

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, August 1, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:                   Chairperson Randy Bauer  
  Commissioner Bruce Anderson  
  Commissioner Cheri Gengler  
  Commissioner Torrey Johnson  
  Commissioner Eric Peters  
  Commissioner Gary VanScoy  
  Commissioner Matt Woestehoff

Members Absent:                   None

Also Present:                       Community Development Director Timothy Gladhill  
  City Planner Chloe McGuire Brigl  
  Planning Intern Elliot Mohler

**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 Gengler, seconded by Commissioner VanScoy, to approve the agenda as presented.

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

**4.     APPROVE PLANNING COMMISSION MINUTES**

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

**4.01.1: Planning Commission Meeting Minutes Dated July 10, 2019**

Chair Bauer noted on page eight, the motion for Resolution #19-155, it should state, "...seconded by Commissioner Peters..." On page nine, the seventh paragraph, it should state, "...also used for recreation by residents." On page 11, the last line of paragraph two, it should state, "...quiet site quieter..."

Motion by Commissioner Johnson, seconded by Commissioner Peters, to approve the following minutes as amended: Planning Commission Meeting Minutes dated July 10, 2019.

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

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

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

#### **Public Hearing**

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

#### **Presentation**

Planning Intern Mohler presented the staff report and the recommendation to approve the request for a variance to the setback requirements for a deck on the subject property.

#### **Citizen Input**

Commissioner VanScoy asked for details on the arrangement of the lot lines.

City Planner McGuire Brigl stated that there is excess right-of-way from the platting of Bunker Lake Boulevard. She stated that from the ground the odd lot line would not be noticeable because of the landscaped buffer between the yard and sidewalk area.

Commissioner VanScoy stated that he visited the property and could not identify a lot line variance location. He asked if there is a possibility in the future that the excess right-of-way easement would be used for something else.

Community Development Director Gladhill explained that could be used for Bunker Lake Boulevard, Puma Street, snow storage or drainage and utility purposes. He stated that at this time staff decided not to vacate the easement and opted for the variance as the shorter and more appropriate choice.

Chairperson Bauer stated that he is a neighbor, but not within the notification parameters. He provided the applicants an opportunity to speak.

Gretchen and Cody Hoeft, 14877 Quintana Circle NW, confirmed that the side of the deck will end at the side of the house and the steps would be located towards the interior of the property. She stated that the average person would not visibly be able to tell that the easement is not part of the property, as they themselves were not aware of the lot line location.

Commissioner VanScoy stated that the landscaping in the easement appears to be permanent.

Mrs. Hoeft confirmed that there are mulch, rocks and trees and noted that they had been told by the developer that the landscaping was permanent and there is possibly an intent to place a Riverstone sign in the easement as well.

Commissioner VanScoy stated that he could not even imagine the City using the easement for snow storage because of the existing landscaping.

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

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

Chairperson Bauer closed the public hearing closed at 7:10 p.m.

### **Commission Business**

Motion by Commissioner Johnson, seconded by Commissioner Peters, to adopt Resolution #19-173 Approving the Issuance of a Variance to the Setback Requirements for a Deck on the Subject Property.

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

### **5.02: 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**

### **Public Hearing**

Chairperson Bauer called the public hearing to order at 7:11 p.m.

### **Presentation**

City Planner McGuire Brigl presented the staff report and the recommendation to approve the request for a Conditional Use Permit to maintain an oversized second ground sign on the subject property.

### **Citizen Input**

Marlene Sandman of Sandman Signs, representing the applicant, stated that the new service bay addition will never have its own signage and therefore this additional sign would take the place of a sign for that location.

Commissioner Woestehoff asked how far apart the two signs would be.

Ms. Sandman estimated about 100 yards between the two signs.

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

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

Chairperson Bauer closed the public hearing closed at 7:15 p.m.

### **Commission Business**

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

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

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

### **Public Hearing**

Chairperson Bauer called the public hearing to order at 7:16 p.m.

### **Presentation**

City Planner McGuire Brigl presented the staff report and recommendation to approve the request for an Interim Use Permit to operate a religious institution on the subject property.

### **Citizen Input**

Commissioner Woestehoff asked if an Interim Use Permit is tied to the property or the applicant.

City Planner McGuire Brigl replied that an Interim Use Permit is tied to the specific business.

Mark Reed, representing the applicant, stated that the church has been at the location since 2012 when the original temporary use permit was obtained. He stated that the church plans to continue

to operate in this location. He explained that the church thought that they may outgrow the existing location but that does not seem to be the case.

Chair Bauer stated that if the church is planning to stay in this location perhaps there would be a better choice than granting an Interim Use Permit yet again.

City Planner McGuire Brigl replied that an Interim Use Permit has a time limit but noted that staff would be open to tying that limit to something else other than the ten years. She explained that the permit could be linked to an event in time, but the permit could not be indefinite.

Chair Bauer asked if this property would be impacted by the possible Highway 10 improvements in the future.

Community Development Director Gladhill noted that this parcel could be a possible partial acquisition and noted that in the future there would be additional discussions on appropriate uses for the parcel. He stated that there is potential for this to be a permitted or conditional use in the future but noted that those discussions will occur in the future and that is why staff recommended a ten-year period on this permit.

Commissioner VanScoy asked if there would be partial acquisition in the future or whether that is simply a possibility.

Community Development Director Gladhill explained that the full scope of acquisitions is not yet known, as planning has begun on a high level. He stated that the City hopes to delve further into design and engineering in 2020, where some of those questions will be answered. He stated that staff is confident that the building would remain and explained that the question would be how close the frontage road would get to the parking.

Commissioner Anderson asked if it would be more appropriate for a five-year permit rather than a ten year because of the questions that remain.

Community Development Director Gladhill replied that if acquisition is needed for the highway project, there would be a process to follow and therefore staff believes that there are adequate tools if needed and ten years would be appropriate tonight.

Commissioner Woestehoff asked if changes are made to the zoning in the ten-year period, would something then need to be done with the Interim Use Permit.

Community Development Director Gladhill noted that the zoning change would supersede the Interim Use Permit.

Mr. Reed explained the reason for the Interim Use Permit is because the property is zoned commercial. He stated that there are a lot of questions from the buildings along Highway 10 related to the future improvement project. He stated that he has been told similar to the comments of staff about the potential impacts. He asked the type of notice that would be provided about future improvements related to Highway 10.

Community Development Director Gladhill replied that each address in the city was mailed a postcard that identified an open house that occurred on June 4<sup>th</sup>. He stated that the information is available online and a similar notice would occur once additional design details are known.

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

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

Chairperson Bauer closed the public hearing closed at 7:26 p.m.

### **Commission Business**

Motion by Commissioner Gengler, seconded by Commissioner Johnson, to recommend that City Council adopt Resolution #19-181 granting an Interim Use Permit to operate a Religious Institution on the Subject Property.

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

### **5.04: Public Hearing: Consider Resolution #19-182 Granting an Interim Use Permit to Operate a Place of Assembly and Parish Offices at 7101 143<sup>rd</sup> Avenue NW; Case of Church of St. Katharine Drexel**

Chairperson Bauer noted that he is the Deacon and Administrator for St. Katherine Drexel and his signature is on the application. He noted that Vice Chairperson VanScoy is on the building and finance committees for the church. He stated that in order to avoid any conflicts of interest he and Commissioner VanScoy would be stepping down from consideration of this item. He stated that Commissioner Anderson would be Chair for this agenda item.

### **Public Hearing**

Acting Chairperson Anderson called the public hearing to order at 7:27 p.m.

### **Presentation**

City Planner McGuire Brigl presented the staff report and recommendation to approve the request for an Interim Use Permit to operate a place of assembly and parish offices on the subject property.

### **Citizen Input**

Randy Bauer, representing the applicant, stated that the church is hoping to build in the near future, noting that the church is working with a contractor and hopes to break ground next spring. He

noted that this would simply be an Interim Use Permit to hold over until the new location is constructed.

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

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

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

### **Commission Business**

Motion by Commissioner Peters, seconded by Commissioner Woestehoff, to recommend that City Council adopt Resolution #19-182 granting an Interim Use Permit to operate a place of assembly and parish offices on the Subject Property.

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

Chairperson Bauer and Commissioner VanScoy rejoined the Commission.

## **6. COMMISSION BUSINESS**

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

Chairperson Bauer noted that this item had been tabled at the last meeting because of discussion related to the proposed size and height of the building.

### **Presentation**

Planning Intern Mohler presented the Staff Report and recommendation to recommend that 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.

City Planner McGuire Brigl stated that staff conducted an aerial review and many of the properties in the surrounding neighborhood of the subject property contain detached accessory buildings, many of which are 3,000 square feet in size. She noted that if the detached garage were taken out of consideration, the request would be in line with other properties in the neighborhood.

### **Commission Business**

Commissioner Anderson asked for additional details on screening.

Planning Intern Mohler replied that screening could be defined as trees, identifying mature pine trees on the property that would screen the barn addition from Traprock. He noted that the structure would be more visible from the Variolite side of the property. He noted that additional screening could be a consideration from the Commission and is not a recommendation made by staff.

City Planner McGuire Brigl stated that staff is not concerned with the additional access and believe that it would be a good additional because of the wear on the grass in that area. She stated that this property would be allowed two driveways. She stated that one comment was received from a neighbor that expressed concern with the second driveway but noted that perhaps that is where additional screening could be appropriate.

Community Development Director Gladhill replied that all cases that come before the Planning Commission are reviewed by a development group of staff which includes engineering. He noted that no additional concerns were expressed by engineering.

Commissioner Anderson stated that it appears that there will be some excavation of the site on which the building will be constructed. He asked how far down that excavation would occur and if there would be concern with water levels.

James Couch, the applicant, replied that he will be excavating about eight feet to the floor and nine feet to the bottom of the footings.

Commissioner VanScoy asked if that would account for drainage, or whether there would be concern for the accessory building to have drainage problems.

Mr. Couch replied that there would be 14.3 feet from the existing ground level to the road, therefore the land slopes away from the building.

Commissioner VanScoy asked the height of the building.

Mr. Couch stated that according to the regulations for accessory buildings and garages, on a property of his size he would be allowed two stories, which would be 20 feet plus roof. He stated that at the previous meeting there was a perception that was not accurate. He stated that as designed the average height would be 22 feet.

Commissioner VanScoy asked the proposed finish of the building. He stated that he drove by the property and was impressed with the quality of the buildings on his property.

Mr. Couch replied that the brick he has used in the past is no longer available and therefore is looking at cement fiber board or stamped cement, which would look as similar to the existing buildings as possible.

Commissioner Woestehoff asked how the applicant would feel about adding additional trees on the Variolite side of the property.

Mr. Couch was unaware when the aerial photo was taken, as his property does not look like that currently.

Commissioner Woestehoff agreed but noted that he would prefer a few more trees.

Commissioner VanScoy agreed that there is good adequate screening right now with the leaf on conditions but noted that additional conifers would be helpful.

Mr. Couch stated that he would be planning to add a few trees after construction whether required or not required. He explained that they lost a lot of trees on the property following a past storm. He stated that he has planted trees following the storm and would plan to continue to do that. He noted that the sandy soils and drainage issues are a challenge for the survival of some types of trees.

City Planner McGuire Brigl provided a more up to date aerial photograph of the property showing additional trees.

Commissioner Woestehoff asked if all the vehicles would fit within the newly proposed building.

Mr. Couch stated that not all the vehicles would fit within the structure. He stated that they are in the process of removing the boat, hay wagon and snowmobile trailer from the property. He stated that the proposed cost of the building will double because of the changes in design that were made.

Commissioner Johnson appreciated the applicant's willingness to work with the Commission, staff and neighbors to find a compromise.

Commissioner Anderson thanked the applicant for making the changes asked by the Commission. He stated that he also drove by the property and it is a well-constructed property. He stated that getting the toys indoors would always be the best option. He stated that he appreciates the willingness to make the proposed structure similar in look to the existing buildings on the property.

Motion by Commissioner Anderson, seconded by Commissioner Johnson, to recommend that City Council adopt Resolution #19-161 approving a Conditional Use Permit for an oversized accessory building contingent upon compliance with Staff Review comments and architectural conditions.

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

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

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

Chairperson Bauer noted that included in the report was an update from Community Development Director Gladhill related to a case the Commission reviewed at the previous meeting. He explained that the Commission denied a variance request from Delta ModTech, which was appealed to the City Council and ultimately the City Council granted the variance to the side yard setback.

Community Development Director Gladhill stated that in the future staff will work to provide more information and a more thorough presentation from the applicant. He noted that the Council did have the benefit of having additional information.

Commissioner Johnson asked for clarification on the additional information that was received by the City Council.

Community Development Director Gladhill noted that the additional development challenges were reviewed which include the site's topography, common property line, and zoning information related to the adjacent property.

Chairperson Bauer stated that there has been a lot of activity in The COR and asked for an update.

Community Development Director Gladhill stated that his update included details on The COR infiltration basin, which covers previous obligations and will cover future development as well. He explained that this is a regional approach rather than providing individual stormwater treatment on each parcel in The COR. He stated that some of the fill from the infiltration basin site is being moved to a lower site within The COR to bring the level of that site up. He reviewed the list of projects that have been recently approved in Ramsey. He provided details on the upcoming Ramsey City elections and upcoming events including Night to Unite and the annual EDA Business Appreciation Day.

Commissioner VanScoy referenced the grading that has occurred on the lot east of Coborn's.

Community Development Director Gladhill noted that site is receiving fill from the infiltration basin site.

Chairperson Bauer stated that during the last City Council meeting, comments were received from the owner of M&G Trailer related to City development fees. He asked if the Commission could receive a list of the City fees and comparatively a list of fees for neighboring communities.

Community Development Director Gladhill stated that staff is gathering information for the City Council and once prepared could share that information with the Commission as well.

Chairperson Bauer noted that two Interim Use Permits were granted today and stated that perhaps similar comparative information could be provided in that policy. He noted that the process seems cumbersome to occur every five years and perhaps once the initial permit is received, the renewal process could be done administratively.

Community Development Director Gladhill noted that the Ramsey code already provides flexibility. He stated that staff is in the process of reviewing ordinances and codes and is planning a more comprehensive review.

## **8. ADJOURNMENT**

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

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

The regular meeting of the Planning Commission adjourned at 8:00 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.*