oddly shaped and the deck is a reasonable request. Staff does not supportive this alternative.

**Funding Source:**

The Applicant is responsible for all costs associated with this request.

**Recommendation:**

Staff recommends approving the request for a Variance to the Setback Requirements for a Deck on the Subject Property.

**Action:**

Motion to adopt Resolution #19-173 Approving the Issuance of a Variance to the Setback Requirements for a Deck on the Subject Property.

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**Attachments**

[Application](#)

[Site Location Map](#)

[Backyard Photo](#)

[Description of Request](#)

[Scaled Site Plan](#)

[Riverstone PUD Standards](#)

[HOA and Neighbors Support](#)

[Plan Tech Review](#)

[Resolution 19-173](#)

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**Form Review**

**Inbox**

Tim Gladhill

Form Started By: Elliot Mohler

Final Approval Date: 07/26/2019

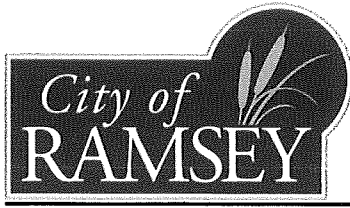
**Reviewed By**

JoAnn Shaw

**Date**

07/26/2019 10:03 AM

Started On: 07/23/2019 02:22 PM



**Land Use Application**

19-129

<input type="checkbox"/> Plat – Sketch Plan	<input type="checkbox"/> Plat – Preliminary Plat	<input type="checkbox"/> Plat – Final Plat
<input type="checkbox"/> Administrative Plat	<input type="checkbox"/> Site Plan Review	<input type="checkbox"/> Easement/ROW Vacation
<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Interim Use Permit	<input type="checkbox"/> Comprehensive Plan Amendment
<input type="checkbox"/> Zoning Amendment	<input type="checkbox"/> Home Occupation Permit	<input checked="" type="checkbox"/> Variance
<input type="checkbox"/> Dwelling Moving Permit	<input type="checkbox"/> Environmental Permit	<input type="checkbox"/> Registered Land Survey
<input type="checkbox"/> Non-Traditional Animal License	<input type="checkbox"/> Beekeeping License	<input type="checkbox"/> Private Kennel License

**Applicant Contact Information**

*Please note: All official communication will be routed through this contact.*

Name:	Cody Hoelt		
Street Address:	14877 Quintana Circle NW		
City, State, ZIP:	Ramsey, MN 55303		
Home Phone:	763-300-4178	Work Phone:	
Email:	codyhoelt@gmail.com	Fax Number:	
Name of Business (if applicable):	Myhers Construction, LLC		
Business Address (if applicable)	3550 Adrich Circle		
Business City, State, ZIP	Anoka, MN 55303		
Business Phone:	763-238-2294	Business Fax:	

**Subject Property Information**

*(Location of Application)*

Address	14877 Quintana Circle NW
PIN	29-32-25-22-0005
Legal Description	Lot 1 Block 3 Riverstone
Zoning District	PUD

Contact the Planning Division at 763-433-9824 or [planning@cityoframsey.com](mailto:planning@cityoframsey.com) to request a Zoning Verification

## Property Owner Information


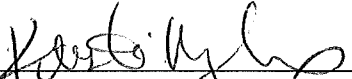
(If different than Applicant)

Name:	Cody & Gretchen Hoefft		
Street Address:	14877 Quintana Circle NW		
City, State, ZIP:	Ramsey, MN 55303		
Home Phone: <i>Cody</i>	763-300-4178	Work Phone: <i>Gretchen</i>	763-202-2197
Email:	codyhoefft@gmail.com	Fax Number:	



Please provide a detailed description of your request and attached a copy of a scaled site plan

Please see attached letter.

**A "Land Use Sign" will be placed on the Subject Property to allow Ramsey Residents the opportunity to obtain information about your request.**

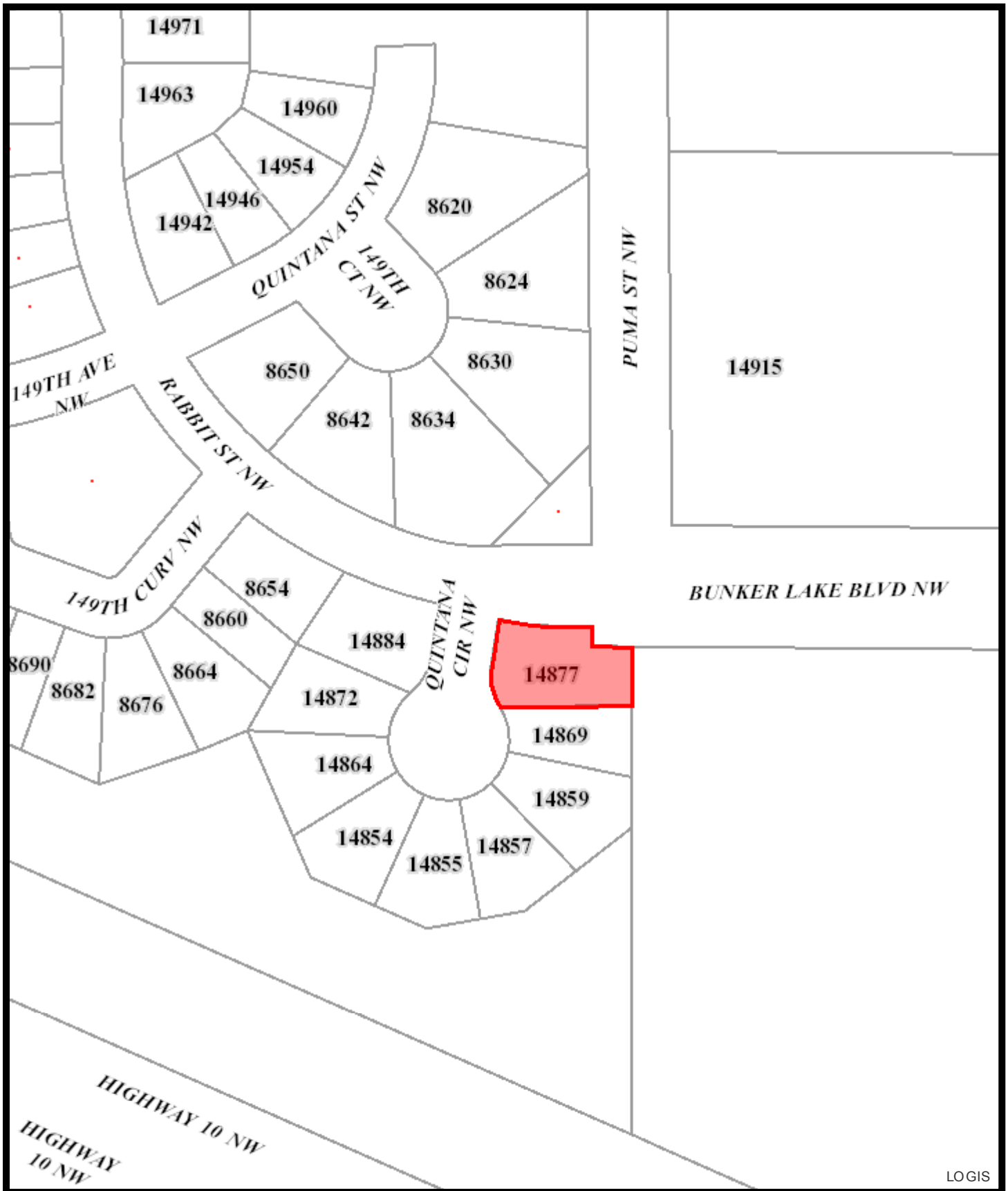
Applicant Signature		Co-Applicant Signature	
Printed Name	Cody Hoefft	Printed Name	Kristina Myhers
Title	Owner	Title	Myhers Construction office Manager
Date	7/11/19	Date	7-11-19

I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account closure. I also understand that as the applicant, it is my responsibility to obtain all other permits or licenses required by any applicable regulatory agencies for this Land Use Application.

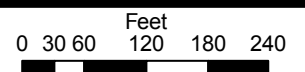
Property Owner Signature		Property Owner Signature	
Printed Name	Cody Hoefft	Printed Name	Gretchen Hoefft
Title	Owner	Title	owner
Date	7/11/19	Date	7/11/19

I hereby certify that I am the fee title owner/contract for deed vendee of record for the above-mentioned property. Failure to prove ownership may void any agreements entered into the City and I will be held liable for any and all costs incurred by the City.

# Site Location Map



LOGIS





July 11, 2019

City of Ramsey  
Planning Department  
7550 Sunwood Drive NW  
Ramsey, MN 55303

RE: 14877 Quintana Circle NW – Ramsey, MN 55303

To Whom It May Concern,

This request is for a variance to build a 14' x 12' deck with a 4' x 4' landing and a 10 riser stair system attached to the home located at 14877 Quintana Circle – Ramsey, MN 55303. We are requesting that the deck can be built in the location on the home as shown on the survey attached. (in red drawing) The deck will be framed with green treated cedar tone building material and finished with green treated cedar tone decking, green treated cedar tone railings and black aluminum spindles. Deck will be built by Myhers Construction, LLC. in compliance with the codes of the State of MN and City of Ramsey.

We (Cody Hoeft and Myhers Construction, LLC.) would like a variance for this project due to the layout of the existing structure on the lot, current easement requirements and lot shape. The northern most point of the house is currently 26.67 feet (1 – on attached survey) from the parallel lot line to the north. There is also a measurement on the survey that shows a diagonal length of 25 feet from the North East corner of the home to the most inward North East corner of the lot. (2 – on attached survey) The current requirements noted by the City of Ramsey Planning Department in communication delivered to Myhers Construction, LLC. through the Project Dox system states the following: “Decks are reviewed using the same criteria as accessory buildings. Per City Code, accessory structures must be at least thirty (30) feet away from the side property line on a corner lot. The property is on the corner of Quintana Circle NW and Rabbit Street NW. The application does not explicitly indicate the distance from the deck and the side property line closest to Rabbit Street NW, but appears to be somewhere between 26 feet and 28 feet (approximate). Revised site plans should show new location of deck at least 30 feet from side property line closest to Rabbit Street NW.”

The original plans that were submitted by Myhers Construction, LLC. on June 12, 2019 were drawn showing the deck encroaching the landscape easement on the North East irregular corner of the lot. At that time we were notified that the deck could not encroach the easement at any point. We then changed the deck plans and Myhers Construction resubmitted to the city on June 28, 2019. At this time the deck structure design was changed so the deck would not encroach any easements. On July 9, 2019 Myhers Construction was notified of the additional setback requirements 30 feet from the lot line closes to Rabbit Street.

The home that was built on the property has a patio door located on the North ¼ of the East side of the home, on the upper level. (Please see attached photo) We would like to access and use of the back yard from the back upper level of the home, however, due to the lot irregularities, the existing required setbacks cannot be achieved.

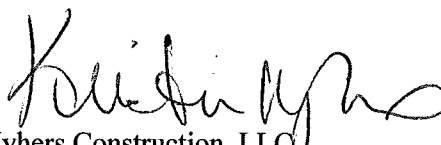
Please see additional photos and documentation attached.

We are requesting that this variance be granted due to the location of the home on the lot, location of the patio door on the home and lot irregularities.

Thank you,



Cody Hoeft



Myhers Construction, LLC  
Kristina Myhers – Office Manager

Enclosures

# Certificate of Survey for: CAPSTONE HOMES, INC.

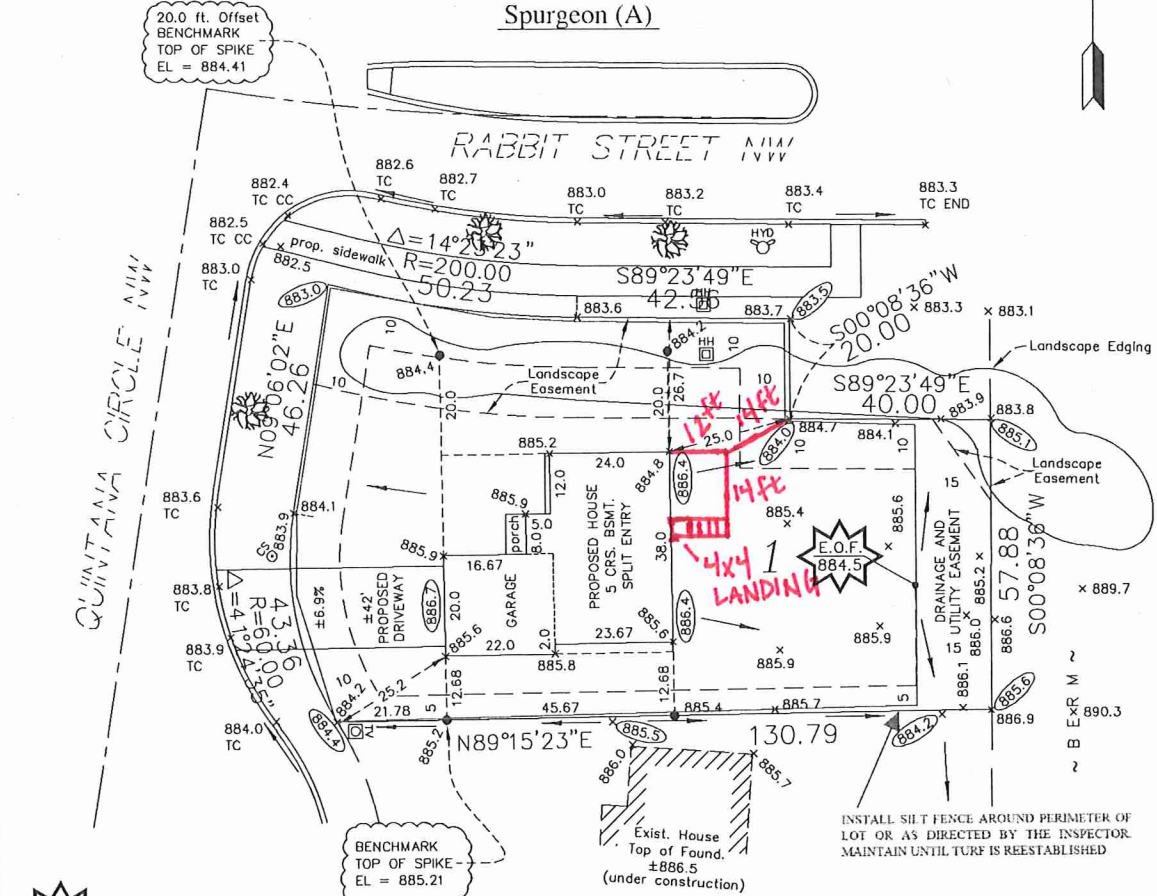
Located in the NW 1/4 of  
Sec. 29, Twp. 32, Rge. 25

House Address:

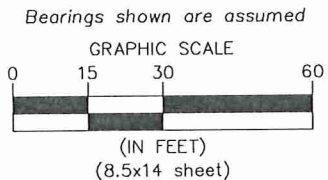
14877 Quintana Circle NW, Ramsey, MN

House Model:

Spurgeon (A)



- Denotes Emergency Overflow
- Denotes Existing Hydrant
- Denotes Existing Electric Box
- Denotes Existing Television Box
- Denotes Existing Telephone Box
- Denotes Existing Light Pole
- Denotes Existing Service
- Denotes Existing Curb Stop
- x 000.0 Denotes Existing Elevation
- x 900.0 Denotes Proposed Elevation
- Denotes Direction of Drainage
- Denotes Drainage & Utility Easement (per recorded plat)
- Denotes Iron Monument



### LEGAL DESCRIPTION:

Lot 1, Block 3, RIVERSTONE,  
Anoka County, Minnesota

### PROPOSED BUILDING ELEVATIONS

Lowest Floor Elevation: 883.9  
Top of Foundation Elevation: 887.1  
Garage Slab Elevation (at door): 886.7

### NOTES:

1. Proposed building site grading is in accordance with the grading plans prepared by Carlson McCain, Inc., last revised 11/15/17.
2. Contractor must verify sewer depth.
3. Driveways shown are for graphic purposes only. Final driveway design and location to be determined by owner/builder.
4. All building foundation dimensions shown on this survey include exterior foundation insulation widths, if applicable. Refer to final building plans for foundation.

I hereby certify to Capstone Homes, Inc. that this survey, I prepared by me or under my direct supervision and that I surveyor under the laws of the State of Minnesota.  
Dated this 13th day of February, 2018.



Plans Reviewed for Code Compliance

Building Code: 2015 MN State Building Code  
Date of Approval: 04/18/18

Permit Number: \_\_\_\_\_

Signed: Carlson Mc

By:

Thomas R. Ball  
Peter J. Blomq

Revised: House Elevations - 2/17/18

Signature:

1528 6986.019 MEP



**ENVIRONMENTAL · ENGINEERING · SURVEYING**  
3890 Pheasant Ridge Drive NE,  
Suite 100, Blaine, MN 55449  
Phone: 763-489-7900 Fax: 763-489-7959

7/18/19

Save Date: 02/17/18 F:\06045981 - riverstone\cads\survey\6986.019.dwg

**ORDINANCE #17-06**

**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 (Rural Developing) to PUD (Planned Unit Development).

That part of Northwest Quarter of Northwest Quarter, Section 29, Township 32, Range 25 lying northeaster of northeasterly right of way line of Burlington Northern Rail Road and lying westerly and southerly of the north 60 feet of east 40 feet of said Quarter Quarter, except road subject to easement of record, Anoka County, Minnesota

-and-

The Northwest Quarter of Southwest Quarter of Section 20, township 32, Range 25 except east 40 feet of said Quarter Quarter lying southerly of southerly right of way line of Alpine Drive NW and except north 40 feet of south 100 feet of west 40 feet of east 80 feet of said Quarter Quarter, except road subject to easement of record, Anoka County, Minnesota

-and-

The Southwest Quarter of Southwest Quarter of Section 20, Township 32, Range 25 lying west of east 40 feet thereof, except road subject to easement of record, Anoka County, Minnesota

(the "Subject Property")

The following table outlines approved zoning bulk standards:

Traditional Single-Family/Small Lot Single-Family and Villa Lots

Standards	Requirement
Lot size	None
Minimum density (net)	3.0
Maximum density (net)	7.0

Lot width	None
Building setback from public street right-of-way	25 feet
Building setback from private street measured from back of curb	25 feet
Building setback from exterior development boundary line	25 feet (detached)
Minimum separation between buildings, including any appurtenances thereto (i.e., patios, decks)	10 feet (detached)*
Parking node setback from exterior development boundary line	30 feet
Parking node setback from structure	15 feet
Maximum lot coverage	35%
Maximum building height (measured from mean ground level to mean gable)	35 feet
Accessory structure setback (measured from the development boundary line)	30 feet
Maximum number of units per structure	81 (detached)
Open space required	40% general open space 10% of which must be identifiable community space

#### Townhome/Quad Units

Miscellaneous Standards	Twinhome or Quad
Lot size	7,000 square feet per dwelling unit
Minimum density (net)	3.0
Maximum density (net)	7.0
Lot width	50 feet
Front yard setback	30 feet
Side yard setback	10 feet
Side yard setback corner lot	30 feet
Side yard interior wall setback	0
Rear yard setback	30 feet
Maximum lot coverage for all principal and accessory buildings (excludes impervious or prepared surface)	35%
Maximum building height (measured from mean ground level to mean ground gable)	35 feet
Accessory structure setbacks:	
Front	30 feet or same as principal structure, which ever is greater
Rear	5 feet
Side	6 feet

Side corner	30 feet
Maximum number of units per structure	4

**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 \_\_\_\_\_, 2017.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator

Introduction date:

Posting dates:

Adoption date:

Publication date:

Effective date:

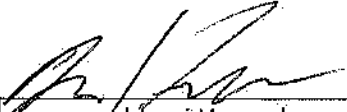
July 16, 2019


RE: 14877 Quintana Circle NW, Ramsey MN 55303

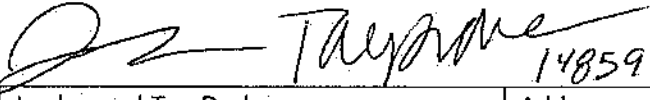
To Whom It May Concern:

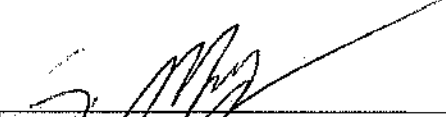
We are neighbors of Gretchen and Cody Hoeft, owners of 14877 Quintana Circle NW, Ramsey MN 55303. We understand that they are working to get approval from the City of Ramsey for a variance to be able to build a 14' x 12' deck with a 4' x 4' landing and a 10-riser stair system.

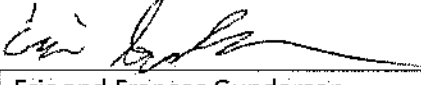
We have no issues with Gretchen and Cody adding a deck to their home and see no reason why the location of the deck would pose any problems to any of us. We are all in agreement as neighbors of the Hoeft's that a deck should be permitted/approved to be added their home.

 8634 149<sup>th</sup> Ct 612-940-4201  
Jason and Jami Hamack | Address | Phone

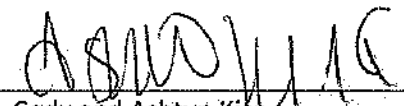
 14869 Quintana Cir NW 612-267-7686  
Kurt and April Cutshall | Address | Phone

 14859 Quintana Cir NW 608-385-5402  
Jordan and Tae Drake | Address | Phone

 14854 Quintana Cir NW 612-636-9625  
Serge and Abigail Murza | Address | Phone

 8690 149<sup>th</sup> Circle NW 218-290-2786  
Eric and Frances Gunderson | Address Ramsey | Phone

 14963 Rabbit St. NW 612-418-3228  
Dan and Andrea Nelson | Address | Phone

 14954 Quintana Cir NW 651-592-0162  
Cody and Ashtyn Kise | Address | Phone

## Gretchen Hoeft

---

**From:** Gretchen Levin <gretchlevin@gmail.com>  
**Sent:** Friday, July 12, 2019 12:12 PM  
**To:** Gretchen Hoeft  
**Subject:** Fwd: Residential Improvement Application {93393}

----- Forwarded message -----

**From:** cody hoeft <codyhoeft@gmail.com>  
**Date:** Fri, Jul 12, 2019, 12:00 PM  
**Subject:** Fwd: Residential Improvement Application {93393}  
**To:** Gretchen Hoeft <gretchlevin@gmail.com>

Here is the email from omega can you please print this out!

----- Forwarded message -----

**From:** Omega Property Management Customer Service - Melody Johnson <service@omega-mgt.com>  
**Date:** Fri, Jul 12, 2019, 11:41 AM  
**Subject:** Re: Residential Improvement Application {93393}  
**To:** <codyhoeft@gmail.com>

## Reply ABOVE THIS LINE to add a note to this request ##

---

**From:** "Andrea" <service@omega-mgt.com>  
**Sent:** Tue, 21 May 2019 14:00:17 -0500  
**To:** <gretchen.hoeft@resultstitle.net>  
**Subject:** Re: Residential Improvement Application

Hello Gretchen,

The association manager has reviewed your request. You do not need approval from the Association to install a deck at your home. Please see the following message for clarification:

*It was not our intention to approve decks for single family homes. As long as they are approved/permitted with the City. The only items needing approval for single family are in the Rules and Regs:*

### Animal Kennels & Restraints

*Kennels are prohibited, except a kennel attached to the dwelling and located so that it is not visible from the street and properly screened. The kennel must be enclosed on all 4 sides with materials that match or compliment the siding of the house. This is to minimize annoyances to the pet that could result in persistent barking. Underground wires which are part of a pet containment system are permitted. Before a kennel may be added to a Unit, the owner must submit an application and obtain approval from the Board.*

## Fences

*Fences in rear yards are permitted with approved application under the following standards:*

*No privacy fences are allowed. Chain link fence styles must be vinyl coated (steel chain link is not allowed). Recommended style includes some type of black aluminum picket. Recommended height is 4 feet, maximum height is 5 feet.*

## Swimming Pools

*In ground pools are permitted with approval. May not be in easement and must meet city code.*

## Storage Sheds

*Sheds are permitted with approval. May not be in an easement area. Must be constructed of materials that match the unit. May not be larger than 8' square.*

Thanks for checking with us, let me know if you have any concerns or need further clarification.

Good luck with your project!

Andrea



**Andrea Liddell**  
Administrative Assistant

Phone: 763.449.9100  
Fax: 763.449.9110  
Address: 6901 East Fish Lake Rd, Suite 100  
Maple Grove, MN 55369  
Website: [omega-mgt.com](http://omega-mgt.com)

Social:



**CONFIDENTIAL COMMUNICATION:** Emails from the offices of Omega Property Management normally contain confidential and privileged material and are for the sole use of the intended recipient. Use or distribution by an unintended recipient is prohibited and may be a violation of law. If you believe that you received this e-mail in error, please do not read this e-mail or open any files contained herein. Please delete the e-mail and any files included herein, including any copies thereof, and inform the sender that you have deleted the email, all files and any copies thereof. Thank you.

You can check your request history by clicking [here](#)

**CITY OF RAMSEY LAND USE APPLICATION  
TECHNICAL REVIEW FILE**

<b>DATE</b>	JULY 15, 2019	<b>PROJECT ADDRESS</b>	14877 QUINTANA CIR NW
<b>PROJECT. TITLE</b>	CODY HOEFT SETBACK VARIANCE		
<b>ESCROW #</b>	117065		
<b>DEPARTMENT:</b>	Community Development: Planning Division (Zoning Code)		
<b>TECHNICAL REVIEWER:</b>	Name: Elliot Mohler Phone: 763-576-4314 Email: emohler@cityoframsey.com		

The following comments are offered regarding the request for a setback variance for an accessory structure (deck) submitted to the City of Ramsey by Cody Hoeft:

**General:** The applicant is proposing to construct a fourteen foot by twelve foot (14'x12') deck in the rear yard of the property generally referred to as 14877 Quintana Circle NW. The distance from the side property boundary is less than what is required by both City Code and the PUD as set by City Code. Because of this, a setback variance is required for the execution of a building permit.

The applicant is seeking a variance due to the practical difficulty caused by circumstances unique to the individual property under consideration. There is an awkward property boundary that does not allow for the applicant to construct a deck because it would not meet the setback requirements as set by City Code. It should be noted that this model of home is designed for the future addition of a deck, as can be seen by the inclusion of a sliding glass door on the upper level. The surrounding properties are all able to construct a deck attached to their rear yard that would meet all setback requirements set by City Code.

**Zoning:** The property is currently zoned PUD (Planned Unit Development). The surrounding properties to the north and south are also zoned PUD. The property to the east is zoned as E-3 Employment District, but the lot is currently vacant. An agreement between the City and the PUD set the minimum side yard setback for accessory structures to 25 feet rather than 30 feet.

**R-1 Residential (MUSA) Accessory Structure Setback Standards**

<i>Standard</i>	<i>Required</i>	<i>Proposed</i>
Minimum Front Yard Setback	40 Feet	75 Feet (approximate)
Minimum Rear Yard Setback	5 Feet	42 Feet (approximate)
Minimum Side Yard Setback	6 Feet	N/A
Minimum Side Yard (Corner) Setback	25 Feet	14 Feet

**Floodplains:** There are no floodplains identified on the Subject Property.

**Wetlands:** There are no wetlands identified on the Subject Property.

**Streets and Access:** The Subject Property gains access off Quintana Circle NW. There is an existing driveway from the principle garage on the Subject Property to Quintana Circle NW.

**Easements:** There is a twenty (20) foot landscape easement present on the property as enacted by the current Home Owners Association.

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

**RESOLUTION #19-173**

**A RESOLUTION ISSUING A VARIANCE TO THE REQUIRED SETBACKS TO  
CONSTRUCT A DECK AT 14877 QUINTANA CIRCLE NW**

**RECITALS**

1. Cody and Gretchen Hoeft, hereinafter referred to as the “Permittee”, have properly applied for a variance to the City Code requirements for setbacks for accessory structure setbacks to construct a deck on the property generally known as 14877 Quintana Circle NW and legally described as:

Lot 1 Block 3 Riverstone

(the “Subject Property”)

2. That the Permittee appeared before the Planning Commission for a public hearing pursuant to Section 117-53 of the Ramsey City Code on August 1, 2019, and that the public hearing was properly advertised and that the minutes of said public hearing are hereby incorporate by reference.
3. That the Subject Property is zoned Planned Unit Development (PUD) and the surrounding properties are zoned PUD.
4. That the required rear yard setback, and side yard setback for corner lots, for this PUD is twenty-five (25) feet for primary and accessory structures.
5. That the Applicant has proposed installing a twelve foot by fourteen foot (12’x14’) deck (the “Accessory Structure”) that would be fourteen (14) feet from the property line.

**FINDINGS OF FACT**

1. That the proposed use will not adversely impact traffic in the area.
2. That the proposed use will not substantially or adversely impair the use, enjoyment or market value of surrounding properties.
3. That the proposed use will be constructed so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and such use will not change the essential character of the area.
4. That the proposed use will not create additional requirements at public cost for public facilities and services.

5. That the proposed use will not be detrimental to the economic welfare of the community.
6. That the proposed use will not be disturbing or hazardous to existing or future neighboring uses.
7. That the proposed use will not involve uses, activities, processes, materials and equipment and conditions of operation that may be detrimental to any persons, property or the general welfare, by reason of excessive production of traffic, noise, smoke, or glare.

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

That the Ramsey Planning Commission hereby grants approval to setback requirements for 14877 Quintana Circle NW to construct a deck contingent upon the following conditions:

**CONDITIONS**

1. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.
2. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this **Permit**.
3. That the **Permittee** shall obtain all necessary permits prior to commencing any construction of the **Accessory Structure**, including a Building Permit.
4. That the City Administrator, or his/her designee, shall have the right to inspect the **Subject Property** for compliance and safety purposes annually or at any time, upon reasonable request.
5. That this **Permit** shall be tied to the **Subject Property**.
6. That this variance does not give the **Permittee** authorization to put any part of the deck, including stairs, into the landscape easement on the property.
7. That the **Permittee** agrees to construct the deck in accordance with Exhibit A.

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

and the following voted against the same:

and the following abstained:

None

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey Planning Commission this the 1st of August, 2019.

DRAFT





## Regular Planning Commission

6. 2.

**Meeting Date:** 08/01/2019

**By:** Chris Anderson, Community  
Development

---

### Information

**Title:**

PUBLIC HEARING: Consider Resolution #19-183 to Grant a Conditional Use Permit for an Oversized Second Ground Sign at 8390 Highway 10 NW (Project No. 19-128); Case of Lazydays RV

**Purpose/Background:**

The City has received an application from Lazydays RV (the "Applicant") to maintain an oversized, second ground sign on the property located at 8390 Highway 10 NW (the "Subject Property"). City Code Section 117-459 (Variations) states that any deviations from the sign standards shall be processed as a Conditional Use Permit.

**Notification:**

Notifications of this proposal were sent via Standard US Mail to Property Owners within 350 feet of the Subject Property, as reflected by Anoka County Property Records. A notice was also published in the Anoka Union Herald, the City's official newspaper, for the August 1, 2019 Planning Commission meeting.

**Observations/Alternatives:**

The Subject Property is zoned B-2 Highway Business and has three (3) frontages (Highway 10, Llama Street, and Riverdale Drive). Parcels within this zoning district are eligible for one (1) ground not exceeding 100 square feet in area or twenty-five (25) feet in height. Additionally, parcels with multiple frontages are eligible for a secondary ground sign not exceeding fifty (50) square feet or twelve and half (12.5) feet in height (essentially half of what is allowed for a primary ground sign). However, the Subject Property is also located in the Armstrong Boulevard Interchange Overlay District, which does allow for a ground sign up to 150 square feet in area and fifty (50) feet in height.

There is an existing ground sign on the Subject Property that is twenty-two (22) feet in height about forty-nine (49) square feet in area. This sign complies with all existing sign standards. But, the Applicant has applied for a Sign Permit to construct a new ground sign that would be fifty (50) feet tall and 150 square feet in size, which is allowable within the Overlay District, and this would become the primary ground sign on the Subject Property.

The Applicant has expressed a desire to retain the existing ground sign for promoting their largest vendor's products (available for purchase on site). Again, the Subject Property is eligible for a second ground sign based on the number of road frontages. The square footage of the existing sign is compliant as well (fifty [50] square feet or less). However, the height is approximately twenty-two (22) feet, which exceeds the allowable height of twelve and a half (12.5) feet for a second ground sign.

**Alternatives**

**Alternative 1:** Recommend City Council adopt Resolution #19-183 granting a Conditional Use Permit to the Applicant to maintain an oversized, second ground sign on the Subject Property. The sign presently is in full compliance with sign standards. Once the proposed new sign is installed, the existing ground would be classified as a second ground sign. Its square footage would still be compliant but the height would exceed the allowable twelve and a half (12.5) feet. Staff supports this alternative.

**Alternative 2:** Recommend City Council deny the request for a Conditional Use Permit. If the Conditional Use

Permit is not granted, then the existing ground sign would need to be removed and/or modified so that the height is reduced accordingly before the Sign Permit for the new ground sign can be issued. Staff does not support this alternative.

**Funding Source:**

The Applicant is responsible for all costs associated with this request.

**Recommendation:**

Staff recommends approving the request for a Conditional Use Permit to maintain an oversized, second ground sign on the Subject Property.

**Action:**

Motion to recommend City Council adopt Resolution #19-183 granting a Conditional Use Permit to maintain an oversized, second ground sign on the Subject Property.

---

**Attachments**

[Site Location Map](#)

[Existing Ground Sign](#)

[Proposed New Ground Sign](#)

[Generalized Sign Locations](#)

[Resolution #19-183: DRAFT Conditional Use Permit](#)

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**Form Review**

**Inbox**

Tim Gladhill

Form Started By: Chris Anderson

Final Approval Date: 07/26/2019

**Reviewed By**

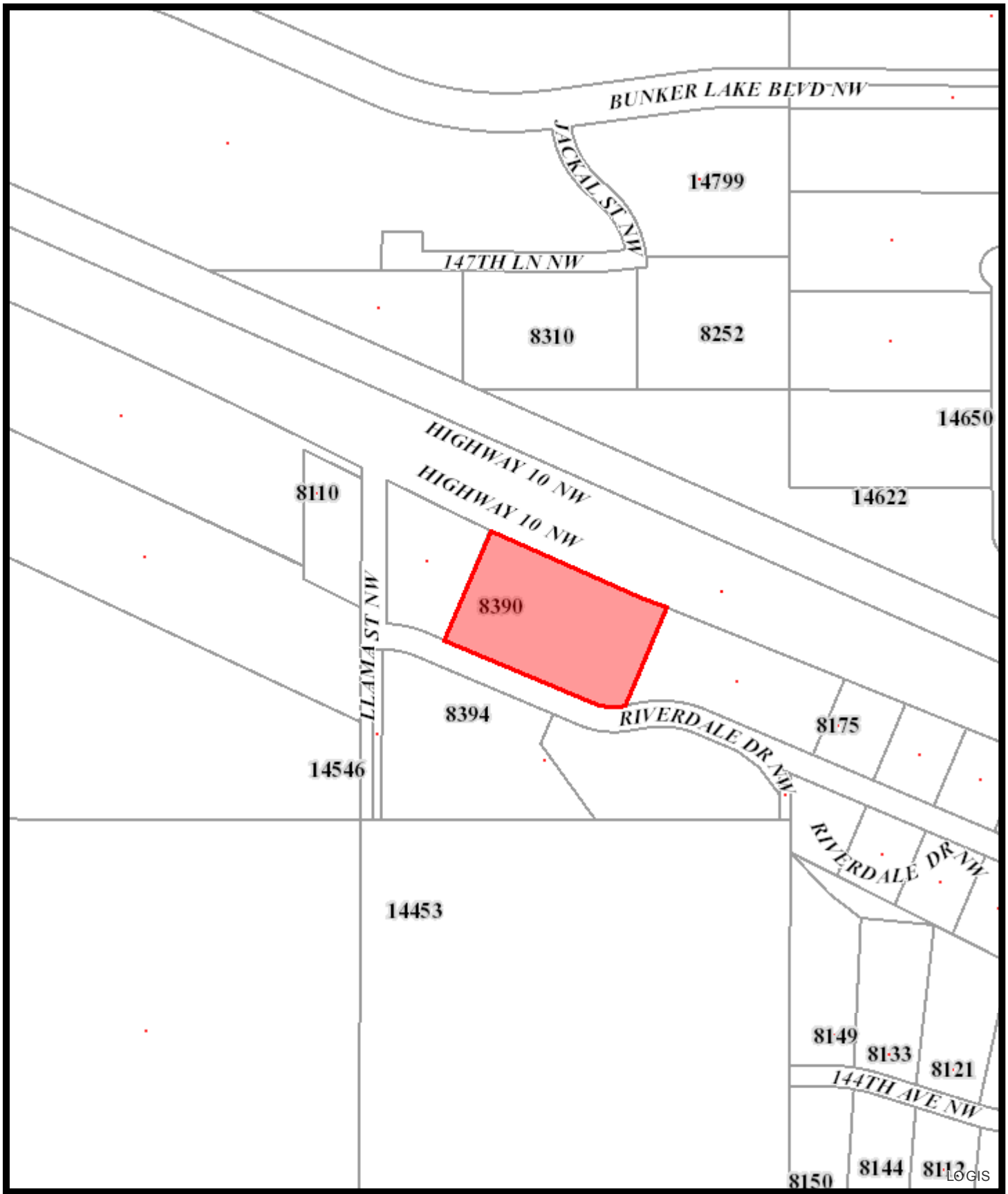
JoAnn Shaw

**Date**

07/26/2019 10:03 AM

Started On: 07/23/2019 11:09 AM

# Site Location Map



Existing pylon sign



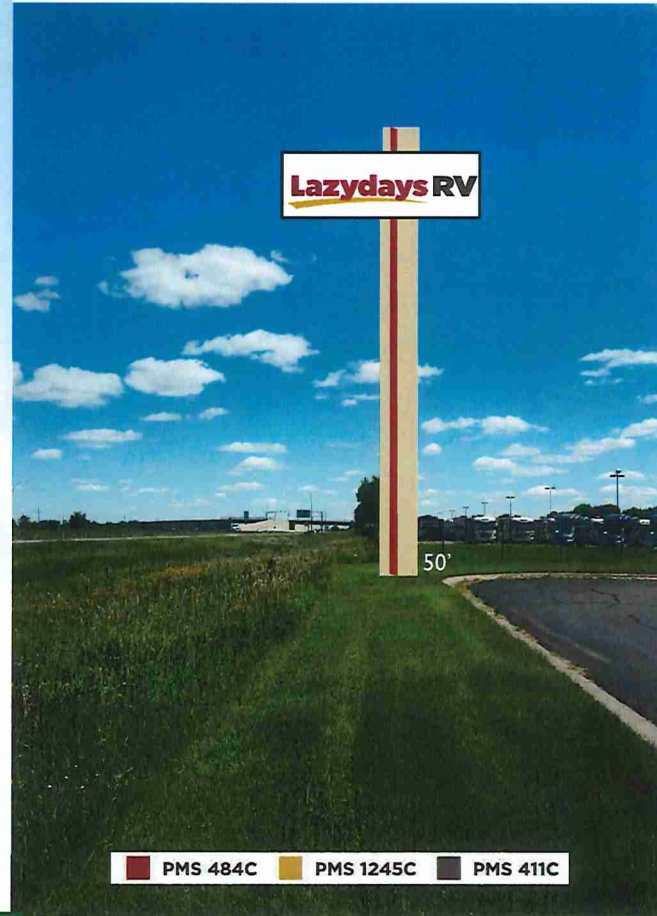
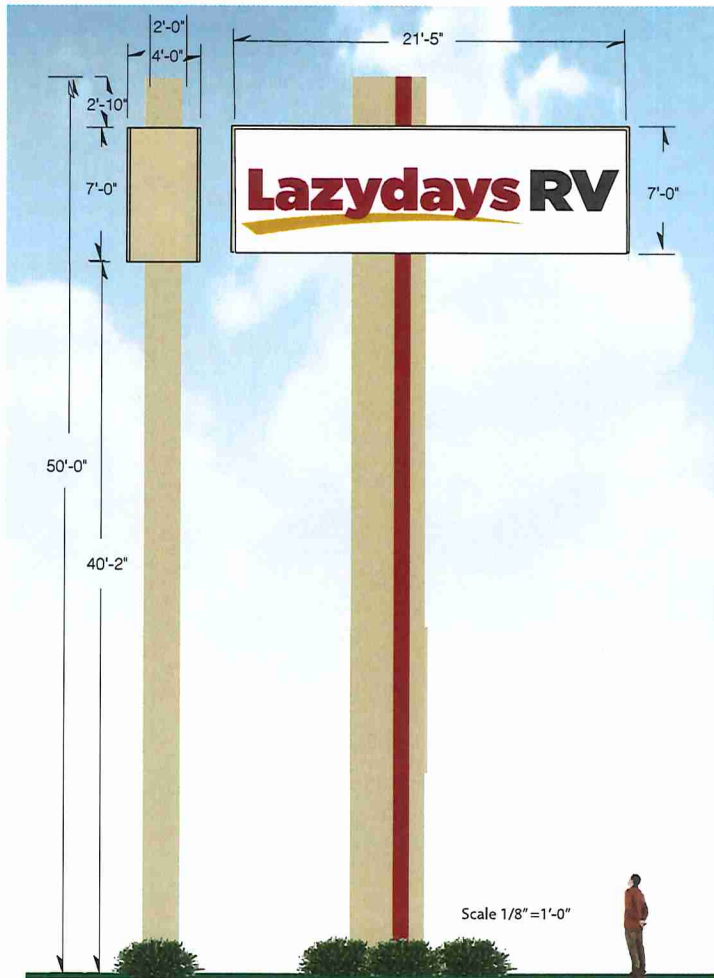
Lazydays RV

PYLON 48 SQ. FT.



\* This drawing is the property of Sandmann Signs, Inc. It is submitted to your company for the sole purpose of your consideration of whether to purchase a sign(s) manufactured according to these plans from Sandmann Signs, Inc. Distribution or exhibition of this plan to anyone other than employees of your company or use of this plan for construction of a similar sign to the one(s) created herein, is forbidden. In the event that such exhibition occurs, Sandmann Signs, Inc. will expect to be reimbursed for the time and materials used in creating this drawing.

New pylon sign

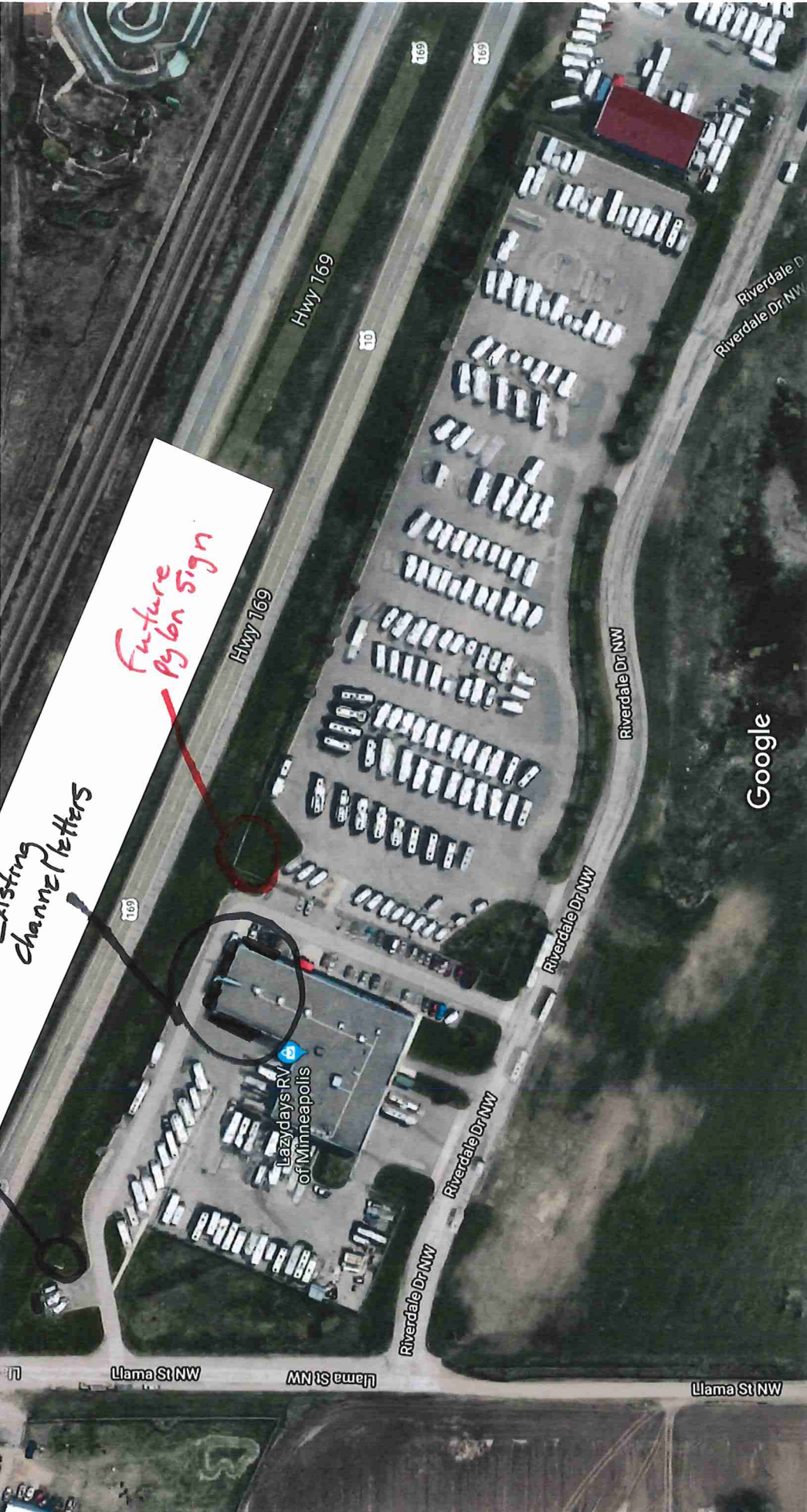


Lazydays RV / Pylon

Exterior Main Dealership Street Signage



\* This drawing is the property of Sandmann Signs, Inc. It is submitted to your company for the sole purpose of your consideration of whether to purchase a sign manufactured according to these plans from Sandmann Signs, Inc. Distribution or exhibition of this plan to anyone other than employees of your company or use of this plan for the construction of a similar sign to the one(s) created herein, is forbidden. In the event that such exhibition occurs, Sandmann Signs, Inc. will expect to be reimbursed for the time and materials used in creating this drawing.



Existing  
channel letters

Future  
Pylon sign

Existing  
Pylon sign

Google

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

**RESOLUTION #19-183**

**A RESOLUTION APPROVING THE ISSUANCE OF A CONDITIONAL USE PERMIT TO ALLOW AN OVERSIZED SECOND GROUND SIGN ON THE PROPERTY LOCATED AT 8930 HIGHWAY 10 NW AND DECLARING TERMS OF SAME**

**RECITALS**

1. Lazydays of Minneapolis, LLC (dba Lazydays), hereinafter referred to as the “**Permittee**”, has properly applied for a Conditional Use Permit to maintain an oversized second ground sign on the property generally known as 8390 Highway 10 NW and legally described as follows:

Lots 1, 2 and 3, Block 1 ALPACA ESTATES 4TH ADDITION, except Parcel 22, Anoka County Highway Right of Way Plat No. 90, Anoka County, Minnesota

(the “**Subject Property**”)

2. That Lazydays of Minneapolis, LLC (dba Lazydays), is the owner of the **Subject Property**.
3. The City of Ramsey received an application for a Conditional Use Permit to maintain an oversized second ground sign on the **Subject Property** on July 11, 2019.
4. That the **Subject Property** is located within the B-2 Business District as are the properties to the east, west, and south, while the properties to the north (across Highway 10) are within The COR District.
5. The **Subject Property** is approximately 10.86 acres in size.
6. That the **Subject Property** is located within the Armstrong Boulevard Interchange Overlay District, which allows a ground sign with an area not to exceed 150 square feet and a height up to fifty (50) feet.
7. That the **Subject Property** abuts Riverdale Drive, Llama Street, and Highway 10 NW.
8. That there is currently one (1) existing ground sign on the **Subject Property** that is forty-nine (49) square feet in size and twenty-two (22) feet tall.
9. That City Code Section 177-519(a)(2) allows properties with one or more road frontages to maintain two (2) ground signs; the primary sign, which, due to the Overlay District, can be 150 square feet in size and fifty (50) feet in height and a secondary ground sign that is fifty (50) square feet or less in area and not taller than twelve and a half (12.5) feet.

10. That the **Permittee** is proposing to construct a new, fifty (50) foot tall ground sign with an area of 150 square feet, which would be considered the primary ground sign (the “Primary Ground Sign”).
11. That the **Permittee** prefers to retain the existing ground sign to serve as their second ground sign (the “Secondary Ground Sign”).
12. That both the proposed **Primary Ground Sign** and the **Secondary Ground Sign** would be located along the northern boundary of the Subject Property, facing Highway 10.

### **FINDINGS OF FACT**

1. That the oversized Secondary Ground Sign will not be unduly dangerous or detrimental to persons residing or working in the vicinity of the use, or to the public welfare.
2. That the oversized Secondary Ground Sign will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.
3. That the oversized Secondary Ground Sign will be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.
4. That the oversized Secondary Ground Sign will be harmonious with and in accordance with the specific objectives of the comprehensive plan.
5. That the oversized Secondary Ground Sign will not be hazardous to existing or future neighboring uses.
6. That the oversized Secondary Ground Sign will not impact essential public facilities and services, such as highways, streets, police and fire protection, drainage structures, or schools.
7. That the oversized Secondary Ground Sign will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.
8. That the oversized Secondary Ground Sign will not involve uses, activities and equipment that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
9. That the oversized Secondary Ground Sign will be consistent with the intent and purposes of this chapter.

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

That the Ramsey City Council hereby grants approval of a Conditional Use Permit (the “**Permit**”) for an oversized Secondary Ground Sign on the **Subject Property** contingent upon the following conditions:

### CONDITIONS

1. That this **Permit** allows for an oversized Secondary Ground Sign on the **Subject Property**, not to exceed fifty (50) square feet in area or twenty-two (22) feet in height.
2. That the **Permittee** shall obtain all necessary permits, including a Sign Permit, prior to construction of the Primary Ground Sign on the **Subject Property**.
3. That the **Permittee** shall comply with all applicable local, state, and federal regulations.
4. That no part of the oversized Primary Ground Sign, above or below ground, shall encroach within any drainage and utility easement on the **Subject Property**.
5. That no additional ground signs will be permitted on the **Subject Property** unless in full compliance with City Code.
6. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.
7. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this **Permit**.
8. That the City Administrator, or his/her designee, shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request.
9. That this **Permit** shall automatically expire if the use is not initiated by August 12, 2020 and issuance of a Sign Permit for the Primary Ground Sign shall be considered as initiating the use.

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 August, 2019







## Regular Planning Commission

6.3.

**Meeting Date:** 08/01/2019

**By:** Elliot Mohler, Community  
Development

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### Information

**Title:**

PUBLIC HEARING: Consider Resolution #19-181 Granting an Interim Use Permit to a Religious Institution at 6937 Highway 10; Case of Freedom Church

**Purpose/Background:**

The City has received an application from Freedom Church (the "Applicant") to operate Church and Parish Offices at 6937 Highway 10 (the "Subject Property"). The Subject Property is zoned H-1 Highway 10 Business District, which does not allow for churches as a permitted use. Therefore, the Applicant is seeking to be granted an Interim Use Permit to operate Church and Parish Offices on the Subject Property.

**Notification:**

Notifications of this proposal were sent via Standard US Mail to Property Owners within 350 feet of the Subject Property, as reflected by Anoka County Property Records. A notice was also published in the Anoka Union Herald, the City's official newspaper, for the August 1, 2019 Planning Commission.

**Observations/Alternatives:**

**General**

The Applicant is seeking to renew their Interim Use Permit to Operate Church and Parish Offices, which has been previously granted in 2012 for the use.

**Zoning**

The Subject Property is zoned H-1 Highway 10 Business District, as are the properties to the east and west of the Subject Property. This zoning district does not allow the operation of religious institution and parish offices as a permitted use, instead an interim use permit is required for the use to continue. Freedom Church has been operating on an Interim Use Permit since 2012. The Interim Use Permit requires renewal at this time.

**Streets and Access**

The Subject Property gains access off Highway 10 NW. The Applicant would utilize a shared parking lot that is also utilized by a few other businesses that also rent space in the same building. The proposed use has been found to not adversely impact traffic in the area or the community at large. Staff has not had an issue with the number of parking stalls onsite.

**Alternatives:**

Alternative 1: Grant an Interim Use Permit to continue the use on the Subject Property. The City has not had any major issues with the use onsite, nor complaints about the use. Staff supports this alternative. Staff is also open to alternatives that include other timeframes for the length of the interim use permit.

Alternative 1: Recommend the City Council deny the permit request. This would leave a vacant storefront in the strip mall and force out a use that the City has not had complaints about. Staff does not support this alternative.

**Funding Source:**

The Applicant is responsible for all costs associated with this request.

**Recommendation:**

Staff recommends approving the request for an Interim Use Permit to operate a Religious Institution on the Subject Property.

**Action:**

Motion to recommend City Council adopt Resolution #19-181 granting an Interim Use Permit to operate a Religious Institution on the Subject Property.

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**Attachments**

Application

Site Location

Res #19-181

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**Form Review**

**Inbox**

Tim Gladhill

Form Started By: Elliot Mohler

Final Approval Date: 07/26/2019

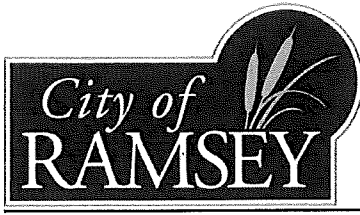
**Reviewed By**

JoAnn Shaw

**Date**

07/26/2019 10:03 AM

Started On: 07/23/2019 01:13 PM



## Land Use Application

<input type="checkbox"/> Plat – Sketch Plan	<input type="checkbox"/> Plat – Preliminary Plat	<input type="checkbox"/> Plat – Final Plat
<input type="checkbox"/> Administrative Plat	<input type="checkbox"/> Site Plan Review	<input type="checkbox"/> Easement/ROW Vacation
<input type="checkbox"/> Conditional Use Permit	<input checked="" type="checkbox"/> Interim Use Permit	<input type="checkbox"/> Comprehensive Plan Amendment
<input type="checkbox"/> Zoning Amendment	<input type="checkbox"/> Home Occupation Permit	<input type="checkbox"/> Variance
<input type="checkbox"/> Dwelling Moving Permit	<input type="checkbox"/> Environmental Permit	<input type="checkbox"/> Registered Land Survey
<input type="checkbox"/> Non-Traditional Animal License	<input type="checkbox"/> Beekeeping License	<input type="checkbox"/> Private Kennel License

### Applicant Contact Information

*Please note: All official communication will be routed through this contact.*

Name:		Mark & Annah Reid	
Street Address:		600 Weaver Blvd	
City, State, ZIP:		Andover, MA 55303	
Home Phone:	763 783 1377	Work Phone:	Cell Mark 612 670 6984 Cell Annah 612 227 2586
Email:	MReid777@hotmail.com	Fax Number:	X
Name of Business (if applicable):		Freedom Church	
Business Address (if applicable):		6937 Hwy 10 West Suite #140 #160	
Business City, State, ZIP:		Ramsey MN 55303	
Business Phone:	612 227 2586	Business Fax:	X

### Subject Property Information

*(Location of Application)*

Address	6937 Hwy 10 West Ramsey, MN 55303
PIN	
Legal Description	
Zoning District	

Contact the Planning Division at 763-433-9824 or [planning@cityoframsey.com](mailto:planning@cityoframsey.com) to request a Zoning Verification

## Property Owner Information

(If different than Applicant)

Name:	MBAKK Ramsey LLC		
Street Address:	10301 Woodcrest Dr. NW		
City, State, ZIP:	Coon Rapids, MN 55433		
Home Phone:		Work Phone:	763-767-3767
Email:	JPIERCE@HOMFURNITURE.COM	Fax Number:	763 772 1556

Please provide a detailed description of your request and attached a copy of a scaled site plan


**A "Land Use Sign" will be placed on the Subject Property to allow Ramsey Residents the opportunity to obtain information about your request.**

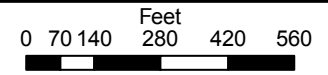
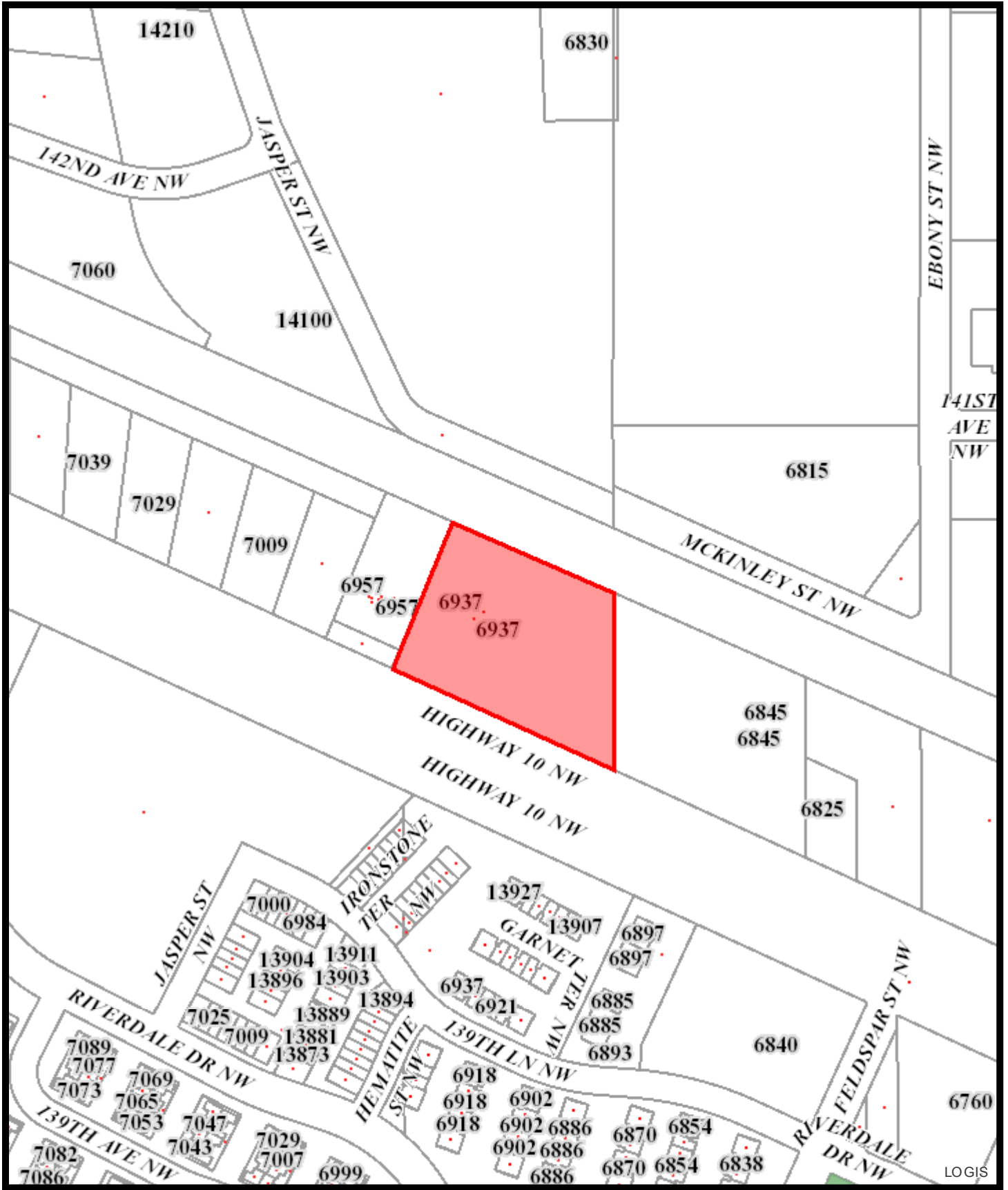
Applicant Signature	Mark S. Reid	Co-Applicant Signature	Annah E. Reid
Printed Name	Mark S. Reid	Printed Name	Annah E. Reid
Title	Pastor	Title	Co-Pastor
Date	7/15/19	Date	7/15/19

I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account closure. I also understand that as the applicant, it is my responsibility to obtain all other permits or licenses required by any applicable regulatory agencies for this Land Use Application.

Property Owner Signature	[Signature]	Property Owner Signature	
Printed Name	JOHN PIERCE	Printed Name	
Title	OWNERS REP	Title	
Date	7/16/2019	Date	

I hereby certify that I am the fee title owner/contract for deed vendor of record for the above-mentioned property. Failure to prove ownership may void any agreements entered into the City and I will be held liable for any and all costs incurred by the City.

# Site Location Map



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

**RESOLUTION #19-181**

**RESOLUTION APPROVING THE ISSUANCE OF AN INTERIM USE PERMIT TO ALLOW FOR THE OPERATION OF A RELIGIOUS INSTITUTION IN THE H-1 HIGHWAY 10 BUSINESS DISTRICT BASED ON FINDINGS OF FACT AND DECLARING THE TERMS OF SAME.**

**RECITALS**

1. Freedom Christian Church, hereinafter referred to as “Permittee”, has properly applied to the City of Ramsey (the “City”) for an interim use permit (the “Permit”) to operate a Religious Institution, including church and parish offices, in the H-1 Highway 10 Business District on the property generally referred to as 6937 Highway 10 and legally described as follows:

That part of Lot 4 Auditors Subdivision No. 31 lying southeasterly of the following described line, beginning at a point on the southerly line of said Lot 520 feet northwesterly of Southeast Corner thereof, thence deflecting to right 88 degrees 338 feet plus or minus to northerly line of said lot and said line there terminate, except road subject to easement of record, Anoka County, Minnesota.

(the “Subject Property”)

2. The Planning Commission met on August 1, 2019, conducted a public hearing and recommended that the City Council approve the request to operate a Church in the H-1 Highway 10 Business District.

**FINDINGS OF FACT**

1. That on July 11, 2019, the Permittee properly applied for an Interim Use Permit renewal.
2. That the Permittee appeared before the Planning Commission for a public hearing pursuant to Section 117-52 of the Ramsey City Code on August 1, 2019, and that the public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.
3. That the Subject Property is zoned H-1 Highway 10 Business District; the adjacent parcels to the west and east are zoned H-1 Highway 10 Business District, the property to the north is zoned E-2 Employment (separate by the Burlington Norther Santa Fe Railroad) and the property to the south (south side of Highway 10) is MU-PUD Mixed Use Planned Unit Development.
4. That the H-1 Highway Business District does not allow for religious institutions as a permitted or conditional use.

5. That the Permittee received an Interim Use Permit for this same use on July 1, 2012 and that has expired on June 30, 2017.
6. That there has been one complaint or concern brought to the City's attention regarding an RV behind the building, but has since been resolved. There have been no other complaints or concerns brought to the City's attention.
7. That the Permittee is proposing to utilize 5,500 square feet of the building located at 6937 Highway 10 for the purpose of a Church facility.
8. That the Permittee is not proposing any building modifications associated with the use.
9. That the Permittee is requesting that the Interim Use Permit be granted for ten (10) years.
10. That Section 117-52 of the Ramsey City Code allows for an Interim Use Permit to be granted for a maximum of five (5) years, unless otherwise extended by Council.
11. That, in 2012, the request had been forwarded to MnDOT for review and they had stated they had no concerns with the proposed use.
12. That the proposed use will not adversely impact traffic in the area.
13. That the proposed use will not be dangerous or detrimental to persons residing or working in the vicinity of the use or to the public welfare.
14. That the proposed use will not substantially or adversely impair the use, enjoyment or market value of surrounding properties.
15. That the proposed use will be operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and such use will not change the essential character of the area.
16. That the proposed use will not create additional requirements at public cost for public facilities and services.
17. That the proposed use will not be detrimental to the economic welfare of the community.
18. That the proposed use will not be disturbing or hazardous to existing or future neighboring uses.
19. That the proposed use will not involve uses, activities, processes, materials and equipment and conditions of operation that may be detrimental to any persons, property or the general welfare, by reason of excessive production of traffic, noise, smoke, or glare.

20. That the proposed use will be in accordance with the objectives of the intent of Section 117-52 Interim Use Permits of the City Code.

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

This **Permit** is issued pursuant to Section 117-52 of the Ramsey City Code. The conditions of this **Permit** are as follows:

1. The **Permittee** is herein allowed to operate a Religious Institution, including places of assembly and offices, on the **Subject Property**.
2. The **Permittee** shall secure written permission from the **Subject Property** owner for the parking of up to fifty (50) vehicles on the **Subject Property**. Such written permission shall be provided to the **City**.
3. Parking along Highway 10 shall be prohibited at all times and any violation of such would cause the **Permit** to be revisited.
4. This **Permit** shall be for a term of ten (10) years, commencing on August 1, 2019 and expiring on July 30, 2029.
5. This **Permit** shall allow the **Permittee** to lease an adjacent suite for expansion, as long as all other terms of the **Permit** are maintained.
6. This **Permit** is applicable only to the operation of a Religious Institution, including places of assembly and offices, on the **Subject Property**. The granting of this **Permit** does not allow for any other use that is prohibited in the H-1 Highway 10 Business District.
7. This **Permit** shall become null and void in the event the use granted under this **Permit** permanently ceases prior to the expiration date or upon the expiration date, whichever occurs first.
8. That all costs incurred by the **City** in administering and enforcing this **Permit** shall be the responsibility of the **Permittee**.
9. That the City Administrator or his or her designee shall have the right to inspect the **Subject Property** for compliance and safety purposes at any time.
10. That the failure of the **City** at any time to require performance by the **Permittee** of any provisions herein shall in no way affect the right of the **City** thereafter to enforce the same. Nor shall waiver by the **City** of any breach of any of the provisions hereof be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of any provision itself.

11. That if any provision of this **Permit** shall be declared void or unenforceable, the other provisions shall not be affected but shall remain in full force and effect.
12. That this **Permit** shall not be considered modified, altered, changed or amended in any respect unless in writing and signed by the **City** and the **Permittee**.
13. That if the **Permittee** or its successors or assigns violates any material term or condition of this **Permit**, it is grounds for suspension or revocation hereof consistent with applicable law. Specifically, but without limiting the foregoing, the **City** may amend, suspend, or revoke this **Permit**, consistent with applicable law, if the City Council reasonably determines that continued operation of the facility places the public health, safety or welfare or the environment in jeopardy or creates a public nuisance due to odors, litter, debris or other nuisance factors. The change, alteration or amendment of any statute, regulation, ordinance or permit condition by any governmental authority other than the **City**, shall not excuse the **Permittee** from compliance with statutes, regulations, ordinances or permit conditions in effect on the date of the original issuance of this **Permit** unless compliance is waved or excused by the **City**.

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 \_\_\_\_ day of 2019.

**FREEDOM CHRISTIAN CHURCH**

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

As: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

The foregoing was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2019, before me, a Notary Public, personally appeared \_\_\_\_\_, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

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



## Regular Planning Commission

6. 4.

**Meeting Date:** 08/01/2019

**By:** Elliot Mohler, Community  
Development

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### Information

**Title:**

PUBLIC HEARING: Consider Resolution #19-182 Granting an Interim Use Permit to Operate a Place of Assembly and Parish Offices at 7101 143rd Avenue NW; Case of Church of St. Katharine Drexel

**Purpose/Background:**

The City has received an application from the Church of St. Katharine Drexel (the "Applicant") to operate a Place of Assembly and Parish Offices at 7101 143rd Avenue NW (the "Subject Property"). The Subject Property is zoned E-2 Employment District, which does not allow for religious institutions or places of assembly as a permitted use but does allow for office uses. Therefore, the Applicant is seeking to be granted an Interim Use Permit to operate a place of assembly and parish offices on the Subject Property.

**Notification:**

Notifications of this proposal were sent via Standard US Mail to Property Owners within 350 feet of the Subject Property, as reflected by Anoka County Property Records. A notice was also published in the Anoka Union Herald, the City's official newspaper, for the August 1, 2019 Planning Commission.

**Observations/Alternatives:**

**General**

The Applicant is seeking to renew their Interim Use Permit to operate a Place of Assembly and Parish Offices, which has been approved in the past. The City has not received any complaints about the operation onsite.

**Zoning**

The Subject Property is zoned E-2 Employment District, as are the properties adjacent to the Subject Property. A religious institution, or place of assembly, requires an Interim Use Permit (IUP) in this district as it is not a permitted or conditional use.

**Streets and Access**

The Subject Property gains access off Highway 10 NW. The Applicant would be utilized a shared parking lot that is also utilized by other groups that rent space in the same building. The proposed use has been found to not adversely impact traffic in the area or the community at large. The City has not received any complaints about the parking onsite.

**Funding Source:**

The Applicant is responsible for all costs associated with this request.

**Recommendation:**

Staff recommends approving the request for an Interim Use Permit to Operate a Place of Assembly and Parish Offices on the Subject Property.

**Action:**

Motion to recommend City Council adopt Resolution #19-182 Granting an Interim Use Permit to Operate a Place of Assembly and Parish Offices on the Subject Property.

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## Attachments

Application

Site Location Map

Site Plan

Res #19-182

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## Form Review

### Inbox

Tim Gladhill

Form Started By: Elliot Mohler

Final Approval Date: 07/26/2019

### Reviewed By

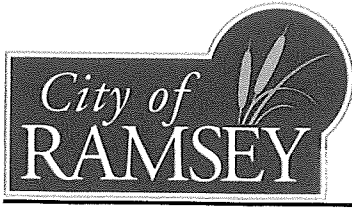
JoAnn Shaw

### Date

07/26/2019 10:03 AM

Started On: 07/23/2019 01:43 PM

19-124



**Land Use Application**

OR

<input type="checkbox"/> Plat – Sketch Plan	<input type="checkbox"/> Plat – Preliminary Plat	<input type="checkbox"/> Plat – Final Plat
<input type="checkbox"/> Administrative Plat	<input type="checkbox"/> Site Plan Review	<input type="checkbox"/> Easement/ROW Vacation
<input checked="" type="checkbox"/> Conditional Use Permit	<input checked="" type="checkbox"/> Interim Use Permit OR	<input type="checkbox"/> Comprehensive Plan Amendment
<input type="checkbox"/> Zoning Amendment	<input type="checkbox"/> Home Occupation Permit	<input type="checkbox"/> Variance
<input type="checkbox"/> Dwelling Moving Permit	<input type="checkbox"/> Environmental Permit	<input type="checkbox"/> Registered Land Survey
<input type="checkbox"/> Non-Traditional Animal License	<input type="checkbox"/> Beekeeping License	<input type="checkbox"/> Private Kennel License

**Applicant Contact Information**

Please note: All official communication will be routed through this contact.

Name:	Deacon Randy Bauer		
Street Address:			
City, State, ZIP:			
Home Phone:	763-205-1528	Work Phone:	763-323-4424
Email:	nandrb@comcast.net	Fax Number:	
Name of Business (if applicable):	Church of St Katharine Drexel		
Business Address (if applicable)	7101 143rd Ave NW - Suite G		
Business City, State, ZIP	Ramsey MN 55303		
Business Phone:	763-323-4424	Business Fax:	

**Subject Property Information**

(Location of Application)

Address	7101 143rd Ave NW - Suite G, Ramsey MN 55303
PIN	27-32-25-32-0014
Legal Description	
Zoning District	E-2

Contact the Planning Division at 763-433-9824 or [planning@cityoframsey.com](mailto:planning@cityoframsey.com) to request a Zoning Verification

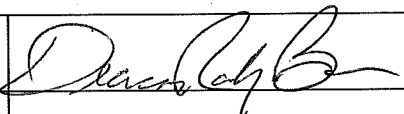
## Property Owner Information

*(If different than Applicant)*

Name:	S & A Partners LLC		
Street Address:	500 Bunker Lake Blvd NW		
City, State, ZIP:	Anoka MN 55303		
Home Phone:		Work Phone:	763-424-6520
Email:	psharp@sharp-associates.com	Fax Number:	763-425-6428

Please provide a detailed description of your request and attached a copy of a scaled site plan. Locate the offices for the Church of St Katharine Drexel and the facility to carry on the regular operation of the organization.

***A "Land Use Sign" will be placed on the Subject Property to allow Ramsey Residents the opportunity to obtain information about your request.***

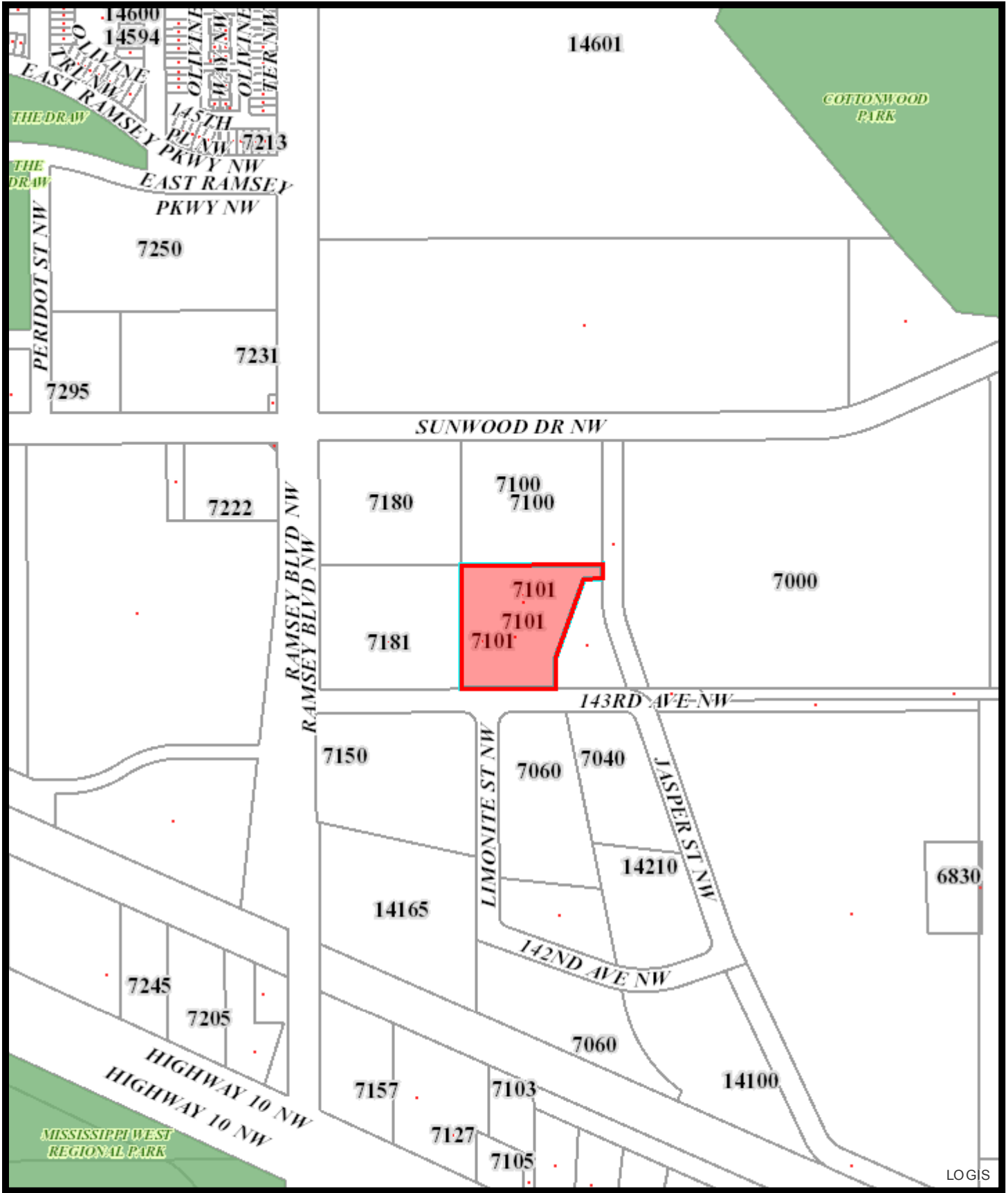
Applicant Signature		Co-Applicant Signature	
Printed Name	Deacon Randy Bauer	Printed Name	
Title	Pastoral Associate	Title	
Date	6/28/19	Date	

I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account closure. I also understand that as the applicant, it is my responsibility to obtain all other permits or licenses required by any applicable regulatory agencies for this Land Use Application.

Property Owner Signature		Property Owner Signature	
Printed Name	Patty Sharp	Printed Name	
Title		Title	
Date		Date	

I hereby certify that I am the fee title owner/contract for deed vendee of record for the above-mentioned property. Failure to prove ownership may void any agreements entered into the City and I will be held liable for any and all costs incurred by the City.

# Site Location Map





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

**RESOLUTION #19-182**

**RESOLUTION APPROVING THE ISSUANCE OF AN INTERIM USE PERMIT TO ALLOW FOR THE OPERATION OF A RELIGIOUS INSTITUTION IN THE E-2 EMPLOYMENT DISTRICT BASED ON FINDINGS OF FACT, AND DECLARING THE TERMS OF SAME.**

**RECITALS**

1. The Church of St. Katharine Drexel, hereinafter referred to as the "Permittee," has properly applied to the City of Ramsey (the "City") for an Interim Use Permit to operate a Religious Institution in the E-2 Employment District on the property generally referred to as 7101 143<sup>rd</sup> Avenue NW and legally described as follows:

Lot 3, Block 1, AEC Energy Park 3<sup>rd</sup> Addition, Subject to Easement of Record, Anoka County, Minnesota.

(the "Subject Property")

2. The Planning Commission met on August 1, 2019, conducted a public hearing and recommended that the City Council approve the request to operate a Religious Institution in the E-2 Employment District.

**FINDINGS OF FACT**

1. That on July 1, 2019, the Permittee properly applied for an Interim Use Permit.
2. That the Permittee appeared before the Planning Commission for a public hearing pursuant to Section 117-52 of the Ramsey City Code on August 1, 2019, and that the public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.
3. That on January 26, 2010, the Permittee was granted approval for an Interim Use Permit on the property located at 7101 143<sup>rd</sup> Ave NW as a Place of Assembly and Parish Offices.
4. That the Permittee currently utilizes the Subject Property as a Place of Assembly and Parish Offices.
5. That the Permittee is requesting to continue to utilize 4,319 square feet of the Subject property as office space and 4,400 square feet as a place of assembly to host worship services.
6. That the Subject Property is zoned E-2 Employment District, and all adjacent properties are zoned E-2 Employment District.

7. That the E-2 Employment District does not allow for religious institutions, or places of assembly, as a permitted use but does allow for office uses.
8. That land was donated to the Permittee for the future permanent location for the purpose of operating a Place of Assembly and Parish Offices.
9. That Section 117-52 of the Ramsey City Code allows for an Interim Use Permit to be granted for a maximum of five (5) years, unless otherwise extended by Council.
10. That the City finds the Subject Property to have adequate parking space for the proposed use of the Subject Property.
11. That the proposed use will not adversely impact traffic in the area.
12. That the proposed use will not be dangerous or detrimental to persons residing or working in the vicinity of the use or to the public welfare.
13. That the proposed use will not substantially or adversely impair the use, enjoyment or market value of surrounding properties.
14. That the proposed use will be operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and such use will not change the essential character of the area.
15. That the proposed use will not create additional requirements at public cost for public facilities and services.
16. That the proposed use will not be detrimental to the economic welfare of the community.
17. That the proposed use will not be disturbing or hazardous to existing or future neighboring uses.
18. That the proposed use will not involve uses, activities, processes, materials and equipment and conditions of operation that may be detrimental to any persons, property or the general welfare, by reason of excessive production of traffic, noise, smoke or glare.
19. That the proposed use will be in accordance with the objectives of the intent of Section 117-52 of the Ramsey City Code entitled Interim Use Permits.

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

This permit is issued pursuant to Section 117-52 of the Ramsey City Code. The conditions of this permit are as follows:

1. The **Permittee** is herein allowed to operate a Religious Institution, including offices and places of assembly, on the **Subject Property**.
2. The **Permittee** shall secure written permission from the building owner for the parking of up to eighty-two (82) vehicles on the **Subject Property**. Such written permission shall be provided to the **City**. The **City** reserves the right to require additional parking spaces to be lined/striped in the rear/loading area of the existing structure for use by the **Permittee**.
3. This **Permit** shall commence on the date of City Council approval of same and shall expire upon the **Permittee's** receipt of a Certificate of Occupancy (CO) for a new religious institution at their permanent location.
4. This **Permit** is applicable only to the operation of a religious institution, including offices and places of assembly, on the **Subject Property**. The granting of this **Permit** does not allow for any other use that is prohibited in the E-2 Employment District.
5. This **Permit** shall become null and void in the event the use granted under this permit permanently ceases prior to the expiration date or upon the expiration date, whichever occurs first, subject to applicable law.
6. That all costs incurred by the **City** in administering and enforcing this **Permit** shall be the responsibility of the **Permittee**.
7. That the City Administrator or his or her designee shall have the right to inspect the **Subject Property** for compliance and safety purposes at any time.
8. That the failure of the **City** at any time to require performance by the **Permittee** of any provisions herein shall in no way affect the right of the **City** thereafter to enforce the same. Nor shall waiver by the **City** of any breach of any of the provisions hereof be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of any provision itself.
9. That if any provision of this **Permit** shall be declared void or unenforceable, the other provisions shall not be affected but shall remain in full force and effect.
10. That this **Permit** shall not be considered modified, altered, changed or amended in any respect unless in writing and signed by the **City** and the **Permittee**.
11. That if the **Permittee** or its successors or assigns violates any material term or condition of this **Permit**, it is grounds for suspension or revocation hereof consistent with applicable law. Specifically, but without limiting the foregoing, the **City** may amend, suspend, or revoke this **Permit**, consistent with applicable law, if the City Council reasonably determines that continued operation of the facility places the public health, safety, or welfare or the environment in jeopardy or creates a public nuisance due to odors, litter, debris, or other nuisance factors. The change, alteration or amendment of



Its: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

The foregoing was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2019, before me, a Notary Public, personally appeared \_\_\_\_\_, \_\_\_\_\_ of Sharp and Associates, LLC, a limited liability corporation under the laws of Minnesota, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

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

**CITY OF RAMSEY:**

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

By: \_\_\_\_\_  
City Clerk

STATE OF MINNESOTA )  
 ) ss.  
COUNTY OF ANOKA )

On this \_\_\_\_ day of \_\_\_\_\_, 2019, before me, a Notary Public, personally appeared John LeTourneau and JoAnn M. Thieling, to me personally known, who, being each by me duly sworn did say that they are respectively the Mayor and City Clerk of the City of Ramsey, the Municipal Corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said Municipal Corporation, and the said instrument was signed and sealed on behalf of said Municipal Corporation by authority of its City Council and said John Letourneau and JoAnn M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

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

The document drafted by:  
The City of Ramsey  
7550 Sunwood Dr NW  
Ramsey, Minnesota 55303

This document reviewed by:  
Ratwik, Roszak & Maloney, P.A.  
730 2<sup>nd</sup> Ave S #300  
Minneapolis, MN 55402

**Regular Planning Commission**

7. 1.

**Meeting Date:** 08/01/2019**By:** Elliot Mohler, Community  
Development

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**Information****Title:**

Consider Conditional Use Permit for Oversized Accessory Building at 15800 Traprock St NW, Case of James Couch (Project Number 19-123)

**Purpose/Background:**

The City has received an application from James Couch (the "Applicant") for a Conditional Use Permit for a proposed addition on an existing barn on the property generally known as 15800 Traprock St. NW (the "Subject Property"). The applicant has proposed constructing a 60' x 39' 4" foot (2,360 square feet) addition to an existing 20 x 32 foot detached accessory building. The building would be approximately 3,000 square feet total. A Conditional Use Permit is required because the proposed addition would exceed the maximum allowable square footage for the property as set in City Code. The maximum allowable square footage for the subject property is 2,700 square feet. The Applicant has another detached building on the subject property which serves as the primary garage and is approximately 1,200 square feet. The Subject Property would have a total square footage of approximately 4,200 square feet if the Conditional Use Permit is approved.

**Notification:**

Notifications of this proposal were sent via Standard US Mail to Property Owners within 700 feet of the Subject Property, as reflected by Anoka County Property Records. The Public Hearing Notice was also published in the City's Official Newspaper, the Anoka County Union Herald.

**Observations/Alternatives:****General Information**

The applicant is proposing to construct a 60' x 39' 4" foot (2,360 square feet) addition to an existing 20 x 32 foot detached accessory structure on the property generally known as 15800 Traprock St NW. The building would be 3,973 square feet total. The building size exceeds the maximum allowable total square footage for detached accessory structures for this property. Because of this, a Conditional Use Permit is required. The applicant has stated they will use the building for storage of boats, RVs, vehicles, and other personal items. There will be no home occupation from the detached building or onsite, including commercial storage.

**Zoning**

The subject property is currently zoned R-1 Residential (Rural Developing). The surrounding properties are also zoned R-1 Residential (Rural Developing). The intent of this zoning district is to accommodate single-family dwelling units on suitable land served by individual well and septic systems. Detached accessory structures are an allowed use in this district.

**Streets and Access**

The Subject Property has three frontages (Variolite Street NW, Traprock Street NW, and 158th Avenue NW). The Subject Property presently gains access off Traprock St. NW. There is an existing driveway from the principle garage on the Subject Property to Traprock Street NW. The applicant, as indicated in their land use application, did not intend to include a driveway connecting the proposed detached accessory building extension (and subsequent existing building) to either Variolite St NW or Traprock St NW. City Code does not require a driveway to this detached accessory structure because it would not serve as the principle garage; however, the City would require a driveway if continued wear is shown on the grass. Aerial photos do show that the Applicant has been driving on the grass throughout the property. City Staff has made the Applicant aware of the condition and has requested that worn

areas are reseeded.

### **Architecture**

Staff has been working with the Applicant on architectural design. The Planning Commission should consider requiring the Applicant to match the stone work on the existing dwelling, detached garage, and barn. The three existing buildings on the property all match. The proposed building would look out of place if it did not match these three existing buildings.

### **Conditions**

Staff believes that the issuance of a Conditional Use Permit will help improve the property by providing space inside for the Applicant's boats, cars, and other recreational items. Staff will put a condition in the CUP that the building cannot be used for a home-based business, and that a driveway will be required if repeated wear is shown on the grass. Staff is open to other conditions of approval as well and is looking for the Planning Commission's feedback on the request.

### **Alternatives**

**Alternative 1:** Support the request as submitted. This would be a large detached building, larger than neighboring owners have. However, this would help to clean up the property and reduce the number of off-street parking violations onsite. Staff anticipates that all items onsite could fit inside this building. Staff is open to this alternative.

**Alternative 2:** Remove the detached primary garage from the detached building calculation and allow the barn and addition to be up to 3,000 total square feet. Surrounding neighbors have large detached buildings. If the Subject Property was .3 acres larger, the Applicant would be allowed 3,000 square feet total. Staff does feel this is an appropriate metric as the site is functioning as a 3.8 acre site because of the significant right of way on 3 sides of the home. 3.8 acre sites are allowed up to 3,000 square feet total. It should be noted that multiple properties around the Subject Property are similar in acreage and have detached accessory buildings close to the size the Applicant is requesting. Staff does feel that the items onsite could fit inside a garage of this size, and is supportive of this alternative.

**Alternative 3:** Remove the detached primary garage from the detached building calculation and allow the barn and addition to be up to 2,700 total square feet. This is the square footage that would be allowed for a detached structure if the primary garage was attached to the home, as many are in the City. Staff does believe that this would accommodate the items and vehicles onsite. Staff is supportive of this alternative.

**Alternative 4:** Deny the Conditional Use Permit. This would limit limit the size of the addition allowed to 640 square feet. Staff does not feel this would adequately address the off-street parking issues onsite, and does feel that the homeowner has a unique situation since their primary garage is detached. Staff is not supportive of this alternative.

### **Funding Source:**

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

### **Recommendation:**

Staff recommends the City Council adopt Resolution #19-161 Approving the Conditional Use Permit for an oversized accessory building addition contingent upon compliance with staff review comments and architectural conditions.

### **Action:**

Motion to recommend City Council adopt Resolution #19-161 Approving the Conditional Use Permit for an oversized accessory building contingent upon compliance with staff review comments and architectural conditions.

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## Attachments

[Application](#)

[Site Location](#)

[Building Photos](#)

[Plan Tech Review](#)

[Building Plans New](#)

[Resolution #19-161](#)

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## Form Review

### Inbox

Tim Gladhill

Form Started By: Elliot Mohler

Final Approval Date: 07/26/2019

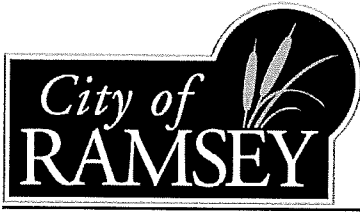
### Reviewed By

JoAnn Shaw

### Date

07/26/2019 10:03 AM

Started On: 07/25/2019 10:43 AM



**RECEIVED**  
 JUN 19 2019  
 BY: \_\_\_\_\_

**Land Use Application**

19-123

<input type="checkbox"/> Plat – Sketch Plan	<input type="checkbox"/> Plat – Preliminary Plat	<input type="checkbox"/> Plat – Final Plat
<input type="checkbox"/> Administrative Plat	<input type="checkbox"/> Site Plan Review	<input type="checkbox"/> Easement/ROW Vacation
<input checked="" type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Interim Use Permit	<input type="checkbox"/> Comprehensive Plan Amendment
<input type="checkbox"/> Zoning Amendment	<input type="checkbox"/> Home Occupation Permit	<input type="checkbox"/> Variance
<input type="checkbox"/> Dwelling Moving Permit	<input type="checkbox"/> Environmental Permit	<input type="checkbox"/> Registered Land Survey
<input type="checkbox"/> Non-Traditional Animal License	<input type="checkbox"/> Beekeeping License	<input type="checkbox"/> Private Kennel License

**Applicant Contact Information**

*Please note: All official communication will be routed through this contact.*

Name:	James Couch		
Street Address:	15800 Traprock St		
City, State, ZIP:	Ramsey MN 55303		
Home Phone:	612 807 2585	Work Phone:	
Email:	james.couch@comcast.net	Fax Number:	
Name of Business (if applicable):			
Business Address (if applicable)			
Business City, State, ZIP			
Business Phone:		Business Fax:	

**Subject Property Information**

*(Location of Application)*

Address	15800 TRAPROCK ST
PIN	
Legal Description	
Zoning District	R-1 RURAL RESIDENTIAL

Contact the Planning Division at 763-433-9824 or [planning@cityoframsey.com](mailto:planning@cityoframsey.com) to request a Zoning Verification


## Property Owner Information

(If different than Applicant)

Name:	James Couch		
Street Address:	15800 TRAPROCK ST		
City, State, ZIP:			
Home Phone:	602 817 2585	Work Phone:	
Email:	james.couch@comcast.net	Fax Number:	

Please provide a detailed description of your request and attached a copy of a scaled site plan


**A "Land Use Sign" will be placed on the Subject Property to allow Ramsey Residents the opportunity to obtain information about your request.**

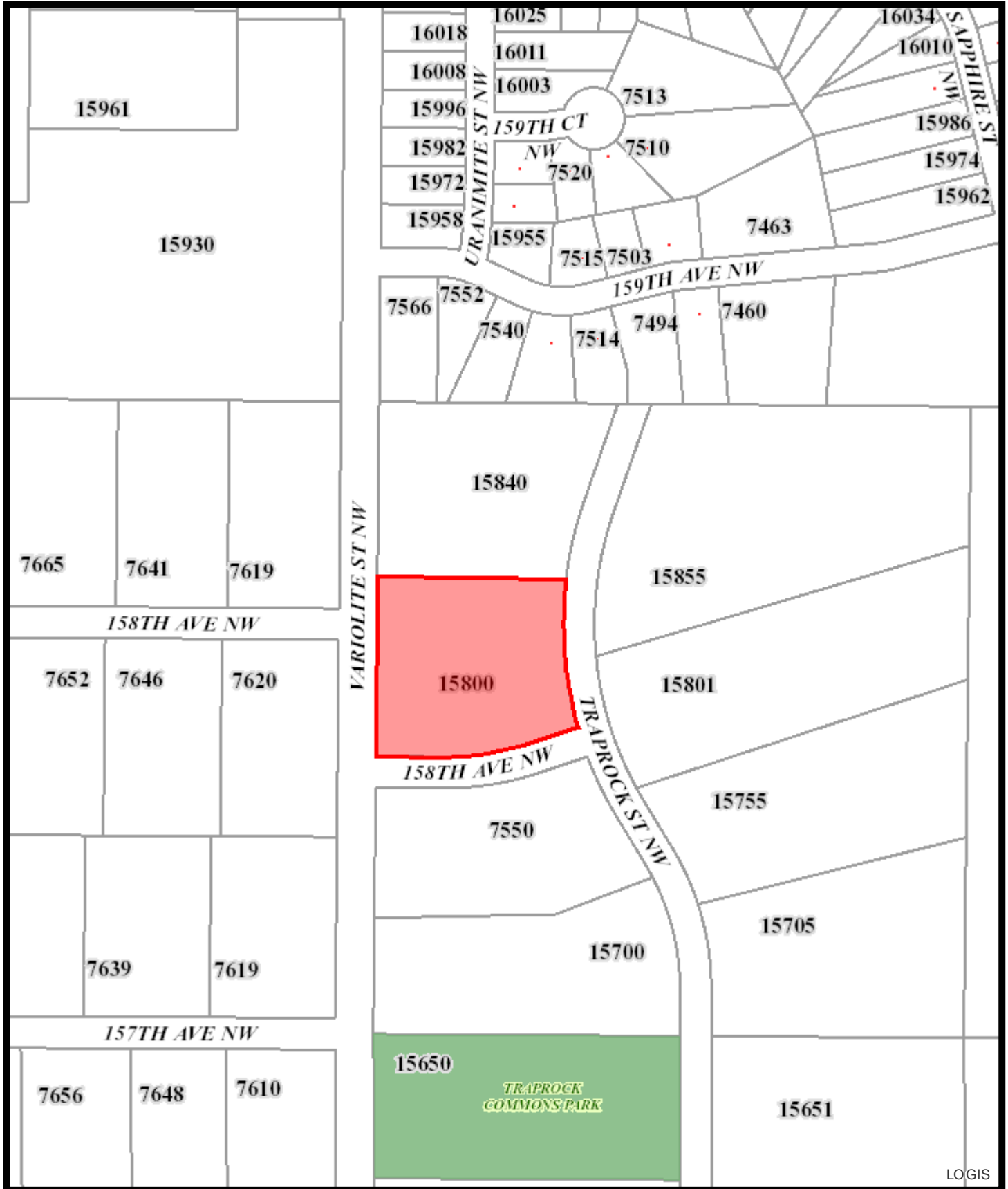
Applicant Signature		Co-Applicant Signature	
Printed Name		Printed Name	
Title		Title	
Date	June 19, 2019	Date	

I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account closure. I also understand that as the applicant, it is my responsibility to obtain all other permits or licenses required by any applicable regulatory agencies for this Land Use Application.

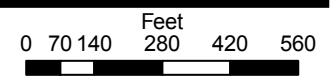
Property Owner Signature		Property Owner Signature	
Printed Name		Printed Name	
Title		Title	
Date		Date	

I hereby certify that I am the fee title owner/contract for deed vendee of record for the above-mentioned property. Failure to prove ownership may void any agreements entered into the City and I will be held liable for any and all costs incurred by the City.

# Site Location Map



LOGIS









**CITY OF RAMSEY LAND USE APPLICATION  
TECHNICAL REVIEW FILE**

<b>DATE</b>	JUNE 28, 2019	<b>PROJECT ADDRESS</b>	15800 TRAPROCK ST
<b>PROJECT TITLE</b>	JAMES COUCH BARN EXTENSION CUP		
<b>ESCROW #</b>	117030		
<b>DEPARTMENT:</b>	Community Development: Planning Division (Zoning Code)		
<b>TECHNICAL REVIEWER:</b>	Name: Elliot Mohler Phone: 763-576-4314 Email: emohler@cityoframsey.com		

The following comments are offered regarding the Barn Extension Plans submitted to the City of Ramsey by James Couch:

**Accessory Structure**

- Detached accessory buildings shall be prohibited from containing complete independent living facilities (accessory apartments), which would include permanent provisions for living, sleeping, eating, and sanitation. Independent living facilities shall be considered those which meet three or more of the criteria in subsection (6)d of this section and have provisions for separating the living space.
- Accessory building cannot be used for commercial uses outside what City Code allows through Home Occupation [Section 117-351](#).

**General:** The applicant is proposing to construct a 47’x71’ barn addition to an existing 20’x32’ barn on the property generally referred to as 15800 Traprock Street. The size of the extension exceeds the maximum allowable total square footage for accessory structures on the property. Because of this, a Conditional Use Permit is required.

**Zoning:** The property is currently zoned R-1 Residential (Rural Developing). The surrounding properties are also zoned R-1 Residential (Rural Developing). The intent of this zoning district is to accommodate single-family dwelling units on suitable land served with individual well and septic systems.

**R-1 Residential (Rural Developing) Accessory Structure Bulk Standards**

<i>Standard</i>	<i>Required</i>	<i>Proposed</i>
Parcel Size	2.5-3.49 Acres	3.3 Acres
Maximum Square Footage Allowed for Accessory Structures	2,700 Square Feet	1,840 (approximate) Square Feet Existing, 3,333 Square Feet Proposed
Maximum Number of Accessory Structures Allowed	3	2 Existing, 1 Addition Proposed
Maximum Height (Mean Gable)	22 Feet	22 Feet

<i>Standard</i>	<i>Required</i>	<i>Proposed</i>
Minimum Front Yard Setback	40 Feet	100+ Feet (approximate)
Minimum Rear Yard Setback	5 Feet	60 Feet (approximate)
Minimum Side Yard Setback	10 Feet	N/A
Minimum Side Yard (Corner) Setback	40 Feet	72 Feet (approximate) – Variolite 100+ Feet (approximate) Traprock

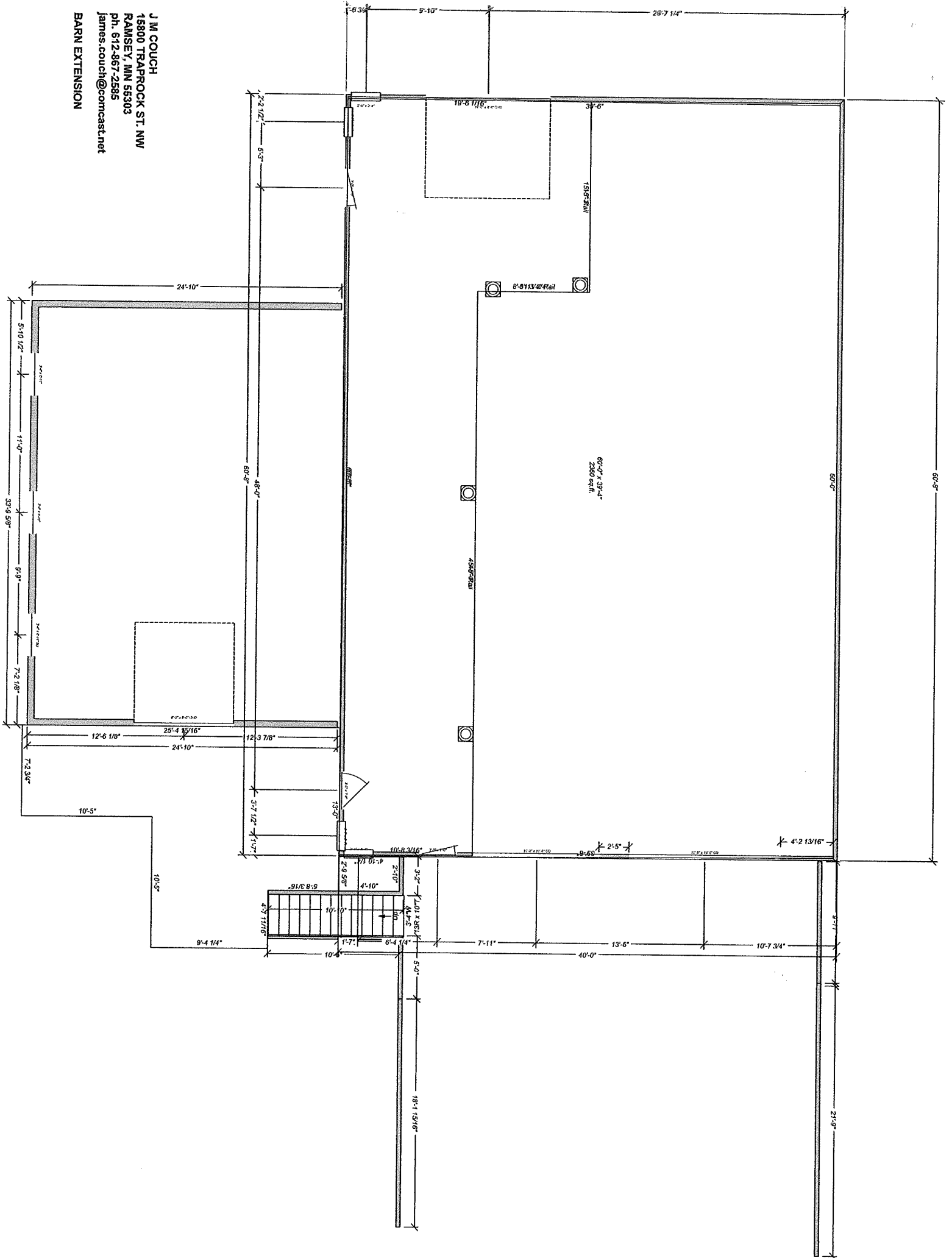
**Floodplains:** There are no floodplains identified on the Subject Property.

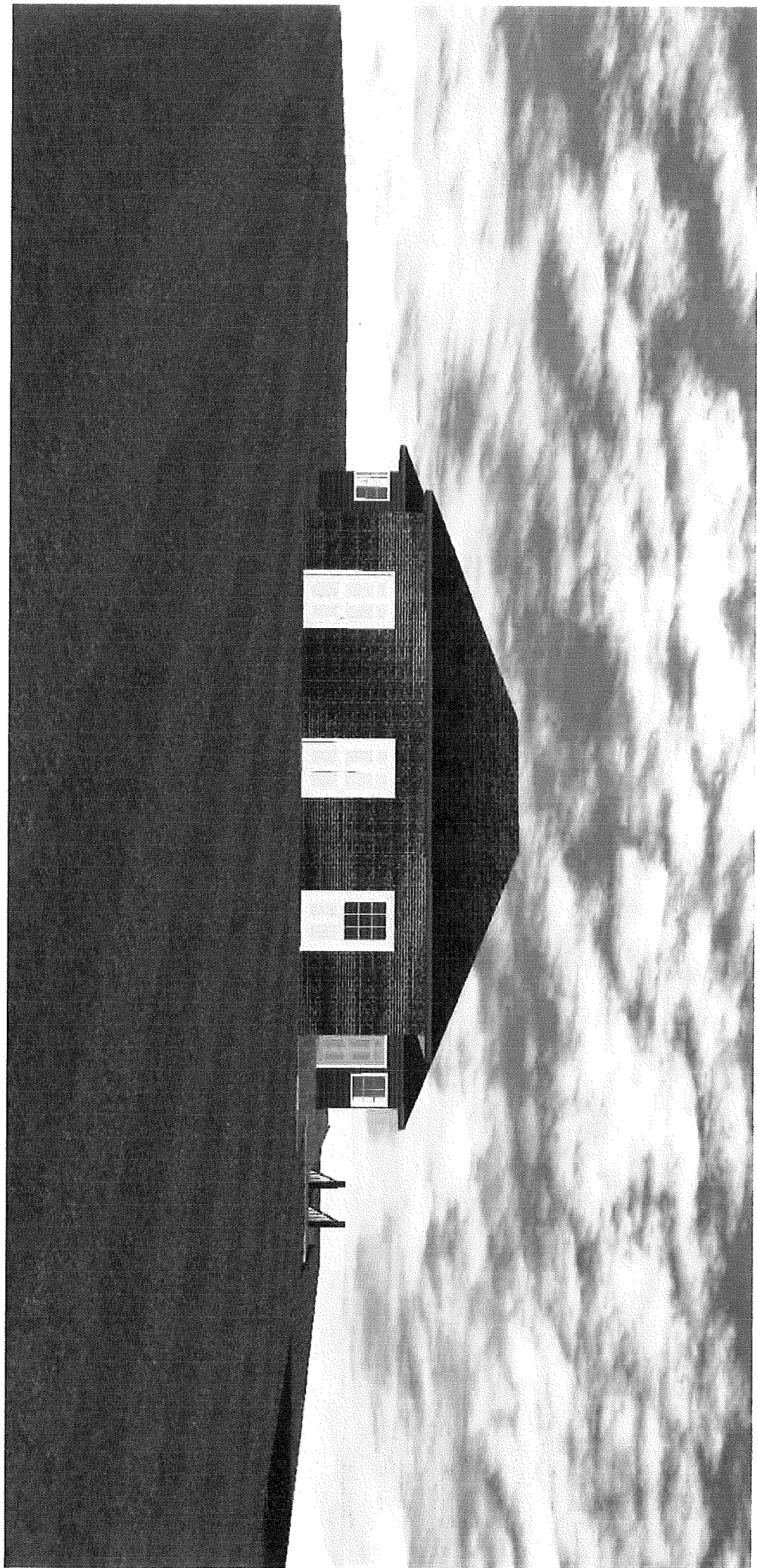
**Wetlands:** There are no wetlands identified on the Subject Property.

**Streets and Access:** The Subject Property has three frontages (Variolite St, Traprock St, and 158<sup>th</sup> Ave). The Subject Property presently gains access off Traprock St NW. There is an existing driveway from the principle garage on the Subject Property to Traprock St NW. The applicant, as indicated in their land use application, did not intend to include a driveway connecting the proposed barn extension (and subsequent existing barn) to either Variolite St NW or Traprock St NW. City Code would not require a driveway to this accessory building as it would not serve as the principle garage.

J M COUCH  
15800 TRAPROCK ST. NW  
RAMSEY, MN 55303  
ph. 612-867-2585  
james.couch@comcast.net

BARN EXTENSION

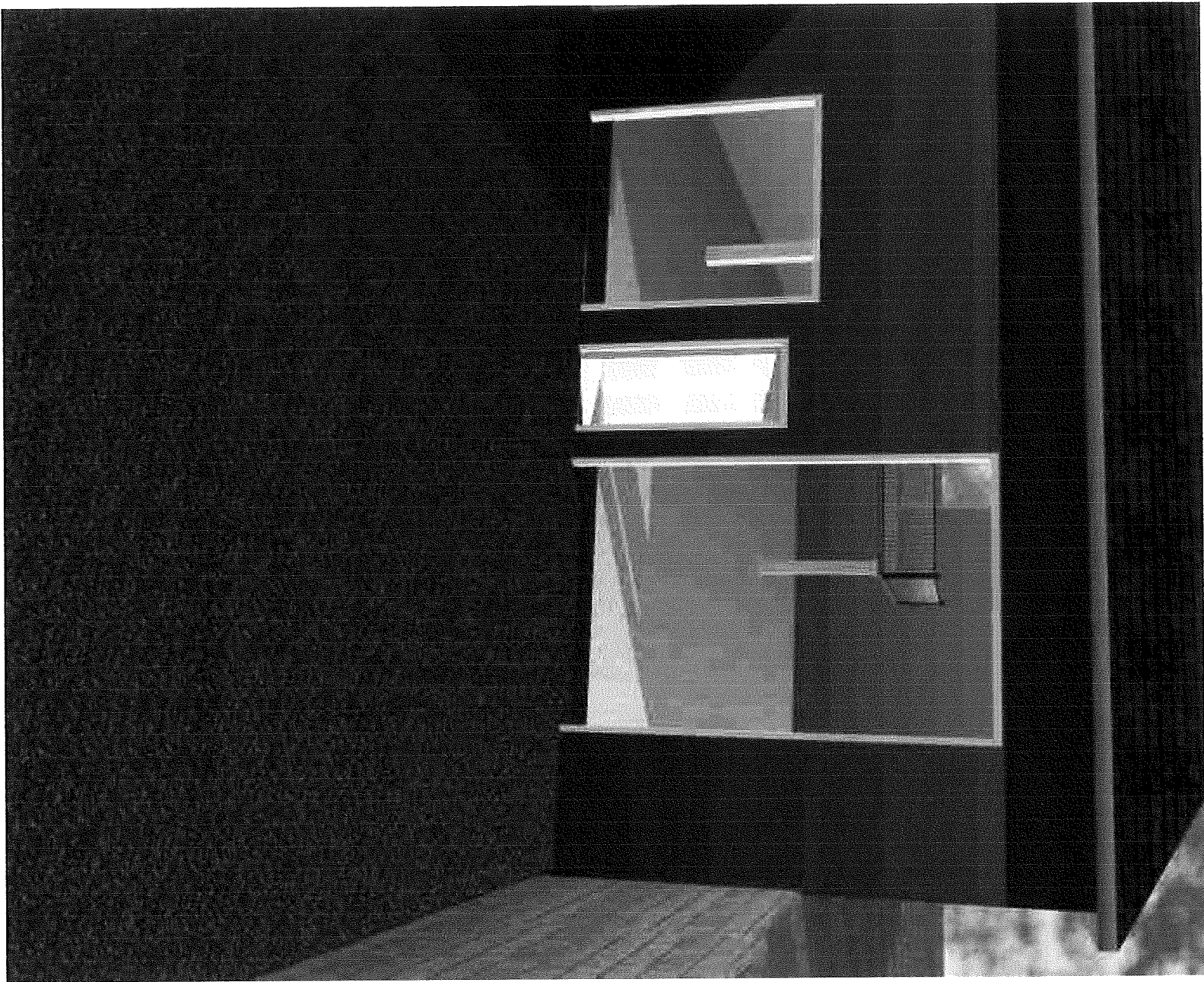












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Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #19-161**

**A RESOLUTION APPROVING THE ISSUANCE OF A CONDITIONAL USE PERMIT TO ALLOW FOR THE ADDITION TO AN EXISTING DETACHED ACCESSORY BUILDING THAT WOULD EXCEED THE MAXIMUM ALLOWABLE SQUARE FOOTAGE ON THE PROPERTY GENERALLY KNOWN AS 15800 TRAPROCK STREET NW AND DECLARING TERMS OF SAME**

**RECITALS**

1. James Couch, a single person, hereinafter referred to as the “Permittee”, has properly applied for a Conditional Use Permit to allow for the addition to an existing detached accessory building that would exceed the maximum allowable square footage on the property generally known as 15800 Traprock Steet NW and legally described as follows:  
  
Traprock Commons Lot 2 Block 1, Subject to Easement of Record, Anoka County, Minnesota  
  
 (“Subject Property”)
2. That the Permittee appeared before the Planning Commission for a public hearing pursuant to Section 117-53 of the Ramsey City Code on July 10<sup>th</sup>, 2019, and that the public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.
3. That the Subject Property is zoned R-1 Residential (Rural Developing) and that the surrounding parcels are also zoned R-1 Residential (Rural Developing).
4. That the Permittee is seeking to construct a detached accessory building extension that is forty-seven feet by seventy-one feet (47’x71’), or 3,333 square feet, to the existing twenty feet by thirty-two feet (20’x32’), or 640 square feet existing detached accessory building. The accessory building would be 3,973 square feet (the “Accessory Building”).
5. That the Subject Property currently has two (2) detached accessory buildings, the detached garage that will be added to which is currently 640 square feet, and a detached primary garage which is approximately 1,200 square feet.
6. That the Subject Property would have a total of 5,173 square feet of accessory buildings with the proposed addition.
7. That the Permittee has stated that no part of the Accessory Building would be used for a home occupation, nor would anything stored in the Accessory Building be associated with a home occupation.

8. That the Permittee has stated that the Accessory Building would be used to store the family's boats, snowmobiles, travel trailers, and yard equipment, most of which is currently stored outside on the Subject Property.
9. That the Subject Property is approximately 3.3 acres in size and is eligible for a total of 2,700 square feet of accessory building space and a maximum of three (3) detached accessory buildings
10. That on parcels greater than two (2) acres, detached accessory buildings are permitted in the side, rear, or front yard.
11. That the Subject Property currently has three frontages; one along Variolite St NW, one along 158<sup>th</sup> Ave NW, and one along Traprock St NW.
12. That the proposed Accessory Building meets all setback requirements for the R-1 Residential (Rural Developing) district.
13. That the Accessory Building would be post-frame style (pole building) with an exterior finish of siding that would match the colors and style of the home as close as possible.
14. That the Accessory Building will have multiple garage doors to accommodate the various vehicles that will be stored in the building.
15. That the Accessory Building will have windows to provide natural light into the building.
16. That there are multiple mature evergreen trees on the eastern lot line of the Subject Property (along Traprock St NW) that would provide some screening of the Accessory Building from the adjacent properties.
17. The Permittee is proposing the addition be twenty-four feet (24') in height at mean gable. The Permittee would be willing to adjust height to be in compliance with City Code dependent on Planning Commission decision.
18. That the height of the Accessory Building will not be compliant with City Code. The Accessory Building cannot exceed twenty-two feet (22') in height at mean gable.
19. That the Accessory Building will be outside all utility and drainage easements on the Subject Property.
20. That the Accessory Building will not disrupt the current individual well and septic systems on the Subject Property.

## **FINDINGS OF FACT**

1. That the location of the Accessory Building will not impair an adequate supply of light and air to adjacent property.

2. That the location of the Accessory Building use will not unreasonably increase the congestion on the public street.
3. That the location of the Accessory Building will not have the effect of allowing any use prohibited in the R-1 Residential (Rural Developing) District.
4. That the location of the Accessory Building will not permit a lesser degree of public health, safety, and general welfare protection that established by Chapter 117 of the Ramsey City Code or permit standards which are lower than those required by state law.
5. That the location of the Accessory Building will not increase the danger of fire or endanger the public safety.
6. That the location of the Accessory Building will not unreasonably diminish or impair established property values within the neighborhood, or in any way be contrary to the intent of Chapter 117 of the Ramsey City Code.
7. That the location of the Accessory Building will be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and such use will not change the essential character of the area.
8. That the location of the Accessory Building will not violate the intent and purpose of the Comprehensive Plan.
9. That the location of the Accessory Building will be in accordance with the objectives of the intent of Section 117-51 (Conditional Use Permits) of the Ramsey City Code.

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

That the Ramsey City Council hereby grants approval of a Conditional Use Permit (the “Permit”) to construct a forty-seven by seventy-one foot (47’x71’) Accessory Building (the “Accessory Building”) on the Subject Property, that would otherwise exceed the maximum allowable square footage as set by the Ramsey City Code, contingent upon the following conditions:

**CONDITIONS**

1. That there shall be no other accessory buildings constructed on the **Subject Property**, unless in accordance with City Code.
2. That the **Permittee** shall construct the **Accessory Building** in accordance with all other provisions of City Code Sections 117-111 (R-1 Residential District) and 117-349 (Accessory Uses and Buildings).
3. That the **Permittee** agrees to construct the **Accessory Building** as shown in **Exhibit 1**.

4. That the **Permittee** agrees that no part of the **Accessory Building** shall be used for a home occupation unless in compliance with City Code Section 117-351 (Home Occupations).
5. That the **Permittee** agrees that no part of the **Accessory Building** shall be used for living space.
6. That this **Conditional Use Permit** shall be perpetual in duration as long as the terms are herein complied with.
7. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this **Conditional Use Permit**.
8. That the **Permittee** shall obtain all necessary permits prior to commencing any construction of the **Accessory Building**, including a Building Permit.
9. That the City Administrator, or his/her designee, shall have the right to inspect the **Subject Property** for compliance and safety purposes annually or at any time, upon reasonable request.
10. That the **Conditional Use Permit** shall automatically expire if the use is not initiated by July 10, 2020, and issuance of the Building Permit shall constitute initiation.
11. That the **Permittee** agrees to have the **Accessory Building** be serviced by a driveway of compliant material as stated in the Ramsey City Code for the R-1 Residential (Rural Developing) District if there are signs of wear on the grass from repeated use. The above stated driveway will gain access to either Variolite St. NW or Traprock St. NW.
12. That the **Permittee** agrees to store all vehicles, trailers, boats, RVs, lawn equipment, etc. within the **Accessory Building** or in a manner compliant with City Code Section 117-355 (Residential Off-Street Parking). All vehicles and items currently in violation of City Code shall be stored properly once the building is completed.

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:



**CITY OF RAMSEY:**

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

By: \_\_\_\_\_  
City Clerk

STATE OF MINNESOTA     )  
                                          ) ss.  
COUNTY OF ANOKA    )

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me, a Notary Public, personally appeared Mayor John LeTourneau and JoAnn M Thieling, to me personally known, who, being each by me duly sworn did say that they are respectively the Mayor and City Clerk of the City of Ramsey, the Municipal Corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said Municipal corporation, and the said instrument was signed and sealed on behalf of said Municipal Corporation by authority of its City Council and said John LeTourneau and JoAnn M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

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

The document drafted by:  
The City of Ramsey  
7550 Sunwood Dr NW  
Ramsey, Minnesota 55303

This document reviewed by:  
Ratwik, Roszak & Maloney, P.A.  
300 U.S. Trust Building  
730 Second Avenue South  
Minneapolis, MN 55402



**Regular Planning Commission**

**8. 1.**

**Meeting Date:** 08/01/2019

**By:** Tim Gladhill, Community Development

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**Information**

**Title:**

Receive Staff Update

**Purpose/Background:**

See attached document.

**Notification:**

**Observations/Alternatives:**

**Funding Source:**

**Recommendation:**

**Action:**

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**Attachments**

Staff Update

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**Form Review**

Form Started By: Tim Gladhill  
Final Approval Date: 08/02/2019

Started On: 08/02/2019 09:17 AM

**From:** [Tim Gladhill](#)  
**Subject:** July 2019 Planning Commission Updates  
**Date:** Thursday, August 1, 2019 6:10:32 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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This message has been copied to the Planning Commission.

The following are items of interest to the Planning Commission.

## **DEVELOPMENT PROJECTS**

### Ace Solid Waste

The City Council approved the Transfer Station Expansion for Ace Solid Waste. The project is working through final plan revisions and expects to break ground soon.

### Anderson Dahlen

The City Council approved this [75,000 +/- square foot manufacturing facility](#) adjacent to the Future Public Works Campus. The Developer is working through final plan preparations and submittal of Building Permit. Construction is anticipated for later this year, but could slide into early 2020.

### Armstrong West Retail Mall

The City Council [approved this project](#).

### Delta ModTech

The City Council approved this [220,000 +/- square foot manufacturing/research and development facility](#) bringing nearly 135 jobs to the community in the Bunker Lake Industrial Park. The Council also approved a Tax Increment Financing (TIF) Assistance Package. The City Council also approved an appeal to the Variance denial, as the Developer provided additional information and background at the appeal. The project is expected to start construction later this year.

### Gutknecht Home Occupation

The City Council [approved this request](#).

### Harvest Estates 2<sup>nd</sup> Addition – Meadow Creek Builders

Construction on the public improvements has completed and Building Permits are now being issued. This was the site of the former municipal center located on Nowthen Boulevard.

### Highway 10 Community Signs

The City Council approved upgrades/rebranding of the Highway 10 Community Signs (Ramsey Boulevard and Rail Station). View the [City Council Case](#) for more details.

### M & G Trailer

The City Council [approved this project](#).

### Name Brand Self Storage

The City Council [approved this project](#).

### Phillips Preschool

The City Council approved this request for a [daycare/preschool in the Elmcrest District](#) (167<sup>th</sup> Avenue/Highway 47).

### Ramsey Storage Center

The City Council [approved this project](#).

### Ramsey Woods

The City Council [approved this minor project](#).

### Riverstone 3<sup>rd</sup> Addition

This project has commenced. Additionally, Pearson Park has now been completed, and the Parks and Recreation Commission recently held a Groundbreaking Ceremony.

### River Walk Village – Village Bank

The City Council [approved the Preliminary Plat](#) for this 14 lot single-family subdivision. Additionally, the Metropolitan Council recently awarded over \$900,000 for cleanup costs of a previous landfill (brownfield contamination). The City Council is scheduled to consider Final Plat Approval and Grant Agreement at the August 27 City Council Meeting.

### The Sapphire

The City Council [approved this 117 unit multifamily building](#) in The COR.

### Suite Living Assisted Living and Memory Care

The City Council [approved this 33 unit project](#) on the south side of Highway 10 between

Sunfish Lake Boulevard and Ramsey Boulevard.

## **CODE ENFORCEMENT CASES OF NOTE – ZONING CODE AND PUBLIC NUISANCE CODE VIOLATIONS**

### Ken’s Repair and Sales – 15415 Saint Francis Blvd NW

The business predates Ramsey’s incorporation as a City and the implementation of our Zoning Code. As such, the business is protected under lawful, nonconforming statutes. In other words, the business can exist as it did lawfully at the time the zoning code changed to no longer allow the use or certain performance standards. These protections are limited to the operation at that time, and do not permit expansion unless allowed by City Code and approved by the City Council. The City has worked with this business over the past several decades to cleanup inoperable vehicles and outside storage. The City will achieve compliance, but the business often expands again over a period of years.

The City Council recently approved in concept a [compromise settlement](#) that allows the main activity to continue, but with reduced outside storage and additional screening/parking surfaces.

### Tracer Landscape and Concrete – 5751 177<sup>th</sup> Ave NW

While this previous home-based business has made significant improvements by relocating office and vehicle storage to an industrial facility, the Owner’s home continues to allegedly be used as a dispatch center for employees, equipment, and material on occasion. The City receives regular complaints when this occurs. The City Council approved an enhanced enforcement program, consistent with our policies and City Code. Essentially, Staff is now directed to escalate administrative fines and refer to District Court if this issue remains unresolved. In July, the Owner appealed the violation, which will be heard on August 16. The Planning Commission may recall a Home Occupation Permit Application that was ultimately withdrawn by the Applicant. This is now the third construction season that the City has responded to complaints about this business.

## **OTHER PROJECTS OF NOTE**

### Road Reconstruction Funding Options

As the City’s infrastructure ages, the City Council continues to discuss various ways to fund reconstruction of existing roads and infrastructure including 1) a combination of General Fund and Assessments [current program], 2) Franchise Fees, and 3) 100% General Fund. The City Council is expected to consider introducing the Ordinance and call for a Public Hearing on August 12, with the Public Hearing to be held on September 10. If approved, final adoption would be considered in late September or early October.

### Ramsey Gateway – Ramsey Highway 10/169 Plan

The City continues to progress on its future plans for Highway 10/169 improvements, and is about to embark on a major milestone.

The City held a public Open House on June 4, attended by over 100 individuals. Based on that feedback, the City Council has recommended the Right-In/Right-Out with Rail Grade Separation at Sunfish Lake Boulevard and the Folded Diamond at Ramsey Boulevard. The City is now working with Anoka County to finalize preferred alternatives. Staff will be meeting with MnDOT on August 5, with the Metropolitan Council on August 12, and Anoka County on August 19.

For more information, please visit [www.ramseygateway.com](http://www.ramseygateway.com).

### Future Public Works Campus Planning

This topic has been of interest to some Planning Commissioners. The City Council has had a series of meetings to discuss interim and long-term options for immediate space needs in our growing Public Works Department. Consensus of the City Council is to proceed forward with plans and specs for consideration to seek bids for a new facility, and an Request for Proposals for Construction Management has now been issued. Interviews with potential Construction Managers is scheduled for August 27. There are a number of steps remaining in the process. The current exercise is to better understand actual construction costs. This step does not mean that the City Council is definitively approving a new facility, but an important step in the process in order to make that decision one way or another.

### Municipal Water Supply Quality – Manganese Levels

A Minnesota Department of Health (MDH) regular test of our municipal wells discovered manganese levels above the recommended level. The City recently randomly tested 15 sites in the community. Findings from said testing can be found on the City's [news release](#).

### City Land Sale Strategy

As the Planning Commission is aware, the City owns multiple development parcels. The City extended its contract with CBRE for commercial real estate brokerage services, with modifications. For more information, contact Sean Sullivan, Economic Development Manager, at [ssullivan@cityoframsey.com](mailto:ssullivan@cityoframsey.com) or 763-433-9868.

### Regional Stormwater Improvement – The COR

This project is now under construction, and is generating a number of questions from the public. The City Council recently approved plans for a new regional stormwater system in The COR to address newer stormwater regulations and proximity to public wells. The Lower Rum River Watershed Management Organization (LRRWMO) implemented a 'volume reduction'

requirement that attempts to allow runoff to infiltrate back into the groundwater supply, reducing the demand on the stormwater system and hopefully reducing certain flooding implications. However, when in close proximity to public wells, as is the case within the COR, this infiltration needs to occur in areas further away from public wells. Addressing stormwater on a regional approach also maximizes the development potential of individual sites.

### City Council Vacancies & Elections

The City currently has a vacancy of an At Large Seat, created by the election of John LeTourneau to fill the remainder of the Mayor's Term. Filings are now closed. Two candidates successfully filed before the deadline; Jeffrey Menth and Richard Wulf. An election will be held on August 13. In-Person Absentee Voting is now available.

Due to the resignation of Councilmember Melody Shryock, there is a vacancy in the Ward 3 Seat. Filings are now closed for this seat. Candidates include Josh Fuhreck and Dan Specht. The election for this vacancy will occur in November.

Please note that election timeframes are governed by City Charter and State Statute, including statewide uniform election dates.

For more information, please visit [www.cityoframsey.com/165/elections](http://www.cityoframsey.com/165/elections).

### 2020 Budget Preparation

The City Council and Management Team have begun to prepare the 2020 Budget. As it relates to Planning Support, a planned retirement has some minor implications to the Community Development Budget. The City Council will hold a Budget Work Session on Monday, August 12.

### Comprehensive Plan

The City Council authorized Staff [to submit the 2040 Comprehensive Plan](#) for Metropolitan Council Review.

### Ramsey Resident Newsletter

The City Council is considering some changes to the format of the Ramsey Resident. For more information, visit the [Work Session Case](#).

### Temporary Membrane Structures

At the request of multiple code enforcement cases, the City Council was asked if it desired to begin to allow temporary membrane structures as an acceptable accessory building design for storage of vehicles, equipment, and other items. Direction from the City Council was to retain current regulations, and not allow these types of structures. Visit the [Work Session Case](#) for more information.

## STAY INFORMED

Did you know that the City Administrator provides a Weekly Update to the City Council? This information is available online at <http://www.cityoframsey.com/477/Public-Data-Transparency>.

Additionally, the City continues to build its notification center through our website. Find out more at <http://www.cityoframsey.com/list.aspx>.

## DATES/EVENTS OF INTEREST

- Tuesday, August 20 – EDA Business Appreciation Day
- October – Community Planning Month
- Thursday, October 3 – Community Planning Day [tentative]
- Thursday, November 7, 14, or 21 (TBD) – Business Networking Event

## COMMON LINKS AND RESOURCES

- [City's Agenda Page](#)
- [QCTV Live Stream and On Demand Video](#)
- [Ramsey Comprehensive Plan](#)
- [Ramsey Zoning Code](#)
- [GTS Planning Commissioner Training](#)
- [League of Minnesota Land Use Resources](#)

Sincerely,



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