City of Ramsey
Agenda
Revised
Regular City Council
Tuesday, March 23, 2021
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

This meeting is being held in accordance with Minnesota Statutes 13D.021. Due to the COVID-19 Pandemic, it is not practical and prudent for all members of this board to attend in person. Current Minnesota law requires certain social distancing standards that impacts the capacity of the Council Chambers. For these reasons, it is not practical and prudent to have this meeting exclusively in person. Members of the public are welcome to attend in person or remotely.

Remote Attendance available at www.cityoframsey.com/meetings. To maximize social distancing due to the COVID-19 Pandemic, those that can join remotely are encouraged to do so. Those joining remotely and requesting to speak are asked to use a webcam when speaking.

1. Call to Order

2. Presentation

1. Presentation of 2020 Photo Contest Winners

3. Citizen Input

4. Approve Agenda

5. Consent Agenda

1. Note the Following Boards, Commissions, and Committee Meeting Minutes:
   - Planning Commission Meeting Minutes Dated February 4, 2021
   - Planning Commission Work Session Minutes Dated February 11, 2021
   - Economic Development Authority Meeting Minutes Dated February 11, 2021
   - Park and Recreation Commission Meeting Minutes Dated February 11, 2021
   - Environmental Policy Board Meeting Minutes Dated February 22, 2021

2. ~~Receive Update on Sketch Plan for Trott Brook Property, Makowksy Addition, Case of the Excelsior Group (Project 20-103)~~ **This case has been moved to the Regular Agenda as Case 7.0**

3. Approve the Following Meeting Minutes:

   1. City Council Work Session dated 3/9/2021
   2. City Council Regular Session dated 3/9/2021

4. Approve Business Licenses

5. Approve Rental Licenses

6. Authorize Tennis Court Maintenance and Add Pickleball Courts

7. Adopt Resolution #21-077 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of March 4, 2021 through March 17, 2021.

8. Adopt Resolution #21-008 for Site Plan and Final Plat for GiGi's Salon and Spa (Project #20-140)

9. Adopt Resolution #21-045 Approving Environmental Services Contract: Case of Alloy Recovery and B & A Cylinder Sites

10. Adopt Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure for the Church of St. Katharine Drexel

11. Adopt Resolution #21-055 Approving Java Properties Site Plan and Final Plat (Project 21-105)

12. Adopt Resolution #21-060 Approving Plans and Specifications and Authorizing Advertisements for Bids for Business Park 95 Street Reconstructions, Improvement Project #21-03

13. Adopt Resolution #21-062 Approving a Beekeeping License on a Residential Property at 7191 160th Ln NW (Project No. 21-108); Case of Angelique Quinn Strobl

14. Adopt Resolution #21-066 Proclaiming April 30, 2021 as Arbor Day and the Month of May as Arbor Month

15. Adopt Resolution #21-070 Approving the Development Agreement for Ramsey Villas North

16. Adopt Resolution #21-074 Approving Plan and Specifications and Authorizing Advertisements for Bids for 2021 Neighborhood Pavement Overlay Improvements, Improvement Project #21-04

17. Adopt Resolution #21-075 Approving Plans and Specifications and Authorizing Advertisements for Bids for 2021 MSA Pavement Overlay Improvements, Improvement Project #21-05.

18. Adopt Resolution #21-076 Authorizing Partial Payment #6 to RJM Construction for Improvement Project 20-07 New Public Works Facility

19. Adopt Resolution #21-082 Approving Premise Permit for Anoka Ramsey Athletic Association at Acapulco in Ramsey

20. Adopt Resolution #21-083 Authorizing Application to Minnesota DNR Natural and Scenic Area Grant Program and Designate Authorized Officials

21. Adopt Resolution #21-084 Authorizing Application to Legislative-Citizens Commission on Minnesota Resources

22. Adopt Resolution #21-072 to Hire Temporary Non Benefit Eligible AFSCME Public Works Maintenance Workers

23. Adopt Resolution #21-078 to Hire a Zoning Code Enforcement Officer

24. Adopt Resolution #21-079 to Hire a Building Inspector in Community Development

25. Adopt Resolution #21-080 to Update the Intern Wage Scale

26. Adopt Resolution #21-081 Appointing and Re-appointing Board and Commission Members

6. Public Hearing

7. Council Business

0. Receive Update on Sketch Plan for Trott Brook Property, Makowksy Addition, Case of the Excelsior Group (Project 20-103) **This case was moved from the Consent Agenda - Case 5.2**

1. Center Street Area Framework and Policy Plan

2. Request for Quotation for the Design and Construction of Exterior Finishes to Pump House No. 3

3. ~~Consider Response Related to Local Zoning Preemption Legislation~~ **This Case was removed from the agenda.**

4. Consider Request from Planning Commission for a Joint Work Session

5. Authorize Acquiring a RG33 MRAP Vehicle from the Law Enforcement Support Office (LESO)1033 program

6. Adopt Resolution #21-073 Approving the Transfer of Excess General Fund Revenues to the Equipment Revolving Fund, Facilities Construction Fund, Capital Maintenance Fund and Public Improvement Revolving (PIR) Fund.

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **2. 1.**

Meeting Date: 03/23/2021

Information

Title:

Presentation of 2020 Photo Contest Winners

Purpose/Background:

The purpose of this presentation is to present the winners and awards of the 2020 Photo Contest. The fourth annual photo contest is intended to engage residents in showcasing Ramsey, and their talents as photographers, as well as to collect images for use in City publications.

Entries were to be submitted in four categories and judged and evaluated based on creativity, quality, composition, and expression of category theme. (Over 100 entries were submitted in 2020, and are featured in the attachment.) Category themes are outlined as:

- **Nature of Ramsey:** Viewing landscapes, plants, animals, weather, etc.
- **Parks and Trails:** Enjoying parks and trails in Ramsey, highlighting favorite outdoor spaces
- **Industry and Commerce of Ramsey:** Displaying diversity of industrial, commercial, and agricultural operations in Ramsey
- **Life in Ramsey:** Celebrating the community through events, recreation, arts, culture, sports, and gathering places, etc.

Recreation Specialist Abby Proulx will provide a brief slideshow to accompany this presentation, featuring the winning photo(s) by category and the Overall Grand Prize winning photo as affirmed by the Park & Recreation Commission.

Attachments

2020 Photo Contest Winners

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/11/2021 02:55 PM
Form Started By: Mark Riverblood		Started On: 03/09/2021 06:44 PM
Final Approval Date: 03/11/2021		

City of RAMSEY

RAMSEY 2020 PHOTO CONTEST

City of RAMSEY

Industry & Commerce 2020 Entries

Displaying diversity of industrial and commercial operations in Ramsey



City of RAMSEY

By: Jessica Hare




By: Wendy Jacobsma



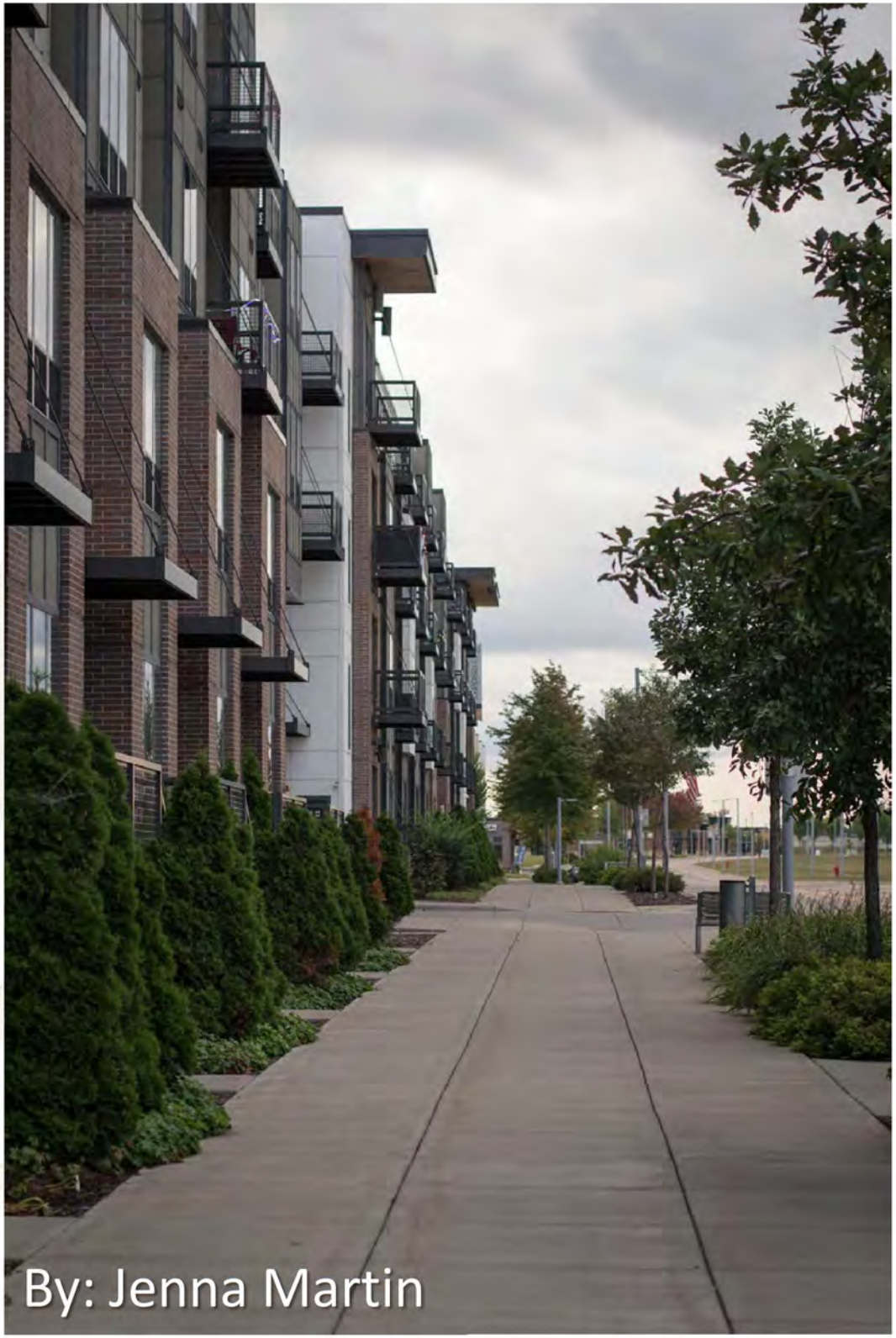
City of RAMSEY



City of RAMSEY



City of RAMSEY



City of RAMSEY



By: Jenna Martin



City of RAMSEY

By: Michelle Osterhus





By: Michelle Osterhus

City of RAMSEY

INDUSTRY & COMMERCE 2020 WINNERS

Displaying diversity of industrial and commercial operations in Ramsey

Industry & Commerce Runner Up



Working in Ramsey

By Jenna Martin

Industry & Commerce 2nd Place

By Jessica Hare



Industry & Commerce 1st Place



Beaming with Color

By Michelle Osterhus

City of RAMSEY

Life in Ramsey 2020 Entries

Celebrating the community through events, recreation, arts, culture, sports, and gathering places, etc.

By: Jessica Hare



City of RAMSEY



City of RAMSEY


By: Melissa Knoblauch



City of RAMSEY



By: Lindsey Larson

City of RAMSEY



By: Laura Palmer


By: Laura Palmer

By: Leo Majewski



City of RAMSEY


By: Keith Marks



City of RAMSEY


By: Jenna Martin


By: Michelle Osterhus


By: Michelle Osterhus



By: Michelle Osterhus

City of RAMSEY



City of RAMSEY

By: Jessie Rowles



City of RAMSEY

City of RAMSEY

Life in Ramsey 2020 Winners

Celebrating the community through events, recreation, arts, culture, sports, and gathering places, etc.

Life in Ramsey Runner Up



Life in Ramsey 2nd Place



Life in Ramsey 1st Place



City of RAMSEY

Nature of Ramsey 2020 Entries

Viewing landscapes, plants, animals, weather, etc.


By: Ruth Becker



City of RAMSEY

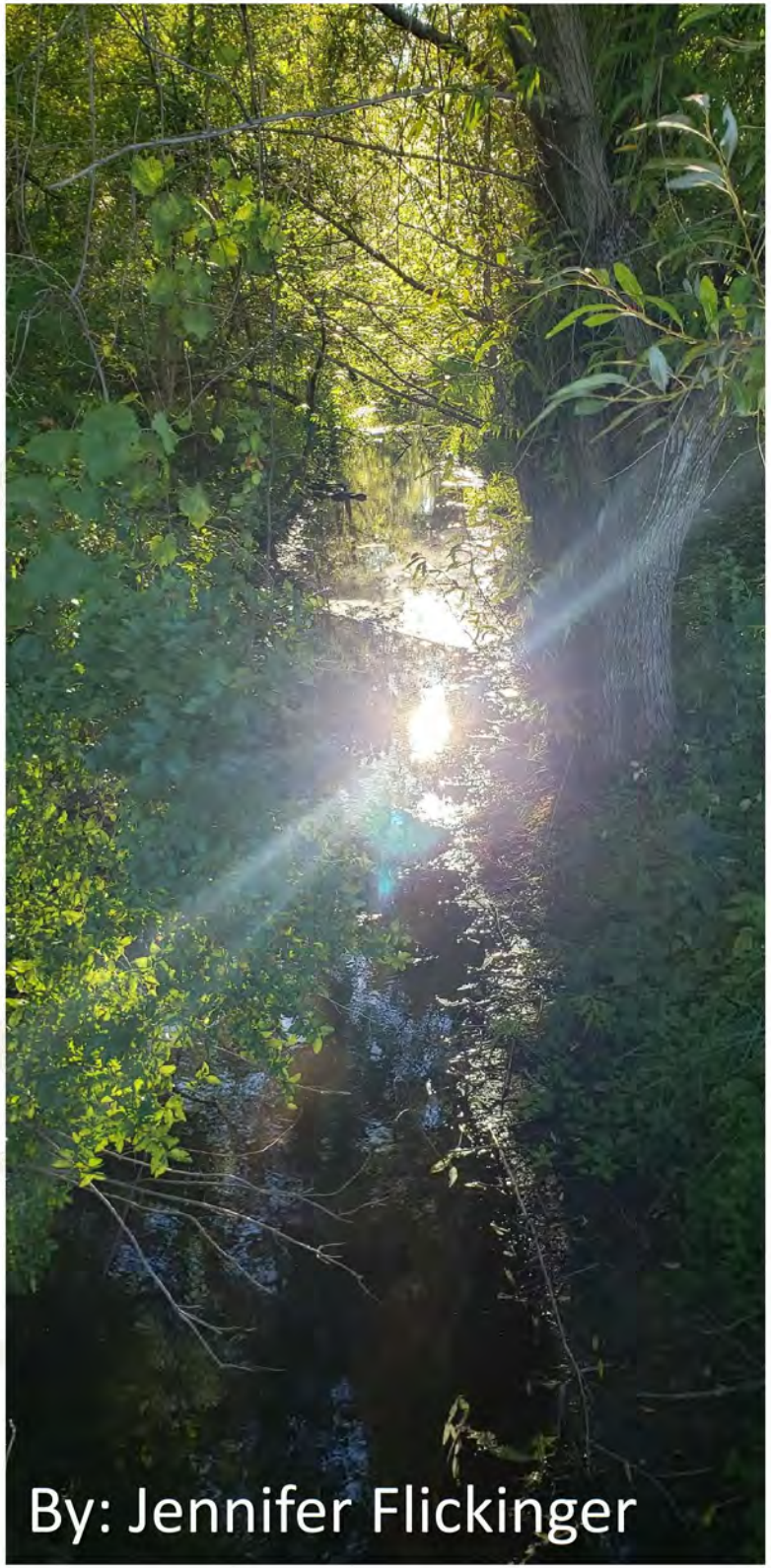

By: Ruth Becker


By: Ruth Becker


By: Ruth Becker


By: Ruth Becker


By: Jennifer Flickinger



City of RAMSEY


By: Sarah Gardner


By: Sarah Gardner


By: Sarah Gardner


By: Michael Hokkanen


By: Wendy Jacobsma


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By: Wendy Jacobsma

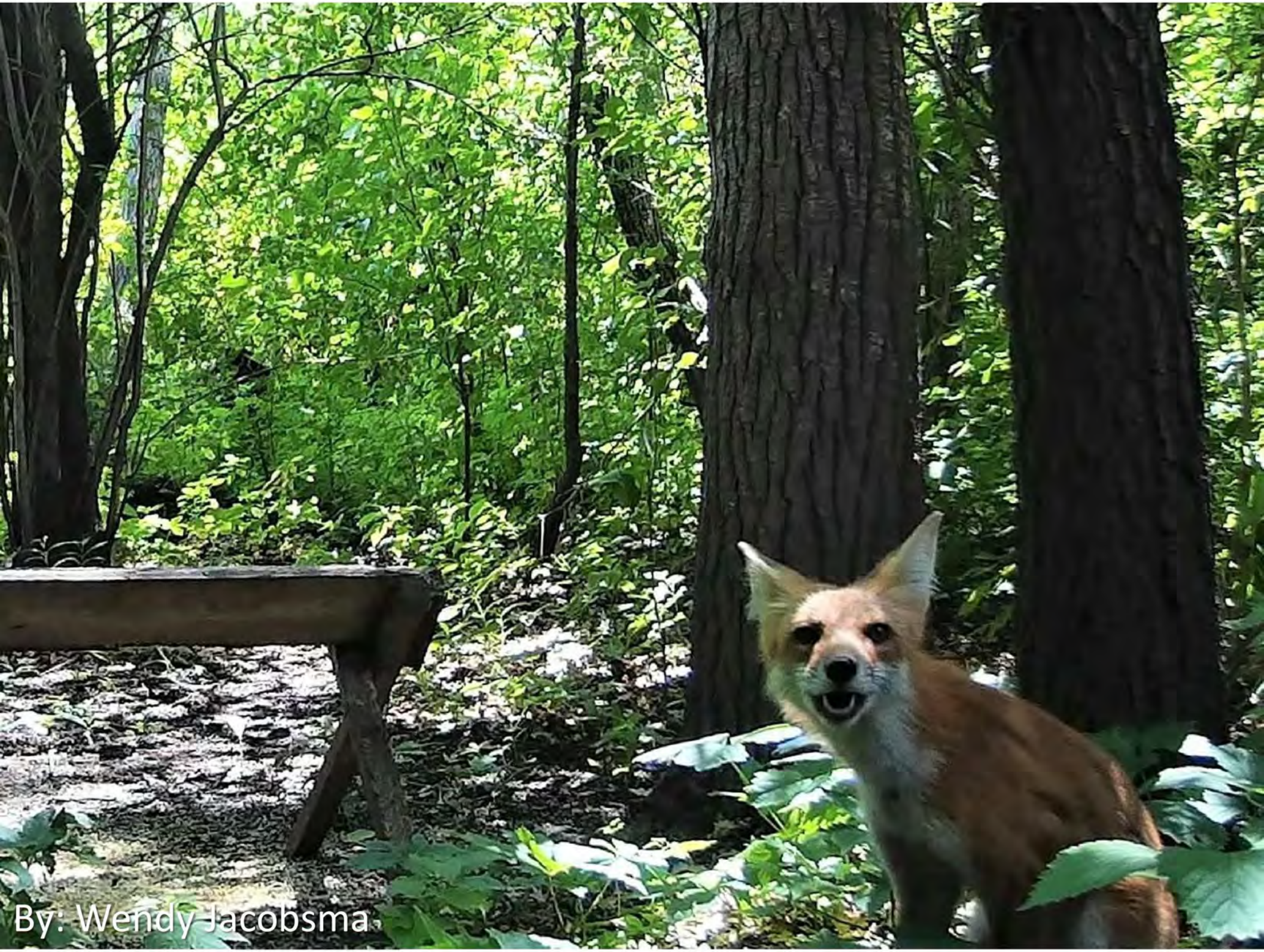



By: Wendy Jacobsma


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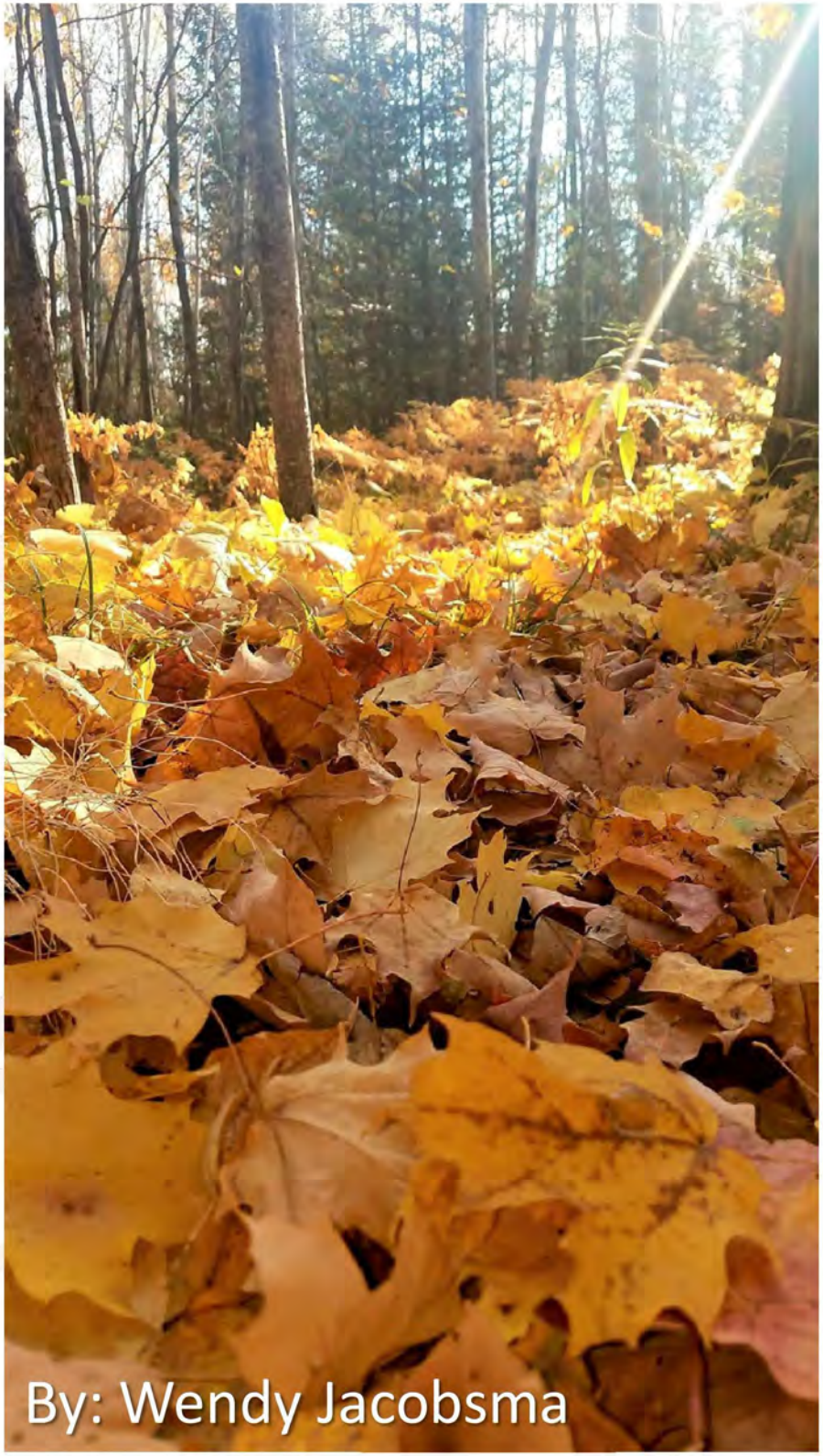

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City of RAMSEY


By: Wendy Jacobsma


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By: Wendy Jacobsma


By: Wendy Jacobsma


By: Melissa Knoblauch


By: Melissa Knoblauch



City of RAMSEY


By: Lindsey Larson


By: Lindsey Larson


By: Laura Palmer


By: Keith Marks

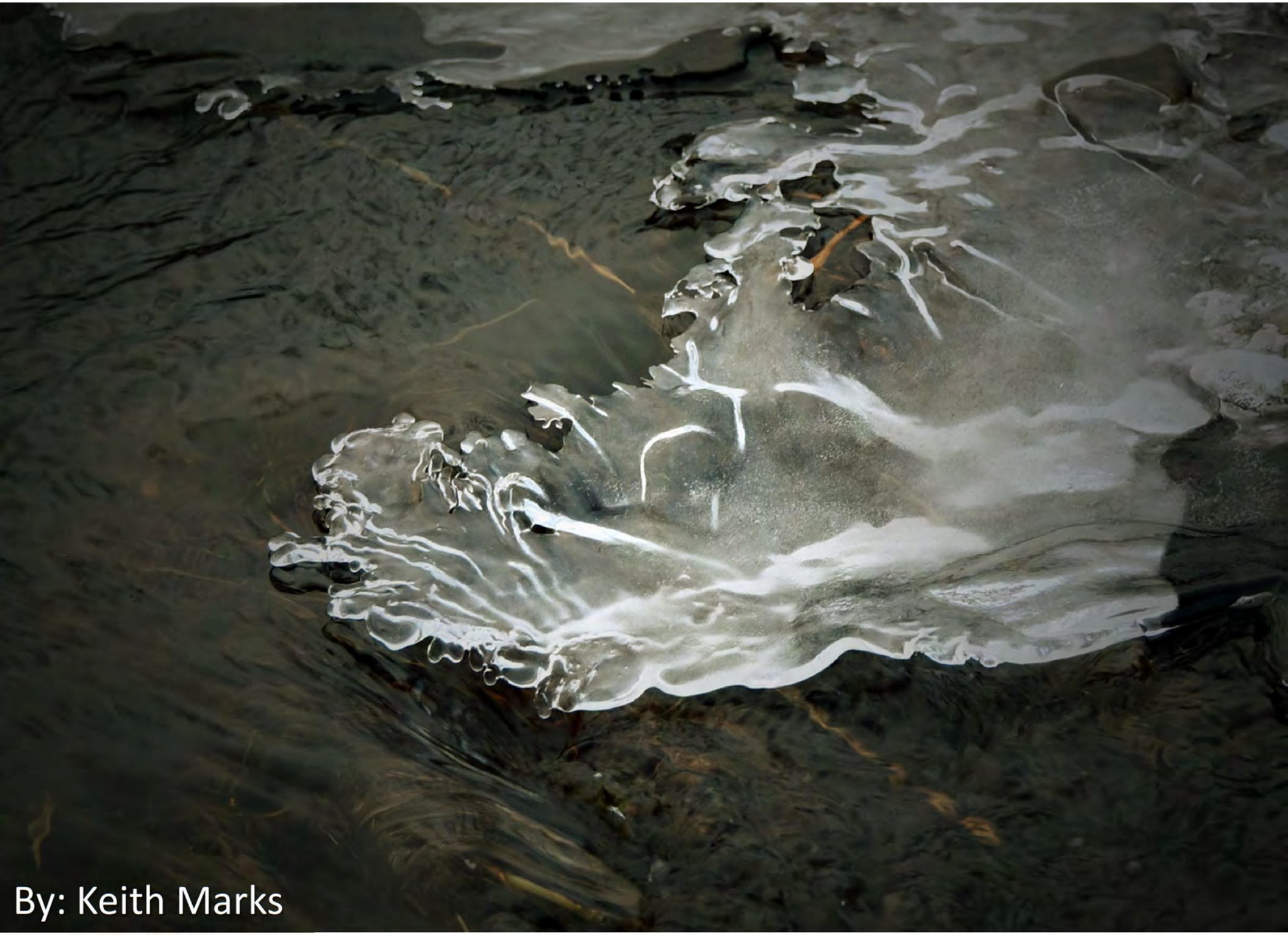

By: Keith Marks



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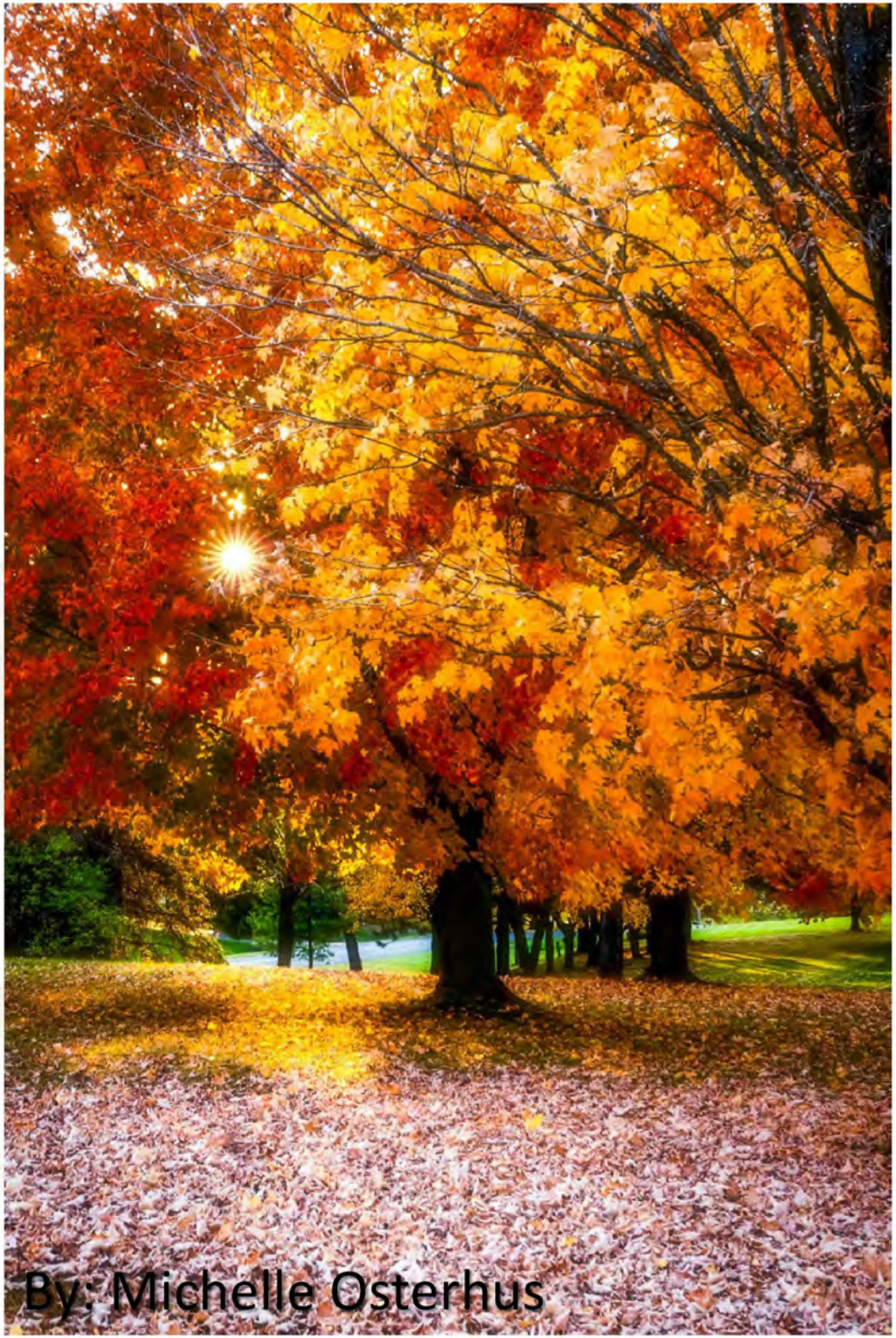

By: Keith Marks


By: Jenna Martin


By: Jenna Martin



By: Jenna Martin



By: Michelle Osterhus

City of RAMSEY



City of RAMSEY


By: Michelle Osterhus



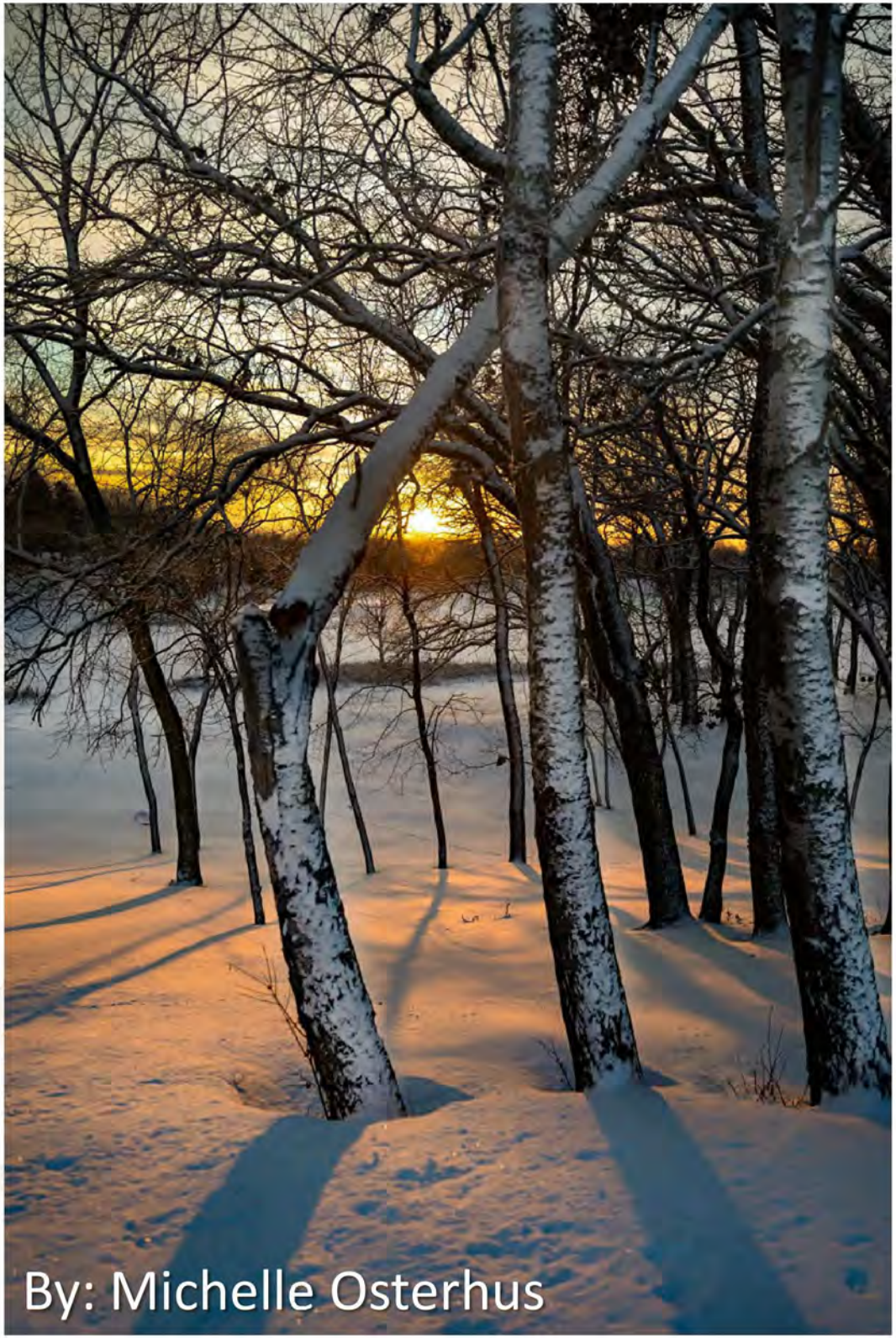
City of RAMSEY


By: Michelle Osterhus



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City of RAMSEY


By: Michelle Osterhus

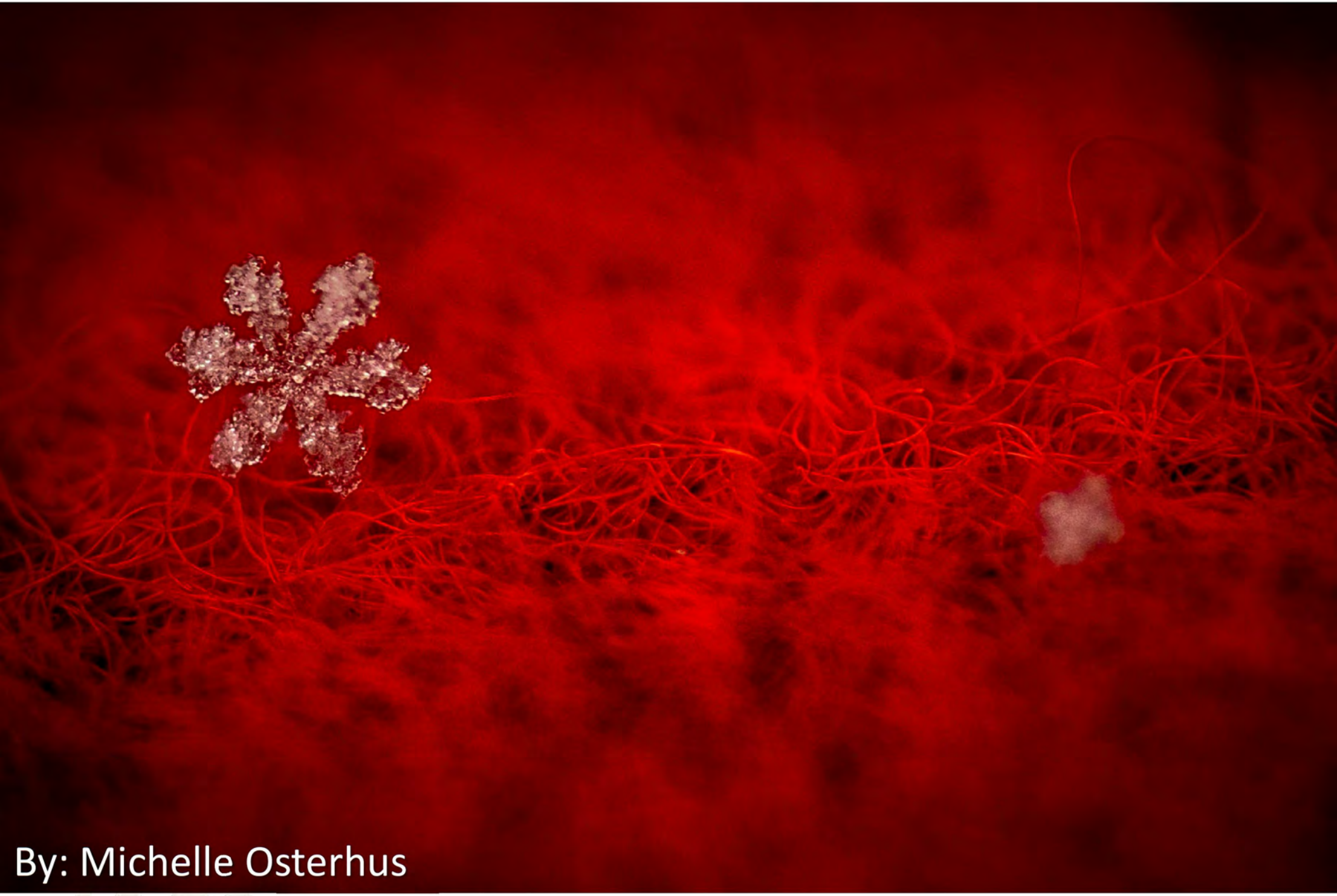

By: Michelle Osterhus



City of RAMSEY


By: Michelle Osterhus


By: Michelle Osterhus


By: Michelle Osterhus


By: Igor Radzyuk



City of RAMSEY


By: Jennifer Shoemaker


By: Jennifer Shoemaker



City of RAMSEY

City of RAMSEY

Nature of Ramsey 2020 Winners

Viewing landscapes, plants, animals, weather, etc.

Nature of Ramsey Runner Up



Splish Splash
By Michelle Osterhus

Nature of Ramsey 2nd Place



Nature of Ramsey 1st Place



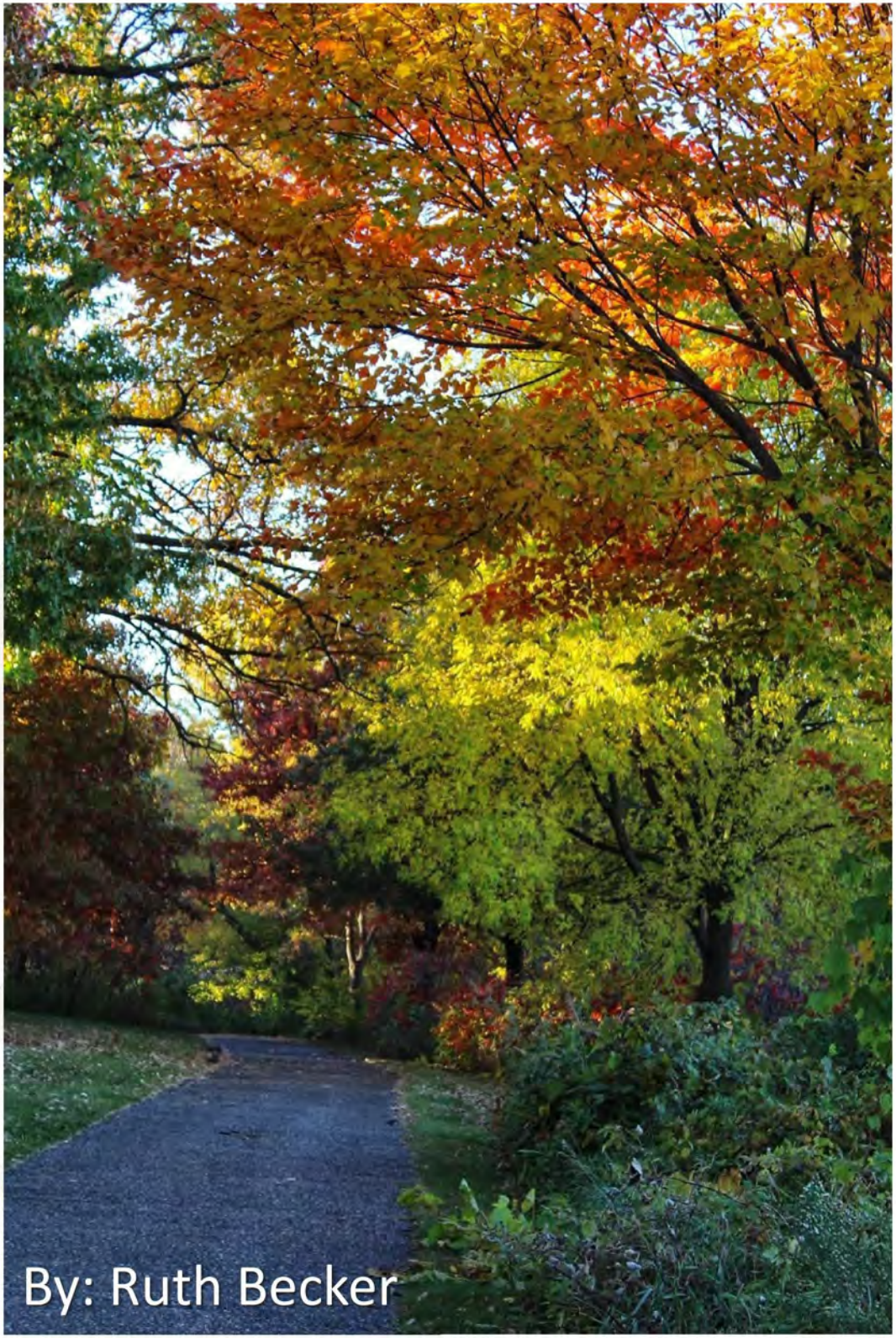
City of RAMSEY

Parks and Trails 2020 Entries

Enjoying parks and trails in Ramsey, highlighting your favorite outdoor spaces

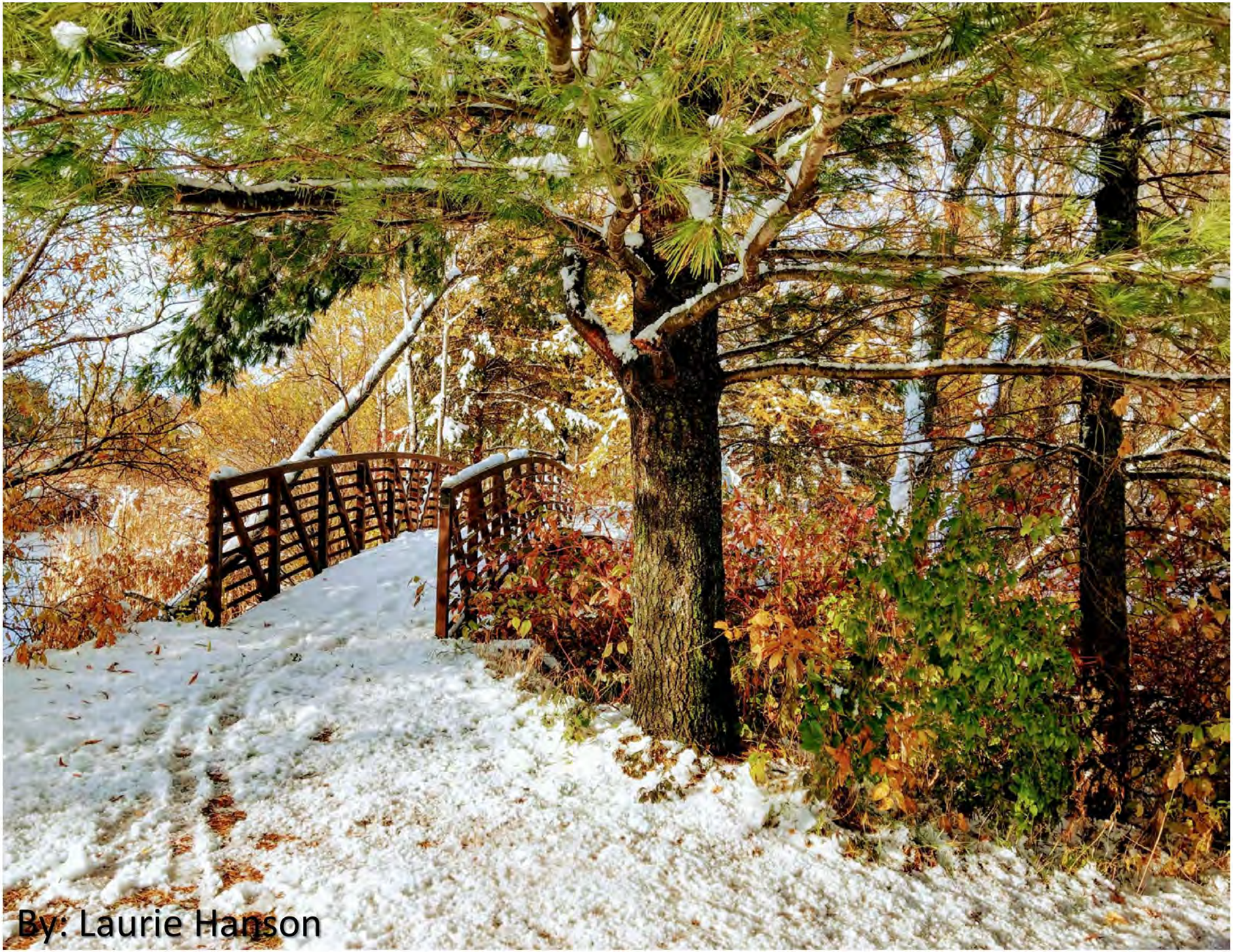


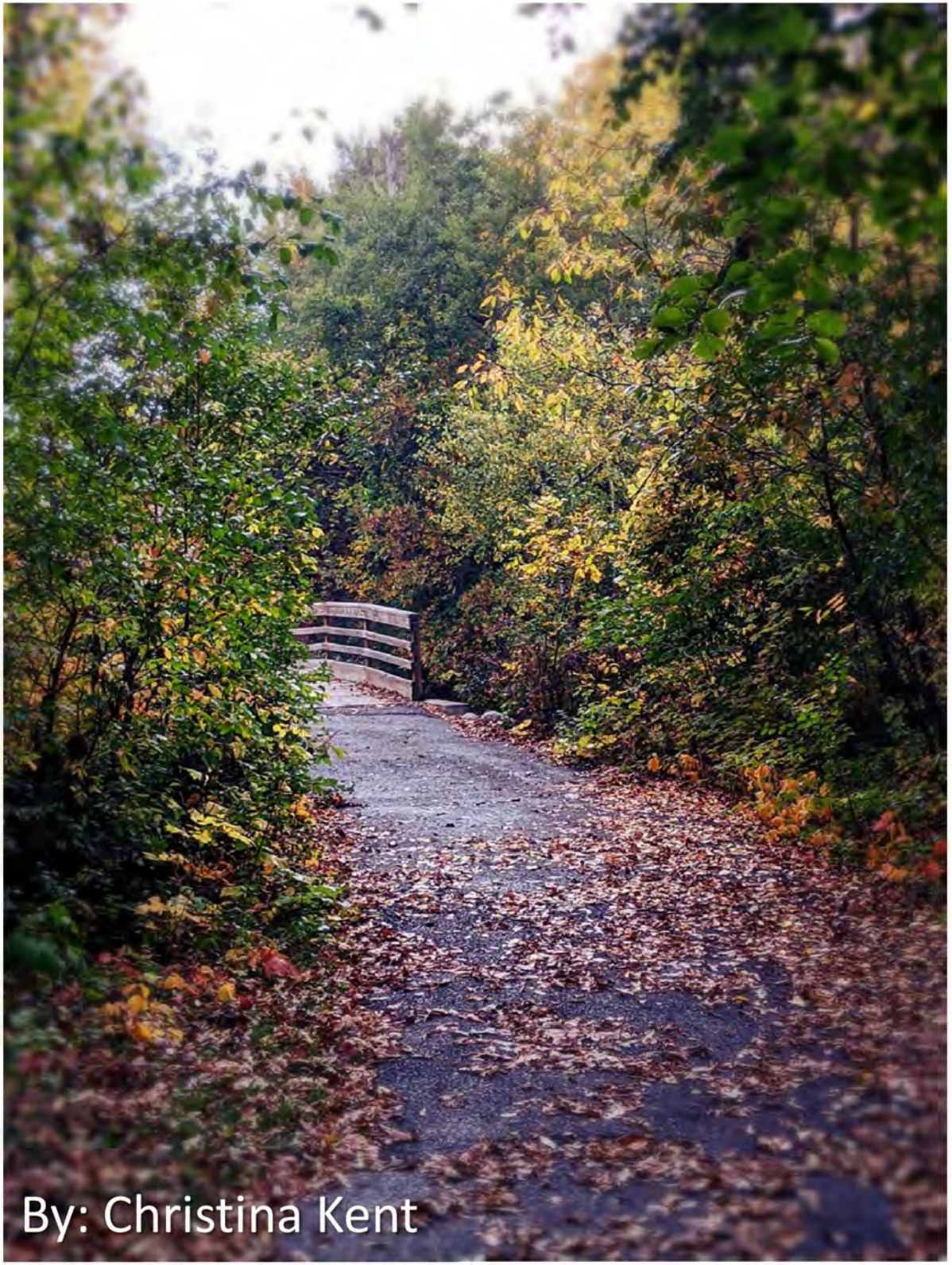
City of RAMSEY



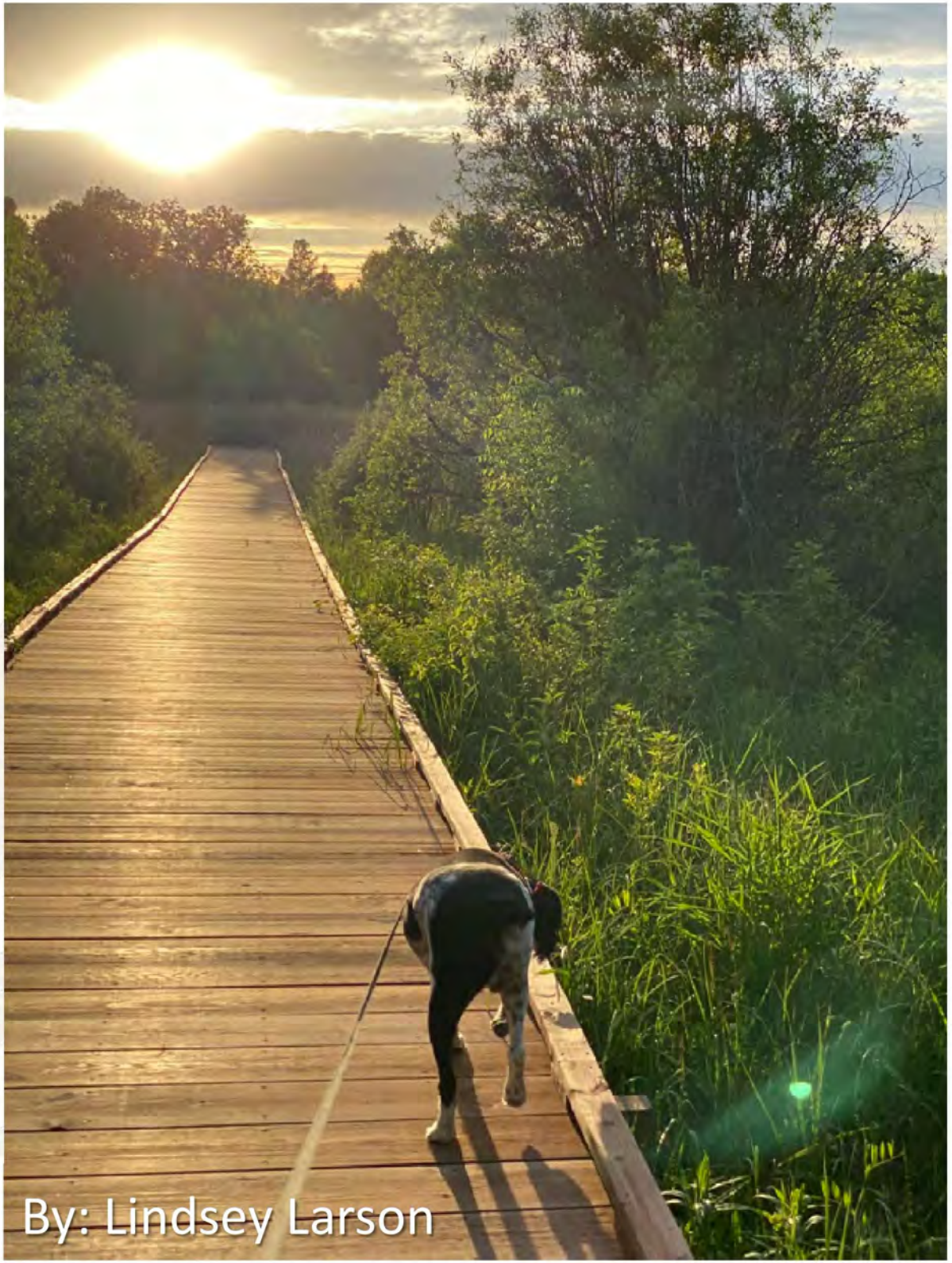
City of RAMSEY


By: Laurie Hanson


By: Laurie Hanson



City of RAMSEY

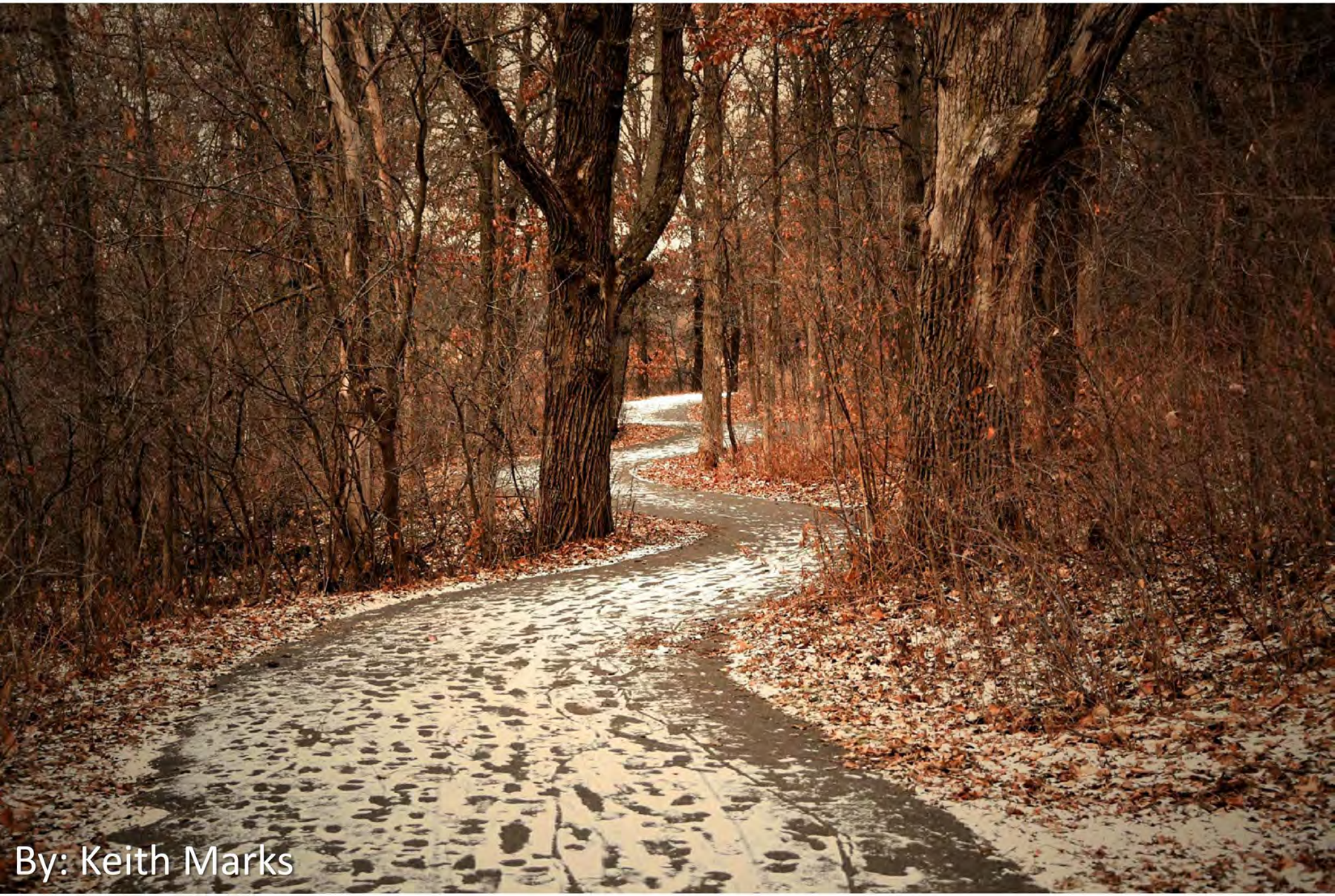


City of RAMSEY



City of RAMSEY


By: Keith Marks


By: Keith Marks


By: Michelle Osterhus

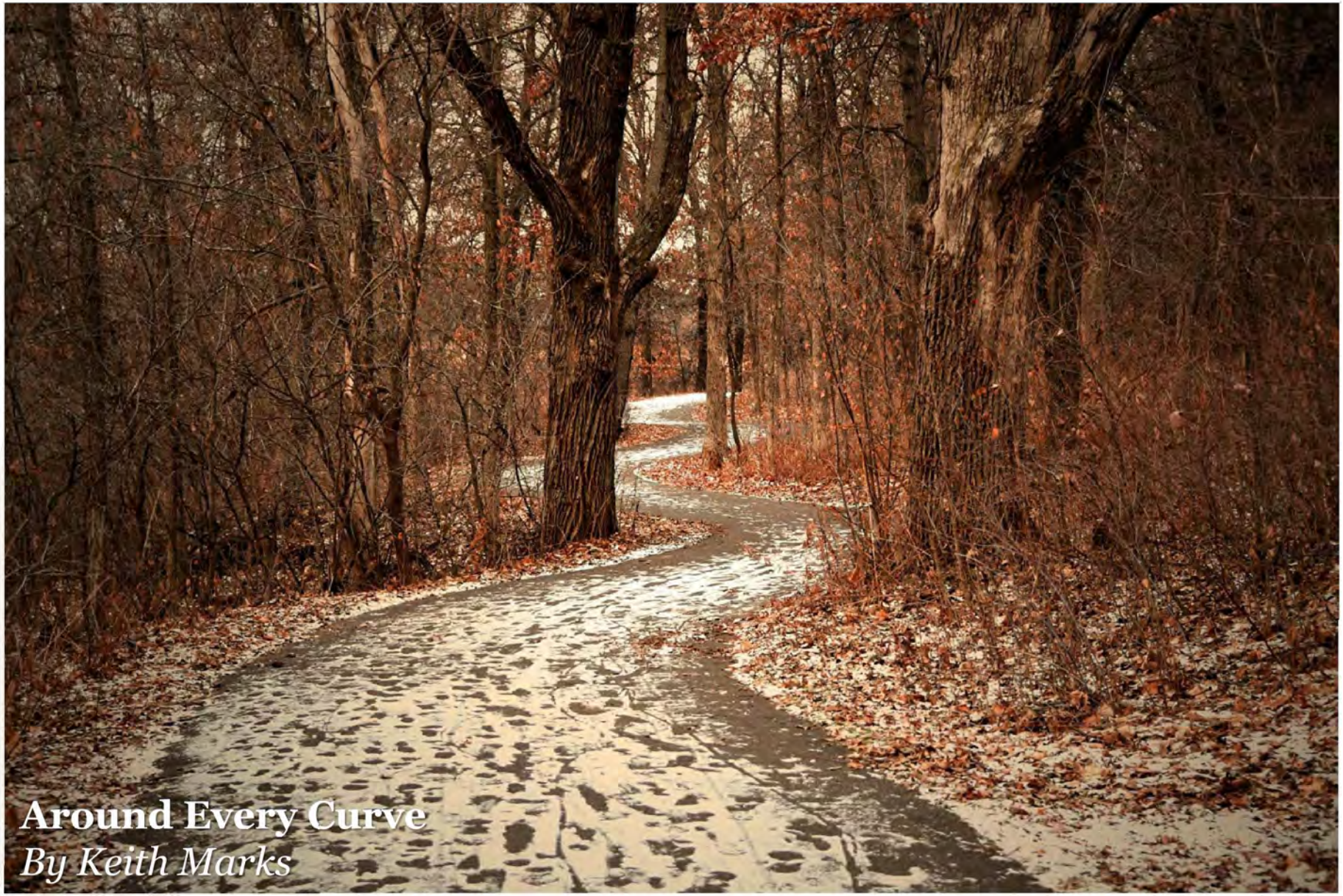

By: Michelle Osterhus

City of RAMSEY

Parks and Trails 2020 Winners

Enjoying parks and trails in Ramsey, highlighting your favorite outdoor spaces

Parks and Trails Runner Up



Around Every Curve
By Keith Marks

Parks and Trails 2nd Place



Stormy Fields
By Michelle Osterhus

Parks and Trails 1st Place



Bridge in Late Fall
By Laurie Hanson

Ramsey 2020 Photo Contest
Grand Prize Winner

2020 Grand Prize Winner



Summer Evening
By Leo Majewski

CC Regular Session **5. 1.**

Meeting Date: 03/23/2021

By: JoAnn Shaw, Community Development

Information

Title

Note the Following Boards, Commissions, and Committee Meeting Minutes:

- Planning Commission Meeting Minutes Dated February 4, 2021
- Planning Commission Work Session Minutes Dated February 11, 2021
- Economic Development Authority Meeting Minutes Dated February 11, 2021
- Park and Recreation Commission Meeting Minutes Dated February 11, 2021
- Environmental Policy Board Meeting Minutes Dated February 22, 2021

Purpose/Background:

N/A

Recommendation:

N/A

Action:

N/A

Attachments

Planning Minutes 02 04 21

Planning Work Session 02 11 21

EDA Minutes 02 11 21

Park Minutes 02 11 21

EBP Minutes 02 22 21

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/18/2021 01:40 PM
Form Started By: JoAnn Shaw		Started On: 03/10/2021 08:30 AM
Final Approval Date: 03/18/2021		

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, February 4, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Eric Peters Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Senior Planner Chloe McGuire Brigl Deputy City Administrator Tim Gladhill Councilmember Matt Woestehoff City Council Liaison Debra Musgrove

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Chairperson Bauer led the group in the Pledge of Allegiance.

3. CITIZEN INPUT

None.

4. APPROVAL OF AGENDA

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

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

5. CONSENT AGENDA

5.01: Approve the January 7, 2021 Planning Commission Meeting Minutes

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Adopt Resolution #21-042 Granting a Variance to Platting Requirements to Facilitate a Metes and Bounds Subdivision of PID #23-32-25-21-0002 (Project No. 21-100); Case of Shade Tree Communities, LLC

Public Hearing

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

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends adopting Resolution #21-042 granting a variance to the platting requirements to facilitate a metes and bounds subdivision.

Commissioner VanScoy asked why the applicant would prefer this method over platting.

Senior Planner McGuire Brigl replied that the legal description is already drawn up with the metes and bounds description therefore it would add time and cost to the process without much benefit. She stated that this process would be efficient and a cost savings. She noted that the City also has the format in the metes and bounds description and confirmed that this would be consistent with the existing description. She noted that this only effects the west sliver, and the east side would be platted at a later time.

Councilmember Musgrove asked if this would help to cleanup tax payment for the individual properties.

Senior Planner McGuire Brigl confirmed that would assist. She noted that because the County states the applicant owns both pieces it would most likely lower the applicant's taxes and appropriately tax the property to the west.

Citizen Input

Mark Strandlund, applicant, commented that staff provided an accurate description noting that this would help to cleanup something that was recorded with the County and would help to provide clarification to the City and both property owners. He stated that they will come back at a later time to plat the eastern portion of the property.

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:11 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Gengler, to adopt Resolution #21-042 Approving the Issuance of a Variance to Platting Requirements to Facilitate a Metes and Bounds Subdivision of PID #23-32-25-21-0002 and Declaring Terms of Permit.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

6.02: Public Hearing: Consider Request for Variance to Minimum Road Frontage for a Proposed Minor Subdivision (Project No. 20-141); Case of Lisa Becker

Public Hearing

Chairperson Bauer called the public hearing to order at 7:12 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends adopting Resolution #21-040 granting a variance to minimum road frontage and approval of the lot split. Public Safety is comfortable with the access as it currently exists. Public Works is also comfortable form a maintenance standpoint.

Commissioner VanScoy asked who owns the land between the cul-de-sac and property in discussion.

Senior Planner McGuire Brigl replied that is within the City right-of-way and would be the same as the properties around it.

Commissioner VanScoy asked and received confirmation that a special easement or agreement would not be needed.

Citizen Input

Jill Morris, 17305 Sapphire Street, asked if the applicant has shared the purpose of combining the lots specific to building intentions.

Senior Planner McGuire Brigl confirmed that the intention would be to construct one single-family home on the lot with a driveway approaching from the cul-de-sac.

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

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:18 p.m.

Commission Business

Senior Planner McGuire Brigl noted that the Commission is the deciding body for the variance and the second action would be a recommendation to the Council related to the Final Plat.

Motion by Commissioner Anderson, seconded by Commissioner Peters, to adopt Resolution #21-040 Approving the Issuance of a Variance to Minimum Road Frontage in the R-1 Residential (Rural Developing) District and Declaring Terms of Permit.

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Motion by Commissioner Peters, seconded by Commissioner Gengler, to recommend that the City Council adopt Resolution #21-041 Approving the Final Plat for Becker Rolling Pines Second Addition.

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner VanScoy	aye
Commissioner Peters	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

6.03: Public Hearing: Consider Request for Variance for Minimum Lot Size for a Proposed Minor Subdivision at 16736 St. Francis Boulevard (Project No. 21-101); Case of Jethro Carpenter

Public Hearing

Chairperson Bauer called the public hearing to order at 7:21 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends adoption of Resolution #21-030 granting a variance to minimum lot size.

Citizen Input

Jethro Carpenter, applicant, commented that staff did a great job describing his request which is consistent with the surrounding neighborhood. He was available to address any questions from the Commission.

Gerald Ladwig, 5955 168th Avenue, stated that he is not concerned with the houses being built in that location. He commented that the noise from the gun range is a lot louder than he anticipated. He noted that the leaves in the summer help to mitigate that noise during the summer, but that noise increases in the winter. He asked if there would be something done to help mitigate that noise because it would be loud for the people that purchase the new homes.

Deputy City Administrator Gladhill stated that it has been several years since the gun range was approved. He stated that the soundproofing requirements were related to the building itself. He stated that staff has worked with the gun range in the past to work with the noise concerns. He stated that realistically the noise escapes through a Code required door. He stated that staff can speak with the gun range owners in attempt to discuss landscaping that could help to mitigate the noise.

Mr. Ladwig stated that a lot of the brush on the subject property helps to mitigate the noise, so when that is removed for the homes to be constructed that will increase the noise issues. He referenced the pond on his property and the path it follows. He asked if the property would be built up to create a ditch and not cause the water to flow back onto his property.

Mr. Carpenter stated that it is their intention not to remove more trees and brush than necessary and people tend to prefer that be used for screening. He appreciated the information from the neighbor and noted that they can attempt to plant additional landscaping to create a buffer for the new homes. He stated that both of the homes would have culverts under the driveway, noting that the water flows south and to the east to the Highway 47 ditch and through a culvert to the golf course. He stated that this would hopefully improve the drainage for the resident that spoke.

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner VanScoy	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:33 p.m.

Commission Business

Councilmember Musgrove commented that this appears to be a good and proactive step that will remove a driveway from Highway 47.

Motion by Commissioner VanScoy, seconded by Commissioner Peters, to adopt Resolution #21-030 Approving the Issuance of a Variance to Minimum Lot Size in the R-1 Residential (Rural Developing) District and Declaring Terms of Permit.

Further discussion: Commissioner VanScoy stated that because this is a variance, he wanted to be clear about the uniqueness of this request. He noted that this would remove an access from Highway 47 and is also a piece of property between commercial and a PUD and would still be significantly larger than adjacent residential lots. He noted that this lot split would still create two lots significantly larger than neighboring lots. Chairperson Bauer noted that the resolution addresses the adjacent lots and sizes. Commissioner VanScoy confirmed that the resolution is adequate and simply wanted those points noted as discussion.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

7. COMMISSION BUSINESS

7.01: Review Oppidan Concept Plans

Presentation

Senior Planner McGuire Brigl presented the Staff Report specific to the two-building concept stating that staff recommends that the applicant move forward with a formal application revised to include staff's comments and comments from the Planning Commission.

Commissioner Anderson asked what will be stored outdoors. He referenced the wetland on the site, noting that the Commission has previously discussed having a trail along that area to connect the neighborhoods.

Commissioner VanScoy asked where the storage would be located on the site.

Senior Planner McGuire Brigl confirmed that the storage would be on the northeast corner of the building.

Commissioner VanScoy asked the timing of the screening for that area as it did not appear that would be installed immediately.

Senior Planner McGuire Brigl confirmed that was her understanding as well but noted that perhaps the applicant could provide additional details.

Chairperson Bauer asked if there would be screening to the north.

Senior Planner McGuire Brigl displayed an aerial photograph of the site, noting that the property to the north is residential but buffered by the large wetland complex.

Chairperson Bauer asked where the buildings would be proposed to be constructed.

Senior Planner McGuire Brigl identified the proposed location of the first building and outdoor storage.

Councilmember Musgrove asked if the applicant has considered the winter weather and snow related to the outdoor storage.

Jay Moore, Oppidan, stated that they are excited to present this proposed project to the City of Ramsey and gain input from the Commission tonight. He stated that this site is 43 acres, which is a sizable industrial tract in the City. He stated that they identified Ramsey as a targeted community for this type of project. He displayed the site plan, noting that the wetland area is about ten acres and the pond area is about six acres. He stated that there is an expansion area identified that could be used for snow storage, along with the pond region and perimeter of the site. He believed there was sufficient space on the site for snow storage but commented that if there were too much snow, they would require the snow to be removed and hauled offsite. He displayed a concept elevation noting that the two-building concept shows building A as something designed for a specific Minnesota company that wants to expand into this location. He noted that part of that business operation requires pallets used to ship their materials. He stated that outdoor storage area could be fenced with a gate accessed through the parking lot. He stated that the outdoor storage would be integral for the success of that business. He stated that it is a sizable business that is considering relocating to Ramsey, but this would be part of their needs to operate their business.

Commissioner Anderson thanked the applicant for their response, noting that he simply wanted to ensure that the outdoor storage items would not cause a conflict later and stated that he is fine with pallet storage. He stated that he would prefer to see that area screened and likes the concept.

Chairperson Bauer stated that there are some businesses that stack pallets for residents to pick up for reuse. He noted that there may be benefit to the business to screen the pallets with fencing for the protection of the pallets from the general public.

Mr. Moore commented that this would be a very large building that would typically have 20 loading docks or more compared to the ten docks proposed on the south side. He noted that the business would also have four silos in that area for sawdust collection and once filled, that material would be hauled offsite. He stated that the silos are provided for safety and OSHA compliance

and therefore the silos are a necessary part of the business. He stated that the intent would be to have a screening wall and landscaping along the southern border. He stated that if the building to east were not constructed at the same time, they would construct a large berm with trees to provide additional screening until the second building is constructed.

Commissioner Gengler stated that she is also fine with the outdoor storage and agreed that fencing or screening would be great. She asked for clarification on what a wing wall would be. She referenced proposed building B, understanding that would be a second component or expansion, and asked if the backs of the buildings would face each other and where the access would be for building B.

Senior Planner McGuire Brigl stated that she does not have an example for a wing wall but described it as a wall attached to the existing building.

Mr. Moore provided additional explanation on where the different entrances would be for the buildings along with the truck court for the buildings.

Commissioner Peters asked if there would be any sound coming from the silos that would impact the residential properties.

Mr. Moore commented that he did not know the exact details. He commented that there would probably be some level of noise but would meet the requirements of City Code similar to other businesses. He believed that the distance from residential would mitigate any potential noise concerns.

Councilmember Woestehoff asked if the intent would mainly be intended to have single occupancy in both buildings.

Mr. Moore replied that under this concept building A would be single occupancy as it is a custom design for that user. He stated that building B would be dependent upon the market demand.

Commissioner VanScoy stated that he appreciates the attitude of the applicant and their willingness to work with the City and address any concerns. He stated that he looks forward to this project moving forward.

Mr. Moore commented that Ramsey has a well-trained staff that has helped them through this process. He stated that they are looking forward to moving forward and hoped that this would work for all the parties.

Chairperson Bauer commented that he would drive past this site multiple times per day and thanked the applicant for proposing a good-looking product.

Senior Planner McGuire Brigl stated that she believes that the City has an easement for the trail corridor, or an easement could be obtained, as the goal is to have a trail corridor in that location. She asked if the applicant prefers the two-building concept.

Mr. Moore commented that they do prefer the two-building concept if the proposed occupant of building A chooses to move forward. He stated that if that does not occur, they would then favor the three-building concept because of the additional flexibility that would create and the fact that the size of the buildings within the three-building concept would better match the typical industrial building sizes. He provided additional explanation of the three-building concept. He stated that this concept would be more of a progression and phased development, beginning with building A in the summer and continuing construction throughout the winter to lease in the spring and then continue with building B in summer of 2022 and then continue the process for building C. He commented that this is a sizeable industrial project that would not be completed in a matter of months, but more likely a number of years.

Senior Planner McGuire Brigl continued to review the details of the Staff Report specific to the three-building concept.

Commissioner VanScoy commented that this also looks like a great concept and would be a great addition to the City.

Councilmember Musgrove asked for additional details on anticipated traffic and whether it would be similar for both concepts.

Mr. Moore replied that they are not proposing a distribution center, which would have trucks on both sides of the building a smaller number of employees but consistent truck traffic. He stated that this concept would be more of an office warehouse setting with a lower amount of truck traffic. He stated that they could use Bunker Lake Boulevard as that is designed to handle truck traffic and believed that the City road infrastructure is setup to handle this type of employee and truck traffic.

Chairperson Bauer stated that the Commission supports both concepts and appreciates the applicant looking at Ramsey for this potential opportunity.

8. COMMISSION / STAFF INPUT

8.01: Receive Staff Update

Senior Planner McGuire Brigl reminded the Commission of the worksession meeting scheduled for the following week in order for the group to review some potential projects that would like feedback similar to the Oppidan case tonight. She stated that the Commission is also invited to the Council Worksession on February 16th which will focus on general land use and zoning questions for the Riverstone South development. She stated that staff anticipates a lot of building requests continuing to come forward this year along with increases for Code Enforcement noting that the City is recruiting for a Code Enforcement Technician. She recognized Reshetar Systems of Anoka and ACE Solid Waste of Ramsey that have assisted the City with code enforcement cases and have donated time and resources to assist an elderly veteran in the community.

Chairperson Bauer referenced the Council Worksession and noted that he and Commissioner VanScoy would need to leave the meeting early as they have a Finance Committee meeting for Katherine Drexel at 7:00 p.m. that night. He noted that one item on the agenda is for Katherine

Drexel which places he and Commissioner VanScoy in an awkward position and asked that Commissioner Anderson Chair that portion of the Worksession.

Commissioner Anderson confirmed that he could do so, if it could be done remotely.

9. ADJOURNMENT

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner VanScoy	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

The regular meeting of the Planning Commission adjourned at 8:21 p.m.

Respectfully submitted,

_____

Chloe McGuire Brigl
Senior Planner

ATTEST:

_____

JoAnn Shaw
Community Development Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a work session meeting on Thursday, February 11, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler (arrived at 5:36 p.m.) Commissioner Eric Peters Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Deputy City Administrator Timothy Gladhill Senior Planner Chloe McGuire Brigl City Council Liaison Debra Musgrove

1. CALL TO ORDER

Chairperson Bauer called the regular meeting to order at 5:30 p.m.

2. TOPICS FOR DISCUSSION

2.01: Review Concept Plan for Graw Addition (Lot Split); Case of Gail Graw

Deputy City Administrator Gladhill asked for high level policy direction on a request for a lot split near Central Park. The property owner desires feedback before investing in engineering and surveying to complete a potential land split.

Chairperson Bauer asked for clarification on the lot of discussion.

Deputy City Administrator Gladhill identified the lot on the map.

Commissioner VanScoy asked if this property is within the MUSA.

Commissioner Gengler arrived.

Deputy City Administrator Gladhill replied that this property is not within the MUSA. He stated that it would be anticipated that there would be sufficient space for private well and septic, both primary and secondary sites. He noted that the issue of discussion would be related to the minimum lot size and lot width.

Commissioner VanScoy asked if staff has an idea of how many one acre lots there are within the rural zoning areas.

Deputy City Administrator Gladhill was unsure of the exact number today. He stated that there are 4,100 lots on private well and septic and perhaps half are around one acre as they were developed before the minimum lot standards.

Commissioner VanScoy commented that the City has received multiple requests and perhaps the idea of 2.5 acre lots should be reviewed on a bigger picture discussion.

Deputy City Administrator Gladhill noted that would involve the Comprehensive Plan and staff is not prepared for that discussion tonight.

Commissioner Anderson asked if there have been comments from the neighborhood related to this request.

Deputy City Administrator Gladhill replied that staff has not yet reached out for public input.

Gail Graw, applicant, stated that she has spoken with the surrounding neighbors and has not received any comments in opposition of her request to split the lot.

Commissioner Anderson asked to see a GIS map of the area in order to see more of the surrounding area.

Senior Planner McGuire Brigl asked if any of the neighbors were interested in completing a similar split when Ms. Graw spoke with her neighbors.

Ms. Graw replied that to her knowledge, the home placement on the neighboring lots would not allow for a similar split and therefore approval of her request would not lead to a rash of similar applications.

Commissioner Gengler asked if the intent would be to leave the existing residence and create a new residence on the newly created lot.

Ms. Graw confirmed that the existing residence would remain, and the second lot would become a buildable lot for a new home.

Commissioner Anderson referenced the distance from this parcel to another parcel that would be similar in size and was concerned with how the neighboring property owners would feel about this change.

Chairperson Bauer noted that input from the public would be gained through a public hearing.

Deputy City Administrator Gladhill stated that they could do a public comment process without asking the applicant to invest additional cost to move forward in the process.

Commissioner Anderson stated that this would set a precedent in this area. He stated that he would support the suggestion by staff for public input. He asked if this change would make the lot lawful nonconforming.

Deputy City Administrator Gladhill stated that it would be permitted but would not be conforming with the standards. He confirmed that the zoning is rural developing with a minimum lot size of 2.5 acres. He stated that a variance would be required should the Commission support the request rather than attempting to make a larger policy change to support a request for one parcel.

Commissioner Anderson stated that he would not want to set a precedent that this could be done in any place.

Deputy City Administrator Gladhill provided examples in different neighborhoods, noting that this situation does not come forward very often.

Commissioner Anderson stated that if there can be consensus from the neighborhood in support of the request, he could also support the request.

Senior Planner McGuire Brigl stated that she would like to see input from the overall neighborhood as there are many other lots in the overall neighborhood that are similarly setup and therefore could essentially submit a similar request.

Ms. Graw stated that she would want to work with the City to place a covenant on the lot to place limitations on the type of home that could be constructed, to ensure it would fit with the neighborhood. She stated that in order to stay in her home she needs additional income and saw this as a viable option.

Chairperson Bauer asked if a public input meeting could be scheduled prior to the March meeting.

Deputy City Administrator Gladhill stated that staff could que that up to match that timeframe and from there the property owner could invest the additional funds to submit application. He stated that perhaps the item does not appear on the March regular meeting agenda as it could take a few weeks for the applicant to develop their plans following public input.

Chairperson Bauer confirmed the consensus of the Commission to direct staff to schedule a public input session to gather input from the surrounding neighborhood.

2.02: Review Java Properties Concept Plan

Senior Planner McGuire Brigl presented a concept plan from Java Properties for a new commercial building west of Casey's on Sunwood Drive NW. The subject property is owned by the City of Ramsey and is approximately 13 acres in size, noting that the applicant would only be purchasing a plat a portion of that property. She asked the Commission to provide feedback to the applicant on the plan and specifically note any items they would like to see added or removed from the project.

Mark Krogh, Java Companies, stated that they are excited about this project as they continue to build for O'Reilly's Auto Parts. He stated that they are close on the parking calculations but would like to add a few more stalls. He stated that they will work with the City to deliver a great project.

Senior Planner McGuire Brigl asked for input on the proposed site layout. She stated that staff is comfortable with the additional parking requested as the business is established and most likely is aware of their parking needs.

Chairperson Bauer asked if the turn lanes and striping would be the responsibility of the City or developer.

Senior Planner McGuire Brigl stated that staff has not gone to that level of detail. She commented that it would not be a huge change but would make the site function better.

Chairperson Bauer agreed that designated turn lanes could be a benefit.

Senior Planner McGuire Brigl asked for input on the proposed suggestion for the entrance/exit aspect recommended by staff.

Councilmember Musgrove asked for staff to provide clarification on where vehicles would access and exit the site.

Senior Planner McGuire Brigl traced the path vehicles would take to enter and exit the site.

Councilmember Musgrove asked about the potential to move the northern access further south.

Mr. Krogh stated that this is the agreed upon site plan with the tenant and therefore he would want to discuss any modifications with the tenant. He stated that if the access were moved, parking could be placed in that location. He noted that they would work with planning staff on any modifications to see what works best. He stated that he does not mind having the entrance only option for that access.

Commissioner Anderson asked where the loading and unloading of trucks would occur, as that will have a direct impact on the flow of traffic for the site.

Mr. Krogh stated that the loading door is on the south of the building, noting that the business typically utilizes box trucks for deliveries.

Commissioner VanScoy referenced the shared entrance and asked if that would be the main entrance to the outlot and whether it would be adequate.

Senior Planner McGuire Brigl replied that the road to the north would also extend south onto the property, as will the road behind the outlot.

Deputy City Administrator Gladhill stated that they talked about a master plan for the area when Casey's was developed. He identified additional streets that would be extended to provide access to the other parts of the outlot. He confirmed that there would be adequate access.

Commissioner VanScoy commented that the concern he would have is that the architectural walls near the roads could impact sightlines for pedestrians and traffic. He stated that other than that he is comfortable with the request.

Senior Planner McGuire Brigl confirmed that additional review could be done to ensure sightlines are not impacted.

Commissioner Anderson replied that this is a good layout, with the few comments made by the Commission.

Senior Planner McGuire Brigl stated that architectural details were provided of the trash enclosure for comment from the Commission. She stated that the staff report provided specific comments. She stated that staff also recommended a bike rack onsite as staff anticipates people biking to get auto parts if their vehicle needs repair.

Commissioner Anderson agreed that every business should have a bike rack.

Commissioner Gengler agreed.

Councilmember Musgrove stated that she was unsure how much of that decision would be of the City as compared to the business owner. She noted that some auto parts would not be able to be carried by someone riding a bicycle. She asked if that would be a requirement or suggestion.

Senior Planner McGuire Brigl commented that it is a recommendation within the design guidelines for The COR but not a requirement. She stated that because additional parking is being requested, this could be a negotiation.

Chairperson Bauer asked if EDA staff is concerned with the remaining lot size.

Senior Planner McGuire Brigl stated that Economic Development Manager Sullivan has been working on this project for some time and is not concerned with the remaining parcel size. She asked for direction from the Commission on whether the applicant should move forward to submit the Conditional Use Permit request.

Chairperson Bauer stated that he would rather see additional parking than the business not having enough parking.

Commissioner Peters agreed that it could be helpful to have a few additional stalls for this type of business.

Councilmember Musgrove stated that she would like to see this type of business come to the community for Ramsey residents.

Chairperson Bauer confirmed the consensus of the Commission to direct the applicant to continue moving forward to the application process.

2.03: Receive Update on Trott Brook North Planning Area – Makowsky and Hunt Property Projects

Senior Planner McGuire Brigl provided an update on the status and timing of the projects generally known as "Trott Brook North" which is the area between Variolite Street and Nowthen Boulevard NW, north of Trott Brook. The two properties are separately owned, and the City is working with two separate applicants, the Excelsior Group and Platinum Land LLC. Both applicants are working towards formal applications with 80-foot-wide lots.

Deputy City Administrator Gladhill provided details on the shared infrastructure that would be needed, similar to what was done with Riverstone.

Chairperson Bauer asked for input from Councilmember Musgrove related to the previous direction for 80-foot lots.

Councilmember Musgrove confirmed the direction from the Council for 80-foot lots. She asked if there would be any issues with easements for utility lines.

Senior Planner McGuire Brigl provided details on the utility lines and how those are being worked into the plans.

Councilmember Musgrove commented that it would seem that 80 foot lots would be more acceptable from the existing neighborhoods, although those residents may want to see some larger lots. She did have concern with easement placement and how those could possible encumber lots.

Deputy City Administrator Gladhill stated that there are known utility easements on the properties. He stated that if there are any conservation or density transition easements, that land would be taken by the City through fee title.

Commissioner Anderson stated that he has been plowing snow for the City this winter and commented that cul-de-sacs are difficult, especially for snow storage. He stated that he likes the plan, and that the developer adjusted their plans, but asked if this could be done with less cul-de-sacs.

Senior Planner McGuire Brigl asked if it is easier to plow nub type cul-de-sacs compared to a typical cul-de-sac.

Commissioner Anderson replied that it would depend on the amount of land around the cul-de-sac and where driveways are situated. He stated that there is often no other place to put the snow other than someone's yard.

Senior Planner McGuire Brigl commented that the driveways could be shown on the plat and Public Works could be consulted prior to this going forward to the Commission.

Commissioner Anderson agreed that would be helpful and noted that outside of the number of cul-de-sacs, he likes the layout.

Chairperson Bauer commented that this does seem to meet the main objectives that were expressed at the previous public hearing and City Council review. He confirmed the consensus of the Commission for this to continue to move forward.

2.04: Review Concept Plan for Saint Katherine Drexel Addition (Remnant Developable Area); Case of Saint Katherine Drexel Catholic Church

Chairperson Bauer and Commissioner VanScoy recused themselves from the discussion as members of the Commission as they will be representing the applicant.

Commissioner Anderson agreed to act as Chair for review of this concept.

Deputy City Administrator Gladhill stated that the intent of this item is to have a high-level policy review. Staff needs initial policy direction from the Commission before formulating a recommendation. Nothing in this case should be interpreted to mean that the City is considering the project, it is simply reacting to a request to consider potential land use alternatives.

Randy Bauer, representing the applicant, commented that the church owns slightly more than 32 acres, noting that the City previously expressed interest around 2010 in acquiring a portion of the property. He stated that they are aware that the only option to expand Central Park would be in this property. He noted that the church is working on a capital campaign to improve the building and therefore the discussion also includes the remainder of the property. He stated that they have worked with City staff, who solicited input from the athletic association and ultimately determined only a small portion would be desired for park expansion. He stated that the church has also received interest from a developer for the other portion of their property. He noted that the concepts sketches were developed by City staff. He stated that the developer is interested in townhomes and therefore the church wanted input from the Commission and Council as to whether they would be open to rezoning to allow townhomes for the property between the park and church.

Acting Chairperson Anderson stated that the property to the south was discussed earlier in tonight's case related to a potential lot split. He asked staff for clarification on the different lot sizes in this area.

Deputy City Administrator Gladhill stated that to the east there are quarter acre lots, to the south there are 2.5 acre lots, to the west is Central Park and to the north there are one and two acre lots.

Acting Chairperson Anderson stated that he would support the expansion of the park but would not be comfortable with townhomes. He stated that there would definitely need to be a public hearing, noting the large opposition from residents for similar projects.

Commissioner Gengler asked if the addition to Central Park would connect to the roadways in the park or only connect through the neighborhood.

Deputy City Administrator Gladhill stated that has been discussed. He noted that previously there was a larger need for that type of connection as the park was lacking in parking. He stated that issue has essentially been solved with the parking expansion that occurred and therefore was unsure that a road connection would be critical. He stated that one of the options show a parking lot to the north that would benefit that area but would still not connect. He stated that many of the concepts attempted to avoid the connection as that typically causes additional opposition from the neighbors.

Commissioner Gengler stated that she would be open to having townhomes in this area because it is set apart from the other neighborhood but recognized that she may be in the minority.

Gary VanScoy, representing the applicant, referenced the concepts provided by the City noting that the church had no input on those sketches. He stated that the church envisions that there would be a strip between the park and church for future development, estimating that as 20 acres. He stated that the residential development would be well buffered by the church, the park, and the mature trees.

Acting Chairperson Anderson stated that he would want to hear from the developer. He stated that he would prefer smaller lot single family homes over townhomes in order to be consistent with the overall neighborhood.

Commissioner Peters commented that if homes were to be built, they should match the character of the neighborhood to the east and did not think townhomes would match the look of the surrounding neighborhoods and would see a lot of opposition from those residents.

Councilmember Musgrove asked if the concepts show new driveways off the existing street.

Mr. Bauer stated that when the new church building is constructed there would be access and egress off 161st, with one closer to the Variolite intersection and the other closer to the street to the south. He noted that those would come into play later in the process noting that the church building and parking lot on the City sketches do not match the desires of the church. He stated that City staff expressed a desire for shared parking and therefore that concept remains for further discussion.

Deputy City Administrator Gladhill stated that the attempt of City staff was to create some ideas that could facilitate discussion for the park and whether expansion would be desired. He noted that the residential developer could provide a sketch for review related to residential development. He stated that he does hear some opposition to medium density residential. He stated that input will be solicited from the City Council. He recognized that only three of the active five members of the Commission can provide input on this topic. He noted that additional public comment could be solicited as well.

Acting Chairperson Anderson agreed that input from the neighborhood would be helpful because this would be a change.

Councilmember Musgrove stated that with the traffic to the park, she would want to see fewer driveways on that road.

Mr. Bauer commented that the desire of the church tonight was to see if the City would be open to townhomes before the developer invests additional expense.

Acting Chairperson Anderson stated that there were two members opposed and one member open to townhomes. He believed that additional data would be helpful before providing direction to the developer on whether townhomes could be supported.

Mr. Bauer asked if the developer could bring forward a townhome proposal that the Commission would be open to, or whether those two members were adamant that townhomes would not be a good fit.

Acting Chairperson Anderson replied that he does not believe that townhomes fit the character of the neighborhood.

Commissioner Peters agreed that townhomes would not fit with the character of the neighborhood.

Mr. Bauer confirmed that is the direction the developer was looking for before spending additional funds developing a sketch.

Commissioner Gengler stated that she could support townhomes as she believes it could provide a variety of housing options on a parcel that is set apart from the existing residential homes.

Deputy City Administrator Gladhill asked if input should be received from the City Council as to whether the Council would support this type of development and if so, should that be in worksession or regular session.

Acting Chairperson Anderson commented that he would love to hear the input of the Council and left the format to staff, as to whether that would be better in worksession or regular session.

Commissioner Peters agreed that it would make sense to get input from the Council.

Councilmember Musgrove agreed that the Council should provide input on both potential park expansion along with the residential development. She recommended a worksession discussion for the Council.

Mr. Bauer recognized that this is an awkward position as it is hard for him to be objective. He stated that if someone else came in with a proposal to place townhomes between a park and church, he would be open to it as that development would not be directly against existing residential.

Mr. VanScoy agreed and stated that is why he wanted to be clear that the residential development would occur in an isolated area between the park and church that would not be against the existing residential development.

Deputy City Administrator Gladhill stated that this could go forward on a Council worksession in March to gain their input.

Mr. Bauer stated that he believed that Parks and Assistant Public Works Superintendent is bringing the potential park expansion concept forward and asked if it would make sense to bring this discussion forward at the same time.

Councilmember Musgrove commented that the park discussion will help to make this subject clearer as the direction has changed on the needs for the park since the last time the Council reviewed that topic.

Deputy City Administrator Gladhill commented that he believes that the topics could go forward together in the same discussion as they are interwoven. He stated that staff can work with the church to gain additional input before it goes to the Council.

3. OTHER

No additional comments.

4. ADJOURNMENT

The regular meeting of the Planning Commission adjourned at 7:54 p.m.

Respectfully submitted,

_____
Chloe McGuire Brigl
Senior Planner

ATTEST:

_____
JoAnn Shaw
Community Development Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, February 11, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Acting Chairperson Brian Burandt Member Scott Cords Member Ryan Heineman Member Chelsee Howell Member Chris Riley
Members Absent:	Chairperson Jim Steffen
Also Present:	Sean Sullivan, Economic Development Manager Tim Gladhill, Deputy City Administrator

1. CALL TO ORDER

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

2. APPROVE AGENDA

Motion by Member Cords, seconded by Member Heineman, to approve the agenda.

Motion carried. Voting Yes: Acting Chairperson Burandt, Members Cords, Heineman, Howell, and Riley. Voting No: None. Absent: Chairperson Steffen.

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated January 14, 2021

Motion by Member Riley, seconded by Member Heineman, to approve the January 14, 2021, minutes as presented.

Motion carried. Voting Yes: Acting Chairperson Burandt, Members Riley, Heineman, Cords and Howell. Voting No: None. Absent: Chairperson Steffen.

Economic Development Manager Sullivan alerted the group that Member Howell is participating virtually and therefore motions going forward should be taken in a roll call format.

4. EDA BUSINESS

4.01: Consider Renewal of Anoka County Regional Economic Development Partnership (ACRED)

Economic Development Manager Sullivan presented the staff report.

Jacquel Hajder, ACRED, stated that the contract is year to year and therefore the City has the option whether it wants to continue participating each year. She stated that the MOU is the five-year document. She stated that all 21 communities in Anoka County contribute towards the program based on their size. She noted that her work with the communities is driven by the needs of each community. She provided background information on the different subcommittees and the tasks that those groups focus their efforts on. She noted that members from the cities participate on either subcommittees or the Executive Committee. She stated that within the case was the year report, recognizing that efforts shifted during 2020 because of the challenges of COVID. She noted that the in-person events were held virtually, and those budgets funds were then used for other purposes such as the marketing video for Anoka County. She stated that they also coordinated information related to COVID and possible grant and CARES Act Fund dollars available to communities and businesses. She provided additional information on the partnership with the Minnesota Real Estate Journal and the promotion efforts they complete for the Anoka County. She also provided information on other coordinated efforts she facilitated between the cities and the highway department and other County departments. She stated that there are still planned events for the second part of 2021, and they will continue to plan accordingly to restrictions at that time. She noted that the other efforts will continue in terms of marketing, promotion and providing direction to businesses related to COVID relief. She reviewed different elements included in the budget for 2021.

Member Riley commented that staff believes this is a good relationship and the MNCAR access is beneficial to the City for its City owned parcels that are not marketed through CBRE; therefore, he believes this to be a good partnership.

Motion by Member Cords, seconded by Member Heineman, to recommend to City Council to participate in the Anoka County Economic Development Partnership (ACRED) and to approve of the $1,506 continued contribution to the partnership.

A roll call vote was performed:

Member Heineman	aye
Member Cords	aye
Member Riley	aye
Member Howell	aye
Acting Chairperson Burandt	aye

Motion carried.

4.02: Consider CBRE Real Estate Listing Agreement for City Owned Land

Economic Development Manager Sullivan presented the staff report.

Brian Pankratz, CBRE, stated that during 2020 the retail and office markets basically shutdown as people worked their way through but the industrial and residential markets took off and continued to stay strong. He stated that heading into 2021 industrial and residential continue to stay strong but it appears that retail and office are starting to come back as well. He noted that in the past few months they received more calls related to the commercial and retail parcels within The COR than they did for the entire 2020 period. He noted that the additional residential construction that has occurred in Ramsey is beginning to show in the retail market demographics and increase interest in Ramsey. He stated that he also has a call later today from a national builder looking to construct owner occupied townhomes within The COR. He stated that the improvements at Armstrong and Highway 10 and the addition of Delta ModTech are additional benefits that retailers will look for. He stated that CBRE continues its marketing efforts on multiple platforms as well as cross selling. He explained that sometimes he receives a call from someone looking to develop in another community, but they suggest Ramsey because the available sites would better fit their needs, noting that the business would perhaps have not considered Ramsey otherwise.

Member Riley referenced the comment related to the demographics of Ramsey and asked if there is anything the City can do to ensure that those demographics are updated as quickly as they could be.

Mr. Pankratz replied that retailers use different services to track that type of data and therefore he is unsure if there is a specific action the City could take to ensure all those systems are up to date. He commented that during the past five years he has seen changes in the demographics for Ramsey that have been beneficial in attracting development.

Member Riley stated that perhaps staff could make a note and follow up to determine if there are things the City, County or CBRE could be doing to update that information as soon as it can.

Mr. Pankratz stated that businesses also use traffic counts, noting that those counts are typically updated every few years. He used the example of Armstrong Boulevard and believed that traffic count has dramatically increased since the completion of the interchange and noted that would help to attract retailers that look for drive-by traffic when selecting locations.

Economic Development Manager Sullivan provided background information on the systems the City uses to create its economic development report. He stated that the City could also complete additional traffic counts in the area. He did not feel that now would be the right time to provide an accurate count as some people continue to work from home because of COVID. He stated that CBRE also refreshes its marketing brochures every three to six months with the changing demographics. He stated that Ramsey is approaching 28,000 in population with a median income of $95,000, which garners respect and interest from retailers and other businesses. He noted that Mr. Pankratz does a great job of focusing potential prospects on Ramsey. He believed that the City, with its partners of the County and CBRE, does an excellent job marketing itself.

Mr. Pankratz agreed that traffic patterns and counts will change in the coming year as more people return to work. He stated that within a three-mile radius of Armstrong and Bunker there is a median income of $113,000 and that information would be used to market Parcel 46 within The COR.

Economic Development Manager Sullivan commented that he has a great relationship with Mr. Pankratz and believes the partnership to be beneficial to the City. He asked the EDA to support the one-year extension of the contract.

Member Cords asked the sense from the business community related to the construction challenges that Highway 10 could bring.

Mr. Pankratz stated that there is probably talk about it related to local distribution truck routes, but he is unsure that the larger business community understands the scope of the project through Anoka. He stated that once the Anoka portion of the project, it will help to increase the speed and flow of traffic with the removal of those stoplights. He stated that groups are beginning to see the attraction to Ramsey and its workforce with the access to Highway 10, using the example of Delta ModTech and the recent concept proposal from Oppidan. He stated that he has not yet heard direct concerns related to the Highway 10 construction. He noted that when you figure in the entitlement process, plan development and construction, many businesses would not be opening until the backend of that project.

Economic Development Manager Sullivan stated that in the past year staff has met with many businesses to discuss potential impacts from Highway 10. He stated that retail and industrial sectors understand that there is something coming, that it could be painful for a time, but it is necessary and will provide a benefit in the end. He stated that he has not heard many comments from businesses concerned that this would kill their business. He noted that staff is working with an auto part retailer on the site adjacent to Casey's, noting that the business is aware of the project and that has not deterred their desire to come to Ramsey.

Member Heineman commented agreed that questions will arise related to the Highway 10 construction and noted that it will be helpful to have data driven facts available to respond with. He stated that while he would agree that gathering additional traffic counts during COVID may not provide accurate numbers, it could help if those numbers show favorably compared to other communities during that time.

Motion by Member Riley, seconded by Member Cords, to recommend to City Council to approve the Listing Agreement with CBRE from February 1, 2021 through January 31, 2022 as presented.

A roll call vote was performed:

Member Riley	aye
Member Cords	aye
Member Heineman	aye
Member Howell	aye
Acting Chairperson Burandt	aye

Motion carried.

4.03: Receive Comments on Concept Level Layout Review for Anoka County's Interim Improvements Proposed to Bunker Lake Boulevard/County Road 116

City Engineer Westby presented the staff report.

Acting Chairperson Burandt asked if these modifications would be temporary to be in place with the Highway 10 construction or intended to be permanent.

City Engineer Westby replied that ultimately the improvements would be permanent and likely more restrictive than shown in the interim design.

Acting Chairperson Burandt commented that he has lived and worked in Ramsey for over 20 years and stated that he can tell that traffic on Highway 10 is bad because of the impact it has on Bunker Lake Boulevard and Sunwood. He stated that people will find Bunker Lake Boulevard as an alternative for Highway 10. He stated that there will be challenges to businesses and encouraged staff to reach out to those businesses and make them part of the discussion sooner rather than later.

Member Cords asked and received confirmation that the bypass lane would be intended for left-hand turns which would allow through traffic to continue to flow. He asked if the flow of small vehicles and large commercial trucks is for the Altron site and what impact this would have on the shipping for that business.

City Engineer Westby replied that those are great questions and are the same questions and concerns that staff and the Council have. He stated that staff made the comment one month ago that the County needs to consider those concerns and have discussions with those businesses. He stated that the County has had discussion with All Seasons but is unsure if the County has met with additional businesses.

Economic Development Manager Sullivan stated that staff is asking for some comments from the EDA and asked if there are key components that the EDA want to ensure are conveyed to the County. He stated that it sounds like the County is in discussion with Altron and has had conversations with All Seasons. He stated that perhaps the EDA would want to ask the County how it intends to communicate with those businesses in a timely manner. He recognized that the City is not the lead agency and therefore staff does not want to overstep boundaries but also wants to ensure that the businesses are involved and there is discussion as to possible mitigation efforts that could be incorporated.

Member Heineman asked if part of the driver in these improvements is the anticipated traffic increase that will travel this route during the Highway 10 project.

City Engineer Westby confirmed that MnDOT anticipates that traffic counts will double in this area during the Highway 10 project.

Member Heineman commented that this would seem to be a proposed permanent solution to a temporary problem.

City Engineer Westby confirmed that Anoka County is proposing interim improvements in attempt to accommodate the additional traffic and capacity and improve safety during that period. He stated that at the same time the County is ensuring that the improvements would last for 10 to 20 years and delay the need to make large improvements, which would be proposed at a later date.

Member Heineman commented that businesses are in their locations for the long haul and therefore it would not seem wise to make improvements that would impact their traffic flow for the long-term when these improvements are only needed for a temporary basis to alleviate traffic during the Highway 10 construction. He did not support these becoming permanent improvements.

Member Cords commented that he recently attended a funeral and there was only one access to the building which required him to make three U-turns in order to find that access. He stated that he would not want to see that type of action needed for large trucks with trailers attempting to access businesses. He agreed that the permanence of these improvements should be limited.

Member Heineman stated that perhaps a compromise could be reached designating primary shipping times during non-peak traffic times in order to mitigate some of the industrial traffic flow.

Member Riley commented that this topic is appropriate for the EDA because these changes impact many businesses. He stated that Connexus, the largest employer in Ramsey already had its access limited on Ramsey Boulevard and this action would further limit the access on Bunker Lake Boulevard. He commented that there is a City Council resolution suggesting strengthened language against certain improvements relating to medians and limiting traffic movements. He recognized that these improvements are necessary to support the traffic during the Highway 10 project but noted that the EDA could make additional comments related to the potential business impacts.

Deputy City Administrator Gladhill noted that the EDA could choose to support the resolution adopted by the City Council.

Motion by Member Heineman, seconded by Member Cords, to support the resolution adopted by the City Council outlining the strong concerns with the proposed project.

A roll call vote was performed:

Member Heineman	aye
Member Cords	aye
Member Riley	aye
Member Howell	aye
Acting Chairperson Burandt	aye

Motion carried.

4.04: Consider Participation in Riverdale Drive Reconstruction Project: Dolomite Street Removal/Lot Configuration

Economic Development Manager Sullivan presented the staff report.

Member Cords asked if this would count towards any funding the City would be required to contribute to Highway 10 updates.

Deputy City Administrator Gladhill commented that is generally the intent of the City but cannot confirm that with certainty.

Member Heineman asked what type of business may desire a location that close to the highway without direct access.

Economic Development Manager Sullivan stated that Highway 10 exposure cannot be underestimated. He provided examples of different destination businesses that have looked at this site, noting that the site could work for a number of different uses. He stated that visibility from Highway 10 is important for many businesses. He stated that the triangular shaped lot and issue of storm water has hurt the marketability of the site and therefore making the site square would make it more desirable.

Motion by Member Cords, seconded by Member Heineman, to recommend to City Council to authorize the Dolomite Street Removal and to allocate $50,000 from the EDA cash balance to fund the City portion of the project.

A roll call vote was performed:

Member Cords	aye
Member Heineman	aye
Member Riley	aye
Member Howell	aye
Acting Chairperson Burandt	aye

Motion carried.

5. MEMBER / STAFF UPDATE

Deputy City Administrator Gladhill advised of the Highway 10 Open House meeting which will be held virtually one week from today. He stated that attendees will need to RSVP and receive an individual link to participate.

6. ADJOURNMENT

The regular meeting of the Economic Development Authority adjourned at 8:51 a.m.

Respectfully submitted,

_____
Sean Sullivan
Economic Development Manager

ATTEST:

_____
Wendy Schlueter
Economic Development Administrative Assistant

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

PARK AND RECREATION COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Park and Recreation Commission conducted a regular meeting on February 11, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Commission Members Present:	Chair Shane Bennett Vice Chair Brandon Sis Commissioner Nathan Barten Commissioner Matthew Guck Commissioner Jennifer Leistico Commissioner Justin Loss
Commission Members Absent:	None
Also Present:	Parks & Assistant Public Works Superintendent Mark Riverblood Recreation Specialist Abby Proulx

1. CALL TO ORDER

Chair Bennett called the Park and Recreation Commission meeting to order at 6:30 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Commissioner Sis, seconded by Commissioner Barten, to approve the Park and Recreation Commission meeting agenda as presented.

A roll call vote was performed:

Commissioner Barten	aye
Chair Bennett	aye
Commissioner Guck	aye
Commissioner Leistico	aye
Commissioner Loss	aye
Commissioner Sis	aye

Motion carried.

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

Motion by Commissioner Leistico, seconded by Commissioner Barten, to approve the following Park and Recreation Commission Regular Meeting Minutes:

- Park and Recreation Commission Meeting Minutes dated January 14, 2020

A roll call vote was performed:

Commissioner Barten	aye
Chair Bennett	aye
Commissioner Guck	abstain
Commissioner Leistico	aye
Commissioner Loss	aye
Commissioner Sis	aye

Motion carried.

5. COMMISSION BUSINESS

5.01: Affirm 2020 Photo Contest Winners

Recreation Specialist Proulx commented that these photos are used in different manners on the City website and in different publications. She stated that this is the fourth year hosting the contest and the largest number of entries, noting over 100 submissions. She reviewed the entries for the categories of industry and commerce, life in Ramsey, nature of Ramsey, and parks and trails. She thanked all of those that entered the contest and reviewed the recommendations for first place, second place and runners up for each of the categories along with the grand prize winner.

Chair Bennett recognized that there were many great photos and congratulated all of the winners. He stated that this program continues to grow with twice as many entries as the previous year.

Commissioner Sis stated that it is great to see the diversities in nature and around the community.

Motion by Commissioner Sis, seconded by Commissioner Guck, to affirm the 2020 Photo Contest winners.

Further discussion: Parks & Assistant Public Works Superintendent Riverblood noted that there is a wide range of resident participation and this is always a fun contest and report.

A roll call vote was performed:

Commissioner Barten	aye
Chair Bennett	aye
Commissioner Guck	aye

Commissioner Leistico	aye
Commissioner Loss	aye
Commissioner Sis	aye

Motion carried.

5.02: Consider Potential Expansion for Loral I Armstrong Delaney Central Park

Parks & Assistant Public Works Superintendent Riverblood stated that the consensus of the Commission following the last discussion was to direct staff to ghost plat the property owned by the church that could include possible expansion of the park. He stated that staff sketched the area using R-1 zoning, as that is the current zoning for the property and recognized that there are many ways that land could be subdivided. He reviewed three possible scenarios and highlighted some of the differences between the sketches and the benefits that could be created for each scenario. He stated that the minimum land donation for park dedication of a residential development would be ten percent but could be higher in the case of higher density or under a PUD and therefore park dedication could provide the City with the land necessary to expand the park in the future. He reiterated that the Anoka Ramsey Athletic Association has stated that in the near term there is not a need for outdoor fields and instead desire additional indoor space for volleyball and basketball and that if changes are made to outdoor fields the association would request conversion of a field to artificial turf which would have less impacts by use and weather.

Riverblood continued, that he recognized that the configuration of the church parcel is not fully known as this time, therefore the layout of a future development and land available for Park Dedication could obviously vary from the scenarios reviewed. He noted that there would be options that would present cost-savings and shared parking options for the park and church and the church seems open to continuing discussions and potentially bringing a land developer onboard to review options for synergy and more comprehensively review the development opportunity. He stated that the Planning Commission is holding a work session tonight and will discuss residential land use for that area in a similar planning activity for the site. He stated that there are five scenarios the Commission could consider related to possible purchase of land and/or expansion of the park which were included in the case. He stated that staff supports options three, four or five noting that option five would seem to be the most straightforward. He stated that this will go forward to the City Council as soon as March in order to secure more formal direction for the church as it looks towards the future.

Chair Bennett stated that it seemed there was consensus that the City would not need the full amount of land, nor would that purchase seem logical in terms of expense. He stated that it would seem that looking for a land and/or land plus cash Park Dedication contribution when the parcel develops.

Commissioner Leistico referenced the flex-use athletic fields stated that perhaps that language would be too specific for what may be needed in the future in terms of park needs.

Parks & Assistant Public Works Superintendent Riverblood explained that flex-use is the largest size and that is why that was suggested as it would provide the most flexibility. He stated that this would not lock the City into any certain type of park/land use.

Commissioner Sis stated that he would support some of the ideas proposed that explore the shared use between the church and community need for parking and therefore supports option five which would be the minimal expansion of park land with additional opportunities for shared use facilities and parking.

Chair Bennett stated that he also agrees with that comment as this would help to solve the issue of parking and leave room for potential expansion. He agreed that he would want to see flexibility as well.

Parks & Assistant Public Works Superintendent Riverblood commented that when the additional 65 stalls were added a few years ago, that did help to alleviate some of the issues with parking on that site. He recognized that there could be pros/cons to connecting the parkway to the residential development that will be further explored throughout the planning process.

Commissioner Loss asked the difference between options four and five and whether that difference would be that Park Dedication is negotiated prior to subdivision.

Parks & Assistant Public Works Superintendent Riverblood replied that the options are very similar to each other and provided additional explanation on the difference between the two options. He provided additional details on the pros and cons of locking in an agreed upon amount of Park Dedication prior to a subdivision request being presented. He stated that no matter the action of the Commission tonight, that option could continue to be discussed and the ultimate decision would be between the City and the landowner as discussions continue.

Motion by Commissioner Sis, seconded by Commissioner Loss to recommend to City Council that, the future subdivision of land east of Loral I Armstrong Delaney Central Park include a park expansion consisting of a minimum of two new areas for flex-use athletic fields, additional public access, and parking, to be considered as fulfilling Park Dedication obligations.

A roll call vote was performed:

Commissioner Barten	aye
Chair Bennett	aye
Commissioner Guck	aye
Commissioner Leistico	aye
Commissioner Loss	aye
Commissioner Sis	aye

5.03: Tennis Court Maintenance and Consider Adding Pickleball Courts

Parks & Assistant Public Works Superintendent Riverblood provided background information on the typical tennis court maintenance schedule. He stated that the City has continued to receive requests for pickleball noting that staff previously striped pickleball over the tennis court at Central Park and has noted pickleball having much more activity. He stated that staff recommends completing the typical court maintenance along with conversion of two tennis courts into six pickleball courts. He displayed the proposed design and conversion, detailing the work that would

be necessary. He stated that the court maintenance would have a cost of $28,028 along with an additional expense of $16,939 for the creation of the pickleball courts.

Chair Bennett recognized the increased popularity of pickleball and stated that the courts that have been converted are well used. He agreed that it would make sense to complete the conversation at this time when completing the maintenance in order to create dedicated courts.

Commissioner Leistico asked if there are other pickleball courts in the parks.

Parks & Assistant Public Works Superintendent Riverblood confirmed that this is the only location at this time. He noted that they can continue to look at options for conversion in other parks.

Commissioner Leistico commented that this seems to make sense and follow the demand in use.

Commissioner Sis asked if this maintenance activity was included in the budget and whether the conversion would be an additional expense.

Parks & Assistant Public Works Superintendent Riverblood explained that the maintenance would be funded through the Capital Maintenance Fund while the conversion would be funded through the Park Trust Fund as that is essentially a new park improvement.

Motion by Commissioner Barten, seconded by Commissioner Sis, to recommend to City Council, the reconditioning of courts at Central Park in the amount of $28,028 to be funded by the Capital Maintenance Fund, and adding 6 pickleball courts at the park for $16,939 with proceeds from the Park Trust Fund.

A roll call vote was performed:

Commissioner Barten	aye
Chair Bennett	aye
Commissioner Guck	aye
Commissioner Leistico	aye
Commissioner Loss	aye
Commissioner Sis	aye

Motion carried.

6. COMMISSION/STAFF INPUT

No additional comments.

7. ADJOURNMENT

Motion by Commissioner Barten, seconded by Commissioner Leistico, to adjourn the meeting.

Motion carried. Voting Yes: Chair Bennett; Commissioners Barten, Leistico, Guck, Loss and Sis. Voting No: None. Absent: None.

The Park and Recreation Commission meeting adjourned at 7:23 p.m.

Respectfully submitted,

_____
Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

On Monday, February 22, 2021, the Environmental Policy Board (EPB) met in the Council Chambers at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present:	Chairperson Michael Valentine Board Member Reid Bernard Board Member Jane Covart Board Member Melissa Fetterley Board Member Michael Hiatt Board Member Jared Little Board Member Laura Moore
Members Absent:	None
Also Present:	City Planner Chris Anderson City Council Liaison Chelsee Howell

1. CALL TO ORDER

Acting Chairperson Hiatt called the meeting to order at 6:35 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Board Member Little and seconded by Chair Valentine to approve the agenda as submitted.

A roll call vote was performed:

Board Member Moore	aye
Board Member Covart	aye
Board Member Little	aye
Board Member Fetterley	aye
Board Member Bernard	aye
Acting Chairperson Hiatt	aye
Chairperson Valentine	aye

Motion carried.

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated January 25, 2021

Motion by Board Member Bernard and seconded by Board Member Little to approve the regular meeting minutes dated January 25, 2021.

A roll call vote was performed:

Board Member Bernard	aye
Board Member Fetterley	aye
Board Member Little	aye
Board Member Moore	aye
Board Member Covart	aye
Acting Chairperson Hiatt	aye
Chairperson Valentine	absent

Motion carried.

5. POLICY BOARD BUSINESS

5.01: Consider Landscape Plan for Gigi's Salon and Spa

City Planner Anderson presented the staff report. He stated that the City has received a Site Plan and Plat Application for the property located at the southeast corner of Zeolite Street and Sunwood Drive. The project is proposing an approximately 9,000 square foot building fronting Sunwood Drive with parking to the south, for the future home of Gigi's Salon and Spa.

Board Member Covart asked if there are plans for the remainder of the lot.

City Planner Anderson replied that there are not specific plans for the remainder of the lot, noting that part of that is being reserved for proof of parking. He stated that there is a well on the site that creates some unique conditions. He stated that adjacent to this site there is a perspective user but that is still in negotiation as this is a City owned parcel. He noted that Gigi's would only be purchasing a portion of the lot. He did not believe there were immediate plans for the seeded area to the east.

Acting Chairperson Hiatt commented that he believed a hotel was considered for the remainder of the site.

City Planner Anderson confirmed that is the perspective user for the lot to the east.

Motion by Chair Valentine and seconded by Board Member Bernard to recommend approval of the proposed Landscape Plan contingent upon compliance with the corrections required.

A roll call vote was performed:

Board Member Little	aye
Board Member Fetterley	aye
Board Member Bernard	aye

Board Member Covart aye
Board Member Moore aye
Acting Chairperson Hiatt aye
Chairperson Valentine aye

Motion carried.

5.02: Review Proposed Ordinance #21-06 Consolidating all Landscape Requirements into a Single Section and Amending Landscape Standards in the Employment Districts

City Planner Anderson presented the staff report. He stated that the purpose of this case is to review a draft Ordinance Amendment for landscaping standards in the Employment Districts. The notion of amending the landscaping standards arose as a result of the DeltaMod Tech project, which, per current requirements, would have had to over plant the site (with both trees and shrubs) to meet the minimum planting requirements. This was becoming more common in the Employment Districts, where building tend to be larger, with greater areas consumed by paving and stormwater ponds. Thus, leaving much less pervious area to accommodate plantings. The draft Ordinance would address more than just the Employment Districts. A new section entitled Landscaping is being proposed and all landscaping standards are being removed from individual zoning districts and moved to this location. There is a lot of repetition between many of the districts and this will help reduce the overall size of the Zoning Chapter.

Board Member Moore asked if there is one place where a native planting would take the place of a tree, noting Section 2, page seven, Item G.

City Planner Anderson confirmed that to be correct noting Subsection (c) (7) g.

Acting Chairperson Hiatt asked if the City has guidelines for native plantings.

City Planner Anderson confirmed that there are a number of resources related to native plantings and noxious weeds. He did not think it would be helpful to codify that because the State can amend the noxious weed list on an annual basis. He stated that if someone wanted to pursue this, staff would provide resources on species composition. He noted that typically if someone were to pursue this, they would use a native seed mixture based on soil type and location.

Board Member Moore commented that there is a planting page on the City website that provides details on seeding, which is brief but provides a good place to start.

Acting Chairperson Hiatt noted that the group has talked about this for some time and believes this information is better suited all together in this format.

Motion by Board Member Moore and seconded by Chair Valentine to recommend adoption of Ordinance #21-06.

A roll call vote was performed:

Board Member Covart aye
Board Member Moore aye

Board Member Fetterley	aye
Board Member Little	aye
Board Member Bernard	aye
Acting Chairperson Hiatt	aye
Chairperson Valentine	aye

Motion carried.

6. BOARD / STAFF INPUT

City Planner Anderson stated that they are planning to hold a spring recycling event. He stated that with the public works facility under construction staff is looking for a temporary location that could be used, noting the potential to hold the spring event at the ACE Solid Waste location in Ramsey. He stated that information can be found in the March/April edition of the newsletter.

Acting Chairperson Hiatt commented that he appreciated and made use of the cardboard recycling opportunity near the holidays. He asked if there would be potential to continue that option.

City Planner Anderson commented that the cardboard recycling opportunity gets a lot of use over the holiday season. He stated that with the expansion at ACE Solid Waste, there is a dumpster available for cardboard drop-off along with carts for curbside materials and organics. He noted that those options are available year-round at the ACE location at no cost. He stated that they ask that carboard be flattened and customers are encouraged to use those drop-off opportunity after business hours to avoid conflicts with truck traffic.

Acting Chairperson Hiatt thanked the City for providing that service over the holiday season.

Board Member Covart stated that she has been in discussion with Councilmember Woestehoff related to EV outlets for charging electrical vehicles. She advised of a gas station in another location which has outlets available for charging. She stated that perhaps there could be options to integrate that amenity into locations within The COR and development that comes forward. She stated that perhaps the City could partner with Connexus and that could help to make The COR more of a destination.

Acting Chairperson Hiatt stated that he would support that option. He noted that there are a few charging stalls within the ramp adjacent to City Hall that seem to be well used. He stated that they will continue to see more electric vehicles and it would make sense to try to get out ahead of that.

City Planner Anderson stated that if this topic were of interest to the Board, he would need a motion to bring forward that topic to the City Council to see if the Council would be open to the Board discussing that. He stated that within the past few years Connexus had approached the City about a similar concept but nothing more came of it.

Acting Chairperson Hiatt asked if Councilmember Howell is aware of any thoughts of the Council on this topic.

Councilmember Howell stated that she has not heard that discussion since joining the Council. She asked what the cost would be to the City for these charging stations.

City Planner Anderson replied that he is unsure of the cost and noted that if the direction is given to go down this road, that would be part of the staff research.

Acting Chairperson Hiatt asked if the Board could place this on a future agenda for a more exploratory discussion or whether Council approval would first be needed.

City Planner Anderson stated that if there were interest in this topic, he would suggest gaining input from the Council before going forward.

Motion by Board Member Covart and seconded by Board Member Fetterley to approach the City Council to determine if there is support for the Board to further discuss the potential of EV charging stations.

A roll call vote was performed:

Board Member Little	aye
Board Member Bernard	aye
Board Member Moore	aye
Board Member Covart	aye
Board Member Fetterley	aye
Acting Chairperson Hiatt	aye
Chairperson Valentine	aye

Motion carried.

City Planner Anderson stated that staff will put together basic information based on this discussion to present to the Council. He stated that perhaps it would be helpful if the Board provided representation at that meeting once the date is known.

7. ADJOURNMENT

Motion by Board Member Valentine and seconded by Board Member Little to adjourn the meeting.

A roll call vote was performed:

Board Member Fetterley	aye
Board Member Covart	aye
Board Member Moore	aye
Board Member Little	aye
Board Member Bernard	aye
Acting Chairperson Hiatt	aye
Chairperson Valentine	aye

The motion carried and the meeting adjourned at 7:08 p.m.

Respectfully submitted,

_____

Chris Anderson
City Planner

ATTEST:

_____

JoAnn Shaw
Community Development Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **5. 2.**

Meeting Date: 03/23/2021

By: Chloe McGuire Brigl, Community Development

Information

Title:

~~Receive Update on Sketch Plan for Trott Brook Property, Makowksy Addition, Case of the Excelsior Group (Project 20-103)~~ **This case has been moved to the Regular Agenda as Case 7.0**

Purpose/Background:

The purpose of this case is to update the City Council on a sketch plan application from The Excelsior Group (the "Applicant") on the project generally known as "Trott Brook North" which is the area between Variolite St and Nowthen Blvd NW, north of Trott Brook. The Applicant previously proposed 55, 65, and 75 foot lots onsite, a request which was denied. The Applicant has proposed 80 foot wide lots to conform with City Council direction and City Code requirements.

The Planning Commission met on March 4, 2021 to discuss the Sketch Plan. The project aligns with all City Code requirements and the Applicant has been directed to move forward with developing a Preliminary Plat that does not deviate from any City Code standards. This case is meant as an update to City Council as it is a larger project that previously included significant public engagement and input.

Notification:

No notification is required per the City Code for Sketch Plans; however, the City attempted to notify property owners within 700 feet of the Subject Property, as reflected in the Anoka County Property Records, of the March 4, 2021 meeting. The City received one written response for that meeting, which is attached. A few residents attended the public hearing to ask clarifying questions, the minutes of the meeting are attached.

Observations/Alternatives:

Summary

- Number of Lots: 270
- Developable Acreages: 124 Acres
- Zoning: R-1 MUSA (Single Family Homes)
    - 80 Foot Wide Lots
- Comprehensive Plan: Low Density Residential
- Net Density: 2.2 Units/Acre
- Dedicated Park Area: 13.4 Acres

Does it meet requirements?

- Zoning -- Yes. Minor changes are needed, but in general, all lots meet requirements.
- Comprehensive Plan -- Yes. No changes are requested.
- Parks/Trails -- Yes. The Applicant has proposed a large space with existing building, per the Parks Department request, for a large public park to generally serve the northern area of the City.

Since the proposal meets the requirements of the City Code, Staff recommends moving the project to the next step.

Staff does note that during the previous review of the project that requested smaller lots, some neighbors suggested that this area be guided for 1 Acre Lots on private well and septic. While the City can change the Comprehensive Plan and Zoning Map for the area, the City has spent considerable time with this Property Owner and the

community back in 2008 to establish the current land use vision. The Owner is currently entitled to apply for this project and develop consistent with current Zoning. The City may be at some legal and financial risk if the City were to now 'downzone' the property after previously approving zoning for quarter-acre lots (80 foot wide) on municipal services.

Next Steps

- Preliminary Plat -- Construction documents, grading plan, park and trail plan, stormwater plan. Approvals give entitlement to the project.
- Final Plat -- Legal documents that are recorded at the County. Typically only a small number of the lots onsite (for phasing), allows for permits to be applied for.

Funding Source:

The Applicant is responsible for all costs associated with project review.

Recommendation:

The Planning Commission directed the Applicant to move forward with developing a formal preliminary plat, compliant with all City Code standards, which is consistent with process as laid out in City Code. Staff's review outlines minor adjustments to the plan that shall be required in order to achieve full compliance with Zoning Code. The overall project complies with Zoning Code.

Action:

No formal action required. This case is meant as an update only.

Attachments

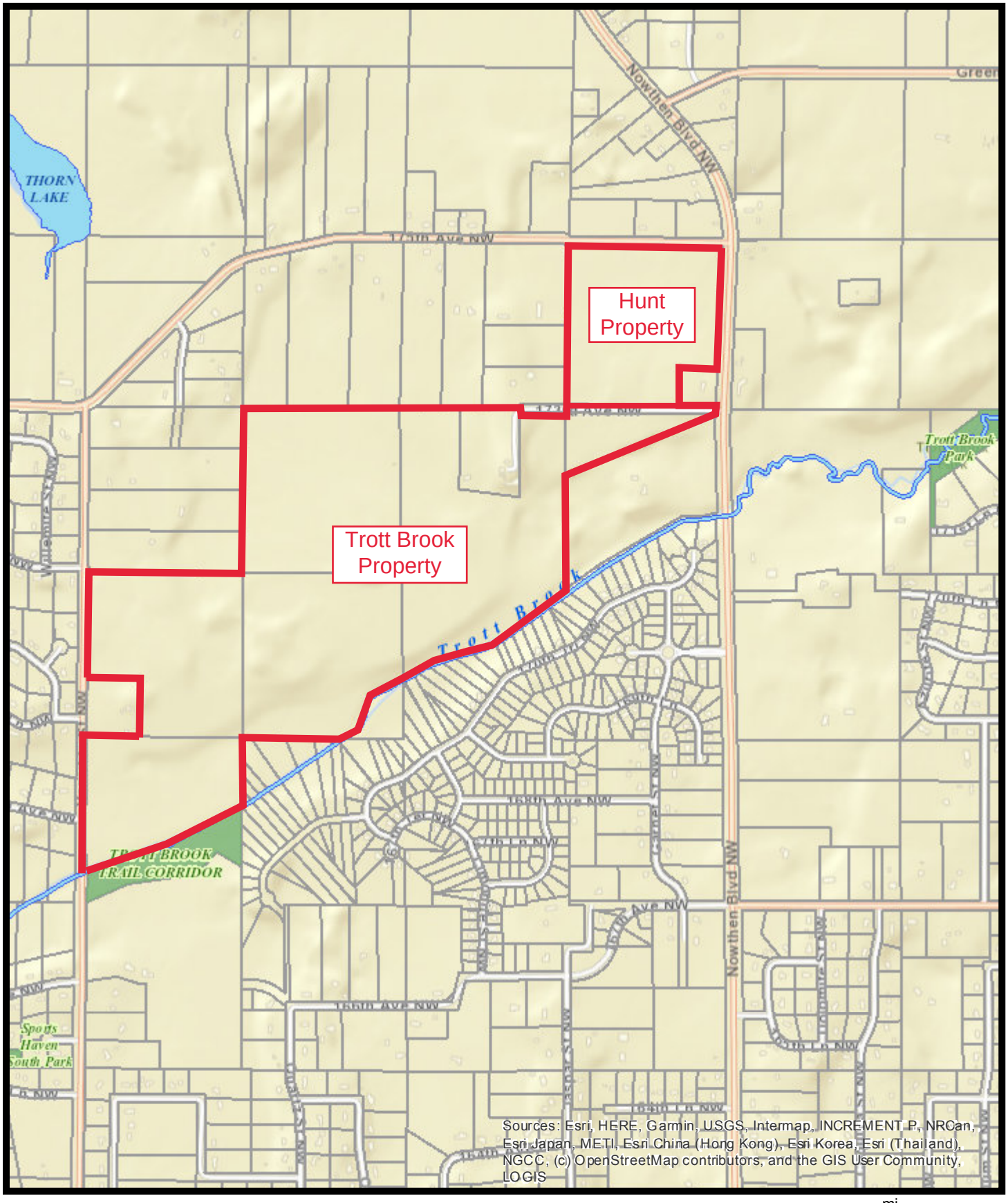
Site Location Map
Makowsky 80 Foot Lot Concept
Preliminary Staff Review
Preliminary Zoning Memo
Commission Letter Received
DRAFT March Planning Commission Minutes

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	03/17/2021 11:25 AM
Form Started By: Chloe McGuire Brigl		Started On: 03/09/2021 12:24 PM
Final Approval Date: 03/17/2021		

Subject Properties

Trott Brook and Hunt Properties



March 18, 2020

SITE DATA:

GROSS AREA: ±200 ACRES
DELINEATED WETLAND: 58.7 ACRES (INCLUDING ±1 ACRE OF "POTENTIAL FARMED WETLANDS")
FLOODWAY (OUTSIDE OF WETLAND): ±3.1 ACRES
VARIOLITE STREET ROW: 1.4 ACRES
DEDICATED PARK (UPLAND): ±13.4 ACRES
NET DEVELOPABLE AREA: ±123.4 ACRES

EXISTING ZONING: R-1 (SOUTHWEST PIECE IS ZONED R-1 RURAL)
COMP PLAN: LOW DENSITY RESIDENTIAL- 3-4 UNITS/ACRE (SOUTHWEST PIECE IS GUIDED RURAL)
PROPOSED ZONING: PUD

PROPOSED 80' LOTS: 270

NET DENSITY: ±2.2 UNITS/ACRE

PROPOSED TRAIL CONNECTION
EXISTING TRAIL
DEDICATED PARK AREA
SHORELAND OVERLAY
FLOODWAY

PROPOSED PUBLIC PARK DEDICATION (GREEN OUTLINE): ±21.4 ACRES
WETLANDS WITHIN PUBLIC PARK DEDICATION: ±8 ACRES
UPLAND PARK AREA: ±13.4 ACRES

PROPOSED ROW LENGTH: 15,300 LF

A PORTION OF THE SITE FALLS WITHIN THE 300' SHORELAND OVERLAY (FROM FLOODWAY) FOR TROTT BROOK SHOWN AS YELLOW DASHED LINE.

N

0 100 200 400
GRAPHIC SCALE IN FEET

PIONEER engineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS
2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota
Name Jennifer L. Thompson
Reg. No. 44763 Date xx

Revisions

Date 10-19-2020
Designed JLT
Drawn JLT

CONCEPT PLAN 9

EXCELSIOR GROUP
1660 HIGHWAY 100 SOUTH, SUITE 400
SAINT LOUIS PARK, MINNESOTA 55416

TROTT BROOK PROPERTY
RAMSEY, MINNESOTA

1 OF 3

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ProjectDox

Department Review Status Report

Project Name: Trott Brook North - Excelsior Group

Workflow Started: 02/11/2021 11:38 AM

Report Generated: 02/25/2021 01:20 PM

Cycle	Department	Reviewer	Email	Status	Reviewer Comments	Applicant Comments
1	Civil Engineer IV	Len Linton	llinton@cityoframsey.com	Corrections Required	Corrections are required. Plan must reserve room for workable infiltration basin to meet Lower Rum River Watershed Management Organization requirements. Infiltration must be addressed before receiving Preliminary Plat approval.	
	Engineering Tech	Logan Czech	lczech@cityoframsey.com	Approved		
	Environmental Review	Chris Anderson	canderson@cityoframsey.com	Corrections Required	Density transitioning is required for some of the lots (see comments on sheet). Also, please note that at the next stage (Pre Plat), a Tree Inventory and Preservation Plan, prepared by an ISA Certified Arborist, is required. Also, there are small portions of Flood Fringe that need to be included on the plan sheets (not just the floodway). Attempts should be made to preserve quality woodland areas as part of this project.	
	City Planner	Chloe McGuire Brigl	cmcguire@cityoframsey.com	Corrections Required	Appears we have a couple lots slightly under the minimum.	
	Community Development Director					
	Civil Engineer II	Joe Feriancek	jferiancek@cityoframsey.com	Approved	Only issue with needing right of way for cul-de-sac on street going north off property, other than planning division comments.	
	Lead Engineering Tech					

Memorandum

To: Tim Gladhill, Deputy City Administrator
Chloe McGuire, Senior Planner

From: Kristin Moen, Planning Consultant

Date: February 18, 2021

Re: Trott Brook North Sketch Plan Zoning Compliance Review
City Project Number XX-XXX
WSB Project No. 017243-000 Phase 03

Overview
The purpose of this memo is to provide an analysis of Comprehensive Plan and Zoning Code compliance for the Trott Brook North development project (subject property).

General
The subject property is currently unplatted and unaddressed. It is approximately 197 acres, with 123.4 acres of residential development, 13.4 acres of dedicated public park area, 58.7 acres of wetland preservation area, 3.1 acres of floodway area, and 1.4 acres of right-of-way (Variolite Street). The applicant has proposed 270 80-foot lots. The proposed project is located east of Variolite Street NW, between 170th Trail NW and 175th Ave NW. The project is located in PIDs 09-32-25-42-0003, 09-32-25-13-0001, 09-32-25-14-0001, 09-32-25-11-0001, 10-32-25-22-0003, 10-32-25-22-0002, 10-32-25-21-0002.

Comprehensive Plan
The Ramsey 2040 Comprehensive Plan guides the subject property as Low Density Residential (LDR), and a small portion of the site in the southwest corner is guided as Rural Developing (RD).

Zoning
The site is currently zoned R-1 Residential (MUSA). A small portion of the subject property in the southwest corner is zoned R-1: Rural Developing (outside MUSA).

Bulk Standards

R-1 Residential (MUSA) District		
Standard	**Required**	**Compliance**
Minimum Lot Size	0.25 acres	Appears all lots can meet standard. Calculation should be provided with pre plat.
Density Range	2.5 to 3 units per acre (4 units per acre with PUD net maximum)	Slightly under. Aligns with previous Council feedback (less density preferred over more)
Minimum Lot Width	80 feet (90 corner lot)	Y
Front yard setback	30 feet	Not noted but must meet requirement

701 XENIA AVENUE S | SUITE 300 | MINNEAPOLIS, MN | 55416 | 763.541.4800 | WSBENG.COM

Rear yard setback	30 feet	Not noted but must meet requirement
Side yard setback	5 feet	Not noted but must meet requirement
Maximum Lot Coverage (All buildings, excludes paving)	35%	Not noted but must meet requirement
Maximum Driveway Width at Street	30 feet; 24 feet on cul-de-sac	Not noted but must meet requirement
Driveway Surface	Bituminous or Concrete	Not noted but must meet requirement
Maximum Height	35 feet	Not noted but must meet requirement

Floodplains: Floodplains exist on a portion of the site. Proposed improvements appear to comply with applicable floodplain regulations.

Wetlands: Wetlands are present onsite and will be required to be identified during the preliminary plat process via survey and delineation.

Streets and Access: The Applicant has proposed several 30-foot-wide streets running through the site, and 7 cul-de-sacs. The required 60-foot right of way has been met. Ramsey Public Works and Public Safety generally prefer 32-foot-wide streets. However, 29-foot-wide streets with restricted parking on one side of the street is acceptable to Ramsey City Code and was allowed in the Riverstone Neighborhood. Staff has directed the Developer that given the number of lots, these shall be public streets.

Landscape Plan: A landscape plan will be required with preliminary plat, which needs to include a tree survey of the site.

Parking: As proposed, parking would only be allowed on one side of the street. Driveways should be paired up to maximize open area along the street. Mailboxes must be clustered.

Lighting: The applicant should submit a lighting plan as part of site plan review with preliminary plat for any street lighting.

Grading: A grading plan will be required with preliminary plat.

Utilities and Municipal Services: The property is proposed to be connected to City Utilities. A Utility Plan will be required with preliminary plat.

Development Fees: The Applicant will be responsible for paying development fees at time of final plat. The Applicant will also be responsible for signing a development agreement with the City prior to recording and releasing final plat.

March 3, 2021

Attention Planning Commission Members,

Our names are Jake & Jon Packer, we're writing to express our support for the Trott Brook North Sketch Plan and Development proposal being presented by the Excelsior Group. We're the seller's brokers in this transaction, and are also the Great, Great, Grandsons of William Makowsky Senior, who originally purchased this land in 1914. We are writing this letter not only to express our support but also to express the support of more than 60 members of the Makowsky & Petersen families who are all in favor of this development. To the best of our knowledge this sketch plan is in compliance with all of Ramsey's zoning ordinances and we are hopeful that this plan will be approved by the planning commission and council so that we may move forward. If you have questions or if you would like further information on why we support this plan feel free to call or email us anytime. Thank you.

Respectfully,
Jonathan Packer
763-913-6261
packer.jonathan@yahoo.com

Jacob Packer
763-913-6061
jakepackerrealty@gmail.com

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, March 4, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Eric Peters Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Senior Planner Chloe McGuire Brigl Deputy City Administrator Tim Gladhill Police Chief Jeff Katers City Council Liaison Debra Musgrove City Councilmember Matt Woestehoff

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Chairperson Bauer led the group in the Pledge of Allegiance.

3. CITIZEN INPUT

None.

4. APPROVAL OF AGENDA

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye

Chairperson Bauer aye
Motion carried.

5. CONSENT AGENDA

5.01: Approve the February 4, 2021 Planning Commission Meeting Minutes
5.02: Approve the February 11, 2021 Planning Commission Work Session Minutes

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

A roll call vote was performed:

Commissioner Peters aye
Commissioner Anderson aye
Commissioner Gengler aye
Commissioner VanScoy aye
Chairperson Bauer aye

Motion carried.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider Resolution #21-058 Approving Variance for Deviation from Street Name Grid for Riverstone South; Case of Capstone Homes, LLC

Public Hearing

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

Presentation

Senior Planner McGuire Brigl presented the staff report stating that the City's Public Works and Public Safety teams are not supportive of the requested deviation for public safety reason; however, the Public Works Committee has recommended moving away from Unicorn Street and allowing one deviation from the standard grid as they feel Unicorn Street may be difficult to market.

Commissioner VanScoy commented that he appreciates the attempt to honor the Pearson name and asked if there had been consideration to name the park after the Pearson family.

Senior Planner McGuire Brigl commented that the City already has a Pearson Park in another area of Ramsey.

Citizen Input

Tom Bakritges, Capstone Homes, commented that he provided a more comprehensive presentation to the City Council and Public Works Committee. He stated that the Pearson family has been at the homestead property for 75 years and therefore they would like to honor the family with one of the street names. He noted that Pearson Place and Pearson Park have already been named after the family on other property they owned that has been developed. He commented that unicorn is not a good name in terms of marketing homes and Capstone does not feel that would be a good fit for the neighborhood. He asked that the Commission approve of the request.

Commissioner VanScoy commented that there is already a Unicorn Street in Ramsey and it is part of the County grid. He asked why it is a bad name in the opinion of Capstone.

Mr. Bakritges commented that a unicorn is a mythical figure and not a real animal, therefore it does not technically fit within the grid. He stated that some people do not like those types of names for their street, noting that the City approved a change from Sloth Street to Snowy Owl Street in Riverstone North.

Chairperson Bauer stated that he lives in Riverstone North on Quintana and asked what type of animal that is.

Mr. Bakritges stated that he is not sure of how that name came to be.

Deputy City Administrator Gladhill commented that Quintana is not an animal and came about in a similar discussion on the street name. He stated that the Public Works Committee did make this recommendation for the compromise on street naming.

Police Chief Katers commented that public safety and public works provided input at the Public Works Committee noting that police and fire oppose changes to the street name grid as it follows the County grid. He noted that the County grid ensures that public safety can easily respond to calls for service within their own community and in situations of mutual aid as all the communities follow the County grid. He stated that there are 18 addresses on the north end of Ramsey that are on Unicorn Street already. He noted that public safety wants to remain with the logical naming system and therefore oppose deviation from the naming system. He commented that in times of emergency when GPS service is not available, public safety would be able to respond within their own community and neighboring communities based on the County grid system. He stated that public safety also opposed the changes requested by the applicant for Riverstone North in 2017, which were ultimately approved by the City. He asked that the Commission follow the grid system for street names.

Commissioner VanScoy referenced the comment from Police Chief Katers that public works opposes the change, but the case stated that the Public Works Committee supports the change and asked for clarification.

Deputy City Administrator Gladhill commented that the Public Works Committee is composed of three City Council members. He noted that meeting of the Public Works Committee was the same night as a special City Council workshop meeting, therefore all six members of the Council as well as the Councilmember Elect were present and there were no comments of opposition.

Councilmember Musgrove commented that after discussion, the Committee supported this compromise to border the development with Pearson Street, similar to the Bowers Drive border on the other side of the development with the other roads inside of the development following the naming grid. He stated that the Committee felt that this was a good compromise to honor the Pearson family and follow the naming grid in the remainder of the development.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:22 p.m.

Commission Business

Commissioner VanScoy commented that he has been concerned that other factors have been placed over the opinion of public safety in previous considerations. He commented that a marketing concern versus a safety concern does not seem to pose question, noting that public safety should rank above marketing.

Commissioner Peters agreed that public safety should rank above marketing.

Motion by Commissioner VanScoy, seconded by Commissioner Peters, to deny the variance requesting deviation from City Code street name grid requirements for Riverstone South.

Further discussion

Senior Planner McGuire Brigl commented that if the variance is denied there is a process of which the applicant can appeal the decision to the City Council.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

Deputy City Administrator Gladhill commented that the record should reflect that the denial was based on the decision that the public safety element outweighs a marketing concern for the street name.

6.02: Public Hearing: Review Resolution #21-055 Approving Java Properties Concept Plan (Project 21-105)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:25 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating staff recommends approval of the site plan as drafted in the proposed resolution.

Chairperson Bauer noted that the Commission did review this at its February worksession.

Citizen Input

Mark Crow, Java Companies, commented that staff has been great to work with and all the recommendations thus far have been reasonable. He stated that they would like to begin construction this summer and they are excited to become a part of the community.

Commissioner Gengler referenced a previous comment made by the Commission about adding a bike rack to the property and asked for input.

Mr. Crow stated that they will be adding the bike rack component when updating the plans before this moves forward to the City Council.

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

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:30 p.m.

Commission Business

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #21-055 Approving the Site Plan and CUP for Java Properties.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

6.03: Public Hearing: Consider Resolution #21-008 for Site Plan and Final Plat for GiGi's Salon and Spa (Project #20-140)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:32 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff is supportive of the project and recommends approval of Resolution #21-008.

Chairperson Bauer recalled that there was previous discussion that the building did not run parallel to Sunwood Drive but was instead parallel to the buildings to the east.

Senior Planner McGuire Brigl confirmed that the application would like to more align the building with Veterans Drive because of the trapezoidal shape of the property. She noted that the building is within the built to setback line of the COR area, closer to Sunwood than the daycare center.

Chairperson Bauer noted that the Commission previously reviewed a request for a hotel for the property between the salon and daycare and asked how that property aligned.

Senior Planner McGuire Brigl commented that the proposed hotel would run parallel to the salon and daycare, noting that the applicants worked together to ensure alignment would be gained and shared parking could be provided.

Commissioner VanScoy commented that he understands the rational with not directly aligning with Sunwood, although he would have preferred that. He stated that in reviewing the floorplan,

the COR framework states that the front of the building should be at Sunwood, but it does not appear that is the front.

Senior Planner McGuire Brigl commented that similar to the other properties along Sunwood, the façade along Sunwood is more of a faux façade with parking and the main entrance along the auxiliary street. She stated that has become the common practice as long as the design standards can be met for the Sunwood facing side. She commented that it would be consistent with the surrounding uses.

Chairperson Bauer noted that there was a similar discussion with the daycare center, to have the Sunwood side not have the appearance of the back of the building, while allowing the entrance off the other side of the building.

Commissioner VanScoy commented that the other businesses still have an entrance on the Sunwood side whereas this would not have that entrance. He stated that this is a corner lot and therefore in the framework it states that it should be situated in the corner of the lot. He was unsure that this building would fit within that build to zone.

Chairperson Bauer noted that there are two doors on the north elevation which would face Sunwood.

Senior Planner McGuire Brigl confirmed that one of the doors is for the staff patio and the other would be an exit door.

Commissioner VanScoy stated that there will be parking along Zeolite and confirmed that bushes and trees would be used for screening. He commented that there would be some potential issues with equipment screening but believed that was covered within the project documents. He asked for details on the structure shown in the northeast corner.

Senior Planner McGuire Brigl commented that is the fenced in area.

Commissioner VanScoy commented that it appears in the floorplan there would be a hot tub in that area. He was unsure that wood fencing would be allowed.

Senior Planner McGuire Brigl commented that staff discussed whether alternate materials would be more appropriate for the fencing.

Commissioner Anderson asked where the wellhead is located relative to the property.

Senior Planner McGuire Brigl identified the well, which is on the adjacent property that will remain an outlot.

Citizen Input

Curt Strandland, Classic Construction, spoke on behalf of the applicant. He referenced the doors on the north elevation noting that one door would exit to the patio. He stated that they would be

open to different types of fencing for the hot tub area but did not believe wrought iron would provide adequate fencing but would be open to other materials. He noted that the cedar fencing would match the proposed pergola. He stated that they have worked with staff to meet the requirements of the COR but are open to other suggestions from the Commission.

Commissioner VanScoy commented that there are two doors on the north side, noting that the other door appears to go to a mechanical room.

Mr. Strandland confirmed that the mechanical room door would not be used for access. He confirmed that the second door on the north would be used for staff to reach the patio area.

Commissioner VanScoy commented that there appear to be four egress doors on the plan and received confirmation. He asked and received confirmation that the staff patio would not be fenced.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:51 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Peters, to recommend that City Council adopt Resolution #21-008 Approving the Site Plan and Final Plat for GiGi's Salon and Spa.

Further discussion

Commissioner VanScoy noted on page 52 of the amended COR framework it states that the main entrance of each principal building must face the street. He stated that the Commission has been working around that with the intent to have an entrance on Sunwood. He noted that this would not be an entrance. He understood that the main entrance ends up being where people park. He noted that he would be opposing this request based on that factor. He believed that the Commission should review the COR framework as the applications continue to get further from that intent.

Chairperson Bauer commented that the intent of that language is to provide walkability within the COR. He noted that thus far there has been a focus more on automobile access and perhaps that is something that needs to be revisited as to whether the intent is to focus on pedestrian or vehicle access. He agreed that there should be continued discussion on the vision for the COR.

Commissioner Anderson stated that he understands and agrees with those comments but noted that this is a unique lot in that there is no parking on Zeolite or Veterans Drive and therefore the only option for parking is within the parking lot. He noted that it would be hard for this property to meet that intent of the framework.

Commissioner VanScoy commented that he understands the change in nature and the unique character of the lot but believes that the Commission needs to review the framework in order to make better decisions on current conditions. He stated that other businesses have a customer entrance on Sunwood. He stated that he reviewed the floorplan in detail and commented that this is an interesting and exciting concept that he would like to see be successful. He believed that it could work as proposed and believed the issue of street edging has been addressed. He noted that his vote in opposition will be strictly based on the verbiage of the COR framework.

Deputy City Administrator Gladhill commented that the COR framework was intended to be flexible. He stated that flexibility has been shown on other properties within the COR such as Casey's and Allina. He stated that the walkable feel of the COR will take some time. He noted that the building is proposed to the build to line with a door off Sunwood, although this user will not be using that door for access. He noted that the COR framework was intended to be flexible in order to allow for more creative projects that come forward.

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner VanScoy	nay
Chairperson Bauer	aye

Motion carried.

6.04: Public Hearing: Consider Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure for the Church of St. Katharine Drexel

Public Hearing

Chairperson Bauer stated that he and Commissioner VanScoy do not have financial interest in the church but are very involved, noting that he signed the application on behalf of the church. He noted that he and Commissioner VanScoy will not be participating in this discussion as members of the Commission but instead as representatives of the applicant.

Acting Chairperson Anderson called the public hearing to order at 8:02 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends approval of Resolution #21-054 for an Interim Use Permit for a storage building on the subject property.

Citizen Input

Randy Bauer, Saint Katherine Drexel, commented that the church is experiencing problems with having sufficient storage space. He noted that this building would be used for lawn maintenance and storage of items that are used for seasonal decoration. He stated that the storage space would be larger than the current need but is being built to sustain the future needs. He noted that once the primary building is constructed the accessory building would not require an Interim Use Permit. He noted that the church hopes to begin construction in the next few years but that would be dependent on the capital campaign. He noted that the City has sometimes linked an IUP to an event rather than a timeframe. He stated that he would prefer the IUP be linked to the construction of the primary building rather than placing a five-year period on the permit. He stated that they provided some sketches as to where the primary building could be located but noted that could shift as they are currently working with the City on its desire for land to expand Central Park as well as a residential developer that is interested in purchasing some of the land.

Gary VanScoy, representing the applicant, commented that they do have a concept for the building and are working to gain the funds necessary. He stated that they are running out of room for storage at this time.

Acting Chairperson Anderson referenced the comment that the applicant would prefer to link the IUP to the construction of the building rather than five years. He noted that IUPs are typically provided for five years, noting that if that is not sufficient the applicant could request an extension as mentioned by staff.

Mr. Bauer noted that some IUPs along Highway 10 have been linked to specific events, such as interchange construction. He stated that they would prefer that the IUP be linked to the construction of the primary building as once that building is constructed the IUP would no longer be needed.

Acting Chairperson Anderson noted that if there is not a timeline, the IUP could then run indefinitely.

Mr. Bauer stated that the accessory building will continue to be needed and is the first step in progressing forward.

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

A roll call vote was performed:

Commissioner Peters aye

Commissioner Gengler aye
Acting Chairperson Anderson aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 8:12 p.m.

Commission Business

Motion by Commissioner Peters, seconded by Commissioner Gengler, to recommend that City Council adopt Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure on the subject property for a term of five years.

Further discussion

Councilmember Musgrove asked for details on the foundation for the accessory building.

Mr. Bauer replied that there would be a cement slab.

Councilmember Musgrove commented that she would like the five-year period for the IUP, recognizing that an extension could be granted, or perhaps additional storage space would be needed.

Mr. Bauer commented that the accessory structure is being built to fit future needs, therefore a larger size will not be needed. He noted that the draft resolution states a period of two years and asked for clarification on the desired length.

Commissioner Peters stated that his intention was to allow a five-year time period.

Commissioner Gengler confirmed that she would support five years.

A roll call vote was performed:

Commissioner Peters aye
Commissioner Gengler aye
Acting Chairperson Anderson aye

Motion carried.

Chairperson Bauer and Commissioner VanScoy rejoined the meeting as Commission members.

7. COMMISSION BUSINESS

7.01: Review Sketch Plan for Trott Brook Property, Makowsky Addition, Case of the Excelsior Group (Project 20-103)

Presentation

Senior Planner McGuire Brigl presented the Staff Report stating that staff recommends that the Planning Commission direct the applicant to move forward with developing a formal preliminary plat, compliant with all City Code standards. The review by staff outlines minor adjustments to the plan that shall be required in order to achieve full compliance with Zoning Code. The overall project complies with the Zoning Code.

Commission Business

Commissioner Gengler asked for input on the accesses that would be provided into the development, noting there appear to be two entrances on 173rd and one on Variolite.

Senior Planner McGuire Brigl commented that there is one proposed entrance from Nowthen onto 173rd, which is currently a dirt driveway that would be upgraded to a public road. She stated that there would be one entrance off Variolite. She stated that improvements would likely be necessary on Nowthen Boulevard, such as a turn lane, to support this development.

Commissioner VanScoy asked if there would be a conservation easement as part of this development.

Senior Planner McGuire Brigl commented that staff learned that conservation easements are extremely difficult to enforce, therefore required buffer would be taken through outlot or the City would take fee title of.

Deputy City Administrator Gladhill stated that the discussion has not reached that level yet, noting that it would depend upon whether the development would have an HOA that maintains ownership of outlots, or whether the City would take ownership of the outlots.

Councilmember Musgrove referenced the potential number of lots that may not meet the minimum size standards and asked if that could change the layout and ultimate number of lots.

Senior Planner McGuire Brigl replied that staff flagged some lots that will need to be double checked in terms of size. She stated that the wetland delineation has the most potential to change the ultimate number of lots because of required buffers. She stated that perhaps five to ten lots could be lost if this moves forward.

Ben Schmidt, Excelsior Group, commented that they have been working on this for over one year and they believe they can move forward meeting all the minimum requirements. He recognized that this is high level but believed that they would be able to provide the minimum lot sizes. He agreed that the wetland delineation would be the factor that could impact the ultimate number of lots. He believed that this would be a great project for the City, and they are excited about the new park area that would be brought to the northern area of Ramsey.

Commissioner VanScoy commented that he noticed a lot of ponds and asked if those are wetlands or whether those would be created.

Mr. Schmidt replied that those would be infiltration basins to be used for stormwater management.

Commissioner Anderson commented that he plows snow for the City and cul-de-sacs take about 15 minutes each to plow. He noted that this sketch has nine cul-de-sacs which would equate to a few hours of plowing just for this development. He stated that the City would then most likely have to hire another staff member to plow and additional equipment would be needed. He asked if some of the cul-de-sacs could be eliminated.

Mr. Schmidt recognized that cul-de-sacs are not desired by public works. He stated that he is sensitive to that but noted that from a marketing standpoint, people like to live on cul-de-sacs because it slows traffic and increases safety. He stated that there could be a negotiation but felt that the value of the homes could create a tax base that would help to offset the additional public works time. He noted that they would be willing to work with staff on that detail.

Senior Planner McGuire Brigl stated that she presented the sketch plan to the Public Works Director, who agreed that cul-de-sacs require additional time but believed that some planning could assist in offsetting that time. She stated that the driveway locations will be run by public works during each phase in attempt to make it easier for plows.

Commissioner Anderson commented that typically the smaller trucks do cul-de-sacs, and the larger trucks do the main road. He commented that public works and public safety vehicles should continue to be a part of the cul-de-sac discussion.

Kim Ksaloka asked when buffer zones between the proposed development and existing properties would be discussed.

Senior Planner McGuire Brigl commented that staff noted that the density transitioning would be required at a level two, which would be a 35-foot berm or 45-foot planted buffer. She stated that buffer would be required against the existing rural lots.

Commissioner VanScoy commented that he likes the proposal and noted that the applicant has done a great job reacting to previous input. He noted that this is a much more preferable design to the original sketch plan.

Chairperson Bauer noted that in previous review the Commission was comfortable with some smaller interior lots but recognized that the Council did not support those lot sizes.

Councilmember Musgrove confirmed that this submission is more in line with the previous direction from the City Council. She recognized that she has not yet seen much community input on the new design.

Chairperson Bauer noted that this seems on track with the desire of the developer and the previous direction from the City Council.

Senior Planner McGuire Brigl confirmed the consensus of the Commission to direct the applicant to move forward towards preliminary plat. She noted that this will go forward to the City Council on the March 23rd agenda.

Councilmember Musgrove asked if the description for parcel B is accurate in the letter submitted.

Deputy City Administrator Gladhill commented that it is very common to have this type of description in a metes and bounds division therefore this is accurate.

8. COMMISSION / STAFF INPUT

Chairperson Bauer noted that he and Commissioner VanScoy have conflicts with the April meeting date and suggested postponing that meeting by one week.

Councilmember Musgrove noted that the Park and Recreation Commission meets on that night. She suggested moving to the third Thursday.

Chairperson Bauer noted that he and Commissioner VanScoy have a conflict with that date as well. It was confirmed that the Planning Commission meeting for April would be held the second Thursday in April. He noted that some members of the Commission attended a City Council worksession where a pause on multifamily housing development was discussed for City owned property. He noted that the Commission members expressed concern for the rational in pausing that development when the properties are zoned for that type of development. He stated that perhaps a joint worksession with the Council, EDA, and Planning Commission be held to review the plan for the COR to ensure everyone is on the same page.

The Commission members agreed that it would be helpful to have a joint discussion to discuss the general land use vision of the COR and multifamily housing.

Chairperson Bauer asked if Councilmembers Musgrove and Woestehoff would be open to making the request to the Council for a joint meeting.

Councilmember Musgrove asked if that would be the only way for this type of joint meeting to occur.

Deputy City Administrator Gladhill stated that the multifamily discussion has come forward a few times and therefore he would prefer this be a broader discussion. He noted that staff could bring forward the suggestion for a joint worksession but urged the focus to be on the land use plan for the COR.

Councilmember Musgrove commented that the Council had the discussion related to multifamily housing and indicated support for a pause on that development as well as focusing on attracting retail development to support the residents that have come into the COR. She felt that the minutes from that meeting reflect that direction. She commented that a lot of rooftops have been added and the Council wants to focus more on bringing businesses to support the needs of those residents.

Chairperson Bauer stated that he was looking at discussing the overall plan for the COR and land along Highway 10. He stated that he suggested bringing in the EDA because it has been stated that retailers look for a population of 30,000, which Ramsey has not yet reached that level. He stated that the quickest way to reach that population is with multifamily development and therefore that may need to be a factor in reaching the goal to bring more businesses. He believed that involving the EDA would be critical to ensure all factors are considered and everyone moves forward in the same way to reach the ultimate vision of the COR.

Deputy City Administrator Gladhill commented that staff would need to be careful how to navigate this as there has been direction from the Council on multifamily housing. He stated that the Commission could request a joint meeting to focus on overall land use in the COR and the Council would then make the decision whether to hold that meeting.

Councilmember Woestehoff commented that from his perspective collaboration with the different Boards is an important function. He stated that members of the Commission can reach out to Councilmembers from their Ward or the At-Large members to express their comments as residents. He noted that while the decision was not unanimous, the Council did make the decision to pause multifamily development on City owned property. He recognized that retail may not bounce back as quick as desired following COVID, but perhaps it will.

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to request a joint meeting with the Planning Commission, City Council and Economic Development Authority to discuss the land use plan for the COR and Highway 10 corridor.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

9. ADJOURNMENT

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner VanScoy	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

The regular meeting of the Planning Commission adjourned at 9:00 p.m.

Respectfully submitted,

_____
Chloe McGuire Brigl
Senior Planner

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **5. 3.**

Meeting Date: 03/23/2021

By: Katie Schmidt, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 3/9/2021
2. City Council Regular Session dated 3/9/2021

Purpose/Background:

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

Background: Attached are the meeting minutes referenced above.

Recommendation:

Approve the meeting minutes.

Action:

Motion to approve the following Council meeting minutes:

1. City Council Work Session dated 3/9/2021
2. City Council Regular Session dated 3/9/2021

Attachments

3-9-21 CCWS

3-9-21 Mtg

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	03/17/2021 04:06 PM
Kurt Ulrich	Kurt Ulrich	03/18/2021 01:52 PM
Kurt Ulrich	Kathy Schmitz	03/22/2021 01:17 PM

Colleen Lasher	Kathy Schmitz	03/22/2021 01:26 PM
Kurt Ulrich	Kathy Schmitz	03/22/2021 01:26 PM
Kurt Ulrich	Kathy Schmitz	03/22/2021 01:31 PM
Colleen Lasher	Kathy Schmitz	03/22/2021 01:33 PM
Kurt Ulrich	Kathy Schmitz	03/22/2021 01:33 PM

Form Started By: Katie Schmidt Started On: 03/17/2021 01:36 PM

Final Approval Date: 03/22/2021

CITY COUNCIL WORK SESSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a City Council Work Session on Tuesday, March 9, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Mark Kuzma
Councilmember Ryan Heineman
Councilmember Chelsee Howell
Councilmember Debra Musgrove
Councilmember Chris Riley
Councilmember Dan Specht
Councilmember Matt Woestehoff

Also Present: City Administrator Kurtis Ulrich
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Administrative Services Director Colleen Lasher
Deputy City Administrator Timothy Gladhill
City Engineer Bruce Westby – attended remotely
Senior Planner Chloe McGuire Brigl – attended remotely
Economic Development Manager Sean Sullivan – attended remotely
Elwyn Tinklenberg, The Tinklenberg Group

1. CALL TO ORDER

Mayor Kuzma called the City Council Work Session to order at 5:30 p.m.

2. TOPICS FOR DISCUSSION

2.01: Update on Highway 10 State Legislative Action

City Administrator Ulrich introduced Elwyn Tinklenberg.

Mr. Tinklenberg stated that the decision was made by the Highway 10 partners at a recent meeting at Greenhaven to request the remaining funding for the entire project from the legislature as a way to indicate that these are the last dollars needed to complete the project. He stated that at the legislature there was a hearing about one week ago with the Senate Transportation Committee at which he testified along with a representative from Anoka County and Senators Hoffman and Abeler. He stated that at the hearing the $12,500,000 Bill was introduced by Senator Hoffman and Senator Abeler introduced an amendment to request the full $46,000,000. He stated that the Bill has not been amended in the House as of yet and remains at $12,500,000. He stated that this is traditionally not a bonding year but there could still be a potential for funds. He also provided an update on an infrastructure Bill in Washington that represents a significant opportunity. He noted

that additional funding may be available through MnDOT as well, noting that MnDOT continues to support the schedule of the project being slated for 2023 with construction to begin in 2024.

Councilmember Riley asked for an update on the potential for a third lane in Coon Rapids.

Mr. Tinklenberg stated that Senator Newton introduced that Bill requesting $25,000,000 for the third lane in the Senate.

Councilmember Musgrove stated that the report states that the City funding is flexible and asked if that should be shown more concrete in that the City has funds set aside for the project.

Deputy City Administrator Gladhill commented that the City contribution of $4,000,000 is proposed to come from the public improvement revolving fund and MSA funds, noting that the projected City contribution has actually been reduced to $3,500,000 because the City has already contributed $500,000.

Mr. Tinklenberg commented that it is great to see this project moving along and see the progress that has been made over the years.

Mayor Kuzma referenced the properties that were purchased using RALF funds and asked for additional details.

Deputy City Administrator Gladhill noted that RALF funds are not grant funds and are loaned funds through the Metropolitan Council. He stated that the properties that will not be needed for the highway project will be sold and those funds will go back into the RALF fund. He stated that once the layout is locked in for the highway, they could discuss selling the properties that will not be needed.

2.02: Discuss Updating the Council Committee Appointments to Include the New Ward 1 Councilmember

Administrative Services Director Lasher reviewed the staff report.

Mayor Kuzma commented that during the last discussion related to appointments, it was decided to hold off on the appointment to the EDA until after the special election results were known. He commented that Councilmember Heineman was a member of the EDA before joining the Council but noted that Councilmember Howell is also interested in that appointment. He stated that he would not support having three members of the Council on the EDA. He explained that the intent of having advisory Boards is to provide additional input and opinions to the Council and stacking a group with three members of the Council would seem counterintuitive. He recommended that Councilmember Heineman continue to serve on the EDA.

Administrative Services Director Lasher reviewed the proposed changes to the appointments.

Councilmember Howell asked if a majority of the Council could change the number of Council appointments on the EDA to three.

Mayor Kuzma replied that he believes that a majority vote of the Council would be needed to change that ordinance.

Councilmember Howell commented that during the Council worksession in January the Mayor commented that he would prefer Councilmember Heineman remain on the EDA, if elected, and that Councilmember Woestehoff be the liaison to the Planning Commission because of the previous experience of those members. She stated that it was generally implied that veteran Councilmembers would receive preference over new Councilmembers for assignments, with the exception of the EDA where the seat was being held in case a current EDA member won the special election. She commented that because she won her seat on the Council in November, she would be more of a veteran Councilmember than Councilmember Heineman. She stated that while the Mayor appoints that position it is voted on by the Council for adoption. She stated that the Mayor made a statement at a previous meeting that he comes to the meeting without making a decision but did not receive that impression from the previous discussion. She asked why she would be unqualified for the EDA position simply because she was not a prior member.

Mayor Kuzma stated that the EDA position is the only appointment that he makes the recommendation on.

Councilmember Heineman stated that he did suggest allowing three members of the Council on the EDA because of the vacant seats but noted that he has since spoken with staff and is aware that there have been applications submitted for those seats. He was no longer interested in allowing three members of the Council to serve on the EDA because there are residents interested in serving. He stated that as much as he has loved serving on the EDA, he would give up that assignment and instead serve as the Park and Recreation Commission liaison. He stated that he would also serve on the Happy Days Committee. He noted that Councilmember Howell is an At-Large member and would most likely receive additional calls from residents. He reviewed some of his background experience with the armed services, public safety, and working with members of the youth as those could help to identify potential assignments.

Councilmember Woestehoff stated that he would be happy to give Councilmember Heineman the Anoka County Fire Protection assignment.

Councilmember Heineman agreed that he believed he could add value to that position.

Councilmember Woestehoff asked that Councilmembers Howell and Heineman review their business experience as related to the EDA seat.

Councilmember Heineman commented that while he has not owned a business, he is the number two at his current company which has grown very rapidly, and he does provide input to the CEO. He stated that he has experience in many areas of how a business is run. He stated that running a business is not a prerequisite for the EDA but business experience in general is beneficial.

Councilmember Howell commented that she is a small business owner, noting that she has run a music studio for the past 17 years. She reviewed some of her other related business experience in Indiana and for a food service business in Osseo.

Councilmember Woestehoff commented that each member seems to have equal amount of experience and could serve the role well. He stated that originally, he was interested in the EDA but would be happy to have one of these members serve that position.

Councilmember Riley commented that if Councilmember Heineman is willing to defer, he would suggest Councilmember Howell be the member with Councilmember Heineman as the alternate.

Councilmember Musgrove stated that Councilmember Heineman could be the liaison for the Park and Recreation Commission and she could change to the alternate. She stated that she would also be willing to give Councilmember Woestehoff the liaison position for the Planning Commission and she would become the alternate for that as well. She commented that the Joint Powers Board for the Ramsey Nowthen Fire Board will most likely dissolve and therefore that appointment will no longer be necessary.

Councilmember Howell stated that she could be the alternate with Councilmember Specht as the lead for the Law Enforcement position.

Councilmember Specht commented that he would be fine remaining as the alternate with Councilmember Howell as the lead.

Deputy City Administrator Gladhill reviewed the proposed changes to the appointments and confirmed the consensus of the Council.

2.03: Discuss Request from the Anoka Area Ice Arena Association Board (AAIAA)

City Administrator Ulrich reviewed the staff report.

Councilmember Riley asked why the City only collects at three locations.

City Administrator Ulrich replied that the City collects from any location that conducts charitable gambling but recognized that some were not shown on the chart.

Councilmember Heineman asked for background information on the five percent tax on charitable gambling and when it began.

John Lichter, AAIAA, replied to his knowledge AAIAA has always paid that tax.

Councilmember Heineman asked the reason for the requested change.

Mr. Lichter replied that they are not charged that tax by Anoka. He advised of upcoming infrastructure improvements that are needed at the arena, noting that cost will be $4,000,000. He stated that if the tax were suspended, it would assist the organization in making the monthly

payment on that debt service. He stated that there are over 200 Ramsey residents that skate in the Anoka organization. He noted that Ramsey residents are also members of Anoka High School and the Elk River organization, which both use ice time at the arena. He stated that turf was also installed to provide soccer and lacrosse use.

Councilmember Musgrove asked why the tax came about. She stated that the organization receives revenue from the ice time it rents, and the fees paid by members. She asked if the high school pays for ice time.

Mr. Lichter replied that the high school does rent ice time at a lower rate because it uses off-peak ice time, and the remainder of the time is sold to the Anoka and Elk River associations. He stated that those funds cover a portion of the operations for the facility. He stated that the remainder of the operation costs and capital needs are funded through charitable gambling.

Councilmember Musgrove asked the precedent that would be set in giving these funds back as a contribution.

City Administrator Ulrich replied that the City has not typically given contributions outside of its boundaries so this would somewhat set precedent. He noted that the City has been asked to participate in City wide events in that manner in the past which it chose not to participate in. He stated that while this would set precedent, it would not necessarily be a bad precedent because of the number of Ramsey residents that use the facility. He stated that there is a benefit in keeping the fund solvent as it can be used to offset general fund expenses as well. He stated that the five percent tax ensures that some of the funds earned through charitable gambling go back to the community.

Councilmember Musgrove asked for details on reducing the tax to 2.5 percent rather than the five percent. She asked the duration AAIAA is requesting the five percent tax be waived.

Mr. Lichter replied that AAIAA would like to see a period of 20 years to align with the payment of the debt services for the infrastructure improvements.

City Administrator Ulrich commented that $69,000 are collected annually through the five percent tax therefore reducing that to 2.5 percent would reduce that by half.

Mayor Kuzma commented that he does not support lowering the five percent tax as he would be concerned that would set a precedent to open to the door for requests from other entities.

Councilmember Musgrove asked if the $69,000 is generated through only the AAIAA charitable gambling.

City Administrator Ulrich stated that his reply was if the tax were reduced across the board for all charitable gambling entities, not just AAIAA.

Councilmember Riley commented that he did not believe the City could play favorites and tax one entity one amount and another entity another amount, therefore he would not want to change the

tax. He stated that the organization could be added to the list that the City contributes towards with its charitable gambling funds.

Councilmember Musgrove stated that she would agree with those statements but asked if AAIAA would meet the criteria for receiving those funds.

City Administrator Ulrich stated that AAIAA could submit an annual request to be considered during the annual budgeting process similar to the other organizations the City contributes towards. He stated that the criteria are not specifically defined and therefore under the current criteria AAIAA would qualify as it serves Ramsey residents.

Councilmember Woestehoff commented that the organization does serve Ramsey residents and therefore he could support a contribution but does not support lowering the tax.

Councilmember Heineman asked if the ice is completely sold out or whether there is additional ice time available.

Mr. Lichter replied that ice is sold to the public but only after the main customers reserve their ice time. He confirmed that almost all of the ice time can be sold.

Councilmember Heineman agreed that he would not want to set a precedent on this issue, choosing winners and losers by changing taxes for different organizations. He stated that if the organization could use assistance in marketing perhaps the City could assist with that.

Councilmember Musgrove commented that she would like to further discuss this issue during the budgeting discussion. She stated that if the tax were lowered perhaps more organizations would participate in charitable gambling which could increase the overall amount of funds.

Mayor Kuzma commented that the consensus of the Council is not to change the tax on charitable gambling and to instead direct the organization to submit a funding request that could be considered during the budget discussions.

2.04: Review and Discuss the Remote Attendance Policy

Administrative Services Director Lasher reviewed the staff report.

Councilmember Riley asked how the City would know when the pandemic has ended.

City Administrator Ulrich stated that would refer to the emergency declaration by the Governor.

Councilmember Woestehoff referenced the public remote attendance noting that can be challenging for staff but appreciates that it provides additional opportunity for residents to participate. He suggested that perhaps that be allowed to continue for six months post-pandemic and then be reviewed after that time.

Councilmember Specht agreed that he would like to see the limitations put back in place following the pandemic. He stated that he also agreed that this should be left open to allow remote attendance for the public.

Mayor Kuzma asked for input from staff.

Deputy City Administrator Gladhill provided details on the staff work that is necessary for remote attendance. He stated that QCTV is available for residents to watch the meeting broadcast live and asked if the remote element would be desired for participation as well. He noted that if participation is desired, there should be additional consideration for IT needs.

Mayor Kuzma asked if there are additional CARES Act funds that would be available for equipment needs.

Deputy City Administrator Gladhill commented that additional funds may be available but believed that was slated for staff time and ongoing resources rather than equipment.

Councilmember Musgrove recognized that Deputy City Administrator Gladhill stays late to assist with remote meetings and asked if IT staff is also staying late. She asked if staff is being compensated for that time. She noted that some of the items in the policy are being waived because of the emergency declaration. She stated that she would like to return to normal as soon as possible as there is no guidance from the Governor as to how long this will go on.

Councilmember Heineman asked when the pandemic would be considered over. He stated that he liked the recommendation of staff and suggested that this be reviewed in three to six months rather than linking this to the pandemic terminology because that is ambiguous.

Deputy City Administrator Gladhill commented that people are getting more comfortable as more people become vaccinated. He noted that some Commission members will not be comfortable returning until more people are vaccinated. He stated that staff can continue to engage the Commission members to determine their level of comfort for in person meetings.

Councilmember Howell suggested that this policy be brought back in three to four months to determine what works for the City and removing the language that muddy the waters related to the pandemic.

Councilmember Heineman agreed that the timeframe would allow the evaluation to be based on the City and conditions and comfort levels at that time rather than linking it to restrictions. He suggested this be reviewed in 90 days.

Councilmember Musgrove commented that being vaccinated is a medical issue. She stated that it is the choice of an individual as to whether to be vaccinated and the City cannot require proof.

Deputy City Administrator Gladhill commented that the City is not going to ask individuals whether they have been vaccinated and it would be more based on the comfort level of individuals.

Mayor Kuzma confirmed the consensus of the Council to reevaluate this in 90 days. He noted that there also seems to be interest in continuing to allow public participation remotely but recognized that would place an additional burden on staff and resources that would need to be discussed in the future in terms of budgeting and allocation of resources.

Councilmember Musgrove asked if the Commission members participating remotely still receive a stipend.

Administrative Services Director Lasher commented that most Commission members receive a stipend of $25 per meeting but a large number of members waive that payment. She noted that those members are using their own equipment to attend remotely.

Councilmember Woestehoff referenced Section G, under exceptions, and stated that perhaps language be added that allow a Commission or Council member to attend remotely if they have a medical condition. He noted that would get away from the linkage to the pandemic.

Councilmember Specht commented that it is important that people attend in person under normal circumstances.

Deputy City Administrator Gladhill stated that there are rules around remote participation under normal circumstances outside of a pandemic and reviewed those guidelines.

City Administrator Ulrich stated that because of the pandemic the State is reviewing rules for remote attendance and there will likely be changes coming down in the future. He stated that staff will bring this back for evaluation in three months.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

City Administrator Ulrich reviewed the future topics calendar.

4. MAYOR / COUNCIL / STAFF INPUT

Councilmember Howell asked if the worksession recordings could be made available to the public.

Deputy City Administrator Gladhill stated that could be discussed when the remote attendance policy is discussed as that would require additional resources.

Councilmember Riley commented that there was previous discussion related to ensuring agendas are ready from staff the Thursday before the meeting to ensure proper time for review. He stated that the agreement was made that would also apply to members of the City Council that wanted to move items from the Consent Agenda or add cases.

Councilmember Howell stated that she would prefer that it remain flexible.

City Administrator Ulrich reviewed the process for considering resolutions and noted that typically staff uses discretion but agreed perhaps there should be additional discussion on that process by the Council.

Councilmember Howell stated that it was her understanding that the Council has the option to add ordinances if seconded by another Councilmember. She assumed the discussion was related to the request by herself and Councilmember Heineman to add resolutions to the agenda.

City Administrator Ulrich stated that his comments were related to resolutions brought forward by other groups, using the examples of Black History Month or Daughters of the American Revolution.

Mayor Kuzma agreed it would be helpful for the Council to have a discussion on the policy.

Councilmember Heineman agreed that while it is good practice to have as much time for review as possible, the Charter also gives the Council the ability to amend the agenda at any time. He stated that while it would be a best practice, the Charter allows for amendment of the agenda at any point.

Councilmember Howell stated that if the Council does not like the process it should look to amend the Charter. She stated that she would prefer for proclamations to come through worksession before appearing on the regular agenda. She believed that the flexibility should remain for Councilmembers to amend the agenda.

City Administrator Ulrich noted that he will add the topic to a future worksession agenda for discussion.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:57 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Deputy City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, March 9, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Mark Kuzma
Councilmember Ryan Heineman
Councilmember Chelsee Howell
Councilmember Debra Musgrove
Councilmember Chris Riley
Councilmember Dan Specht
Councilmember Matt Woestehoff

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Police Chief Jeff Katers
Administrative Services Director Colleen Lasher
Deputy City Administrator Timothy Gladhill
City Engineer Bruce Westby – attended remotely
Economic Development Manager Sean Sullivan – attended remotely
City Attorney Joe Langel

1. CALL TO ORDER

Mayor Kuzma called the regular meeting of the Ramsey City Council to order at 7:00 p.m., followed by the Pledge of Allegiance led by Mayor Kuzma.

2. PRESENTATION

2.01: Swearing In Ceremony for the Ward 1 Councilmember, Mr. Ryan Heineman

Administrative Services Director Lasher conducted the ceremonial swearing-in for Councilmember Heineman.

2.02: State of the City 2021: Mayor's Address

Mayor Kuzma presented the State of the City which provided a recap of the City operations, updates, and news from the past year, as well as a look ahead as to what is to come in the new year.

3. CITIZEN INPUT

None.

4. APPROVE AGENDA

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

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Woestehoff, Musgrove, Heineman, Howell, Riley, and Specht. Voting No: None.

5. CONSENT AGENDA

Motion by Councilmember Musgrove, seconded by Councilmember Heineman, to approve the following items on the Consent Agenda:

5.01: Receive January 2021 Financial Reports – General Fund and Enterprise Funds
5.02: Receive Cash and Investments for Period Ending January 31, 2021
5.03: Receive Cash and Investments for Period Ending February 28, 2021
5.04: Approve the following Meeting Minutes:
1) City Council Work Session dated February 23, 2021
2) City Council Regular dated February 23, 2021
5.05: Approve Business Licenses
5.06: Adopt Resolution #21-059 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of February 18, 2021 through March 3, 2021
5.07: Adopt Resolution #21-049 Approving Abatement of 5420 142nd Avenue NW (Case of Anna and Pytor Vlasyuk)
5.08: Adopt Resolution #21-063 Releasing Agreements for Outlot B, Alpha Development; Case of US Home Corporation (Lennar) and the City of Ramsey
5.09: Adopt Resolution #21-065 Approving Final Version of Preliminary Plat in Regard to Density Transitioning and Tree Preservation for Northfork Meadows, Case of Lennar (20-135)
5.10: Adopt Resolution #21-038 Hiring a Patrol Officer
5.11: Adopt Resolution #21-069 Updating the Council Board, Authority and Committee Appointments Due to the Finalized Ward 1 Councilmember Election

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Musgrove, Heineman, Howell, Riley, Specht, and Woestehoff. Voting No: None.

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: Adopt Resolution #21-050 Approving a Non-Traditional Animal License at 5751 Lane NW (Project No. 21-107); Case of Miguel and Breeka Jaramillo

Deputy City Administrator Gladhill reviewed the staff report and recommendation to adopt Resolution #21-050 approving a Non-Traditional Animal License for Miguel and Breeka Jaramillo to maintain one fainter/mini-cross goat at 5751 150th Lane NW. He noted that one person submitted written communication opposing the request while multiple people are available online and in person to speak about the request. He noted that an online petition was received with multiple signatures and staff is working to determine the locations of those that signed the petition. He noted that while this is not a public hearing, the Council could allow members of the public to speak if desired.

Councilmember Howell stated that it appears this property is a combination of three lots and received confirmation of that by staff. She stated that if two lots were sold, that would leave one quarter acre lot which would seem small for a goat. She suggested that a minimum lot size be included in the approval.

Deputy City Administrator Gladhill confirmed that an agreement could be attached specifying those details if desired.

Mayor Kuzma invited the property owner to come forward.

Breeka Jaramillo, 5751 Lane NW, stated that the animal is hers and she and her father rent the property. She stated that she has 43 Ramsey resident signatures in support of the request. She stated that her online petition has 449 signatures in support of the request. She noted that all but two of her neighbors signed in support of her request, one of which was not home and the other is the neighbor that filed the complaint.

Councilmember Musgrove appreciates that the residents were willing to work with staff on any other code violations. She asked if the residents have spoken with the neighbor about their concerns.

Ms. Jaramillo stated that her neighbor said that he did not have a problem with the goat being there but that the lot was not up to Ramsey standards.

Councilmember Musgrove stated that she was not aware the property was being rented. She asked if all three lots are being rented.

Ms. Jaramillo confirmed that they rent the properties and received a signature of support from the property owner.

Councilmember Musgrove stated that she is not opposed to the request but believes that additional specification is needed as to the lot size. She also wanted to ensure that the other code enforcement items could be addressed.

Ms. Jaramillo provided a site plan with the housing and grazing information for the goat. She stated that although the property is classified as three lots it is one property.

Councilmember Specht stated that he supports the ability for the family to have the goat and suggested that in the future City staff should be able to approve these requests with the ability for residents to appeal to the Council.

Councilmember Woestehoff commented that it does not appear that the lots are reasonably splitable as two of the lots are encumbered by buildings. He agreed that the approval could be tied to lot size. He asked if staff would have more negotiation in terms of enforcement if this were approved and an agreement were in place.

Deputy City Administrator Gladhill stated that staff would support tying the approval to lot size. He confirmed that this could be used as an enforcement tool as the license could be revoked if the animal becomes a nuisance.

Motion by Councilmember Specht, seconded by Councilmember Heineman, to Adopt Resolution #21-050 Approving the Issuance of a Non-Traditional Animal License to Maintain One Miniature Fainting Goat on the Property Generally Known as 5751 150th Lane NW and Declaring Terms of Same, contingent upon an agreement stipulating that the license is tied to the three properties and providing guidance that future license requests of this nature could be reviewed and approved by City staff.

Further discussion: Deputy City Administrator Gladhill noted that the ability for staff approval would require a change to City Code that would need to come back to the City Council for approval. Councilmember Woestehoff asked if that portion of the motion should be removed in order for the license approval to be adopted tonight. Councilmembers Specht and Heineman confirmed that they would accept that change.

The motion was amended as follows:

Motion by Councilmember Specht, seconded by Councilmember Heineman, to Adopt Resolution #21-050 Approving the Issuance of a Non-Traditional Animal License to Maintain One Miniature Fainting Goat on the Property Generally Known as 5751 150th Lane NW and Declaring Terms of Same, contingent upon an agreement stipulating that the license is tied to the three properties.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Specht, Heineman, Howell, Musgrove, Riley, and Woestehoff. Voting No: None.

7.02: Adopt Ordinance #21-09 Amending City Code Section 26-852 Entitled Massage Therapist License

Economic Development Manager Sullivan reviewed the staff report and recommendation to adopt Ordinance #21-09.

Motion by Councilmember Riley, seconded by Councilmember Woestehoff, to waive the City Charter requirement to read the Ordinance aloud and Adopt Ordinance #21-09 Amending City Code Section 26-852 Entitled Massage Therapist License.

Further discussion: Councilmember Musgrove stated that during the worksession discussion Councilmember Woestehoff referenced the use of City Clerk versus City Administrator and asked if that verbiage should be changed. Deputy City Administrator Gladhill stated that City Clerk is found in State Statute whereas City Administrator is not. He clarified that staff could look at a broader language change in the future without inhibiting this change. Councilmember Musgrove asked why that change would not be made now. Deputy City Administrator Gladhill stated that Statute related to licensing references City Clerk noting that the organization has flexibility to designating licensing to appropriate staff. He stated that staff feels that this has the right language to support the duties of staff. Economic Development Manager Sullivan noted that the duties have been moved from the City Clerk to the economic development staff and therefore the language was amended to appropriate staff.

A roll call vote was performed:

Councilmember Heineman	aye
Councilmember Woestehoff	aye
Councilmember Howell	aye
Councilmember Riley	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Mayor Kuzma	aye

Motion carried.

7.03: Introduce Ordinance #21-02 Amending City Code Section 117-148 Entitled Mississippi River Corridor Critical Area

Deputy City Administrator Gladhill reviewed the staff report and recommendation of the Planning Commission to adopt the ordinance.

Councilmember Riley commented that there has been a lot of discussion on this topic overall and in regard to protecting property rights.

Motion by Councilmember Riley, seconded by Councilmember Woestehoff, to introduce Ordinance #21-02 Amending City Code Section 117-148 (Mississippi River Corridor Critical Area).

Further discussion: Mayor Kuzma commented that this will be beneficial for the City in terms of development and as related to the Capstone project.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Riley, Woestehoff, Heineman, Howell, Musgrove, and Specht. Voting No: None.

7.04: Adopt Resolution #21-056 Accepting Bids and Awarding Contract for 2021 Crack Seal Improvements, Improvement Project #21-06

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #21-056 accepting bids and awarding a contract for 2021 Crack Seal Improvements, Improvement Project #21-06 to Northwest Asphalt and Maintenance in the amount of $110,428.07. This work will be funded entirely from the $200,000 that was budgeted for annual crack seal improvements.

Mayor Kuzma asked if the City has worked with this contractor before.

City Engineer Westby confirmed that this contractor completed the crack seal work two years prior and did a good job.

Motion by Councilmember Musgrove, seconded by Councilmember Riley, to Adopt Resolution #21-056 Accepting Bids and Awarding Contract for Project 2021 Crack Seal Improvements, Improvement Project #21-06.

Further discussion: Councilmember Riley commented that he looks forward to the additional road maintenance that could be completed with the remaining funds that were budgeted for the year.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Musgrove, Riley, Heineman, Howell, Specht, and Woestehoff. Voting No: None.

7.05: Adopt Resolution #21-061 Ordering Plans and Specifications for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #21-061 ordering plans and specifications for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements. Funding for this project is proposed to come from water enterprise funds.

Mayor Kuzma commented that it will be prudent and most cost effective to have this work done prior to the County completing its work.

Councilmember Musgrove noted that the Public Works Committee also discussed this case and recommended approval.

Motion by Councilmember Musgrove, seconded by Councilmember Howell, to Adopt Resolution #21-061 Ordering Plans and Specifications for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Musgrove, Howell, Heineman, Riley, Specht, and Woestehoff. Voting No: None.

7.06: Adopt Resolution #21-057 Accepting Bids and Awarding Contract for Improvement Project #21-00, Riverdale Drive Reconstruction, Feldspar Street to Sunfish Lake Boulevard

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #21-057 accepting bids and awarding a contract for construction of Improvement Project #21-00, Riverdale Drive Reconstruction, Feldspar Street to Sunfish Lake Boulevard, to Kuechle Underground, Inc. in the amount of $771,913.13. Funding will be a mix of Municipal State Aid Funds and Stormwater Funds. Costs related to sanitary sewer and/or watermain work will be paid through the respective enterprise fund.

Councilmember Riley commented that the Council has talked about this project several times. He stated that a very favorable bid was received and noted that this project will provide a substantial benefit to all residents. He explained that the City patching crew spent a significant amount of time on this stretch of road the previous year and therefore would be able to spread that time over other areas of the City in the future.

Motion by Councilmember Riley, seconded by Councilmember Musgrove, to Adopt Resolution #21-057 Accepting Bids and Awarding Contract for Improvement Project #21-00, Riverdale Drive Reconstruction, Feldspar Street to Sunfish Lake Boulevard.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Riley, Musgrove, Heineman, Howell, Specht, and Woestehoff. Voting No: None.

7.07: Adopt Resolution #21-067 Instructing that No City Resources be Utilized in the Enforcement of Executive Order 20-81

City Administrator Ulrich stated that this resolution has been brought forward for consideration by Councilmembers Heineman and Howell. He noted that City Attorney Langel and Police Chief Katers are present tonight to provide input on the ability of the City to not enforce certain laws as well as suggested language changes within the draft resolution.

City Attorney Langel commented that as he understands the proposed resolution it is an assertion that the Executive Order is unconstitutional and violates State law and that the City resources not be used in any way to uphold or enforce the order. He provided background information on the Executive Order and noted that a number of legal challenges have come forward through the summer and fall in both State and Federal courts, not a single challenge has been successful and none of the Executive Orders have been deemed unconstitutional. He disagreed with the premise of the whereas clause in the draft resolution that states that these Executive Orders have undermined the constitutions of the State and Federal government as that has not been found and no court has agreed with that statement. He stated that unless and until the court overrules the Executive Orders, they are law. He stated that if the Council approved this resolution it would contradict the current status of Minnesota law, which he did not think was a good position to be in. He was fairly certain that the Attorney General would take note if this were adopted. He stated that enforcement is primarily done by law enforcement and based on the State policy is approached

with education on the first offense. He stated that the City Council cannot direct law enforcement to not enforce State law as it does not have the jurisdiction to do so.

Councilmember Howell referenced State Statute related to peacetime emergencies and asked if that language would release the City from the declaration.

City Attorney Langel commented that determination has already been made by the Governor and is based upon the fact that the pandemic is a statewide issue that has resulted in roughly 6,000 Minnesotans dying and many more being impacted, which no individual city has the resources to deal with. He stated that the orders were issued under Chapter 12 and are law until they are declared otherwise, therefore every city is subject to the orders whether they agree or disagree with them.

Councilmember Heineman referenced an Executive Order issued by Abraham Lincoln, noting that it was a five-year process to overrule. He asked if the opinion of the attorney would be that everyone should stop pursuit of overturning the Executive Order they deem unconstitutional just because the challenges thus far have been unsuccessful.

City Attorney Langel replied that the wall has been hit multiple times in both State and Federal courts. He commented that fight can continue but in the meantime the law is clear, and it cannot be ignored simply because it is disagreed with. He stated that the law still exists as set forth in Executive Order.

Councilmember Heineman stated that there are three different types of Executive Orders and asked the duty of individuals to reconcile the fact that an Executive Order supersedes and/or could conflict with existing laws.

City Attorney Langel commented that Executive Orders are promulgated under the Emergency Management Act, which are triggered by unique circumstances. He stated that one point of the EMA is to allow government to circumvent processes in the event of an emergency situation. He stated that when the circumstance exists the authority is fairly broad. He stated that reconciliation is not necessary as this is a temporary change.

Councilmember Howell commented that this is day 352 of a temporary change. She stated that March 8th recognizes International Women's Day, noting the process for women to earn the right to vote took over 100 years. She stated that in 1941 in response to the Japanese bombing of Pearl Harbor and in fearful response Americans of Japanese descent were placed in internment camps based on an Executive Order by President Roosevelt. She commented that just because something has become a law or mandate does not mean it is moral or just. She stated that while it was considered legal at the time, there are moments in the history of our country where the government has acted unlawfully and reprehensibly from a moral and Constitutional perspective. She stated that according to the 14th Amendment, the state cannot deprive us of life or liberty. She commented that the governor and Executive Council do not have the right to restrict someone's right to breath as that is the decision of an individual and not the government.

Councilmember Musgrove asked how much money Ramsey receives from the State government to enforce the mask mandate.

City Attorney Langel replied that he is unsure of that answer.

Councilmember Musgrove commented that she believes that funding has come from the Federal government but is not aware of funds that have come from the State for COVID.

City Administrator Ulrich confirmed that the City did receive CARES Act Funds but was unsure that anything was specifically dedicated to enforcement. He noted that CARES Act funds were Federal money distributed through the State.

Councilmember Musgrove stated that Ramsey recently passed a resolution to encourage local legislators to work with the Governor to release the State from taxing funds received from the Federal government. She believes that the mandates have come down at a great cost to the citizens of Minnesota. She commented that the mask mandate is the visible thing that can be seen and comes without funding for local cities to enforce. She noted that the Governor is not providing criteria on when the pandemic will be considered over and asked whether the masks would continue to be worn for three or four years. She believed that this would need to go back to court in order to have answers for those questions and for businesses to be allowed to reopen and lives to return to normal.

Councilmember Heineman stated that he is hearing that if a certain set of conditions occur and the Governor issues an Executive Order, it would be holistically lawful regardless of preexisting laws and statutes and whether it is perceived as unconstitutional.

City Attorney Langel commented that it is not that simple. He stated that the EMA has a process that has to be followed and an Executive Order issued by the Governor is only good for a number of days unless accepted by the Executive Council. He noted that it is presumed legal until such time a court says otherwise. He commented that in Minnesota that has not yet happened.

Councilmember Heineman asked whether it is the duty of all to follow an Executive Order as law until it is deemed a violation.

City Attorney Langel replied that it is the duty under State law to adhere to the Executive Order until it has been deemed illegal and overturned.

Councilmember Woestehoff replied that City Attorney Langel has commented that the first whereas statement is not within the authority of the City. He referenced the second whereas statement, specifically the references at the end that make note of different sections. He noted that those seem related to a healthcare facility and a patients bill of rights and asked for input from legal counsel.

City Attorney Langel commented that without going through the details of the different statutes he is not aware of any violation of the patients bill of rights under EMA created by the Executive Orders. He commented that the whereas statement reflects arguments that have been made

in different cases but have not been proven or upheld in any court. He noted that the mask law was litigated in Federal court and was dismissed. He was not aware of any basis under any of those statutes that would invalidate the Order.

Councilmember Woestehoff noted that there are reasonable exemptions for medical conditions for people who are unable to wear masks.

City Attorney Langel confirmed that those exemptions are in place and may be included in the Executive Order.

Councilmember Howell referenced Chapter 12, Section 12.39, Subdivision 2, and stated that it is not her understanding that the Governor can place the entire state under medical treatment. She stated that if you reference the healthcare bill of rights, it mentions experimental treatment. She commented that in the course of history an entire country or state has never been required to wear masks which restrict their breathing, therefore there is no precedent and asked how that is not considered experimental research. She asked how it is fair for the Governor to place the entire population under medical treatment.

City Attorney Langel commented that wearing a mask is not considered medical treatment and stated that as just discussed there are exceptions for those with medical conditions or personal objection. He did not see experimental research coming into play with this Executive Order. He stated that 12.39 indicates that if there is an Executive Order, healthcare providers have to provide notice of the right to refuse examination or treatment. He stated that nothing in the Executive Order advocates or impacts that requirement for notice.

Mayor Kuzma commented that there are a number of residents that have indicated they would like to speak.

Dan Kane, 16219 Iodine Street NW, stated that he would like to speak against the resolution. He recognized that this has been a long course that has been frustrating. He stated that no one likes the preventative measures that they are forced to take, but it is so close to the end of this and did not want to see people let up on those precautions prematurely. He commented that the Supreme Court has already ruled that such mandates are constitutional and provided the related link https://www.law.cornell.edu/supremecourt/text/19A1044. He stated that even if someone has the opinion that the interpretation is wrong and the mandate is unconstitutional, this would not be the place to challenge whether the mandate is constitutional. He stated that the proper arena for that discussion would be in court or through petition to the legislature or Governor. He stated that while people have opinions, the Council does not have the authority to overrule this. He stated that individuals have the ability whether or not to follow a mandate but then leave themselves up to the consequences that may come with that, using the example of speed limits in construction zones which are also temporary.

Carolyn Hemmer, 16010 Potassium Street NW, commented that she supports the resolution with the reasoning that no parameter has been given for when the mask mandate will end. She stated that she and several of her children have medical exemptions and those are not honored at many

businesses. She stated that she and her children have been yelled at, threatened, and refused service because they do not have masks on. She supports that the City not spend its resources to enforce the mandate. She stated that she would like to visit businesses locally and feel safe doing so. She explained that the alternative to going to the grocery store would be to have those goods delivered, which has an additional fee. She noted that many residents are struggling financially during this time or using EBT for groceries and therefore would not be eligible to use those delivery sources.

Jennifer Leistico, 15790 Neon Street NW, commented that originally, she planned to watch and attend the meeting as a member of the Park and Recreation Commission specific to the next agenda item. She stated that she noticed this agenda item, as well as the next, and was interested in the Council discussion. She asked the problem the City is attempting to solve, as this is phrased in a way that suggests the City is expending resources enforcing the mandate. She asked the number of hours City staff has spent on enforcement and the resources that have been used. She asked the number of citizens and employees of the City that have provided input to the members of the Council in support and opposition. She asked if the City looked into liability if this does pass. She stated that it sounds like people do not like the law and therefore are challenging it, but it seems that the City would expend many more resources to legally challenge this above what would be spent on enforcement. She commented that she does not support this action unless there are numbers and data showing that the City is financially suffering because of the mandate.

Jane Covart, 5621 121st Lane NW, stated that she disagrees with the resolution as she does not believe it undermines basic human rights. She also did not believe City resources are wasted on this. She recognized that everyone is tired of this situation but commented that this is not the right venue for this challenge. She stated that she does not want the City Council to lead this challenge and believed that City funds could be better used in different ways. She stated that the CDC has statistics that support that mask use is beneficial in preventing the spread of illness. She stated that Minnesota has experienced 6,000 deaths and that this pandemic is a marathon, and they are near the end and did not want to see precautions lifted this close to the end. She referenced the next proposed resolution on the agenda and read a statement from the draft resolution. She then read that same language replacing the City with the State which would make it seem that the City would be hypocritical in not following the State but then in its next potential action direct residents and Commissions to follow the Council.

Councilmember Woestehoff asked about the resources that the City has been spending on the mask mandate.

Police Chief Katers replied that resources were a concern from the beginning. He commented that law enforcement plays a role but recognize that they will not be able to police the health pandemic. He stated that the number of complaints to the Police Department were high in March, April, and May with a total in the past year of 43 complaints related to masks and/or social distancing. He stated that there was one complaint which required follow up with a State regulatory agency. He stated that these were calls for service and noted that law enforcement has asked that the calls not be reported through the 911 system and citizens have been great about that. He did not have a dollar amount or hours spent on those 43 calls. He stated that law enforcement uses education rather than enforcement. He noted that it is always a concern with use of resources as the Ramsey

Police Department replies to over 1,000 calls for service per month which range in severity from ordinance complaints to crime and resources are allocated appropriately.

Councilmember Woestehoff commented that it would seem then that less than one percent of calls per month are related to the Executive Order or mandates.

Police Chief Katers commented that sometimes laws have civil or criminal violations, but some violations are also regulatory (liquor or tobacco licenses).

Councilmember Woestehoff asked if the one case that required regulatory documentation and referral required more or less time than the response to a drunk/disorderly complaint.

Police Chief Katers replied that he can only say the department replied to the one call that required regulatory follow up.

Councilmember Heineman commented that he believes that the narrative is being pushed to misrepresent the draft resolution. He stated that the intention is not to challenge or override a declaration. He commented that the Council has the authority to delegate how its resources are being spent. He stated that the resolution would not override the Governor and or challenge his authority but would instead state that the City will not allocate its resources on enforcement. He asked if an Executive Order is the same as State law.

City Attorney Langel replied that the EMA states that an Executive Order has the full effect of law.

Councilmember Heineman asked if the City can direct the police to not enforce the Executive Order or law.

City Attorney Langel replied that the City Council does not have the authority to direct its police department to not enforce State law.

Councilmember Heineman asked for clarification on the direction of Minneapolis to direct its police to not complete enforcement related to marijuana or sanctuary cities.

City Attorney Langel commented that he is not familiar with that and cannot expound on it. He stated that the police always have their own discretion, and the prosecutor has its own discretion. He stated that the City Council does not have the jurisdiction to tell law enforcement to stop enforcing speed zones or an Executive Order. He stated that his comments are not intended to belittle the Council, but to explain that the Council only has the jurisdiction it has been delegated.

Councilmember Heineman commented that it would seem that authority exists related to marijuana enforcement and Federal immigration laws. He commented that Minneapolis has decriminalized marijuana and believed that the City Attorney should have knowledge on this topic. He asked if any other metro communities have passed this type of resolution.

City Attorney Langel replied that he is not aware of a City that has passed this type of action. He stated that he is familiar with cities that have passed resolutions supporting businesses but not stating that the city will not expend resources including law enforcement for Executive Orders.

Councilmember Heineman asked if the City Attorney is familiar with Oak Grove's Resolution #20-047.

City Attorney Langel replied that he is not.

Councilmember Heineman commented that he believes that is a problem.

City Attorney Langel stated that if Oak Grove passed a resolution with this language, his opinion would be the same in that the city does not have the jurisdiction to do so. He stated that he can only provide the Council with his understanding of the law as someone that has practiced the law for a number of years as well as the history of the past year and the unsuccessful challenges that have occurred during that time.

Mayor Kuzma recognized that there are additional public speakers that would like to provide input.

Justin Loss, 5635 156th Lane NW, commented that he appreciates that the Council is concerned with the dollar value of the resources. He noted that the discussion also seems to include the staff time and where that time could be better spent. He stated that when the mandate came out the Anoka County Sheriff made the statement that they would not be policing this matter. He recognized that if there is an escalation between a customer and business owner, the police would respond. He recognized the comment that there is not a set date for this to end as that bookmark keeps moving.

Kristy Kane, 16219 Iodine Street NW, commented that she is speaking against the resolution. She stated that she is a mental health provider and has been working remotely to the extent possible. She stated that the mask mandate allows her to see clients that need to be seen in person. She stated that the pandemic has placed additional stressors on people and therefore those issues need to be able to be treated. She noted that many of her clients are immune compromised, as are members of her family, and that is why the mask mandate is important. She recognized that there are problems that arose from the past year. She commented on the stress that the youth are facing with distance learning. She stated that if people can stay the course, the ultimate goal will be reached faster. She stated that ignoring the mandate is only delaying the time necessary to go back to normal. She commented that the illness is mutating as well. She was concerned with the timing of this item being added to the agenda, noting that the item was placed on the agenda last minute and she was only made aware of it five minutes before the meeting which is ingenious to residents of Ramsey.

Carey Christian-Greg, 14670 Helium Street, echoed the comments of the last speaker. She stated that people go into businesses without masks using the guise of medical exemptions. She commented that she feels bad that businesses cannot enforce anything, especially if there is not support from the police department. She commented that her son is 13 and has had two surgeries for his medical condition but is not quite available to receive a vaccination. She commented that

mask use is not hard for people as they put it on to go into a business and then take it off when they go out.

Councilmember Specht thanked the police for doing a great job and taking the approach of education during the pandemic, which he appreciates. He thanked everyone that came and spoke on both sides, recognizing that this is a passionate topic. He stated that people need to remember that 32 percent of the states do not have a mask mandate and therefore if the mandate were reversed it would not be unique. He stated that this would not be a reversal of the mandate but simply a direction that Ramsey resources would not be spent on this matter. He noted that some states without mask mandates are faring better than states with mandates, while some are faring worse and therefore the masks are not the determining factor for success. He commented that residents are allowed to wear masks if they want to and if people choose not to, the City will simply not expend its resources to enforce that.

Councilmember Riley commented that Councilmember Specht's comments were well stated. He stated that he does not like the mask mandate or powers of the Governor. He recognized that this was an emergency but is no longer. He stated that there has been discussion related to what the City dislikes and disagrees with and the City Attorney has pointed out that there is a process that has gone to the courts several time. He commented that the legislature has the power to stop this but unfortunately continues to vote not to do so. He stated that while people may be unhappy, there is a process, and this would not be the appropriate route to take. He commented that people can reach out to legislators and urge them to speak up and revoke this emergency power. He noted that he will not be supporting this action tonight as this is not the right path forward.

Mayor Kuzma commented that he recently recovered from COVID. He stated fortunately no one in his circle was infected that he had contact with, noting that he has been careful to wear masks but still contracted the illness. He stated that he cannot support this action. He does not feel that wearing masks is that big of a deal and did not believe businesses would change their practices because of this action. He stated that he will not be supporting this request.

Councilmember Woestehoff stated that he appreciates the comments tonight but cannot support this mainly because it flirts with legality. He noted that the 55303 zip code is the fourth highest ranking for COVID cases. He stated that he has received a number of calls and emails from residents in the past four hours and this is an issue that is not appropriate at a City level. He commented that Police Chief Katers and his department have done a great job attempting to promote compliance while not bringing forth enforcement issues and instead using education. He stated that there are people that come to Ramsey to work and therefore this is not just a Ramsey issue.

Councilmember Heineman commented that data and science are important factors but can be viewed in a way that supports one's point. He noted that the article referencing 55303 being ranked the fourth highest zip code for cases also included data on cases per 1,000, which puts that zip code much lower in ranking. He stated that there are many factors to consider such as mental health, financial wellbeing, health problems because of mask use, increases in chemical dependency and the impact of isolation on mental health. He stated that it is his opinion that this Executive Order is a violation of the Bill of Rights. He stated that social contracts are relied on

throughout time and the notion that not enforcing an Executive Order is wrong seems to be in conflict of cities that choose not to enforce marijuana laws or immigration laws. He did not think there is precedent for this and believes that this action is worthy of a resolution.

Motion by Councilmember Heineman, seconded by Councilmember Howell, to Adopt Resolution #21-067 Instructing that No City Resource by Utilized in the Enforcement of Executive Order 20-81 as amended.

Further discussion: Mayor Kuzma commented that he will not support this resolution and was concerned with the liability that could be placed on the City. He did not believe the City has resources to support a potential lawsuit. Councilmember Musgrove commented that this resolution is being conflated with people not caring but clarified that this is specific to the City's ability to control what it spends its resources on. She stated that she supports this action and that does not mean that COVID is fake or people should not wear a mask. She stated that the mask mandate allows the Governor to mandate who wears a mask without medical opinion and there are no metrics as to when this will be done. Mayor Kuzma asked the liability the City could look forward to if this motion passes. City Attorney Langel stated that the issue of liability is not clear as the resolution is very broad. He commented that whether this is passed or not passed, it is his belief that the Council cannot direct law enforcement to not enforce the law and the police will need to continue to enforce the law. He stated that there should not be liability in that manner unless the police do not do their job. He stated that the potential liability would come from the office of the Attorney General and whatever action they may take against Ramsey. Councilmember Riley asked if the legal opinion would be that this is contrary to State law. City Attorney Langel confirmed that it is his legal opinion that the City Council does not have authority to state that its law enforcement cannot enforce an Executive Order. He recognized that people could have differences of opinion and respects that, but the Council would need to have authority or jurisdiction and he is not aware of anything that would give the City the right to do what this resolution states. Mayor Kuzma commented that he is disappointed in the Council in bringing this resolution forward.

Motion carried. Voting Yes: Councilmembers Heineman, Howell, Musgrove, and Specht. Voting No: Mayor Kuzma, Councilmembers Riley and Woestehoff.

7.08: Adopt Resolution #21-068 Directing City of Ramsey Staff, Authorities, Boards and Commissions to Take and Follow Direction from Ramsey City Council

City Administrator Ulrich stated that Councilmembers Heineman and Howell have requested consideration of the proposed resolution. He noted that there are some questions as to how this could be interpreted by the Commissions and Boards as well as staff.

Councilmember Howell commented that the goal of Councilmember Heineman and herself was to establish a baseline policy going forward to ensure that policies from the Council are followed by staff and the Boards and Commissions. She stated that as a liaison for a Commission she experienced a Chair not following the Council guidance related to mask wearing and sent out a letter with his own direction to the group. She stated that she wants to ensure that does not happen

again. She stated that members of Boards and Commissions have the right to attend in person and should not be given contrary direction from their Chair.

Councilmember Heineman stated that he has received feedback on the opinion that this is overreach by Councilmember Howell and himself. He stated that the intent is to prevent a situation where someone creates their own rules that supersede the direction from the Council. He stated that staff does an amazing job, and this resolution is meant to address the situation where a Board or Commission member attempts to provide their own rules. He stated that he would entertain adding the language that this does not supersede statutory requirements. He stated that the intent is to provide a policy and baseline to support the organizational chart within the City.

Councilmember Riley commented that he found it interesting that during the previous case a resident read this resolution back in the guise of the Governor's mandates. He stated that in his mind this seems to create a big rule to address one incident and does not want to ever do that in his life. He stated that an incident can be handled rather than making a resolution. He noted that it goes without saying that the City Council sets the direction. He stated that this gives the impression that the Council does not care about the input from the Commission members and what those members say. He stated that if the Council is under the impression it is the only voice that matters, there would be no point to have Commissions. He stated that the outcome of this would seem to create "yes committees" in that there are no other opinions welcome, and someone could not disagree with the Council. He commented that he would be concerned that this would be interpreted that someone can have an opinion as long as it does not vary from the Council.

Councilmember Howell commented that the intent of the resolution is that staff works for the Council and while they can have independent opinions, staff is to follow the direction of the Council. She stated that when Commission members send out emails directing members to follow their direction rather than the Council and directing QCTV to cut people off, that is in violation. She stated that she does not see a problem with a gentle but firm reminder.

Councilmember Specht commented that this seems to be status quo that the Commissions follow the direction of the Council and therefore did not see a problem with a simple reminder.

Mayor Kuzma commented that this has not been a problem during his time on the Council. He did not feel that this needs to rise to this level and would not support the resolution as he believed issues could be handled internally.

Councilmember Musgrove commented that this topic was discussed in a previous worksession and she spoke with staff earlier this week related to a letter she received from a Commission. She stated that the letter did not follow the direction of the Council. She was unsure who wrote the letter but noted that the letter content went above and beyond the direction of the Council. She agreed that it could be helpful to reiterate the role of the Commissions and the role of the Council. She commented that the Council is elected to represent the residents and provide guidance to City staff and the Commissions related to policy. She noted that the resolution seems to reinforce the organizational chart within the City.

Mayor Kuzma suggested that members of the public be allowed to speak.

Jennifer Leistico, 15790 Neon Street NW, commented that she is a member of the Parks and Recreation Commission and Charter Commission. She stated that she would like more information on the basis of this. She commented that it seems the instigating matter again seems related to masks and enforcement. She asked what problem this would be solving for the residents of Ramsey and noted that it seems this could have been handled through a memorandum rather than resolution. She commented that the Commissions are composed of citizens of Ramsey who have opinions, take information from other residents, and provide a recommendation to the Council which ultimately decides the matter. She stated that the resolution appears to state that the Council will direct staff and others to do things, which she believes is accurate for staff. She stated that there is nothing a Commission could do to act in opposition of the Council as they are only a recommending body. She commented that there was a reference in the previous resolution about mincing words, which is what needs to be done for ordinances and resolutions. She stated that the original intent is not coming across in this resolution language. She stated that she does not support this action as a citizen of Ramsey or as a member of multiple Commissions within the City.

Randy Bauer, 14942 Quintana Circle, Chair of the Planning Commission echoed the comments of Councilmember Riley in that the previous resolution states that the Council wants to go against the higher authority and this resolution would seem to do the opposite stating that the Council is the higher authority, and everyone must do as it says. He agreed that both the prior resolution and this action seem to focus on the issue of masks, which unfortunately has become a political issue rather than an issue of public health. He stated that his wife has worked in public health for over 45 years and he and his wife were wearing masks before they were mandated and continue to do so. He stated that when the Planning Commission did gather in person, he did encourage people to keep their masks on. He commented that this resolution is very broad and gives the impression that the Council is on top and everyone must follow. He stated that the Planning Commission has the authority to grant a variance, noting that decision could be appealed to the City Council, but that authority lies with the Planning Commission. He stated that this resolution appears to be looking for a problem that does not exist and again focuses on masks. He commented that everyone is aware of the organizational chart that already exists.

Gary VanScoy, 5851 147th Lane NW, commented that he has been a member of the Planning Commission for 18 to 19 years. He stated that when he read this resolution he was appalled with the broad language and potential impact and was concerned with what was driving this request. He stated that his impression was similar to the comments of Councilmember Riley. He echoed the comments of the previous speaker in that it seems there was one issue related to masks that brought this forward. He stated that he has contacted the State regarding the Council's interpretation to 20-81, specifically that masks should be taken off when speaking and then replaced, whereas the Council's opinion is that the masks could be removed once seated. He stated that the direction of the Council is counter to that of the State law. He recognized that is a choice the Council made but did not want to see what he deems to be an improper choice imposed on the Commissions. He commented that as written this language is so broad that it is appalling. He stated that he believes this is unnecessary and would bring potential issues for the Council and Commissions. He stated that as written he did not believe he could continue to participate in a Commission that would be told how to make its decisions.

Councilmember Specht thanked all the people that serve on Commissions noting that the City would not be as successful without the contributions of those that volunteer their time to serve on those bodies. He stated that when he read the resolution it seems to reiterate the status quo in that the Council has the final say. He stated that he feels bad that the language is being interpreted differently by some people as he does not feel it devalues the work of the Commissions.

Councilmember Heineman referenced the statement that the Council is wanting to have its cake and eat it too and likening this to the State Executive Orders as well as the comment that Councilmember Howell and himself are being inconsistent. He stated that the issue with the Executive Order is that is goes against the constitution while this resolution simply reaffirms the organizational chart that already exists. He stated that it is apparent that readers are taking this in a direction it was not intended and stated that he would amend the resolution to include the language "to not supersede statutory requirements or independent opinions or to influence the Commissions". He referenced the statement that Mayor Kuzma made related to a process that exists but noted that he has not seen that in writing.

Mayor Kuzma believed that process is outlined in the manual given to new Councilmembers on procedures.

Councilmember Woestehoff echoed the concerns of the Board and Commission members and was disappointed. He was worried that this would cause the City to lose valuable volunteer members of Boards and Commissions because of an issue that could have been handled administratively. He stated that according to the personnel policy, the Council is not supposed to wear jeans and believed that the Council should spend its time focusing on issues that actually matter.

Mayor Kuzma commented that he feels that this resolution is an overreach by the Council and did not feel that this would be necessary. He stated that in the eight years he has been on the Council there has not been an issue that could not be worked out. He felt that this could cause the City to lose members of its Commissions.

Councilmember Riley asked if there is a procedure in the policy that addresses how a member of a Commission could be removed for attendance and/or conduct.

City Administrator Ulrich confirmed that to be true.

Councilmember Riley commented that this is an isolated incident and there are policies in place to deal with this. He stated that this is broad language and if this is an issue with masks, it should be stipulated. He commented that it is clear that the language of this resolution is not being interpreted well by members of Commissions. He stated that the amendment proposed by Councilmember Heineman would make it better but believes the issue could be handled specifically with that person if there is an issue. He stated that as Councilmembers some latitude should be given as everyone has the best intentions in serving their community.

City Administrator Ulrich clarified that a motion has not been made thus far.

Motion by Councilmember Heineman seconded by Councilmember Howell, to Adopt Resolution #21-068 Directing City of Ramsey Staff, Authorities, Boards and Commissions to Take and Follow Direction from the Ramsey City Council.

Further discussion: Councilmember Riley asked if Councilmember Heineman proposes to add the additional language he mentioned. Councilmember Heineman commented that if appropriate he could include that language.

He amended his motion as follows with support from Councilmember Howell:

Motion by Councilmember Heineman seconded by Councilmember Howell, to Adopt Resolution #21-068 Directing City of Ramsey Staff, Authorities, Boards and Commissions to Take and Follow Direction from the Ramsey City Council Not to Supersede Statutory Requirements or Independent Ideas or to be Influenced.

Further discussion: Mayor Kuzma commented that he again is disappointed in this resolution as well as it is an overreach.

Motion carried. Voting Yes: Councilmembers Heineman, Howell, Musgrove, and Specht. Voting No: Mayor Kuzma, Councilmembers Riley and Woestehoff.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

9. ADJOURNMENT

Motion by Councilmember Riley, seconded by Councilmember Musgrove, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 9:50 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Deputy City Clerk

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

A recording of this meeting is available for viewing online at www.qctv.org <http://www.qctv.org>. Recordings are available for 36 months after the date of the meeting.

CC Regular Session **5. 4.**

Meeting Date: 03/23/2021

By: Wendy Schlueter, Community Development

Information

Title

Approve Business Licenses

Purpose/Background:

Purpose:
To obtain City Council approval of various license requests.

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

Recommendation:

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

Action:

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

Attachments

Business Licenses

Form Review

Inbox	Reviewed By	Date
Sean Sullivan	Sean Sullivan	03/16/2021 10:26 AM
Tim Gladhill	Tim Gladhill	03/17/2021 11:25 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 01:20 PM
Form Started By: Wendy Schlueter		Started On: 03/12/2021 12:23 PM
Final Approval Date: 03/18/2021		

Report Name: License Report - License Types
Council Dates: 3/23/2021 to 3/23/2021
Status: Active, Inactive
License Type(s): 3.2 Beer Off-Sale, 3.2 Beer On-Sale Temporary, Liquor 2 A.M. Closing, Liquor Off-Sale, Liquor On-Sale, Liquor On-Sale Sunday, Temporary Intoxicating, Wine On-Sale, Amusement Center, Amusement Devices/Billiard Tables, Business License-1st Year, Business License-Renewal, Garbage Haulers, Pawnbroker, Multi-Family Rental, Second Hand Goods Dealer, Special Events, Temporary Amusement/Carnival/Circus, Therapeutic Massage Establishment, Therapeutic Massage Therapist, Tobacco, Transient Merchant/Peddler/Solicitor

City of Ramsey
License Report - License Types

Company	Applicant	Location	Complex	Exp. Date	Council Date	Status
Special Events						
New Life Church Farmer's Market	Virgina C Spiess	5900 167th Ave NW	Cornerstone Investo	9/18/2021	3/23/2021	A
					Special Events License Count:	**1**
Transient Merchant/Peddler/Solicitor						
Blaine Anoka Ice Cream	Faysal A. Hasan			12/31/2021	3/23/2021	A
					Transient Merchant/Peddler/Solicitor License Count:	**1**
					Total Licenses:	**2**

CC Regular Session **5. 5.**

Meeting Date: 03/23/2021

By: JoAnn Shaw, Community Development

Information

Title

Approve Rental Licenses

Purpose/Background:

Purpose: The purpose of this case is to approve rental license requests for 2021.

Background: Detached Single-Family Homes and Attached Single-Family Homes (townhomes, duplexes, etc.) are required to obtain a license (registration), but are not subject to inspections (unless the City has sufficient evidence of a violation of City Code).

Multi-Family Units (apartments, condos, etc.) are subject to the license and inspection program as required by code.

License application requests are attached for Council approval.

Recommendation:

Staff recommends approval of license applications.

Action:

Motion to approve rental license applications.

Attachments

Rental License Applications

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	03/17/2021 11:25 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 01:45 PM
Form Started By: JoAnn Shaw		Started On: 03/17/2021 09:00 AM
Final Approval Date: 03/18/2021		

Report Name: License Report - License Types
Council Dates: 3/23/2021 to 3/23/2021
Status: Active, Inactive
License Type(s): Multi-Family Rental, Rental

City of Ramsey
License Report - License Types

Printed: 3/17/2021

Company	Applicant	Location	Complex	Exp. Date	Council Date	Status
Multi-Family Rental						
Weidner Property Managment		7700 Sunwood Dr NW	Residence at the CO	11/14/2023	3/23/2021	A
Hampton Properties of Ramsey, LLC	Joel T. Larson	7007 139th La NW	Suite Living Senior	3/27/2024	3/23/2021	A
				Multi-Family Rental License Count:		**2**
Rental						
HPA US1, LLC		6230 151st La NW		3/27/2024	3/23/2021	A
				Rental License Count:		**1**
				Total Licenses:		**3**

CC Regular Session **5. 6.**

Meeting Date: 03/23/2021

By: Kathy Schmitz, Administrative Services

Information

Title

Authorize Tennis Court Maintenance and Add Pickleball Courts

Purpose/Background:

The city has tennis courts at Rivers' Bend Park (4), and one each at Fox and Riverdale Park. Loral I Armstrong Delaney Central Park also has a four court system that was constructed in the mid-1990's and last resurfaced in 2013. The following year pickleball stripping was added 'over' two of the four courts at Central, such that they could be used for either tennis or pickleball.

It may be noted that tennis courts typically need resurfacing at about a 5 to 8 year maintenance interval. For Central Park, this coming year would be the eighth year since this maintenance activity has occurred, and it is needed and should not deferred due to concern for safety and quality of play. (At the point the color coating begins to spall off, or loosen from the bituminous surface below, players can slip and slide when making abrupt moves or stops, creating a fall hazard. The color coating is at this stage as of 2020.)

Observations/Alternatives:

As indicated, pickleball court striping (for 4 pickleball courts), was added to half of the tennis courts at Central in 2014, and has been very popular—more so than for tennis play. There is demonstrable need for more pickleball courts at the park, and therefore Staff is recommended increasing the number of courts to 6, by converting two of the four tennis courts to dedicated pickleball. The attached exhibit shows what that configuration would look like.

As an aside, the tennis courts at Fox and Riverdale Park are in need of maintenance at this time too, however this will be addressed separately from the courts at Central.

At the regular February Park & Recreation Commission, the Commission recommended proceeding with both the maintenance and the conversion of two tennis courts to six pickleball, and at the March 16th, 2021 Public Works Committee meeting, that committee recommended the same.

Funding Source:

As for the tennis court maintenance resurfacing ($28,028), the recommended funding source is the Capital Maintenance Fund, (formally known as ‘Park Maintenance Fund #810’) which has a present balance of approximately $889,000.

The new capital costs of adding pickleball posts, nets and separation fencing at $16,939 would be proposed to be funded by the Park Trust Fund, which has a present balance of approximately $5.018 million.

Recommendation:

Staff recommends proceeding with the reconditioning of the courts at Central Park as soon as practicable, and adding 6 pickleball courts in lieu of two of the four tennis courts at the park at the same time as this maintenance activity occurs.

Action:

Motion to authorize the reconditioning of the courts at Central Park in the amount of $28,028 to be funded by the Capital Maintenance Fund, and adding 6 pickleball courts at the park for $16,939 with proceeds from the Park Trust Fund.

Attachments

Court Overhead View

Existing Court Conditions

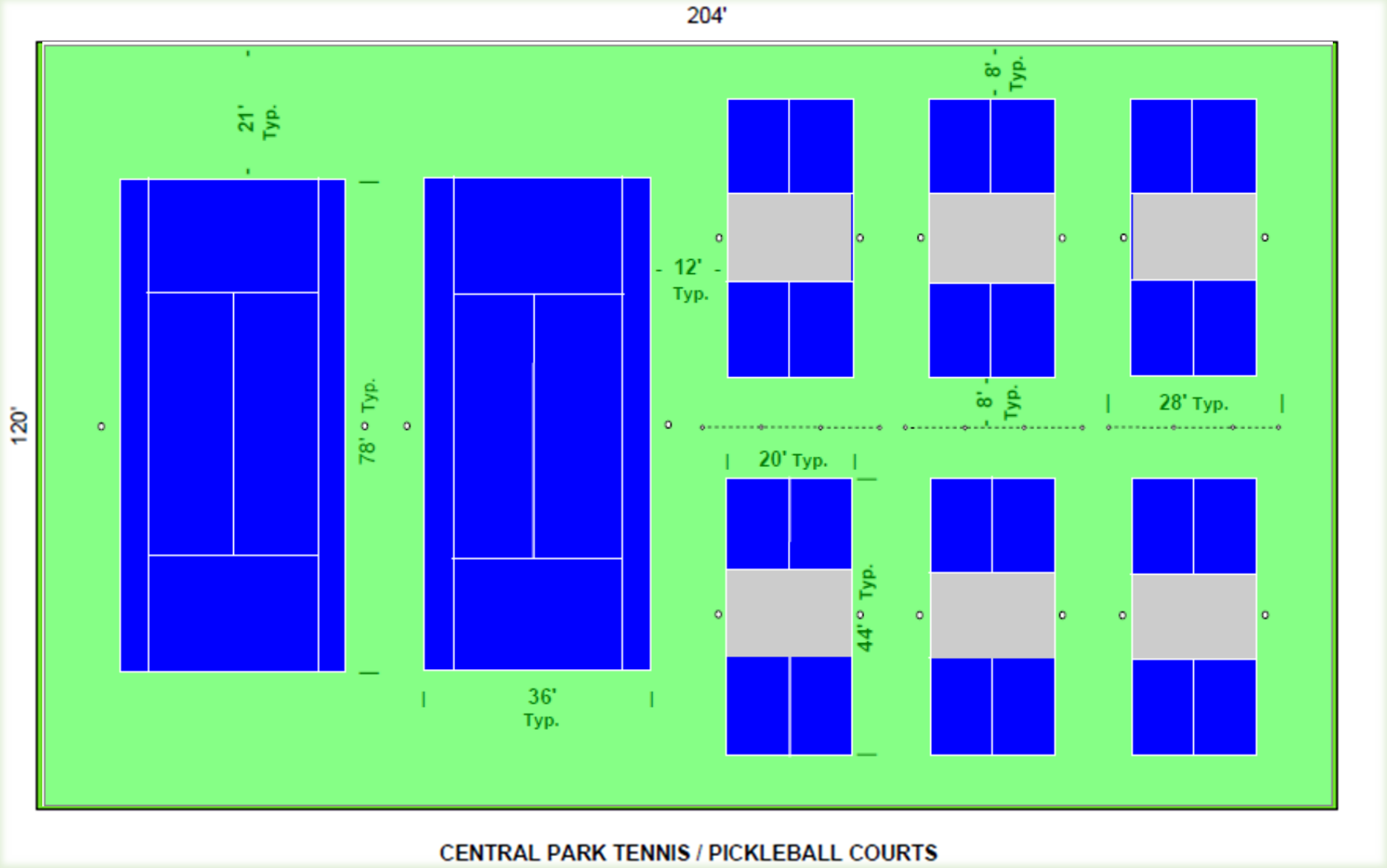
Contract Costs

Form Review

Inbox	Reviewed By	Date
Mark Riverblood	Mark Riverblood	03/17/2021 11:11 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 01:52 PM
Form Started By: Kathy Schmitz		Started On: 03/17/2021 10:54 AM
Final Approval Date: 03/18/2021		



Existing Courts at **Loral I Armstrong Delaney Central Park**



Proposed Configuration





Existing Conditions

Serving Minnesota, Wisconsin, Iowa, Nebraska, North Dakota, and South Dakota

3017 161st Ave NW, Andover, MN 55304
763-753-1127 – Phone
763-753-3619 – Fax
eric@umathleticconstruction.com

MN Contractors No. IR722325
IA Contractors No. C090307

February 2, 2021

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

Re: Central Park Tennis Court Resurfacing
7925 161st Ave NW

We propose the following:

Pickleball Standards

1. Remove two pair of existing tennis net posts and tie down anchors on two tennis courts, dispose of off site
2. Fill footings with granular fill and compact to 4" from top of bituminous
3. Place 4" of concrete level with bituminous surface
4. Furnish and install 6 pair of new pickleball net posts and nets
    a. Footings to be 18" X 60"
    b. 4,000PSI exterior design concrete

48" Divider Fence

1. Furnish and install 3 sections of 48" tall x 28' long chain link fence centered between north and south pickleball courts
    a. 3" SS40 galvanized terminal and line posts
    b. End posts concrete set 48" deep
    c. Line posts air driven 54" deep
    d. 1-5/8" SS40 top and bottom rail
    e. 2" 9GA KK galvanized chain link fabric
        i. 1.25" maximum spacing between fence and bituminous surface
    f. All chain link material, posts and hardware to be galvanized

Tennis/Pickleball Court Color Coat System

1. Hydro blast and power wash surface to remove loose paint, dirt, and debris, dispose of off site
2. Machine rout all existing cracks and clean with compressed air
3. Fill cracks with crack patch binder to level of existing surface with multiple applications and grind smooth with bituminous surface
4. Fill birdbaths with crack patch binder and grind smooth with existing bituminous surface
5. Apply two coats of sand filled acrylic emulsion resurfacer
    a. 8-10 lbs. silica sand added per gallon of concentrate material
    b. Coverage: .05-.07 gallons per square yard per coat
6. Apply two coats of latex acrylic paint
    a. Color to be selected by owner
    b. 6 lbs. silica sand added per gallon of concentrate material
    c. Coverage: .05 gallons per square yard per coat
7. Reline per USTA standards **Total $44,967**

Alternate 1 – Armor Crack Repair

1. Furnish and install Armor Crack Repair System per lineal foot **ADD $18.50/LF**

Notes:
Standard 1-year material and workmanship warranty
Crack patch binder repairs do not carry a warranty due to ground movement which will cause hairline cracks will reappear
All above is furnished and installed complete
Sourcewell contract 060518-AST

Thank you,

Eric Hicks
Upper Midwest Athletic Construction, Inc.

MEMBER AMERICAN SPORTS BUILDERS ASSOCIATION

CC Regular Session **5. 7.**

Meeting Date: 03/23/2021

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #21-077 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of March 4, 2021 through March 17, 2021.

Purpose/Background:

Adopt Resolution #21-077 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of March 4, 2021 through March 17, 2021.

Recommendation:

Staff Recommends Adopt Resolution #21-077 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of March 4, 2021 through March 17, 2021.

Action:

Motion to Adopt Resolution #21-077 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of March 4, 2021 through March 17, 2021.

Attachments

Bills List 3/23/2021

Resolution 3/23/2021

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	03/17/2021 01:47 PM
Kurt Ulrich	Kurt Ulrich	03/18/2021 02:19 PM
Form Started By: Jackie Lipski		Started On: 03/17/2021 01:38 PM
Final Approval Date: 03/18/2021		

CITY OF RAMSEY - FINANCE OFFICE Printed 3/17/2021

RAMSEY CITY COUNCIL MEETING

3/23/2021

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 3/4/2021-3/17/2021	293,602.55
Accounts Payable 3/4/2021-3/17/2021	316,956.35
Payroll 3/05/2021	182,670.07
Pay Estimates- Projects	221,757.91

TOTAL SUBMITTED FOR APPROVAL THIS MEETING
(Invoices Available for Reviewal) **$ 1,014,986.88**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:	APPROVED PREV. MTG	2021 Y.T.D.
NET PAYROLL TOTAL	$ 208,401.38	$ 789,866.46
- CORRECTION TO PAYROLL		
PREPAIDS	1,677,040.74	2,793,178.80
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE	2,912.50	2,912.50
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	270,682.83	1,811,927.72
ADD (DELETE) BILLS LIST SUBMITTED PAY ESTIMATE(S)		2,223,859.96
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 2,159,037.45**	**$ 7,621,745.44**

CITY OF RAMSEY

Council Check Register by GL

Council Check Register and Summary

3/4/2021 – 12/31/2021

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
112320	**3/4/2021**		**113045 ANCONA TITLE AND ESCROW**						
		39.99	UB REF 14731 COBALT ST NW		106135	030321	9601.4651		WATER REVENUE
		39.99							
112321	**3/4/2021**		**111377 ANOKA MUNICIPAL UTILITY**						
		88.80	RAMSEY STREET LIGHTS		106137	22-990005-01 JAN 21	9603.6371		ELECTRIC UTILITIES
		20.70	BUNKER LK BLVD/DYSPROSIUM		106138	22-612000-01 JAN 21	0260.6371		ELECTRIC UTILITIES
		143.35	CTY RD 116/ HWY 47		106139	22-613120-01 JAN 21	0260.6371		ELECTRIC UTILITIES
		75.56	14034 DYSPROSIUM ST NW		106140	22-610280-00 JAN 21	9603.6371		ELECTRIC UTILITIES
		328.41							
112322	**3/4/2021**		**118403 BORSTAD, NICOLE**						
		17.43	UB REF 14938 RABBIT ST NW		106141	030321	9601.4651		WATER REVENUE
		17.43							
112323	**3/4/2021**		**118402 CUB SCOUT PACK 362**						
		320.00	REFUND PARK DEPOSITS 2020		106143	030221	9101.4305		RENTAL FEES
		320.00							
112324	**3/4/2021**		**111330 CUSTOM HOME BUILDERS TITLE LLC**						
		38.03	UB REF 15501 ZIRCONIUM ST NW		106144	030321	9601.4651		WATER REVENUE
		38.03							
112325	**3/4/2021**		**118404 DANELL, BRITAIN**						
		161.42	UB REF 5689 154TH COVE NW		106145	030321	9601.4651		WATER REVENUE
		161.42							
112326	**3/4/2021**		**115677 EDGEWATER TITLE GROUP**						
		100.00	UB REF 5763 152ND WAY NW		106147	030321	9601.4651		WATER REVENUE
		100.00							
112327	**3/4/2021**		**100870 EDINA REALTY TITLE**						
		178.24	UB REF 15288 TUNGSTEN ST		106148	030321	9601.4651		WATER REVENUE
		178.24							
112328	**3/4/2021**		**118405 FREDERICKS, SAMUEL OR WINSTON**						
		144.60	UB REF 14235 TUNGSTEN ST		106149	030321	9601.4651		WATER REVENUE
		144.60							
112329	**3/4/2021**		**118406 GUNDERSON, ERIC OR FRANCES**						
		375.13	UB REF 8690 149TH CURVE		106150	030321	9601.4651		WATER REVENUE
		375.13							
112330	**3/4/2021**		**115574 HEALTHPARTNERS**						
		64,440.00	MARCH 21 HEALTH INS		106151	103003389	9101.2176		LIFE/HEALTH-EMPLOYEE
		194.00	MARCH 21 HEALTH INS		106151	103003389	0211.6131		GROUP INSURANCE
		64,634.00							
112331	**3/4/2021**		**118407 HOEFT, CODY OR GRETCHEN**						
		304.63	UB REF 14877 QUINTANA CIR NW		106152	030321	9601.4651		WATER REVENUE
		304.63							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
112332	3/4/2021		118408 KRANITZ, DAVID						Continued
		56.25	UB REF 17211 RABBIT ST NW		106153	030321	9601.4651		WATER REVENUE
		56.25							
112333	3/4/2021		117218 LEGACY TITLE						
		129.07	UB REF 6988 139TH LN NW		106154	030321	9601.4651		WATER REVENUE
		129.07							
112334	3/4/2021		117618 LEGACY TITLE						
		178.24	UB REF 6140 145TH LN NW		106155	030321	9601.4651		WATER REVENUE
		178.24							
112335	3/4/2021		116025 MINNESOTA TITLE						
		145.39	UB REF 14841 ZUNI ST NW		106156	030321	9601.4651		WATER REVENUE
		145.39							
112336	3/4/2021		100351 NCPERS GROUP LIFE INS						
		416.00	MARCH 21 LIFE INS		106157	704800032021	9101.2170		DENTAL/DISABILITY/LIFE
		416.00							
112337	3/4/2021		118409 PEREZ TRUSTEE, TAMMY RAE						
		61.64	UB REF 18005 WACO ST NW		106158	030321	9601.4651		WATER REVENUE
		61.64							
112338	3/4/2021		100391 POSTMASTER						
		1,908.47	MAR/APR 21 POSTAGE RAMSEY RES		106159	022521	0195.6322		POSTAGE
		1,908.47							
112339	3/4/2021		118410 RAYNER, MICHELLE						
		185.93	UB REF 6230 151ST LN NW		106160	030321	9601.4651		WATER REVENUE
		185.93							
112340	3/4/2021		115045 TITLE NEXUS LLC						
		81.73	UB REF 15553 SODIUM WAY NW		106162	030321	9601.4651		WATER REVENUE
		81.73							
112341	3/4/2021		117096 TITLE SMART						
		39.18	UB REF 17125 DRISCOLL ST		106163	030321	9601.4651		WATER REVENUE
		39.18							
112342	3/4/2021		116311 TRADEMARK TITLE SERVICES INC						
		51.13	UB REF 7350 147TH LN NW		106164	030321	9601.4651		WATER REVENUE
		51.13							
112343	3/4/2021		117388 WEST METRO FIRE-RESCUE						
		250.00	5 HONOR GURAD CLINIC FEES		106165	030321	0220.6335		TRAINING
		250.00							
112370	3/11/2021		100012 ACE SOLID WASTE INC						
		118.93	FIRE STATIONS MAR 21		106251	6685186	0220.6374		REFUSE/RECYCLING
		36,269.74	MAR 21 RECYCLE CONTRACT		106252	6678274	9604.6489		OTHER CONTRACTED SI
		137.23	MISC PW ACCTS		106253	6678283	0311.6374		REFUSE/RECYCLING
		325.83	MISC PW ACCTS		106253	6678283	0452.6374		REFUSE/RECYCLING
		254.32	MISC PW ACCTS		106253	6678283	0194.6374		REFUSE/RECYCLING
		45.74	MISC PW ACCTS		106253	6678283	9601.6374		REFUSE/RECYCLING
		45.74	MISC PW ACCTS		106253	6678283	9602.6374		REFUSE/RECYCLING

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112370	**3/11/2021**		**100012 ACE SOLID WASTE INC**						**Continued**
		523.04	MISC PW ACCTS		106253	6678283	9604.6249		MISCELLANEOUS OPER/
		45.75	MISC PW ACCTS		106253	6678283	9605.6374		REFUSE/RECYCLING
		37,766.32							
112371	**3/11/2021**		**100297 CENTERPOINT ENERGY**						
		1,126.65	JAN 21 MISC PW ACCTS		106255	800001464-2 JAN 21	0311.6373		GAS
		714.97	JAN 21 MISC PW ACCTS		106255	800001464-2 JAN 21	0452.6373		GAS
		375.55	JAN 21 MISC PW ACCTS		106255	800001464-2 JAN 21	9601.6373		GAS
		375.55	JAN 21 MISC PW ACCTS		106255	800001464-2 JAN 21	9602.6373		GAS
		375.54	JAN 21 MISC PW ACCTS		106255	800001464-2 JAN 21	9605.6373		GAS
		2,968.26							
112372	**3/11/2021**		**100112 COMMISSIONER OF TRANSPORTATION**						
		142.18	MATERIAL TESTING/INSPECT		106259	P00012666	9437.6530	00202004	IMPROVEMENTS OTHER
		56.66	MATERIAL TESTING/INSPECT		106259	P00012666	9601.1730	00202001	IMPROVEMENTS OTHER
		56.66	MATERIAL TESTING/INSPECT		106259	P00012666	9602.1730	00202001	IMPROVEMENTS OTHER
		255.50							
112373	**3/11/2021**		**100116 CONNEXUS ENERGY**						
		974.93	TRAFFIC SIGNALS		106256	759126-303100 FEB 21	0260.6371		ELECTRIC UTILITIES
		1,222.97	PW MISC ACCTS		106257	759126-303106 FEB 21	0311.6371		ELECTRIC UTILITIES
		1,543.53	PW MISC ACCTS		106257	759126-303106 FEB 21	0452.6371		ELECTRIC UTILITIES
		407.66	PW MISC ACCTS		106257	759126-303106 FEB 21	9601.6371		ELECTRIC UTILITIES
		407.66	PW MISC ACCTS		106257	759126-303106 FEB 21	9602.6371		ELECTRIC UTILITIES
		407.65	PW MISC ACCTS		106257	759126-303106 FEB 21	9605.6371		ELECTRIC UTILITIES
		4,964.40							
112374	**3/11/2021**		**100389 MN POST BOARD**						
		90.00	LICENSE M. BARKER		106260	031021	0211.6451		MEMBERSHIP DUES
		90.00							
112375	**3/11/2021**		**100345 NAPA AUTO PARTS ELK RIVER**						
		102.90	FLOOR DRY		106261	099350	0220.6249		MISCELLANEOUS OPER/
		102.90							
1002281	**3/5/2021**		**107587 ANOKA COUNTY TREASURY DEPARTMENT**						
		1,506.00	2021 ECON DEV COST SHARE		106136	EC010421U	9230.6246		MARKETING & PROMOTI
		1,506.00							
1002282	**3/5/2021**		**110734 CITY OF RAMSEY**						
		100.00	725092		106142	030321	9601.4651		WATER REVENUE
		100.00							
1002283	**3/5/2021**		**101185 DO ALL PRINTING COM INC**						

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1002283	3/5/2021		101185 DO ALL PRINTING COM INC						Continued
		390.22	BRC MAILER/MAILING 2021		106146	50202	0211.6204		STATIONERY, ENVELOPE
		89.25	BRC MAILER/MAILING 2021		106146	50202	0211.6315		MISCELLANEOUS PROFE
		103.53	BRC MAILER/MAILING 2021		106146	50202	0211.6322		POSTAGE
		583.00							
1002284	3/5/2021		105706 TINKLENBERG GROUP INC						
		3,500.00	RETAINER MARCH 2021		106161	2127	9400.6315		MISCELLANEOUS PROFE
		3,500.00							
1002285	3/5/2021		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		22.95	7650 SUNWOOD DR		106166	150-1681-4280 JAN 21	9240.6315		MISCELLANEOUS PROFE
		27.95	6701 HWY 10- YOUTH FIRST		106167	150-1687-1105 APRIL 21	9410.6315	00041012	MISCELLANEOUS PROFE
		27.95	5650 ALPINE DR- FIRE STATION		106168	150-1691-2206 MAR 21	0220.6489		OTHER CONTRACTED SI
		35.90	7550 SUNWOOD DR		106169	150-1693-4968 MAR 21	0194.6489		OTHER CONTRACTED SI
		27.95	7550 SUNWOOD DR NW		106170	150-1681-6340 JAN 21	0194.6489		OTHER CONTRACTED SI
		142.70							
1002331	3/12/2021		116845 CADY BUSINESS TECHNOLOGIES INC						
		39.00	MAR 21 SERVICE		106254	00000048 MAR 21	0192.6405		OFFICE & DATA PROCES
		39.00							
1002332	3/12/2021		114432 HESSE, BRADLEY						
		43.63	TRAINING- MEALS		106258	030921	0211.6331		TRAVEL & LODGING
		43.63							
1002333	3/12/2021		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		117.95	7550 SUNWOOD DR POLICE		106262	150-1682-6501 4/30/21	0211.6489		OTHER CONTRACTED SI
		117.95							
90595249	3/5/2021		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		24,085.23			106179	0304211100224	9101.2174		PERA-EMPLOYEE
		32,384.12			106180	0304211100225	9101.2183		PERA-EMPLOYER
		56,469.35							
93426391	3/5/2021		101306 IRS						
		25,768.35			106182	0304211100227	9101.2171		FEDERAL WITHHOLDING
		14,311.48			106183	0304211100228	9101.2173		FICA & MEDICARE-EMPL
		14,311.48			106184	0304211100229	9101.2182		FICA & MEDICARE-EMPL
		54,391.31							
97030521	3/5/2021		115568 ALERUS FINANCIAL NA						
		4,172.38			106176	03042111002214	9101.2176		LIFE/HEALTH-EMPLOYEE
		4,172.38							
98030521	3/5/2021		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		1,756.11			106172	03042111002210	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,756.11							
98690592	3/5/2021		100601 MN DEPT OF REV WH						

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98690592	3/5/2021		100601 MN DEPT OF REV WH						Continued
		11,727.05			106181	0304211100226	9101.2172		STATE WITHHOLDING
		11,727.05							
99030521	3/5/2021		100629 MN DEPT OF REV SALES TX						
		41.11	Feb Sales/Use Tax		106185	99022821	9101.4305		RENTAL FEES
		16.74	Feb Sales/Use Tax		106185	99022821	9101.4328		ACCIDENT REPORTS
		.14	Feb Sales/Use Tax		106185	99022821	9101.4308		SALES OF MAPS & PUBL
		.53-	Feb Sales/Use Tax		106185	99022821	9101.4609		OTHER MISCELLANEOUS
		117.54	Feb Sales/Use Tax		106185	99022821	9601.2082		SALES/USE TAX PAYABLE
		175.00							
99030821	3/8/2021		107885 DEPARTMENT OF LABOR AND INDUSTRY						
		1,523.97	Feb Bldg Surcharges		106186	02282021	9101.2081		SURCHARGES-PERMITS
		30.48-	Feb Bldg Surcharges		106186	02282021	9101.4604		SURCHARGES
		1,493.49							
99031521	3/15/2021		108768 COMDATA NETWORK INC						
		175.00	ISA		106290	FEB 21 COMDATA PCARD	0191.6451		MEMBERSHIP DUES
		150.00	U OF M CONTLEARNING		106290	FEB 21 COMDATA PCARD	0191.6335		TRAINING
		1,576.13	DEPT OF NATURAL RESOUR		106290	FEB 21 COMDATA PCARD	0452.6372		WATER/IRRIGATION
		150.00	U OF M CONTLEARNING		106290	FEB 21 COMDATA PCARD	0452.6335		TRAINING
		28.17	AMAZON.COM*4T7UZ48C3 A		106290	FEB 21 COMDATA PCARD	0211.6231		UNIFORMS & TURN-OUT
		167.72	AMAZON.COM*523Z18UG3		106290	FEB 21 COMDATA PCARD	0211.6231		UNIFORMS & TURN-OUT
		18.78	AMAZON.COM*W74DY41V3 A		106290	FEB 21 COMDATA PCARD	0211.6231		UNIFORMS & TURN-OUT
		11.99-	AMZN MKTP US		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		12.45	AMZN MKTP US*861496B93		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		9.99	AMZN MKTP US*YK3LI6DB3		106290	FEB 21 COMDATA PCARD	0211.6249		MISCELLANEOUS OPER/
		179.00	B2B PRIME*GD93U5WV3		106290	FEB 21 COMDATA PCARD	0211.6451		MEMBERSHIP DUES
		96.00	AMAZON.COM*5P6TP0ZN3		106290	FEB 21 COMDATA PCARD	0194.6249		MISCELLANEOUS OPER/
		10.99	AMZN MKTP US*D57S620U3		106290	FEB 21 COMDATA PCARD	0194.6281		SMALL TOOLS & MINOR I
		29.98	AMZN MKTP US*DB1WR8853		106290	FEB 21 COMDATA PCARD	0194.6281		SMALL TOOLS & MINOR I
		4.99	AMZN MKTP US*EO8T440U3		106290	FEB 21 COMDATA PCARD	0194.6281		SMALL TOOLS & MINOR I
		32.00	AMZN MKTP US*ND7DY2RY3		106290	FEB 21 COMDATA PCARD	0194.6281		SMALL TOOLS & MINOR I
		37.74	LITTLE DUKES RAMSEY		106290	FEB 21 COMDATA PCARD	0194.6225		DIESEL FUEL
		10.99	AMZN MKTP US*VV9AF81N3		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		1,390.00	NAVIGATE360 LLC		106290	FEB 21 COMDATA PCARD	0211.6335		TRAINING

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99031521	3/15/2021		108768 COMDATA NETWORK INC						Continued.
		691.00	PAYPAL *NTOA		106290	FEB 21 COMDATA PCARD	0211.6335		TRAINING
		691.00	PAYPAL *NTOA		106290	FEB 21 COMDATA PCARD	0211.6335		TRAINING
		691.00	PAYPAL *NTOA		106290	FEB 21 COMDATA PCARD	0211.6335		TRAINING
		691.00	PAYPAL *NTOA		106290	FEB 21 COMDATA PCARD	0211.6335		TRAINING
		199.00	PAYPAL *STORM TRAIN ST		106290	FEB 21 COMDATA PCARD	0211.6335		TRAINING
		80.20	TLO TRANSUNION		106290	FEB 21 COMDATA PCARD	0211.6315		MISCELLANEOUS PROFE
		448.90	AMAZON.COM*055V021T3 A		106290	FEB 21 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR I
		105.89	AMAZON.COM*055V021T3 A		106290	FEB 21 COMDATA PCARD	0192.6247		HAPPY DAYS SUPPLIES
		61.05	NEWEGG B2B INC		106290	FEB 21 COMDATA PCARD	0192.6247		HAPPY DAYS SUPPLIES
		1,431.10	NEWEGG B2B INC		106290	FEB 21 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR I
		869.00	NEWEGG B2B INC		106290	FEB 21 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR I
		7.99	NEWEGG B2B INC		106290	FEB 21 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR I
		6.99	NEWEGG B2B INC		106290	FEB 21 COMDATA PCARD	0192.6405		OFFICE & DATA PROCES
		159.96	NEWEGG B2B INC		106290	FEB 21 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR I
		89.98	NEWEGG B2B INC		106290	FEB 21 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR I
		51.00	NEWEGG B2B INC		106290	FEB 21 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR I
		39.99	NEWEGG B2B INC		106290	FEB 21 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR I
		69.00	NEWEGG B2B INC		106290	FEB 21 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR I
		1,910.68	ZOOM.US 888-799-9666		106290	FEB 21 COMDATA PCARD	0192.6405		OFFICE & DATA PROCES
		10.16	AMZN MKTP US*PL7RR34O3		106290	FEB 21 COMDATA PCARD	0191.6249		MISCELLANEOUS OPER/
		1,425.00	RVT*NATIONAL DEV COUNC		106290	FEB 21 COMDATA PCARD	0191.6335		TRAINING
		248.90	ZOOM.US 888-799-9666		106290	FEB 21 COMDATA PCARD	0191.6315		MISCELLANEOUS PROFE
		75.00	HIGH TECHNOLOGY CRIME		106290	FEB 21 COMDATA PCARD	0211.6451		MEMBERSHIP DUES
		94.28-	TST* ACAPULCO MEXICAN		106290	FEB 21 COMDATA PCARD	0111.6249		MISCELLANEOUS OPER/
		70.00	MINNESOTA GOVERNMENT F		106290	FEB 21 COMDATA PCARD	0153.6451		MEMBERSHIP DUES
		321.00	JEFF STEIN SNAPON		106290	FEB 21 COMDATA PCARD	0311.6281		SMALL TOOLS & MINOR I
		1,160.00	JEFF STEIN SNAPON		106290	FEB 21 COMDATA PCARD	0311.6281		SMALL TOOLS & MINOR I

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99031521	3/15/2021		108768 COMDATA NETWORK INC						Continued.
		88.00	JEFF STEIN SNAPON		106290	FEB 21 COMDATA PCARD	0311.6281		SMALL TOOLS & MINOR I
		22.99	AMZN MKTP US*A925Z9QV3		106290	FEB 21 COMDATA PCARD	0220.6257		OTHER VEHICLE PARTS
		28.06	BLT*M&MTOOLPARTS		106290	FEB 21 COMDATA PCARD	0220.6281		SMALL TOOLS & MINOR I
		219.00	HOMEDEPOT.COM		106290	FEB 21 COMDATA PCARD	0220.6249		MISCELLANEOUS OPER/
		67.39	COBORN'S SUPERSTORE		106290	FEB 21 COMDATA PCARD	0111.6249		MISCELLANEOUS OPER/
		76.71	MAMA DELUCAS PIZZERIA		106290	FEB 21 COMDATA PCARD	0111.6249		MISCELLANEOUS OPER/
		91.91	TST* KITCHEN TABLE - R		106290	FEB 21 COMDATA PCARD	0111.6249		MISCELLANEOUS OPER/
		8.99	AMAZON.COM*1282J64G3		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		12.65	AMAZON.COM*1282J64G3		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		26.96-	AMZN MKTP US		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		19.04	AMZN MKTP US*0894H8XO3		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		40.54	AMZN MKTP US*0894H8XO3		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		9.44	AMZN MKTP US*GP8HL2GQ3		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		11.99	AMZN MKTP US*RV2BG5T23		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		9.99	AMZN MKTP US*RV2BG5T23		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		18.50	AMZN MKTP US*RV2BG5T23		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		35.93	AMZN MKTP US*RV2BG5T23		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		23.26	AMZN MKTP US*WY0DM1AL3		106290	FEB 21 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		299.00	NSPE 888-285-6773		106290	FEB 21 COMDATA PCARD	0301.6451		MEMBERSHIP DUES
		29.98	ZOOM.US 888-799-9666		106290	FEB 21 COMDATA PCARD	0301.6315		MISCELLANEOUS PROFE
		23.27	VZWRLSS*MY VZ VB P		106290	FEB 21 COMDATA PCARD	9601.6323		CELLULAR PHONES
		25.37	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		14.76	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		30.11	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		39.90	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		32.84	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		32.23	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL

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99031521	3/15/2021		108768 COMDATA NETWORK INC						Continued
		26.15	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		23.23	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		31.54	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		38.24	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		45.01	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		51.30	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		44.22	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		22.75	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0240.6223		GASOLINE
		22.45	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0240.6223		GASOLINE
		30.60	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0240.6223		GASOLINE
		33.19	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		59.70	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		31.08	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		42.67	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		42.27	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		33.34	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		38.62	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		16.01	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		68.27	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		22.53	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		23.43	CASEYS GEN STORE 1988		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		45.81	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		13.62	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		14.19	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		17.92	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		18.57	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		12.19	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE

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99031521	3/15/2021		108768 COMDATA NETWORK INC						Continued
		49.73	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		17.46	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		22.40	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		34.75	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		20.56	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		17.25	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		37.36	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		6.26	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		48.43	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		36.84	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		25.67	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		46.34	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		14.60	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		27.68	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		13.46	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		28.34	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		37.25	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		41.80	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		22.58	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		15.01	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		17.18	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		30.02	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		32.63	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		31.76	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		32.95	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		24.93	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		26.52	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99031521	3/15/2021		108768 COMDATA NETWORK INC						Continued
		43.01	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		39.04	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		38.54	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		24.64	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		44.32	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		17.01	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		27.16	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		28.10	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		21.80	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		27.32	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		40.03	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0301.6223		GASOLINE
		31.83	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		4.75	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		37.76	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		25.83	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		29.95	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		18.29	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		27.36	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		31.82	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		27.22	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		23.67	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		57.59	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		28.39	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		34.43	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0311.6223		GASOLINE
		66.46	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0311.6223		GASOLINE
		57.43	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		78.57	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0311.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99031521	3/15/2021		108768 COMDATA NETWORK INC						Continued.
		37.35	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		34.41	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0311.6223		GASOLINE
		45.52	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0311.6223		GASOLINE
		34.67	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0311.6223		GASOLINE
		24.92	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		27.38	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		25.47	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		21.10	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		24.50	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		24.54	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		22.19	HOLIDAY STATIONS 0323		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		13.75	HOLIDAY STATIONS 0323		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		43.82	HOLIDAY STATIONS 0323		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		56.22	HOLIDAY STATIONS 0323		106291	FEB 21 COMDATA FUEL	0311.6223		GASOLINE
		47.51	HOLIDAY STATIONS 0323		106291	FEB 21 COMDATA FUEL	0311.6223		GASOLINE
		24.64	HOLIDAY STATIONS 0323		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		37.80	HOLIDAY STATIONS 0323		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		22.98	HOLIDAY STATIONS 0323		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		55.46	HOLIDAY STATIONS 0323		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		35.08	HOLIDAY STATIONS 0323		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		22.69	HOLIDAY STATIONS 0323		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		30.60	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0301.6223		GASOLINE
		8.34	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		32.34	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		20.15	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		19.00	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		16.48	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99031521	3/15/2021		108768 COMDATA NETWORK INC						Continued
		8.06	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		39.36	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		26.19	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		27.72	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		21.30	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		22.53	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		41.29	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		29.32	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		22.78	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		30.94	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		29.44	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		29.27	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		12.35	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		9.78	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		41.43	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		11.11	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		48.00	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		20.39	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		10.58	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		17.11	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		15.32	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		12.40	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		33.56	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		59.86	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		17.98	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		28.85	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		20.77	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99031521	3/15/2021		108768 COMDATA NETWORK INC						Continued
		31.56	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		28.61	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		26.81	HOLIDAY STATIONS 0395		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		37.20	HOLIDAY STATIONS 3514		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		36.71	HOLIDAY STATIONS 3514		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		33.22	HOLIDAY STATIONS 3531		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		29.60	KWIK TRIP 47400004747		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		34.94	KWIK TRIP 81200008128		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		37.98	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		21.56	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		31.03	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		29.90	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0194.6223		GASOLINE
		28.49	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		12.90	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		40.64	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		11.25	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		48.98	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		41.90	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		59.52	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		21.11	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0194.6223		GASOLINE
		18.68	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		41.46	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0194.6223		GASOLINE
		32.06	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		33.32	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		31.36	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		25.67	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		49.41	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99031521	3/15/2021		108768 COMDATA NETWORK INC						Continued.
		53.54	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		31.59	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		13.15	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		37.43	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		44.70	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		20.32	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		42.90	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		47.25	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		43.74	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		30.07	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		36.40	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		18.17	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		22.46	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		12.22	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		29.28	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		19.82	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		13.28	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		10.36	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		18.35	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		29.07	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		31.00	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		24.20	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		25.21	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		34.41	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		29.24	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		29.02	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		11.87	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99031521	3/15/2021		108768 COMDATA NETWORK INC						Continued
		19.25	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		30.06	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		39.14	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		34.35	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		18.86	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		28.00	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		17.71	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		30.37	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		30.19	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		33.97	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		13.43	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		27.69	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		30.42	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		33.68	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		49.45	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		54.84	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		52.18	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		22.32	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		40.57	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		23.71	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		20.61	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		43.13	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		19.77	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		34.84	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		21.07	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		26.97	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		17.84	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99031521	**3/15/2021**		**108768 COMDATA NETWORK INC**						**Continued**
		30.21	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		30.28	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		14.43	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		25.73	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		27.46	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		41.81	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0194.6223		GASOLINE
		33.57	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0194.6223		GASOLINE
		43.49	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0194.6223		GASOLINE
		30.64	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0240.6223		GASOLINE
		22.57	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		25.15	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		36.27	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		23.70	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6225		DIESEL FUEL
		30.43	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		50.88	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		46.18	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		26.79	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		32.11	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		41.46	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		49.69	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0452.6223		GASOLINE
		82.76	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0311.6223		GASOLINE
		62.22	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0311.6223		GASOLINE
		21.48	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		28.58	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		26.17	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		28.01	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		31.75	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99031521	3/15/2021		108768 COMDATA NETWORK INC						Continued
		23.39	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		39.49	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		24.23	SPEEDWAY 04508		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		33.23	SPEEDWAY 04508		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		21.00	SPEEDWAY 04508		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		28.99	SPEEDWAY 04508		106291	FEB 21 COMDATA FUEL	0220.6223		GASOLINE
		28.90	SPEEDWAY 04773 11872 R		106291	FEB 21 COMDATA FUEL	0211.6223		GASOLINE
		60.01	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	9601.6223		GASOLINE
		50.77	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	9601.6223		GASOLINE
		66.92	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	9601.6223		GASOLINE
		46.65	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	9601.6223		GASOLINE
		92.71	HOLIDAY STATIONS 0323		106291	FEB 21 COMDATA FUEL	9601.6223		GASOLINE
		74.77	LITTLE DUKES RAMSEY		106291	FEB 21 COMDATA FUEL	9601.6223		GASOLINE
		78.00	BILL'S SUPERETTE		106291	FEB 21 COMDATA FUEL	9602.6223		GASOLINE
		79.60	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	9602.6223		GASOLINE
		76.50	CASEYS RAMSEY		106291	FEB 21 COMDATA FUEL	9602.6223		GASOLINE
		25,139.24							
99045984	3/5/2021		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		10,210.18			106174	03042111002212	9101.2175		DEFERRED COMPENSAT
		10,210.18							
99057664	3/5/2021		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		3,823.02			106175	03042111002213	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,823.02							
99498966	3/5/2021		100223 ICMA RETIREMENT TRUST 457						
		1,920.85			106171	0304211100221	9101.2175		DEFERRED COMPENSAT
		1,920.85							
		293,602.55	Grand Total						

Payment Instrument Totals

Checks	116,292.29
EFT Payments	171,277.98
A/P ACH Payment	6,032.28
Total Payments	293,602.55

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CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3182		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2021		

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
117651	ACCESS MECHANICAL INC	FIRE 2 FURNACE REPAIR	PV	106187	001	09101	3/1/2021	022321-1104	1,950.59
	ACCESS MECHANICAL INC P O BOX 5 CIRCLE PINES MN 55014					Summary Total			1,950.59
						Payment Amount			1,950.59
100028	ANDOVER WHEEL AND FRAME INC	ALIGNMENT/EXHAUST 404	PV	106305	001	09101	3/10/2021	12504	30.00
	ANDOVER WHEEL AND FRAME INC	ALIGNMENT/EXHAUST 404	PV	106305	002	09101	3/10/2021	12504	150.00
	13476 HANSON BLVD ANDOVER MN 55304					Summary Total			180.00
						Payment Amount			180.00
100040	ANOKA COUNTY FIRE PROTECTION COUNCIL	FIRE CLASSES (6)	PV	106218	001	09101	3/3/2021	173	9,420.00
	ANOKA COUNTY FIRE PROTECTION COUNCIL 1710 COUNTY HIGHWAY 10 SPRING LAKE PARK MN 55432					Summary Total			9,420.00
						Payment Amount			9,420.00
111377	ANOKA MUNICIPAL UTILITY	14034 DYSPROSIUM ST NW ST LT	PV	106332	001	09603	3/10/2021	22-610280-00 FEB 21	57.27
	ANOKA MUNICIPAL UTILITY					Summary Total			57.27
	CITY HALL	CTY RD 116/HWY 47 SIGNAL	PV	106333	001	09101	3/10/2021	22-613120-01 FEB 21	117.15
	2015 FIRST AVENUE NO ANOKA MN 55303					Summary Total			117.15
		BUNKER LK BLVD/DYSPOSIUM	PV	106334	001	09101	3/10/2021	22-612000-01 FEB 21	71.65
						Summary Total			71.65
						Payment Amount			246.07
118165	ARCHITECT MECHANICAL INC	PAY APP 2 PW CAMPUS	PV	106190	001	09438	3/5/2021	030521	12,350.00
	ARCHITECT MECHANICAL INC 2917 ANTHONY LANE NORTH ST ANTHONY MN 55418					Summary Total			12,350.00
						Payment Amount			12,350.00

Payment Group Control Number 3182
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100063	ASPEN MILLS	J. BONINE MISC	PV	106221	001	09101	2/25/2021	269853	46.85
	ASPEN MILLS			Summary Total					46.85
	8201 C CENTRAL AVE NE	C. HASSEL- MISC	PV	106222	001	09101	2/25/2021	269852	55.70
	SPRING LAKE PARK MN 55432			Summary Total					55.70
		C. CURTIS MISC	PV	106223	001	09101	3/2/2021	270075	48.95
				Summary Total					48.95
		FIRE-NAME TAGS/BRASS PINS	PV	106224	001	09101	2/2/2021	268533	277.60
				Summary Total					277.60
		BELTS K. BROTKOWSKI	PV	106307	001	09101	3/10/2021	270514	98.35
				Summary Total					98.35
				Payment Amount					527.45
107246	ASSOCIATION OF MN BUILDING OFFICIALS	AMBO MEMBERSHIP DUES	PV	106225	001	09101	2/10/2021	021021	225.00
	ASSOCIATION OF MN BUILDING OFFICIALS 2000 COUNTY ROAD B2 WEST POST OFFICE BOX 131163 ROSEVILLE MN 55113			Summary Total					225.00
				Payment Amount					225.00
108513	BLAINE LOCK AND SAFE INC	KEYS/ LOCKS	PV	106264	001	09101	2/25/2021	29585	219.30
	BLAINE LOCK AND SAFE INC 10136 SUNSET AVENUE BLAINE MN 55014			Summary Total					219.30
				Payment Amount					219.30
111922	BLUE LINE CUSTOM FABRICATION, LLC	MISC FOR NEW ATV	PV	106226	001	09101	3/3/2021	210006	47.61
	BLUE LINE CUSTOM FABRICATION, LLC 13854 191ST COURT NW ELK RIVER MN 55330			Summary Total					47.61
				Payment Amount					47.61
100086	BLUE VELVET INC	FIRE DEPT MAR 21 WASHES	PV	106227	001	09101	3/8/2021	030821	128.34
	BLUE VELVET INC 14101 ST FRANCIS BLVD NW RAMSEY MN 55303			Summary Total					128.34

Payment Group Control Number	3182		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2021		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					128.34
118401	BROTHERS FIRE PROTECTION	PAY APP 1 PW CAMPUS	PV	106195	001	09438	3/5/2021	030521	15,675.00
	BROTHERS FIRE PROTECTION 9950 EAST HIGHWAY 10 ELK RIVER MN 55330			Summary Total					15,675.00
				Payment Amount					15,675.00
100297	CENTERPOINT ENERGY	6701 HIGHWAY 10 NW	PV	106335	001	09410	3/11/2021	6011580-5 FEB 21	497.72
	CENTERPOINT ENERGY P O BOX 4671 HOUSTON TX 77210-4671			Summary Total					497.72
		7550 SUNWOOD DR	PV	106336	001	09101	3/11/2021	6702493-5 FEB 21	4,121.73
				Summary Total					4,121.73
		14515 E TOWN CENTER DR	PV	106337	001	09601	3/11/2021	8782239-1 FEB 21	133.50
				Summary Total					133.50
				Payment Amount					4,752.95
114451	COMPASS MINERALS	ROAD SALT	PV	106196	001	09101	2/25/2021	777566	14,504.78
	COMPASS MINERALS P O BOX 277043 ATLANTA GA 30384-7043			Summary Total					14,504.78
		ROAD SALT	PV	106228	001	09101	2/26/2021	778592	16,293.25
				Summary Total					16,293.25
		ROAD SALT	PV	106317	001	09101	3/2/2021	780326	1,842.14
				Summary Total					1,842.14
				Payment Amount					32,640.17
115192	EAST SIDE OIL COMPANIES	RECYCLE FILTERS/USED OIL	PV	106199	001	09101	3/3/2021	R91723	67.00
	EAST SIDE OIL COMPANIES 621 LINCOLN AVENUE SE ST CLOUD MN 56304			Summary Total					67.00
				Payment Amount					67.00
116390	ELECTRIC MOTOR REPAIR INC	PARTS- SUPERVAC BLOWER	PV	106338	001	09101	3/4/2021	459679	542.13
	ELECTRIC MOTOR REPAIR INC 2010 NORTH 4TH STREET MINNEAPOLIS MN 55411			Summary Total					542.13
				Payment Amount					542.13

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CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3182		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2021		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
104267	ELITE SANITATION	PORTABLE RENTAL	PV	106233	001	09101	3/1/2021	27423	216.00
	ELITE SANITATION PO BOX 526 ELK RIVER MN 55330			Summary Total					216.00
				Payment Amount					216.00
115836	EMERALD FENCE	TOP RAIL REPAIR	PV	106339	001	09101	3/1/2021	21010	150.00
	EMERALD FENCE 17601 OKAPI STREET NW RAMSEY MN 55303			Summary Total					150.00
				Payment Amount					150.00
100143	FERGUSON WATERWORKS # 2516	METER PARTS	PV	106340	001	09601	3/9/2021	0469646	576.57
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817			Summary Total					576.57
				Payment Amount					576.57
101192	HANSON, LAURIE	2021 PHOTO CONTEST WINNER	PV	106269	001	09101	3/10/2021	031021	50.00
	LAURIE HANSON 5951 145TH LANE NW RAMSEY MN 55303			Summary Total					50.00
				Payment Amount					50.00
118417	HARE, JESSICA	2021 PHOTO CONTEST WINNER	PV	106270	001	09101	3/10/2021	031021	40.00
	JESSICA HARE 14450 RHINESTONE STREET NW RAMSEY MN 55303			Summary Total					40.00
				Payment Amount					40.00
117332	HEARTLAND TIRE INC	4 TIRES 411	PV	106236	001	09101	3/8/2021	9019456	459.00
	HEARTLAND TIRE INC			Summary Total					459.00
	7151 RIVERDALE DRIVE NW	2 TIRES 404	PV	106271	001	09101	3/9/2021	9019480	163.20
	RAMSEY MN 55303			Summary Total					163.20
		2 TIRES 403	PV	106321	001	09101	3/11/2021	9019529	163.20

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3182		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LQGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2021		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					163.20
				Payment Amount					785.40
118398	HENRICKSEN AND COMPANY INC	PAY APP 1 PW CAMPUS	PV	106203	001	09438	3/5/2021	030521	7,328.38
	HENRICKSEN AND COMPANY INC 1101 WEST THORNDALE AVENUE ITASCA IL 60143			Summary Total					7,328.38
				Payment Amount					7,328.38
115760	HENRY SCHEIN INC	GLOVES/AIRWAY GUEDEL	PV	106237	001	09101	2/25/2021	90443277	139.51
	HENRY SCHEIN INC DEPT CH 10241			Summary Total					139.51
		SMART PADS	PV	106272	001	09101	3/4/2021	90778120	185.85
	PALATINE IL 60055-0241			Summary Total					185.85
		MISC SUPPLIES	PV	106342	001	09101	3/5/2021	90781285	327.29
				Summary Total					327.29
				Payment Amount					652.65
112160	HOLIDAY COMPANIES	MISC PD WASHES FEB 21	PV	106238	001	09101	3/1/2021	046801032100	174.25
	HOLIDAY COMPANIES 4567 AMERICAN BLVD W BLOOMINGTON MN 55437			Summary Total					174.25
				Payment Amount					174.25
114164	INITIAL DEFENSE PROTECTION SERVICES LLC	CPR CLASSES PD (5)	PV	106239	001	09101	2/26/2021	21-04	300.00
	INITIAL DEFENSE PROTECTION SERVICES LLC 13055 RIVERDALE DRIVE NW SUITE 500 COON RAPIDS MN 55448			Summary Total					300.00
				Payment Amount					300.00
106324	INSPECTRON INC	FEB 21 SERVICES	PV	106343	001	09101	3/2/2021	2021-023	6,725.00
	INSPECTRON INC CODE COMPLIANCE INSPECTIONS 15120 CHIPPENDALE AVE SUITE 202 ROSEMOUNT MN 55068			Summary Total					6,725.00
				Payment Amount					6,725.00

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3182		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2021		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
118412	KEYS WELL DRILLING COMPANY INC	WELL 1 REPAIR	PV	106345	001	09601	2/26/2021	2021012-1	3,040.00
	KEYS WELL DRILLING COMPANY INC 1156 HOMER STREET ST PAUL MN 55116-3232			Summary Total					3,040.00
				Payment Amount					3,040.00
100256	LANO EQUIPMENT INC	2 BARS- STIHL	PV	106273	001	09101	3/10/2021	02-817047	93.98
	LANO EQUIPMENT INC			Summary Total					93.98
	6140 HIGHWAY 10 NW ANOKA MN 55303	CHAIN SAW PARTS	PV	106346	001	09101	3/12/2021	02-817415	59.19
		CHAIN SAW PARTS	PV	106346	002	09101	3/12/2021	02-817415	59.20
				Summary Total					118.39
				Payment Amount					212.37
100259	LEAGUE OF MN CITIES INS TRUST	CLAIM 000000108563	PV	106274	001	09702	3/4/2021	6430	615.00
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517			Summary Total					615.00
				Payment Amount					615.00
100259	LEAGUE OF MN CITIES INS TRUST	RE: J. HINNENKAMP	PV	106275	001	09101	3/1/2021	17073	16.72
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517			Summary Total					16.72
				Payment Amount					16.72
102954	LITTLE FALLS MACHINE INC	MISC NUTS/BOLTS	PV	106322	001	09101	3/3/2021	361006	310.68
	LITTLE FALLS MACHINE INC 300 LINDBERGH DRIVE SOUTH LITTLE FALLS MN 56345-1598			Summary Total					310.68
				Payment Amount					310.68
117918	MACQUEEN EMERGENCY	CLASS A FOAM	PV	106279	001	09101	3/9/2021	P04828	360.00

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3182		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2021		

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	MACQUEEN EMERGENCY 1125 7TH STREET E ST PAUL MN 55106			Summary Total					360.00
				Payment Amount					360.00
118418	MAJEWSKI, LEO	2021 PHOTO CONTEST WINNER	PV	106280	001	09101	3/10/2021	031021	100.00
	LEO MAJEWSKI 5480 149TH LANE NW RAMSEY MN 55303			Summary Total					100.00
				Payment Amount					100.00
118114	MARKS, KEITH	2021 PHOTO CONTEST WINNER	PV	106281	001	09101	3/10/2021	031021	15.00
	KEITH MARKS 4900 155TH LANE NW RAMSEY MN 55303			Summary Total					15.00
				Payment Amount					15.00
118416	MARTIN, JENNA	2021 PHOTO CONTEST WINNER	PV	106282	001	09101	3/10/2021	031021	15.00
	JENNA MARTIN 15341 ZENON STREET NW RAMSEY MN 55303			Summary Total					15.00
				Payment Amount					15.00
117425	MAUER MAIN CHEVROLET	STRUTS 363	PV	106324	001	09101	3/10/2021	5004505	54.52
	MAUER MAIN CHEVROLET 435 WEST MAIN STREET ANOKA MN 55303			Summary Total					54.52
				Payment Amount					54.52
106570	MBPTA	MEMBERSHIP DUES	PV	106240	001	09101	3/10/2021	031021	100.00
	MBPTA C/O JULIE HULTMAN, TREASURER CITY OF OAK PARK HEIGHTS 14168 OAK PARK BLVD NORTH OAK PARK HEIGHTS MN 55082			Summary Total					100.00
				Payment Amount					100.00

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CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 3182
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
118201	MET CON CONSTRUCTION INC	PAY EST 2 PW CAMPUS	PV	106205	001	09438	3/5/2021	030521	84,550.00
	MET CON CONSTRUCTION INC 15760 ACRON TRAIL FARIBAULT MN 55021					Summary Total			84,550.00
						Payment Amount			84,550.00
108208	METRO PRODUCTS INC	SHOP SUPPLIES	PV	106292	001	09101	3/4/2021	157783	26.07
	METRO PRODUCTS INC 7401 CENTRAL AVENUE NE FRIDLEY MN 55432					Summary Total			26.07
		GREASE GUN COUPLER	PV	106325	001	09101	3/10/2021	157920	63.00
						Summary Total			63.00
						Payment Amount			89.07
118036	MINNESOTA UTILITIES AND EXCAVATING LLC	PAY APP 5 PW CAMPUS	PV	106293	001	09438	3/5/2021	030521	6,507.50
	MINNESOTA UTILITIES AND EXCAVATING LLC 13932 LAKE DRIVE FOREST LAKE MN 55025					Summary Total			6,507.50
						Payment Amount			6,507.50
107484	MN DEPARTMENT OF HEALTH	M. GRAF LICENSE RENEWAL	PV	106241	001	09601	3/9/2021	030921	23.00
	MN DEPARTMENT OF HEALTH					Summary Total			23.00
						Payment Amount			23.00
115543	NATURAL ENDEAVORS LANDSCAPING INC	FEB 21 PLOWING 6701 HWY 10	PV	106243	001	09410	3/2/2021	1611 FEB 21	707.81
	NATURAL ENDEAVORS LANDSCAPING INC 2662 S COON CREEK DRIVE ANDOVER MN 55304					Summary Total			707.81
						Payment Amount			707.81
100360	NORTH STAR TOWING INC	FEB 21 PD TOWS (6)	PV	106351	001	09101	3/8/2021	FEB 21	586.00
	NORTH STAR TOWING INC 833 NORTH STREET ANOKA MN 55303					Summary Total			586.00
						Payment Amount			586.00

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CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3182		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2021		

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
118035	NORTHLAND CONCRETE AND MASONRY CO. LLC	PAY APP 5 PW CAMPUS	PV	106295	001	09438	3/5/2021	030521	5,553.70
	NORTHLAND CONCRETE AND MASONRY CO. LLC 1125 STAGECOACH ROAD SHAKOPEE MN 55379						Summary Total		5,553.70
							Payment Amount		5,553.70
116828	OSTERHUS, MICHELLE	2021 PHOTO CONTEST WINNER	PV	106286	001	09101	3/10/2021	031021	190.00
	MICHELLE OSTERHUS 15481 XKIMO STREET NW RAMSEY MN 55303						Summary Total		190.00
							Payment Amount		190.00
118415	PALMER, LAURA	2021 PHOTO CONTEST WINNER	PV	106287	001	09101	3/10/2021	031021	25.00
	LAURA PALMER 17330 RABBIT STREET NW RAMSEY MN 55303						Summary Total		25.00
							Payment Amount		25.00
118400	PUMP AND METER SERVICE	PAY APP 1 PW CAMPUS	PV	106300	001	09438	3/5/2021	030521	27,462.69
	PUMP AND METER SERVICE 11303 EXCELSIOR BLVD HOPKINS MN 55343						Summary Total		27,462.69
							Payment Amount		27,462.69
117956	RJM CONSTRUCTION LLC	PAY APP 6 PW CAMPUS	PV	106301	001	09438	3/5/2021	030521	61,715.99
	RJM CONSTRUCTION LLC 830 BOONE AVENUE NORTH GOLDEN VALLEY MN 55427						Summary Total		61,715.99
							Payment Amount		61,715.99
116827	SHOEMAKER, JENNIFER	2021 PHOTO CONTEST WINNER	PV	106288	001	09101	3/10/2021	031021	25.00
	JENNIFER SHOEMAKER 6150 RIVLYN AVENUE NW RAMSEY MN 55303						Summary Total		25.00
							Payment Amount		25.00

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CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3182		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2021		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
111522	SIGNATION SIGN GROUP	CENTRAL PARK SIGN	PV	106331	001	09805	3/12/2021	15201-D	4,512.50
	SIGNATION SIGN GROUP 7624 BOONE AVENUE N SUITE 100 BROOKLYN PARK MN 55428-1019							Summary Total	4,512.50
								Payment Amount	4,512.50
100454	ST CLOUD STATE UNIVERSITY	CLERK TRAINING- K. SCHMIDT	PV	106289	001	09101	3/12/2021	031221	445.00
	ST CLOUD STATE UNIVERSITY ATTENTION: ROXANN NEU BH211A 720 FOURTH AVENUE SOUTH ST CLOUD MN 56301							Summary Total	445.00
								Payment Amount	445.00
114151	TASC (FEES)	HRA/FSA FEB 21 SERVICES	PV	106247	001	09101	2/26/2021	IN1981057	370.50
	TASC CLIENT INVOICES P O BOX 88278 MILWAUKEE WI 53288-0001							Summary Total	370.50
								Payment Amount	370.50
118399	W L HALL COMPANY	PAY APP 1 PW CAMPUS	PV	106302	001	09438	3/5/2021	030521	614.65
	W L HALL COMPANY 530 15TH AVENUE SOUTH HOPKINS MN 55343							Summary Total	614.65
								Payment Amount	614.65
								Total Amount to be Processed	294,187.56
								Total Number of Payments to be Processed	53

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CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 3183
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument T A/P ACH Payment
Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
110402	ADVANCE AUTO PARTS	FEB 21 PURCHASES	PV	106303	001	09101	2/28/2021	022821	55.17
	ADVANCE AUTO PARTS	FEB 21 PURCHASES	PV	106303	002	09101	2/28/2021	022821	82.40
	AAP FINANCIAL SERVICES	FEB 21 PURCHASES	PV	106303	003	09101	2/28/2021	022821	13.50
	P O BOX 742063	FEB 21 PURCHASES	PV	106303	004	09101	2/28/2021	022821	564.49
	ATLANTA GA 30374-2063					Summary Total			715.56
						Payment Amount			715.56
100017	AIRGAS USA, LLC	MISC GASES	PV	106304	001	09101	2/28/2021	9977475303	30.31
	AIRGAS USA LLC					Summary Total			30.31
	P O BOX 802576								
	CHICAGO IL 60680-2576					Payment Amount			30.31
106641	AMERICAN PRESSURE INC	PRESSURE WASHER PARTS	PV	106188	001	09101	3/4/2021	119422	100.89
	AMERICAN PRESSURE INC					Summary Total			100.89
	3810 W BROADWAY	PRESSURE WASHER PARTS	PV	106189	001	09101	3/4/2021	119433	77.96
	ROBBINSDALE MN 55422					Summary Total			77.96
						Payment Amount			178.85
100029	ANOKA AREA CHAMBER OF COMMERCE	FEB 21 CHAMBER LUNCHES	PV	106263	001	09101	3/9/2021	27738	80.00
	ANOKA AREA CHAMBER OF COMMERCE	FEB 21 CHAMBER LUNCHES	PV	106263	002	09101	3/9/2021	27738	20.00
	12 BRIDGE SQUARE					Summary Total			100.00
	ANOKA MN 55303					Payment Amount			100.00
107587	ANOKA COUNTY TREASURY DEPARTMENT	DTF GRANT MATCH	PV	106219	001	09101	2/26/2021	S210222H	5,125.00
	ANOKA COUNTY TREASURY DEPARTMENT					Summary Total			5,125.00
	2100 THIRD AVENUE	JLEC 21 SHARED COSTS	PV	106220	001	09101	3/2/2021	S210226G	29,514.00
	ANOKA MN 55303					Summary Total			29,514.00
		SPEAKER MICROPHONE	PV	106306	001	09101	3/11/2021	AR017546	99.75
						Summary Total			99.75
						Payment Amount			34,738.75
100647	BOLTON AND MENK INC	JAN 21 RIVERDALE DR	PV	106191	001	09435	2/17/2021	0264763	40,299.00

Payment Group Control Number	3183		
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Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2021		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	BOLTON AND MENK INC				Summary Total				40,299.00
	1960 PREMIER DRIVE	RAMSEY/TIGER ST JAN 21	PV	106192	001	09435	2/17/2021	0264761	352.50
	MANKATO MN 56001-5900				Summary Total				352.50
		RIVERDALE LRIP APP JAN 21	PV	106308	001	09402	2/17/2021	0264760	390.00
					Summary Total				390.00
		MISSISSIPPI W DIST. JAN 21	PV	106309	001	09602	2/17/2021	0264762	2,094.00
					Summary Total				2,094.00
					Payment Amount				43,135.50
103641	BOYER TRUCKS ROGERS	WORK ON 600	PV	106193	001	09702	2/26/2021	485497	840.00
	BOYER TRUCKS	WORK ON 600	PV	106193	002	09702	2/26/2021	485497	7,480.26
	P O BOX 18338				Summary Total				8,320.26
	MINNEAPOLIS MN 55418	MISC PARTS	PV	106194	001	09101	3/1/2021	92126R	346.98
					Summary Total				346.98
					Payment Amount				8,667.24
114549	CHETS SHOES INC	BOOTS- IHRKE/BYRON	PV	106310	001	09101	2/28/2021	50497	150.00
	CHETS SHOES INC	BOOTS- IHRKE/BYRON	PV	106310	002	09101	2/28/2021	50497	150.00
	8870 RENDOVA STREET NE				Summary Total				300.00
	CIRCLE PINES MN 55014				Payment Amount				300.00
116197	CINTAS CORPORATION	FIRE DEPT- MATS	PV	106265	001	09101	3/10/2021	4078155881	16.56
	CINTAS CORPORATION				Summary Total				16.56
	CINTAS LOC #4K	UNIFORM CLEANING	PV	106315	001	09101	3/10/2021	4078156104	16.50
	P O BOX 650838	UNIFORM CLEANING	PV	106315	002	09101	3/10/2021	4078156104	5.00
	DALLAS TX 75265-0838	UNIFORM CLEANING	PV	106315	003	09101	3/10/2021	4078156104	14.11
		UNIFORM CLEANING	PV	106315	004	09101	3/10/2021	4078156104	14.11
					Summary Total				49.72
		UNIFORM CLEANING	PV	106316	001	09101	3/3/2021	4077508016	21.50
		UNIFORM CLEANING	PV	106316	002	09101	3/3/2021	4077508016	5.00
		UNIFORM CLEANING	PV	106316	003	09101	3/3/2021	4077508016	10.44
		UNIFORM CLEANING	PV	106316	004	09101	3/3/2021	4077508016	10.44
					Summary Total				47.38
					Payment Amount				113.66
111818	DEANO'S COLLISION	WORK ON 383	PV	106229	001	09702	2/22/2021	84C7738B	2,659.62

CITY OF RAMSEY
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Payment Group Control Number 3183
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument T A/P ACH Payment
Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	SPECIALISTS INC								
	DEANO'S COLLISION	WORK ON 383	PV	106229	002	09702	2/22/2021	84C7738B	1,434.00
	SPECIALISTS INC								
				Summary Total					4,093.62
	11063 173RD AVENUE								
	ELK RIVER MN 55330	WORK ON 392	PV	106230	001	09702	2/19/2021	746D374D	7,114.17
		WORK ON 392	PV	106230	002	09702	2/19/2021	746D374D	2,159.20
				Summary Total					9,273.37
				Payment Amount					13,366.99
100144	DEHN OIL COMPANY	DIESEL FUEL	PV	106197	001	09101	2/26/2021	81370	1,844.83
	DEHN OIL COMPANY			Summary Total					1,844.83
	6735 141ST AVENUE NW	DIESEL FUEL	PV	106318	001	09101	3/8/2021	80485	1,207.75
	RAMSEY MN 55303			Summary Total					1,207.75
		BULK OIL 5W30	PV	106319	001	09101	3/8/2021	25169220	320.11
				Summary Total					320.11
				Payment Amount					3,372.69
101185	DO ALL PRINTING COM INC	MAR/APR 21 RAMSEY RESIDENT	PV	106198	001	09101	3/4/2021	50696	4,921.25
	DO ALL PRINTING COM INC			Summary Total					4,921.25
	6360 HIGHWAY 10 NW	G. RIEMER BUSINESS CARDS	PV	106320	001	09101	3/15/2021	50788	37.00
	RAMSEY MN 55303			Summary Total					37.00
				Payment Amount					4,958.25
118116	DTN LLC	APR 21 SERVICE	PV	106266	001	09101	3/5/2021	5909784	400.00
	DTN LLC			Summary Total					400.00
	18205 CAPITOL AVENUE SUITE 100								
	OMAHA NE 68022								
				Payment Amount					400.00
100158	ECM PUBLISHERS INC	AD COMM SERV OFFICER	PV	106231	001	09101	2/28/2021	822411	221.50
	ECM PUBLISHERS INC			Summary Total					221.50
	4095 COON RAPIDS BLVD	ORD 21-08	PV	106232	001	09101	2/26/2021	822026	172.00
	COON RAPIDS MN 55433			Summary Total					172.00
				Payment Amount					393.50
113321	FACTORY MOTOR PARTS CO	MISC SHOP SUPPLIES	PV	106267	001	09101	3/9/2021	6-1585326	52.80

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Pay Through Date	12/31/2021		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	FACTORY MOTOR PARTS CO			Summary Total					52.80
	BIN 139107								
	P O BOX 9107								
	MINNEAPOLIS MN 55480-9107								
				Payment Amount					52.80
107737	FINANCE AND COMMERCE INC	BIDS RIVERDALE DRIVE	PV	106200	001	09402	2/5/2021	744960007	258.31
	FINANCE AND COMMERCE INC			Summary Total					258.31
	SDS 12-2619								
	P O BOX 86								
	MINNEAPOLIS MN 55486-2619								
				Payment Amount					258.31
100650	GRAINGER	MISC SUPPLIES	PV	106201	001	09101	3/3/2021	9823872487	175.16
	GRAINGER INC			Summary Total					175.16
	DEPT. 806511127	MISC SUPPLIES	PV	106202	001	09101	3/3/2021	9823872495	10.12
	PALATINE IL 60038-0001			Summary Total					10.12
		MISC BULBS	PV	106234	001	09601	3/3/2021	9824542733	52.44
				Summary Total					52.44
		FILTER/ NOZZLES	PV	106268	001	09101	3/5/2021	9826637606	123.24
				Summary Total					123.24
				Payment Amount					360.96
112564	GROUP HEALTH INC WORKSITE	FEB 21 EAP SERVICES	PV	106235	001	09101	2/28/2021	W818496	94.00
	GROUP HEALTH INC WORKSITE			Summary Total					94.00
	MAIL STOP # 21109A								
	P O BOX 1309								
	MINNEAPOLIS MN 55440-1309								
				Payment Amount					94.00
100211	HAWKINS INC	CHEMICALS	PV	106341	001	09601	3/2/2021	4892116	3,471.01
	HAWKINS INC			Summary Total					3,471.01
	P O BOX 860263								
	MINNEAPOLIS MN 55486-0263								
				Payment Amount					3,471.01
100266	LOGIS	NETWORK SERVICE 2/20/21	PV	106276	001	09101	2/28/2021	50100	343.75

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Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2021		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS			Summary Total					343.75
	5750 DULUTH STREET	MAR 21 SERVICE	PV	106277	001	09101	3/1/2021	50038	18,355.00
	GOLDEN VALLEY MN 55422-4036			Summary Total					18,355.00
		COURIER SERV/TOKENS	PV	106278	001	09101	2/28/2021	50130	35.86
		COURIER SERV/TOKENS	PV	106278	002	09101	2/28/2021	50130	15.00
				Summary Total					50.86
				Payment Amount					18,749.61
100273	MALLOY MONTAGUE KARNOWSKI RADOSEVIC	AUDIT THROUGH 2/28/2021	PV	106323	001	09101	3/9/2021	49753	6,635.00
	MALLOY MONTAGUE KARNOWSKI RADOSEVIC 410 PARK NATIONAL BANK BLDG 5353 WAYZATA BLVD MINNEAPOLIS MN 55416			Summary Total					6,635.00
				Payment Amount					6,635.00
113658	MARCO	MAR 21 SERVICE	PV	106204	001	09101	3/1/2021	INV8498443	60.00
	MARCO NW 7128 PO BOX 1450 MINNEAPOLIS MN 55485-7128			Summary Total					60.00
				Payment Amount					60.00
106616	MARTIN MCALLISTER, INC	ASSESSMENTS- PD	PV	106283	001	09101	2/28/2021	13787	1,650.00
	MARTIN MCALLISTER, INC 7650 EDINBOROUGH WAY #550 EDINA MN 55435			Summary Total					1,650.00
				Payment Amount					1,650.00
100284	MENARDS ELK RIVER	MISC SUPPLIES	PV	106347	001	09601	3/5/2021	27360	67.05
	MENARDS ELK RIVER			Summary Total					67.05
	19521 EVANS STREET NW	RETURN- SWITCH LED BULBS	PD	106348	001	09601	3/5/2021	27359	125.96-
	ELK RIVER MN 55330-1077			Summary Total					125.96-
		MISC SUPPLIES	PV	106349	001	09601	3/4/2021	27327	218.20
				Summary Total					218.20
		MISC SUPPLIES	PV	106350	001	09601	3/9/2021	27588	220.25
				Summary Total					220.25
				Payment Amount					379.54

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Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2021		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100285	MET COUNCIL ENVIRONMENTAL SRV	WASTE WATER APRIL 2021	PV	106284	001	09602	3/8/2021	0001121191	70,433.39
	MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513					Summary Total			70,433.39
						Payment Amount			70,433.39
113909	MOBILE VEHICLE INTEGRATION	WORK ON 395	PV	106242	001	09101	2/24/2021	21-02022	105.00
	MOBILE VEHICLE INTEGRATION 835 XENIA AVENUE NW ELK RIVER MN 55330					Summary Total			105.00
						Payment Amount			105.00
115167	NET TRANSCRIPTS INC	TRANSCRIPTION	PV	106244	001	09101	2/15/2021	NT2245	200.20
	NET TRANSCRIPTS INC					Summary Total			200.20
	3707 N. 7TH STREET SUITE 320	TRANSCRIPTION	PV	106326	001	09101	2/28/2021	NT2493	169.15
	PHOENIX AZ 85014					Summary Total			169.15
						Payment Amount			369.35
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	106294	001	09101	3/3/2021	201090	452.85
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433					Summary Total			452.85
						Payment Amount			452.85
110547	NORTHWEST LIGHTING SYSTEMS CO.	RAMP LIGHTING	PV	106285	001	09240	3/9/2021	120270	427.00
	NORTHWEST LIGHTING SYSTEMS CO.					Summary Total			427.00
	746 CRAIG AVENUE	RAMP LIGHTING	PV	106296	001	09240	2/17/2021	120040	468.00
	TRACY MN 56175					Summary Total			468.00
						Payment Amount			895.00
117474	OERTEL ARCHITECTS LTD	PW CAMPUS- RAMSEY	PV	106327	001	09438	3/5/2021	11	13,447.59
	OERTEL ARCHITECTS LTD					Summary Total			13,447.59

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	1795 ST CLAIR AVENUE ST PAUL MN 55105								
				Payment Amount					13,447.59
112421	PERRILL	MAR 21 ROW WAY WEB	PV	106297	001	09101	3/1/2021	253864	200.00
	PERRIL 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305			Summary Total					200.00
				Payment Amount					200.00
111488	POPP.COM INC	FEB 21 SERVICE	PV	106298	001	09101	2/28/2021	992663245	90.33
	POPP.COM INC	FEB 21 SERVICE	PV	106298	002	09101	2/28/2021	992663245	40.14
	620 MENDELSSOHN AVE NO SUITE 101	FEB 21 SERVICE	PV	106298	003	09101	2/28/2021	992663245	50.17
	GOLDEN VALLEY MN 55427	FEB 21 SERVICE	PV	106298	004	09101	2/28/2021	992663245	190.66
		FEB 21 SERVICE	PV	106298	005	09101	2/28/2021	992663245	30.10
		FEB 21 SERVICE	PV	106298	006	09101	2/28/2021	992663245	115.40
		FEB 21 SERVICE	PV	106298	007	09101	2/28/2021	992663245	45.15
		FEB 21 SERVICE	PV	106298	008	09101	2/28/2021	992663245	112.95
		FEB 21 SERVICE	PV	106298	009	09101	2/28/2021	992663245	90.49
		FEB 21 SERVICE	PV	106298	010	09101	2/28/2021	992663245	110.40
		FEB 21 SERVICE	PV	106298	011	09101	2/28/2021	992663245	60.30
				Summary Total					936.09
				Payment Amount					936.09
113444	PRECISE	JAN 21 SERVICE	PV	106299	001	09101	2/26/2021	200-1029808	875.00
	PRECISE 501 EAST CLIFF ROAD SUITE 100 BURNSVILLE MN 55337			Summary Total					875.00
				Payment Amount					875.00
107978	PREMIER COMMERCIAL PROPERTIES INC	HIWAY 10 MANAGE FEB 21	PV	106245	001	09410	2/28/2021	7478	200.00
	PREMIER COMMERCIAL PROPERTIES INC	HIWAY 10 MANAGE FEB 21	PV	106245	002	09410	2/28/2021	7478	200.00
	299 COON RAPIDS BLVD NW #200	HIWAY 10 MANAGE FEB 21	PV	106245	003	09410	2/28/2021	7478	200.00
	COON RAPIDS MN 55433			Summary Total					600.00
				Payment Amount					600.00
113737	RATWIK ROSZAK AND MALONEY PA	FEB 2021 RETAINER	PV	106328	001	09804	2/28/2021	68337	120.00

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	RATWIK ROSZAK AND MALONEY PA	FEB 2021 RETAINER	PV	106328	002	09804	2/28/2021	68337	3,095.00
	300 U.S. TRUST BUILDING				Summary Total				3,215.00
	730 SECOND AVENUE SOUTH	FEB 21 SERVICES	PV	106329	001	09101	2/28/2021	68336	619.50
	MINNEAPOLIS MN 55402	FEB 21 SERVICES	PV	106329	002	09101	2/28/2021	68336	90.00
					Summary Total				709.50
					Payment Amount				3,924.50
110330	RESHETAR SYSTEM INC	ABATEMENT 6545 HWY 10	PV	106246	001	09101	2/24/2021	21-29601	220.00
	RESHETAR SYSTEM INC				Summary Total				220.00
	730 BUNKER LAKE BLVD NW	ABATEMENT 14760 BOWERS DR	PV	106352	001	09101	3/10/2021	21-29683	3,340.00
	ANOKA MN 55303				Summary Total				3,340.00
					Payment Amount				3,560.00
116092	ROADKILL ANIMAL CONTROL	2 CALLS FEB 2021	PV	106330	001	09101	3/8/2021	030821	186.00
	ROADKILL ANIMAL CONTROL 520 HAROLD DRIVE BURNSVILLE MN 55337				Summary Total				186.00
					Payment Amount				186.00
100431	SAFETY KLEEN CORPORATION	RECYCLE PARTS WASHER FLUID	PV	106353	001	09101	3/4/2021	CN12450120	110.97
	SAFETY KLEEN CORPORATION PO BOX 975201 DALLAS TX 75397-5201				Summary Total				110.97
					Payment Amount				110.97
112079	TOKLE INSPECTIONS INC	FEB 21 SERVICE	PV	106248	001	09101	3/3/2021	030321	3,588.93
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448				Summary Total				3,588.93
					Payment Amount				3,588.93
112515	WSB AND ASSOCIATES INC	JAN 21 SERVICES	PV	106249	001	09101	2/25/2021	R-017243-000-1	112.50
	WSB AND ASSOCIATES INC	JAN 21 SERVICES	PV	106249	002	09101	2/25/2021	R-017243-000-1	112.50

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	701 XENIA AVENUE SOUTH SUITE 300			Summary Total					225.00
	MINNEAPOLIS MN 55416	JAN 21 GEN PLAN SERVICES	PV	106250	001	09804	2/25/2021	R-015204-000-13	2,434.50
				Summary Total					2,434.50
				Payment Amount					2,659.50
				Total Amount to be Processed					244,526.70
				Total Number of Payments to be Processed					40

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-077

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF MARCH 4, 2021 THROUGH MARCH 17, 2021

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of March 4, 2021, through March 17, 2021, in the amount of $ 1,014,986.88 and

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

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

1) That the Ramsey City Council hereby approves the cash disbursements made and authorizes payment of the accounts payable invoices as detailed in the attached Bills List for the period March 4, 2021, through March 17, 2021, in the amount of $ 1,014,986.88.

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:

Mayor Kuzma
Councilmember
Councilmember
Councilmember
Councilmember
Councilmember
Councilmember

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23th day of March, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 8.**

Meeting Date: 03/23/2021

By: Chloe McGuire Brigl, Community Development

Information

Title:

Adopt Resolution #21-008 for Site Plan and Final Plat for GiGi's Salon and Spa (Project #20-140)

Purpose/Background:

The purpose of this case is to review a proposal from GiGi's Salon and Spa (the "Applicant") for a final plat and site plan review for a proposed salon on the corner of Zeolite Street, Veterans Drive, and Sunwood Drive. The proposed site is currently owned by the City of Ramsey and the Applicant has an active purchase agreement with the City. The Subject Property is approximately 3.14 acres with 1.42 acres being platted as a buildable lot for Gigi's Salon. The remaining acreage will be platted as two separate outlots, one for the City to maintain for a well, and one for a buildable lot to sell in the future.

Notification:

The City attempted to notify Property Owners, as reflected in the Anoka County Property Records, within 700 feet of the Subject Property of the request for the March 4, 2021 Public Hearing. The Public Hearing Notice was also properly posted in the Anoka County UnionHerald, the City's Official Newsletter. No additional notice was provided for this meeting.

Observations/Alternatives:

Proposed Use

This is a unique use with a juice bar, salon, small areas for outdoor dining, and anticipated 30 employees. The proposed parking does feel adequate for the proposed use. The plans provided show a total of 50 parking spaces including 2 handicap parking spaces. The amount of parking feels appropriate for the use.

Land Use and Zoning

The Property is guided as Mixed Use in the Comprehensive Plan and is zoned The COR. The intent of the Mixed Use land use designation is to allow for the construction of a variety of uses including retail, commercial, entertainment, office, institutional, high density residential, transit hubs and park and recreation uses with access to municipal sewer and water. The proposed use is consistent with this land use guidance. The project is located within the COR 2 Commercial subdistrict. This subdistrict is intended to provide space for commercial operations with a mix of large and small floor plates accommodating auto-oriented uses. The use of a salon meets the intent of this district.

Proposed Subdivision

The Applicant is purchasing a piece of the Subject Property from the City, and platting the remainder into two outlots, one for the well onsite, and one for a future buildable lot.

Architecture

The proposed architecture is closer to compliance with the intent of the COR guidelines, but requires final approval by the City Council.

Alternatives

Alternative 1: Motion to recommend the City Council adopt the Resolution to approve the final plat and site plan with contingencies for Staff to work with the Applicant to revise the plan sheets to conform with City Code.

Changes required are relatively minor and Staff typically handles these types of contingencies administratively. Staff is supportive of this alternative.

Alternative 2: Motion to table the request if there are specific changes that the City Council would like to see prior to formal approval. Staff is supportive of this alternative.

Funding Source:

The Applicant is responsible for all costs associated with project review. Please note that this project does include a land transaction with the City, as the entire site is currently owned by the City of Ramsey.

Recommendation:

The Planning Commissiion was supportive of the project and recommended approval of Resolution #21-008.

Action:

Motion to adopt Resolution #21-008 approving the site plan and final plat for GiGi's Salon and Spa.

Attachments

Site Location Map
Final Plat
Site Plan
Proposed Elevations
Preliminary Plat Review
Sheets
DRAFT March Planning Commission Minutes
Resolution #21-008

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	03/17/2021 11:25 AM
Form Started By: Chloe McGuire Brigl		Started On: 03/11/2021 09:44 AM
Final Approval Date: 03/17/2021		



City of RAMSEY

Gigi's Salon

28-32-25-23-0018

Legend

Site

Parcels

N

December 15th, 2020

0 0.045 0.09 mi

DRAFT - FINAL PLAT - 2020-11-16

GIGI ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 28, T. 32, R. 25

KNOW ALL PERSONS BY THESE PRESENTS: That the City of Ramsey, a Minnesota municipal corporation, owner of the following described property:

Outlot A, COR STONE BROOK ACADEMY, Anoka County, Minnesota.

Has caused the same to be surveyed and platted as GIGI ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as shown on this plat.

In witness whereof said City of Ramsey, a Minnesota municipal corporation, has caused these presents to be signed by its proper officers this _____ day of _____, 20____.

SIGNED: City of Ramsey

By: _____ Mayor By: _____ Clerk

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____ by _____, as Mayor and _____, as Clerk of City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation.

_____ (Signature) _____
Notary Public, _____ County, Minnesota Notary Printed Name
My Commission Expires_____

I Jeremy R. Honga do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____day of _____, 20____.

_____
Jeremy R. Honga, Licensed Land Surveyor,
Minnesota License No. 58013

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____ by Jeremy R. Honga.

_____ (Signature) _____
Notary Public, _____ County, Minnesota Notary Printed Name
My Commission Expires_____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

This plat of GIGI ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this _____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ramsey, Minnesota

By: _____ Mayor By: _____ Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20____.

_____
Charles F. Gitzen, Anoka County Surveyor

COUNTY AUDITOR / TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20____.

_____ By: _____, Deputy
Property Tax Administrator

COUNTY RECORDER / REGISTRAR OF TITLES
County of Anoka, State of Minnesota

I hereby certify that this plat of GIGI ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20____, at _____ o'clock _____ .M. and was duly recorded as Document Number _____.

_____ By: _____, Deputy
County Recorder/Registrar of Titles



DRAINAGE AND UTILITY EASEMENTS
ARE SHOWN THUS:
(NOT TO SCALE)

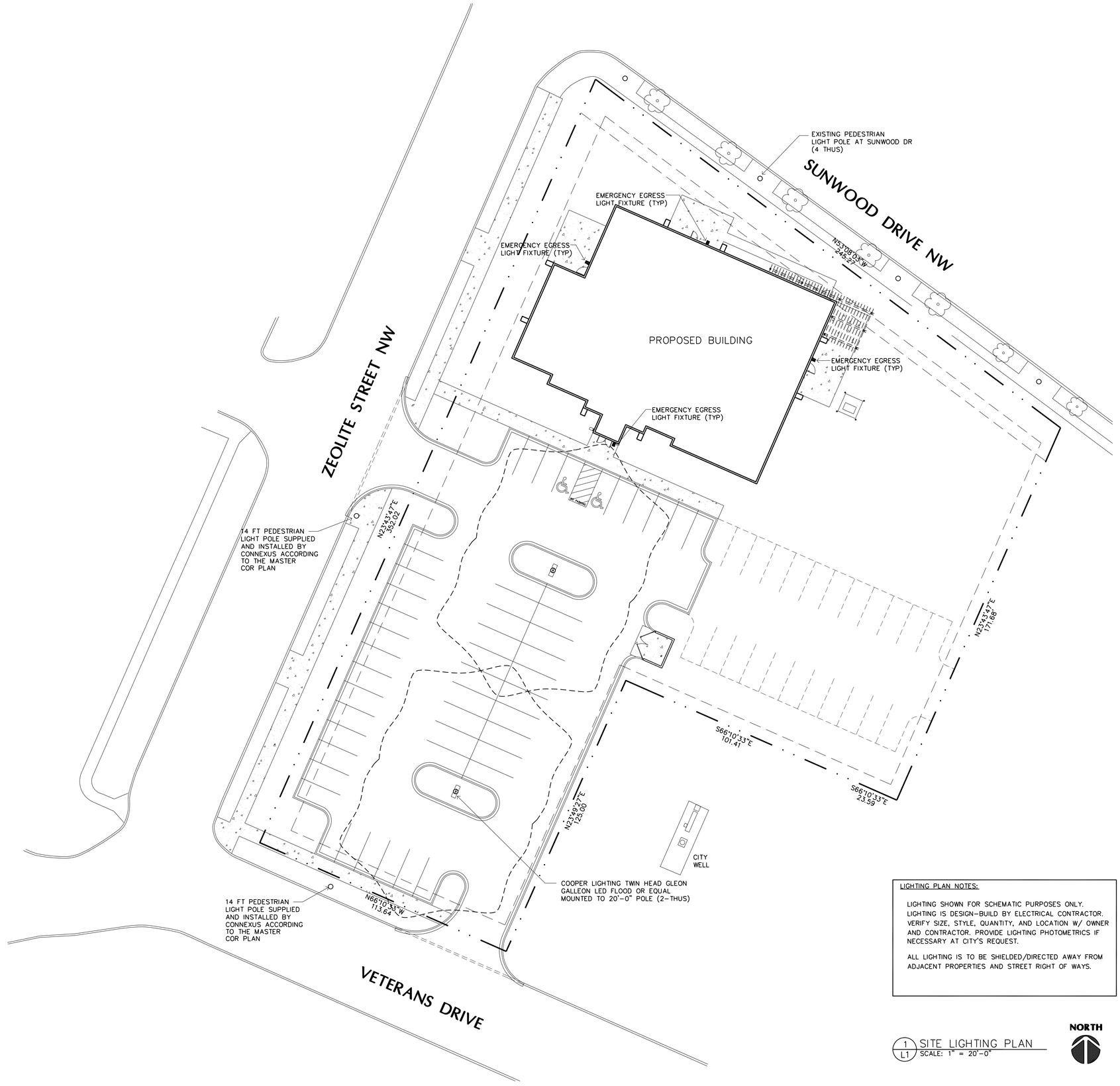
BEING 5 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING LOT LINES, AND 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING RIGHT-OF-WAY LINES, AS SHOWN ON THE PLAT.

○ DENOTES 1/2 INCH BY 14 INCH IRON MONUMENT SET AND MARKED BY LICENSE NO. 58013.

● DENOTES FOUND MONUMENT, AS NOTED.

THE SOUTH LINE OF OUTLOT A, COR STONE BROOK ACADEMY, IS ASSUMED TO HAVE A BEARING OF N66°10'33"W.

wsb



LIGHTING PLAN NOTES:

LIGHTING SHOWN FOR SCHEMATIC PURPOSES ONLY. LIGHTING IS DESIGN-BUILD BY ELECTRICAL CONTRACTOR. VERIFY SIZE, STYLE, QUANTITY, AND LOCATION W/ OWNER AND CONTRACTOR. PROVIDE LIGHTING PHOTOMETRICS IF NECESSARY AT CITY'S REQUEST.

ALL LIGHTING IS TO BE SHIELDED/DIRECTED AWAY FROM ADJACENT PROPERTIES AND STREET RIGHT OF WAYS.

1 / L1 SITE LIGHTING PLAN
SCALE: 1" = 20'-0"

NORTH

PRELIMINARY NOT FOR CONSTRUCTION

CLASSIC CONSTRUCTION
CONCRETE & MASONRY WORK · RESIDENTIAL & COMMERCIAL
18542 ULYSSES ST. NE
EAST BETHEL, MN 55011
PHONE: (763) 434-8870
FAX: (763) 434-7120

GIGI'S SALON AND SPA

Ramsey, Minnesota

Drawn By: JRB
Checked By: LL

Revisions

10/6/20	PRELIMINARY
10/22/20	BUDGET PRICING
1/8/21	CITY SUBMITTAL
1/27/21	FINAL REVIEW

SCHEMATIC SITE LIGHTING PLAN

Sheet Number

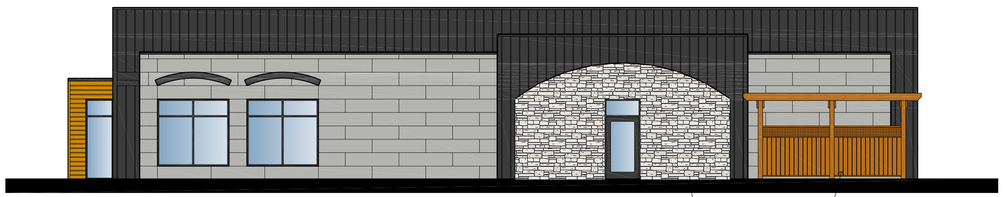
L1

Project No. 200401-1

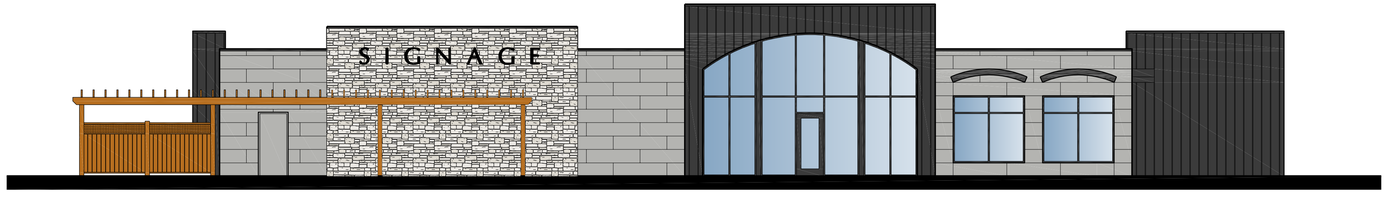
Filename: GIGIS SALON AND SPA\GIGIS SALON AND SPA-L1



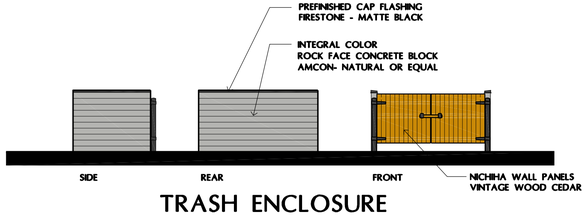
SOUTH ELEVATION



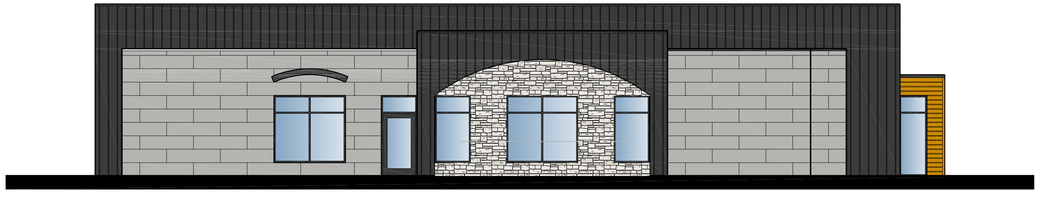
EAST ELEVATION



NORTH ELEVATION



TRASH ENCLOSURE



WEST ELEVATION

GIGI'S SALON AND SPA

Ramsey, Minnesota

NOTE: THIS DRAWING IS FOR ILLUSTRATIVE PURPOSES ONLY. ACTUAL COLORS NEED TO BE FIELD VERIFIED.

LA HAMPTEER ARCHITECTS

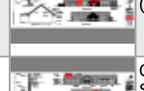
ProjectDox

Changemarks Report

Project Name: Gigi's Salon and Gigi Addition

Workflow Started: 11/23/2020 3:42 PM

Report Generated: 02/23/2021 11:31 AM

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	1	6	False	Unresolved	Community Development Director		GIGIS SALON AND SPA-A1 24x36 (1).pdf	Tim Gladhill	Widen Sidewalk	Must show widening of sidewalk consistent with remainder of corridor.	12/08/2020 3:54 PM	Tim Gladhill	
		7	False	Unresolved	Community Development Director		GIGIS SALON AND SPA-A1 24x36 (1).pdf	Tim Gladhill	Cross Access Easement	Must include Cross Access Easement - unless City Council removes previous requirement.	12/08/2020 3:54 PM	Tim Gladhill	
		8	False	Unresolved	Community Development Director		GIGIS SALON AND SPA-A1 24x36 (1).pdf	Tim Gladhill	Mechanical Units	Concerned about visibility of mechanical units on pitched roof. Please submit proposal to screen mechanical units.	12/08/2020 3:54 PM	Tim Gladhill	
		1	False	Unresolved	Community Development Director		GIGIS SALON AND SPA-A3 24x36 (1).pdf	Tim Gladhill	Architectural View from Sunwood	Need more window openings on Sunwood Drive side. Sunwood Drive should be primary architectural focal point.	12/08/2020 3:52 PM	Tim Gladhill	
		2	False	Unresolved	Community Development Director		GIGIS SALON AND SPA-A3 24x36 (1).pdf	Tim Gladhill	Match South Elevation Gabled End Facade	Must be 4 sided architecture.	12/08/2020 3:52 PM	Tim Gladhill	
		3	False	Unresolved	Community Development Director		GIGIS SALON AND SPA-A3 24x36 (1).pdf	Tim Gladhill	Color Elevations	Need color elevations.	12/08/2020 3:52 PM	Tim Gladhill	
		4	False	Unresolved	Community Development Director		GIGIS SALON AND SPA-A3 24x36 (1).pdf	Tim Gladhill	True Stone	In exchange for allowing Nichia siding - can we switch to true stone - not faux stone?	12/08/2020 3:52 PM	Tim Gladhill	

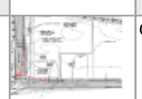
ProjectDox

Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	1	5	False	Unresolved	Community Development Director		GIGIS SALON AND SPA-A3 24x36 (1).pdf	Tim Gladhill	Roof Materials	Will need Council direction on this material. Not specifically listed as permitted by administrative approval. Possible that City Council may approve.	12/08/2020 3:52 PM	Tim Gladhill	
	2	33	False	Unresolved	Civil Engineer IV		C4.pdf	LL	City Parcel	All work miust be on applicants property, including silt fence, curb and gutter and paving. Remove silt fence and drainage arrows in City property.	12/30/2020 10:50 AM	Len Linton	
		24	False	Unresolved	City Planner		015674-000-V-BDRY-SITE PLAN-Gigi Addition-DRAFT-2020-11-23.pdf	Chloe	Cross Access Easement	Will need a cross access agreement with neighboring property parking lot	12/29/2020 11:34 AM	Chloe McGuire Brigl	
		21	False	Unresolved	City Planner		GIGIS SALON AND SPA-COLOR A 24x36 (1).pdf	Chloe	Trash Enclosure	Add trash enclosure sheet to show architecture of it	12/29/2020 11:32 AM	Chloe McGuire Brigl	
		22	False	Unresolved	City Planner		GIGIS SALON AND SPA-COLOR A 24x36 (1).pdf	Chloe	Additional windows	This needs additional windows and articulation	12/29/2020 11:32 AM	Chloe McGuire Brigl	
		23	False	Unresolved	City Planner		GIGIS SALON AND SPA-COLOR A 24x36 (1).pdf	Chloe	Additional Windows	Add window to right side of this elevation	12/29/2020 11:31 AM	Chloe McGuire Brigl	

ProjectDox

Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	2	32	False	Unresolved	Civil Engineer IV		3950.02_SMP.pdf	LL	Cost of improvements	The unit price per cubic foot for the infiltration basin is below the average we have seen since we started collecting fees for the infiltration basin. This estimate does not include erosion control around the outside of the disturbed area and at the toe of the slope after excavation to keep the slopes erosioin from contabinating the bottom of the basin. Please revise this estimate.	12/29/2020 11:18 AM	Len Linton	
		31	False	Unresolved	Civil Engineer IV		C3.pdf	LL	Bituminous removal	Do not remove bitumminous. Sawcut and remove curb. Use bituminous edge as form for new concrete driveway entrance.	12/29/2020 10:18 AM	Len Linton	
		20	False	Unresolved	Engineering Tech		C4.pdf	Logan Czech	Pedestrian Ramps	Along with extending sidewalk, per Joe's note, pedestrian ramps with steel truncated domes will be required at both entrances.	12/29/2020 9:36 AM	Logan Czech	
		19	False	Unresolved	Engineering Tech		GIGIS SALON AND SPA-A1 24x36 (1).pdf	Logan Czech	Accessible Stall	Should be noted that future parking addition will require at least one more accessible stall.	12/29/2020 9:10 AM	Logan Czech	
		18	False	Unresolved	Engineering Tech		C1.pdf	Logan Czech	Mix Design	City mix design has changed, Wear and Base should be switched to SPWEA340C and SPNWB330C, respectively.	12/29/2020 8:39 AM	Logan Czech	

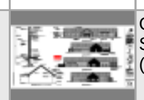
ProjectDox

Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	2	17	False	Unresolved	Civil Engineer II		C4.pdf	JF	Sidewalk	Sidewalk must extend down to Veterans, and along Veterans Drive to east lot line.	12/28/2020 2:05 PM	Joe Feriancek	
		28	False	Unresolved	Civil Engineer IV		C5.pdf	LL	Sleeves not permitted	Use bell end of pipe to connect to existing stub to extend hydrant. Connect reinstalled hydrant to existing tie rods.	12/29/2020 10:02 AM	Len Linton	
		29	False	Unresolved	Civil Engineer IV		C5.pdf	LL	Dirveway connection to street	Do not remove bituminous to make connection. Use edge of existing pavement as form for new valley gutter.	12/29/2020 10:02 AM	Len Linton	
		30	False	Unresolved	Civil Engineer IV		C5.pdf	LL	PVC connection	Use gasketted increaser coupling to connect 6" to 8" PVC pipe.	12/29/2020 10:02 AM	Len Linton	
		25	False	Unresolved	Civil Engineer IV		3950.02 - SWPPP - Final.pdf	LL	Notice of Termination	The notice of termination must be approved by the City of Ramsey before it is submitted to the MPCA.	12/28/2020 11:54 AM	Len Linton	
		26	False	Unresolved	Civil Engineer IV		3950.02 - SWPPP - Final.pdf	LL	Sump Manhole	A stormwater maintenance agreement for the sump manhole will be reqiired. It must be recorded against the property. The property owner must inspect and clean the sump manhole at least annually, and more often if inspections indicate a different schedule is required.	12/28/2020 11:54 AM	Len Linton	

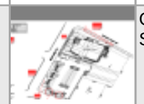
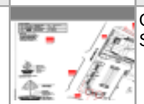
ProjectDox

Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	2	27	False	Unresolved	Civil Engineer IV		3950.02 - SWPPP - Final.pdf	LL	Volume Retention	Volume retention for the 1 inch rainfall over all impervious surfaces is required. Infiltration is not permitted on this site. The site must contribute to the regional infiltration fund administered by the City.	12/28/2020 11:54 AM	Len Linton	
		16	False	Unresolved	Environmental Review		GIGIS SALON AND SPA-A3 24x36 (1).pdf	CA	Signage	Signage requires application for Permanent Sign Permit and review of signage occurs at that point.	12/23/2020 1:58 PM	Chris Anderson	
		15	False	Unresolved	Environmental Review		GIGIS SALON AND SPA-L1 24x36 (1).pdf	CA	Street Lights Plan	Add in proposed street lights in accordance with The COR Master Street Lighting Plan.	12/23/2020 1:53 PM	Chris Anderson	
		9	False	Unresolved	Environmental Review		GIGIS SALON AND SPA-L2 24x36.pdf	CA	Sidewalk	A 6 foot wide concrete sidewalk shall be added to plan set along Veterans Drive and Zeolite St.	12/23/2020 1:51 PM	Chris Anderson	
		10	False	Unresolved	Environmental Review		GIGIS SALON AND SPA-L2 24x36.pdf	CA	Different Species	Please utilize an alternative species from the Connector Street list of acceptable species since these 2 are along a separate street. This will help maintain diversity and protect again disease/pest outbreaks.	12/23/2020 1:51 PM	Chris Anderson	
		11	False	Unresolved	Environmental Review		GIGIS SALON AND SPA-L2 24x36.pdf	CA	Boulevard Width	Along Zeolite St, boulevard shall be at least six (6) feet in width. Since there is an existing boulevard pattern established further east along Veterans Drive, the segment of boulevard can match that.	12/23/2020 1:51 PM	Chris Anderson	

ProjectDox

Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	2	12	False	Unresolved	Environmental Review		GIGIS SALON AND SPA-L2 24x36.pdf	CA	Shift Sidewalk East	Sidewalk shall be shifted east to create a 6 foot wide sodded boulevard. Tree plantings shall be in the boulevard.	12/23/2020 1:51 PM	Chris Anderson	
		13	False	Unresolved	Environmental Review		GIGIS SALON AND SPA-L2 24x36.pdf	CA	Protect Existing Streetscape	Barriers must be installed to protect existing streetscape. Any damage shall be subject to correction up to and including replacement. Include barriers in plan set.	12/23/2020 1:51 PM	Chris Anderson	
		14	False	Unresolved	Environmental Review		GIGIS SALON AND SPA-L2 24x36.pdf	CA	Add Topsoil Note	Add note stating that 4 inches of topsoil with no more than 35% sand content is required over all areas not otherwise improved with impervious surfacing. Topsoil must be inspected before installation of sod/landscaping.	12/23/2020 1:51 PM	Chris Anderson	
	4	38	False	Unresolved	Civil Engineer IV		C5.pdf	LL	Sleeve	Ramsey does not permit the use of sleeves for watermain connections. Use bell end of new pipe or bends to make connections	02/12/2021 10:56 AM	Len Linton	

ProjectDox

Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	4	37	False	Unresolved	Civil Engineer IV		015674-000-V-BDRY-SITE PLAN-Gigi Addition-DRAFT-2020-11-23.pdf	LL	Sidewalk	A strip must be added to the existing sidewalk to bring the back edgeof the sidewalk to the property line. The broom pattern on each new panel must match the adjacent panel. The new sidewalk must be 6" thick to match existing. The existing sidewalk was constructed narrow to provide room for construction of zero lotline buildings along the right of way.	02/12/2021 10:41 AM	Len Linton	
		40	False	Unresolved	Lead Engineering Tech		C5.pdf	aaron	Sanitary Sewer elvation	The asbuilts showed some conflicting elevations, I told Craig to check them. This is a reminder	02/17/2021 3:47 PM	Aaron Madsen	
		47	False	Unresolved	Community Development Director		A5.pdf	Tim Gladhill	Planning Commission Architectural Approval	Final architectural approval by Planning Commission and City Council.	02/08/2021 6:00 PM	Tim Gladhill	
		45	False	Unresolved	Community Development Director		A1.pdf	Tim Gladhill	Sunwood Drive Sidewalk	Widen sidewalk as previously directed.	02/08/2021 5:58 PM	Tim Gladhill	
		46	False	Unresolved	Community Development Director		A1.pdf	Tim Gladhill	Cross Access Easement	To be recorded with plat, prior to closing.	02/08/2021 5:58 PM	Tim Gladhill	
		41	False	Unresolved	Community Development Director		015674-000-V-BDRY-SITE PLAN-Gigi Addition-DRAFT-2020-11-23.pdf	Tim Gladhill	Sidewalk Widening	Sidewalk needs to be widened.	02/08/2021 5:56 PM	Tim Gladhill	

ProjectDox

Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	4	42	False	Unresolved	Community Development Director		015674-000-V-BDRY-SITE PLAN-Gigi Addition-DRAFT-2020-11-23.pdf	Tim Gladhill	Cross Access Easement	Cross Access Easement to be recorded with Plat as part of closing.	02/08/2021 5:56 PM	Tim Gladhill	
		43	False	Unresolved	Community Development Director		015674-000-V-BDRY-SITE PLAN-Gigi Addition-DRAFT-2020-11-23.pdf	Tim Gladhill	Veteran's Drive Sidewalk	Add sidewalk along Veterans Drive	02/08/2021 5:56 PM	Tim Gladhill	
		44	False	Unresolved	Community Development Director		015674-000-V-BDRY-SITE PLAN-Gigi Addition-DRAFT-2020-11-23.pdf	Tim Gladhill	Zeolite Street Sidewalk	Add sidewalk along Zeolite Street.	02/08/2021 5:56 PM	Tim Gladhill	
		34	False	Unresolved	Environmental Review		GIGIS SALON AND SPA-L2 24x36.pdf	CA	Botanical Names	Switch the labels, they correspond with the incorrect Common Name.	02/16/2021 12:33 PM	Chris Anderson	
		35	False	Unresolved	Environmental Review		GIGIS SALON AND SPA-L2 24x36.pdf	CA	Shrub Size	At time of installation, shrubs shall be at least 24" in height. Update Planting Schedule to specify 24" (currently shows range of 18-24").	02/16/2021 12:33 PM	Chris Anderson	

ProjectDox

Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	4	36	False	Unresolved	Environmental Review		GIGIS SALON AND SPA-L2 24x36.pdf	CA	Boulevard Areas	Remove all shrubs from boulevard areas along both Zeolite St and Veterans Drive. Boulevards shall consist of sod and shade trees only (wood chip mulch around base of trees per the Tree Planting Detail as well). Add sod label to boulevard area as well. Shrubs could be placed in the sodded area along Zeolite Street internal to the project site if preferred; just not in the boulevard.	02/16/2021 12:33 PM	Chris Anderson	

DESCRIPTION of Parcel 28-32-25-23-0018

Outlot A, COR Stone Brook Academy, Anoka County, Minnesota

Note: This property is Torrens

DESCRIPTION of Proposed Gigi's Parcel

Lot 1, Block 1, Gigi Adddition, Anoka County, Minnesota.

PROPERTY SUMMARY

1. Subject property's address is Unassigned.
2. Subject property's property identification number is 28-32-25-23-0018
3. The gross area of the subject property is 136,676 Square Feet or 3.14 acres.
4. The subject property is zoned COR: The COR, per the City of Ramsey zoning map dated September, 2011.
5. There are no buildings on the subject property.

SURVEY NOTES

1. The bearing system is based on the recorded plat of COR Stone Brook Academy, having a bearing of N66°10'33"W for the South line of Outlot A.
2. The vertical datum is based on NAVD88. The originating benchmark is HYATT MNDT, referenced from the MnDOT Geodetic Database. Elev. = 878.97
3. Location, sizes and types of underground utilities shown are a combination of observed evidence and plan information. However, lacking excavation, the exact location of underground features cannot be accurately, completely, and reliably depicted. WSB makes no guarantee that the utilities shown compromise all of the utilities in the area. Where additional or more detailed information is required, the client is advised that excavation and/or a private utility locate request may be necessary. Pursuant to MS 216.D contact Gopher State One Call at 651-454-0002 prior to any excavation.
4. Field work was completed on 5/28/2020.

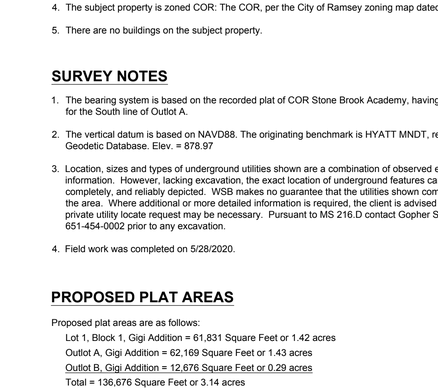
PROPOSED PLAT AREAS

Proposed plat areas are as follows:

Lot 1, Block 1, Gigi Addition = 61,831 Square Feet or 1.42 acres
Outlot A, Gigi Addition = 62,169 Square Feet or 1.43 acres
Outlot B, Gigi Addition = 12,676 Square Feet or 0.29 acres
Total = 136,676 Square Feet or 3.14 acres

SITE INFORMATION (PER CLIENT SITE PLAN)

SITE DATA: COBBLESTONE ADDITION, OUTLOT A
LOT SIZE – 61,831 S.F. = 1.42 ACRES
(DOES NOT INCLUDE WELL EASEMENT)
BUILDING – 9,162 S.F. SALON AND SPA
ANTICIPATED EMPLOYEES – ±30
BUILDING COVERAGE
9,162/61,831 = 14.8%
IMPERVIOUS SURFACE COVERAGE
31,691/61,831 = 51.2%
ZONING – COR2, COMMERCIAL
PARKING DATA:
HEALTH CLUB – 9,162 S.F. 3/1,000–5/1,000 = 27–37 STALLS
50 STALLS PROVIDED



LEGEND

- FD MONUMENT
- FD CHISELED X
- SET MONUMENT
- SIGN POST
- UTILITY PEDESTAL
- SANITARY MANHOLE
- CATCH BASIN
- WATER VALVE
- WATER HYDRANT
- LIGHT POLE
- STORM MANHOLE
- ELECTRIC BOX
- DECIDUOUS TREE
- SANITARY LINE
- STORM LINE
- WATERMAIN LINE
- UNDERGROUND ELECTRIC
- GAS LINE
- UNDERGROUND TELEPHONE
- CURB AND GUTTER
- BITUMINOUS SURFACE
- CONCRETE SURFACE

AFFINITY
AT
THE
COR
NORTHSTAR
TWO
ZEOLITE STREET NW
SUNWOOD DRIVE
VETERANS DRIVE NW
YOLITE STREET NW
BROOK
ACADEMY
STONE
PROPOSED BUILDING 9,162 S.F.
PROPOSED LOT 1 BLOCK 1
PROPOSED OUTLOT A
PROPOSED OUTLOT B
OUTLOT A
OUTLOT B
LOT 1 BLOCK 1
OWNER: CITY OF RAMSEY
ADDRESS: NA
PID: 28-32-25-23-0018
OWNER: MK JOHNSON PROPERTIES LLC
ADDRESS: 7800 SUNWOOD DRIVE NW
PID: 28-32-25-24-0014
BITUMINOUS PARKING LOT
EXISTING BUILDING
PROPOSED DRAINAGE & UTILITY EASEMENT
20 FT DRAINAGE & UTILITY EASEMENT PER RAMSEY TOWN CENTER ADDITION
UTILITY EASEMENT PER RAMSEY TOWN CENTER ADDITION
TNH ELEV: 873.46
TNH ELEV: 870.48
TNH ELEV: 872.06
FD RLS 49138
FD NAIL
HYATT MNDT
N23°49'47"E 352.02
N23°49'47"E 171.68
N23°49'27"E 125.00
S23°49'27"W 125.00
N65°10'33"W 206.56
L=114.27 R=502.00 Δ=13°02'30"
S66°10'33"E 125.00
N66°10'33"W 450.82
N66°10'33"W 139.70
S23°52'40"W 272.15
S68°46'16"W 14.18
101.41
23.59
113.64
235.77
51.29
49.47
248.27
SAN MH RE=872.16 INV SW=857.41 INV NE=857.45 INV NW=856.16 INV SE=856.06
SAN MH RE=869.25 INV NE=857.00 INV NW=856.75 INV SE=856.55
SAN MH RE=869.78 INV SE=859.39 INV NE=859.48
SAN MH RE=886.45 INV SW=859.45 INV NE=859.74 INV SE=859.19
STMH RE 870.73 INV SW=866.38 INV NE=866.38
STMH RE 869.93 INV NW=859.13 INV NE=859.13
STMH RE=869.99 INV NE=859.72 INV SW=859.32
CB RE 868.12 INV SE=864.02 INV N=863.92
CB RE 868.04 INV NW=864.29
CB RE=868.55 INV SW=864.74
CB RE=869.52 INV NE=859.93 INV SW=859.88
CB RE=869.23 INV SW=859.28
CB RE 869.20 INV NW=864.32 INV SE=864.22
CB RE=886.06 INV NW=861.76 INV SE=861.66
CB RE=864.99 INV NW=859.88 INV SW=859.08
CB RE=864.99 INV NW=861.39
CB RE=870.19 INV NE=858.83 INV SE=858.71 INV NW=858.51
CB RE=868.09 INV E=858.88 INV SW=858.58
CB RE=868.23 INV NE=858.35
STMH RE=868.60 INV NE=858.50 INV NW=857.60 INV SE=857.69
INV=858.64
INV=857.44
RE=RECORD PLAN
PHS
PHS
PHS

DRAFT - FINAL PLAT - 2020-11-16

GIGI ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 28, T. 32, R. 25

KNOW ALL PERSONS BY THESE PRESENTS: That the City of Ramsey, a Minnesota municipal corporation, owner of the following described property:

Outlot A, COR STONE BROOK ACADEMY, Anoka County, Minnesota.

Has caused the same to be surveyed and platted as GIGI ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as shown on this plat.

In witness whereof said City of Ramsey, a Minnesota municipal corporation, has caused these presents to be signed by its proper officers this _____ day of _____, 20____.

SIGNED: City of Ramsey

By: _____ Mayor By: _____ Clerk

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____ by _____, as Mayor and _____, as Clerk of City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation.

_____ (Signature) _____
Notary Public, _____ County, Minnesota Notary Printed Name
My Commission Expires_____

I Jeremy R. Honga do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____day of _____, 20____.

_____
Jeremy R. Honga, Licensed Land Surveyor,
Minnesota License No. 58013

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____ by Jeremy R. Honga.

_____ (Signature) _____
Notary Public, _____ County, Minnesota Notary Printed Name
My Commission Expires_____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

This plat of GIGI ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this _____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ramsey, Minnesota

By: _____ Mayor By: _____ Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20____.

_____
Charles F. Gitzen, Anoka County Surveyor

COUNTY AUDITOR / TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20____.

_____ By: _____, Deputy
Property Tax Administrator

COUNTY RECORDER / REGISTRAR OF TITLES
County of Anoka, State of Minnesota

I hereby certify that this plat of GIGI ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20____, at _____ o'clock _____ .M. and was duly recorded as Document Number _____.

_____ By: _____, Deputy
County Recorder/Registrar of Titles



DRAINAGE AND UTILITY EASEMENTS
ARE SHOWN THUS:
(NOT TO SCALE)

BEING 5 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING LOT LINES, AND 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING RIGHT-OF-WAY LINES, AS SHOWN ON THE PLAT.

○ DENOTES 1/2 INCH BY 14 INCH IRON MONUMENT SET AND MARKED BY LICENSE NO. 58013.

● DENOTES FOUND MONUMENT, AS NOTED.

THE SOUTH LINE OF OUTLOT A, COR STONE BROOK ACADEMY, IS ASSUMED TO HAVE A BEARING OF N66°10'33"W.

wsb

PRELIMINARY PLAT - 2020-11-16

PROPERTY DESCRIPTION

Outlot A, COR Stone Brook Academy, Anoka County, Minnesota

Note: This property is Torrens

PROPERTY SUMMARY

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4. Field work was completed on 5/28/2020.

PLAT AREAS

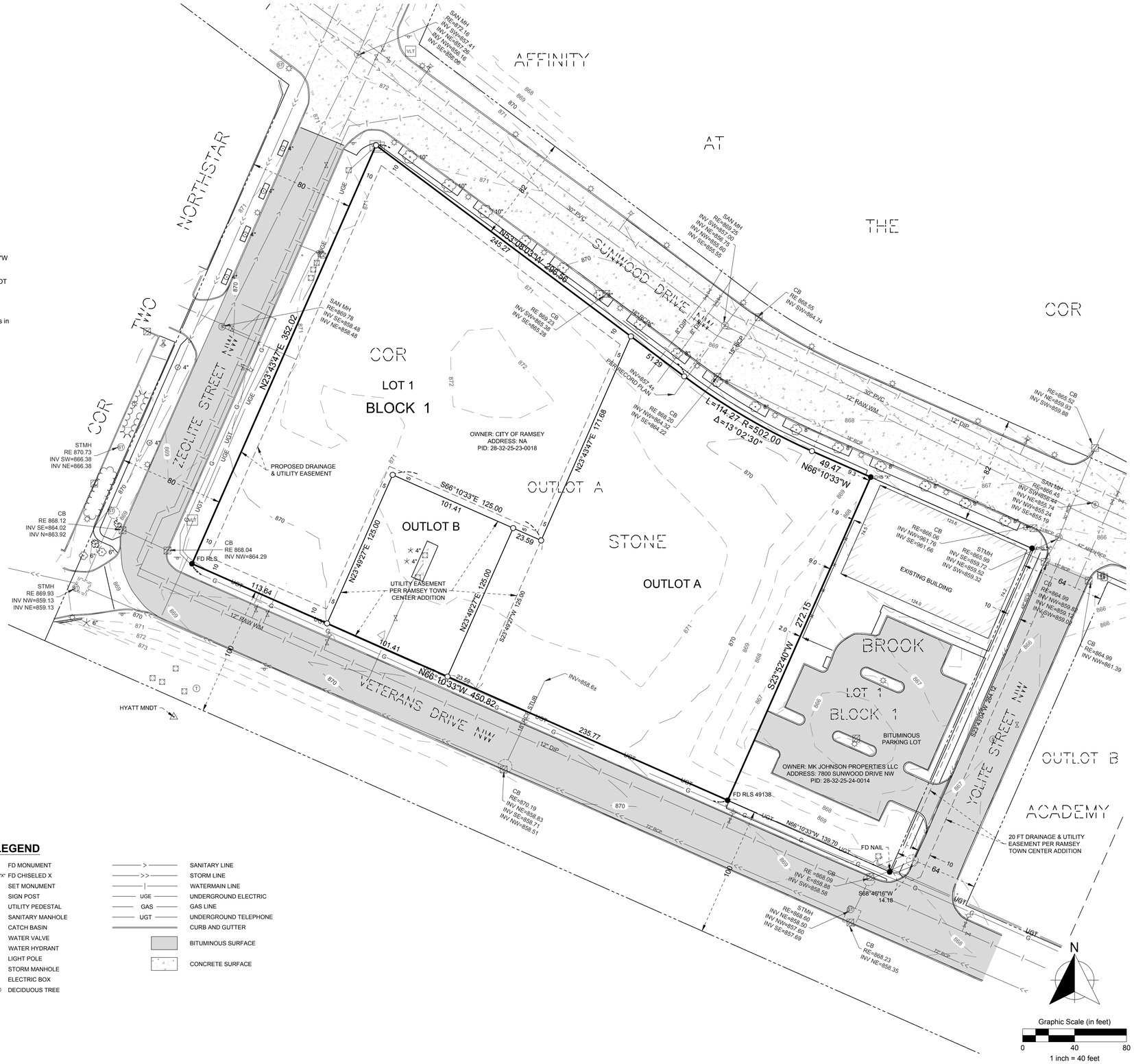
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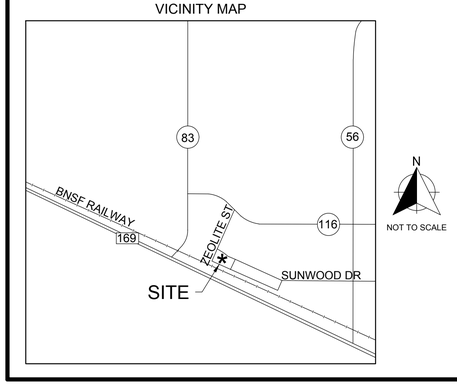
ADDRESSES

Owner: as shown on graphic

Surveyor: WSB
701 Xenia Avenue South, Suite 300
Minneapolis, MN 55416



VICINITY MAP



LEGEND

- FD MONUMENT
- FD CHISELED X
- SET MONUMENT
- SIGN POST
- UTILITY PEDESTAL
- SANITARY MANHOLE
- CATCH BASIN
- WATER VALVE
- WATER HYDRANT
- LIGHT POLE
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- GAS LINE
- UNDERGROUND TELEPHONE
- CURB AND GUTTER
- BITUMINOUS SURFACE
- CONCRETE SURFACE

wsb

WSB PROJECT NO.: 015674-000

SCALE: 1" = 40'
DRAWN BY: JRH
SURVEY BY: NE / JO
CHECK BY: JRH

REVISIONS

NO.	DATE	DESCRIPTION

CERTIFICATION

I HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Jeremy R. Honga
DATE: 11/16/2020 LIC. NO.: 58013

Outlot A, COR Stone Brook Academy

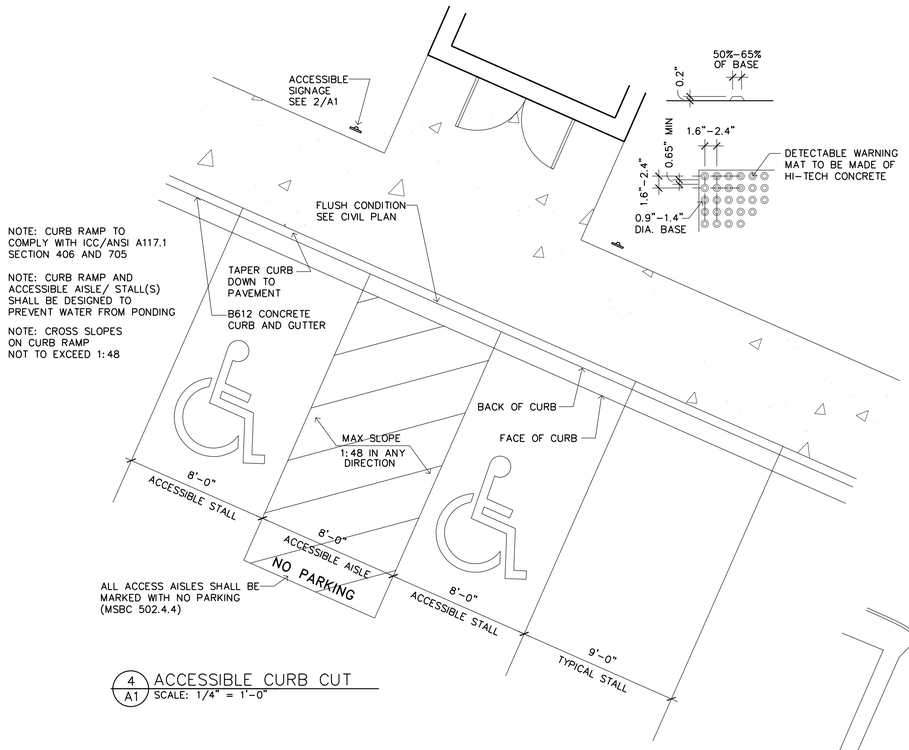
Client: Classic Construction, Inc.

Ramsey, Minnesota

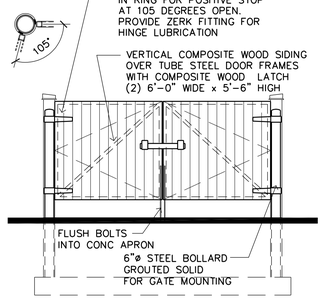
Gigi Addition
Preliminary Plat

SHEET
1 OF 1

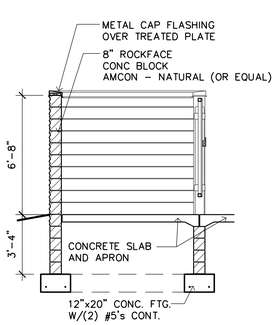
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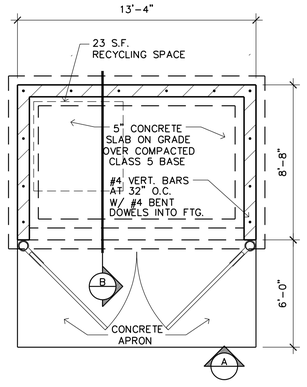
4 / A1 ACCESSIBLE CURB CUT
SCALE: 1/4" = 1'-0"



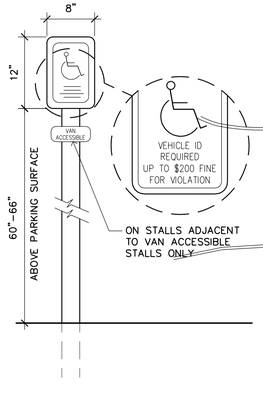
ELEVATION 'A'



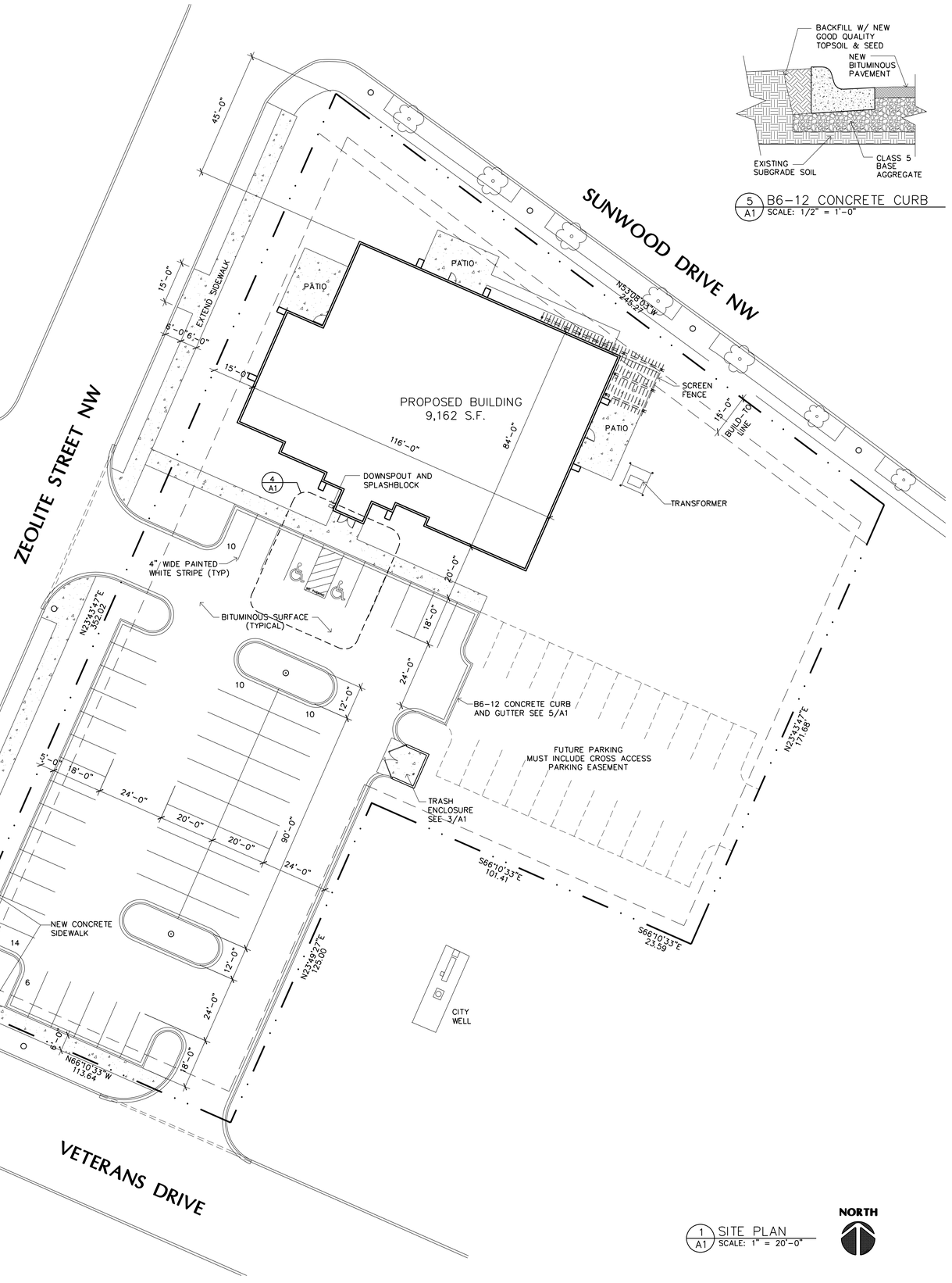
SECTION 'B'



3 / A1 TRASH ENCLOSURE
SCALE: 1/4" = 1'-0"



2 / A1 ACCESSIBLE PARKING SIGN
1" = 1'-0"



5 / A1 B6–12 CONCRETE CURB
SCALE: 1/2" = 1'-0"

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

NORTH

Filename: GIGIS SALON AND SPA\GIGIS SALON AND SPA–A1

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

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

PRELIMINARY NOT FOR CONSTRUCTION

SIGNATURE
LEONARD LAMPERT
PRINT NAME
13669
LICENSE NUMBER
DATE

CLASSIC CONSTRUCTION
CONCRETE & MASONRY WORK · RESIDENTIAL & COMMERCIAL
18542 ULYSSES ST. NE PHONE: (763) 434-8870
EAST BETHEL, MN 55011 FAX: (763) 434-7120

GIGI'S SALON AND SPA
Ramsey, Minnesota

Copyright 2021
Leonard Lampert Architects Inc.

Project Designer: JAMES B
Drawn By: JRB
Checked By: LL
Revisions

10/6/20	PRELIMINARY
10/22/20	BUDGET PRICING
1/8/21	CITY SUBMITTAL
1/27/21	FINAL REVIEW

SITE PLAN

Sheet Number

A1

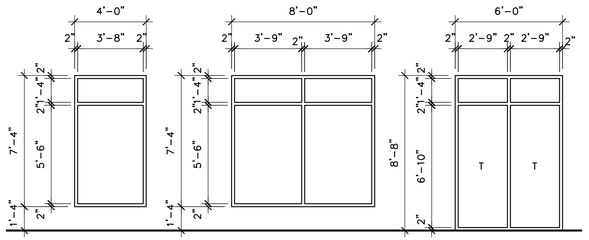
Project No. 200401–1

ROOM FINISH SCHEDULE

RM#	DESCRIPTION	FLOOR	BASE	N.WALL	E.WALL	S.WALL	W.WALL	CLG.	HGHT	REMARKS
101	VESTIBULE	C.T.	C.T.	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	-
102	RECEPTION	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	16'-0"	
103	PACKAGE DROP	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
104	COATS	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
105	STYLING A	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	16'-0"	
106	STYLING B	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
107	HALLWAY	CARPET	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
108	RISER	CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	OPEN	VARIES	
109	CONFERENCE ROOM	CARPET	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
110	TRAINING ROOM	CARPET	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
111	OFFICE	CARPET	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
112	QUIET ROOM	CARPET	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
113	SYLING C	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
114	DISPENSARY	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
115	WOMEN	C.T.	C.T.	SEE PLAN FOR CT/WST LOCATION				ACT	9'-0"	
116	MEN	C.T.	C.T.	SEE PLAN FOR CT/WST LOCATION				ACT	9'-0"	
117	STORAGE	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
118	STAFF	C.T.	C.T.	SEE PLAN FOR CT/WST LOCATION				ACT	9'-0"	
119	BREAK ROOM	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	16'-0"	
120	LAUNDRY	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
121	WOMENS LOCKERS	C.T.	C.T.	SEE PLAN FOR CT/WST LOCATION				ACT	9'-0"	
122	MENS LOCKERS	C.T.	C.T.	SEE PLAN FOR CT/WST LOCATION				ACT	9'-0"	
123	MECHANICAL ROOM	CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	OPEN	VARIES	
124	HALLWAY	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
125	MASSAGE	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
126	MASSAGE	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
127	MASSAGE	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
128	MASSAGE	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
129	FACIAL	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
130	FACIAL	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
131	HALLWAY	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
132	HALLWAY	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
133	MASSAGE	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
134	MANI/PEDI	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	
135	SPA WAITING	P CONC	VINYL	PT/GYP	PT/GYP	PT/GYP	PT/GYP	ACT	9'-0"	

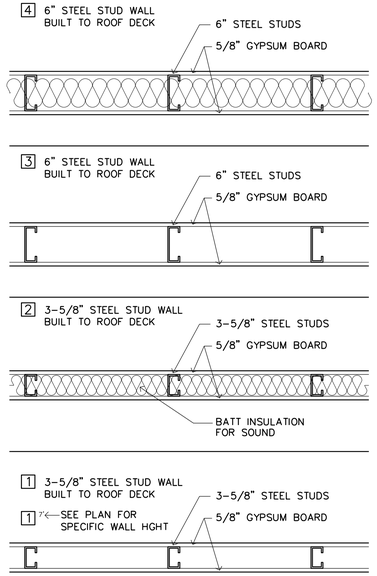
ABBREVIATIONS:
PT/GYP = PAINTED GYPSUM BOARD
C.T. = CERAMIC TILE
CT/WST = CERAMIC TILE WAINSCOT TO 5'-0" A.F.F.
P CONC = POLISHED CONCRETE
CONC = SEALED CONCRETE
ACT = ACOUSTICAL CEILING TILE
FRP = FIBER REINFORCED PLASTIC PANELING

NOTE: ALL SUGGESTED INTERIOR FINISHES TO BE REVIEWED WITH OWNER

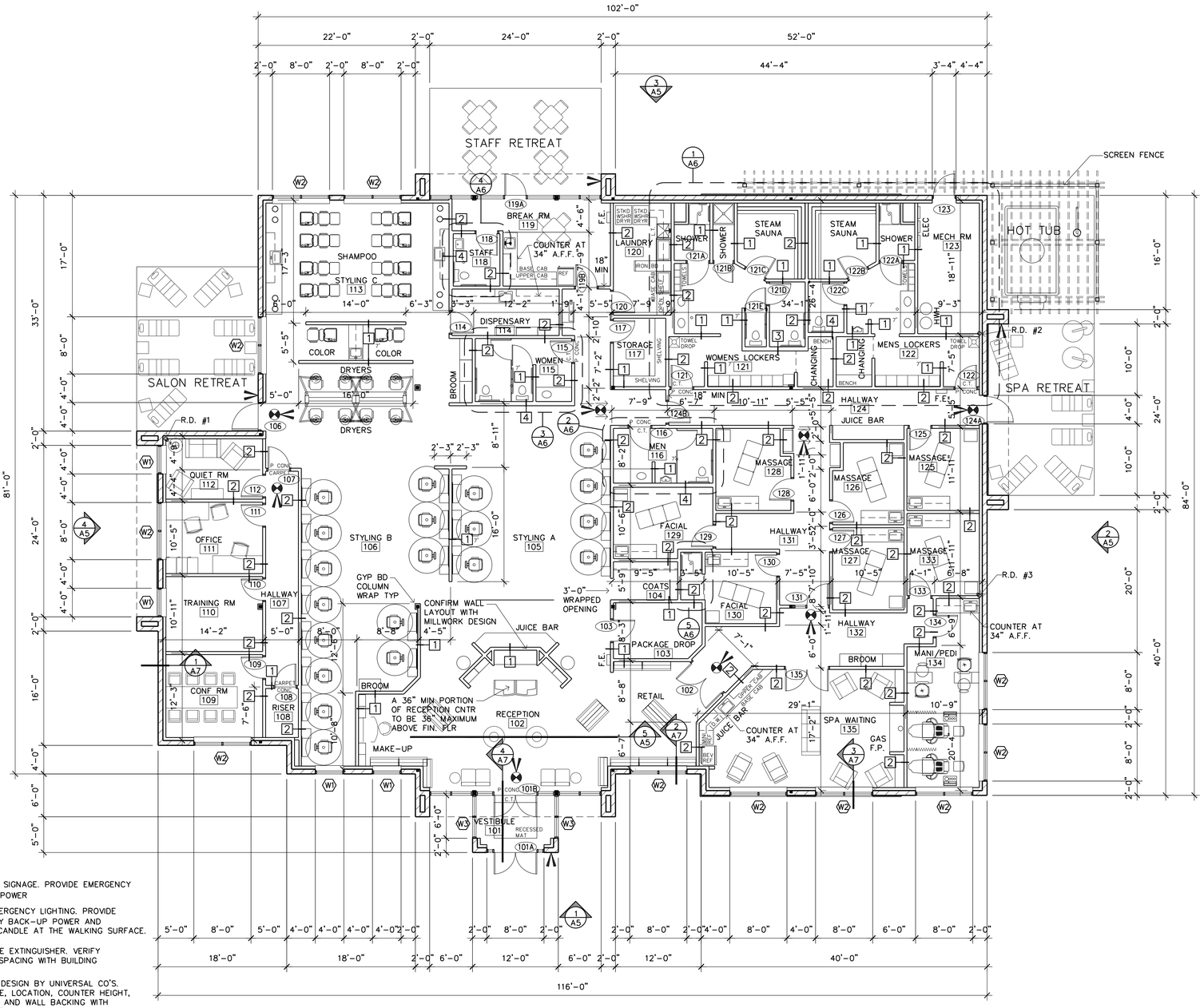


W1 ANODIZED ALUMINUM INSULATING GLASS WITH LOW-E COATING
W2 ANODIZED ALUMINUM INSULATING GLASS WITH LOW-E COATING
W3 ANODIZED ALUMINUM INSULATING GLASS WITH LOW-E COATING

3/A2 WINDOW TYPES
SCALE: 1/4" = 1'-0"
T = TEMPERED GLASS



2/A2 WALL TYPES
SCALE: 1" = 1'-0"



PLAN NOTES
1. ⊕ = EXIT SIGNAGE. PROVIDE EMERGENCY BACK-UP POWER
2. ◁ = EMERGENCY LIGHTING. PROVIDE EMERGENCY BACK-UP POWER AND (1) FOOT CANDLE AT THE WALKING SURFACE.
3. F.E. = FIRE EXTINGUISHER. VERIFY SIZE AND SPACING WITH BUILDING OFFICIAL.
4. MILLWORK DESIGN BY UNIVERSAL CO'S. VERIFY SIZE, LOCATION, COUNTER HEIGHT, MATERIALS AND WALL BACKING WITH MILLWORK PLAN
5. EQUIPMENT DESIGN BY UNIVERSAL CO'S. VERIFY ELECTRICAL REQUIREMENTS AND PLUMBING ROUGH-INS WITH EQUIPMENT PLAN

1/A2 FLOOR PLAN
SCALE: 1/8" = 1'-0"
9,162 S.F.

NORTH

Filename: GIGIS SALON AND SPA\GIGIS SALON AND SPA-A2

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Revisions

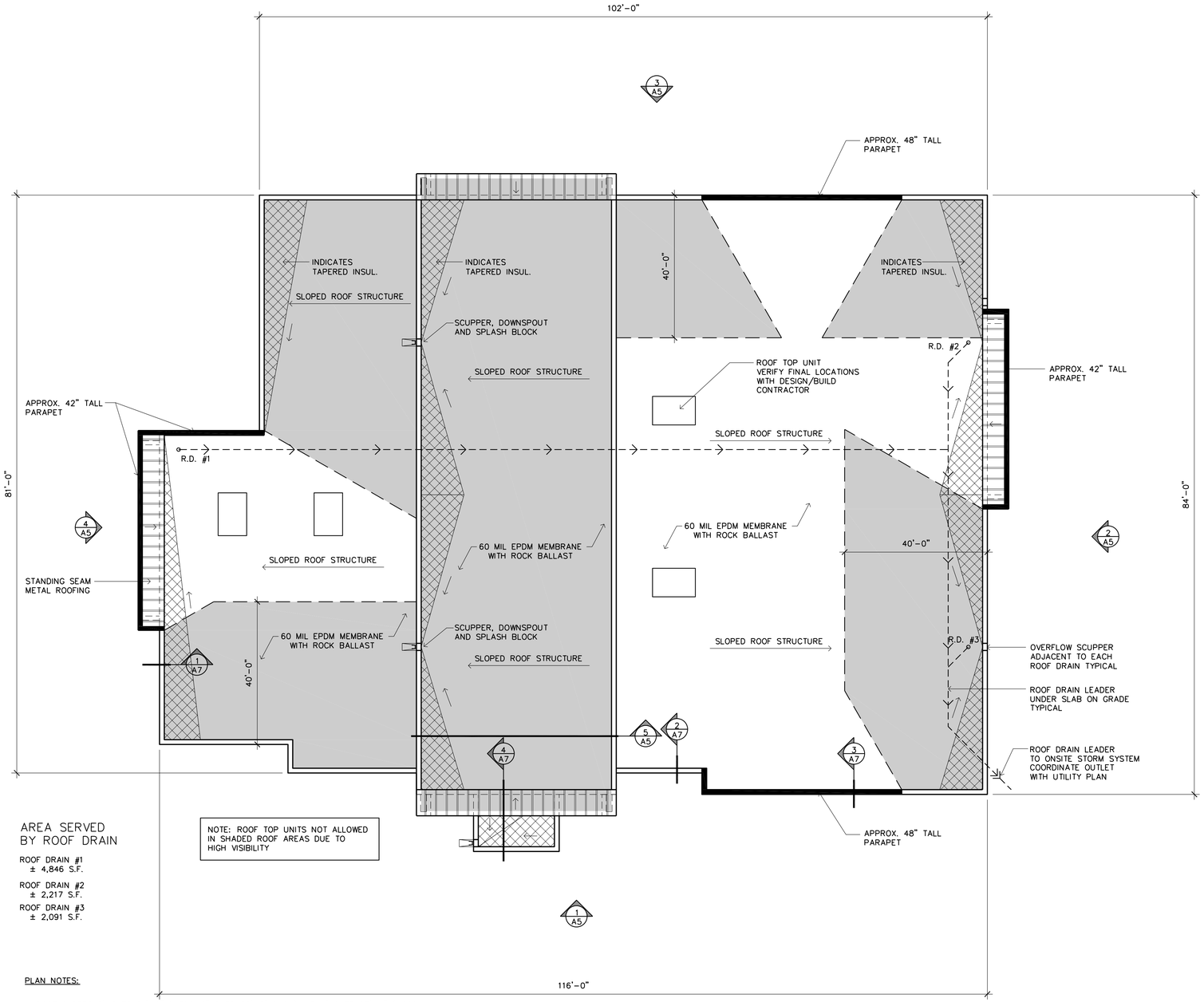
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1/27/21	FINAL REVIEW

FLOOR PLAN

Sheet Number

A2

Project No. 200401-1



AREA SERVED
BY ROOF DRAIN

ROOF DRAIN #1
± 4,846 S.F.

ROOF DRAIN #2
± 2,217 S.F.

ROOF DRAIN #3
± 2,091 S.F.

NOTE: ROOF TOP UNITS NOT ALLOWED IN SHADED ROOF AREAS DUE TO HIGH VISIBILITY

PLAN NOTES:

1. ROOF SLOPES 8" OVER 51'-8" (1.3%), 8" OVER 35'-8" (1.9%), AT 4" OVER 27'-4" (1.2%)
2. ROOF TOP UNIT LOCATIONS MUST BE CONFIRMED WITH MECHANICAL DRAWINGS (DESIGN BUILD) ROOF TOP UNITS TO BE LOCATED AWAY FROM THE PARAPET EDGE SO FAR AS POSSIBLE TO MINIMIZE THEIR APPEARANCE FROM THE GROUND.
3. ROOF DRAIN AND DRAIN LEADER DESIGN IS BY PLUMBING CONTRACTOR LEADERS TO BE TIED INTO ONSITE STORM DRAIN – SEE CIVIL PLAN FOR STUB LOCATION

1 A3 ROOF PLAN
SCALE: 1/8" = 1'-0"

NORTH

Filename: GIGIS SALON AND SPA\GIGIS SALON AND SPA-A3

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ROOF PLAN

Sheet Number

A3

Project No. 200401-1

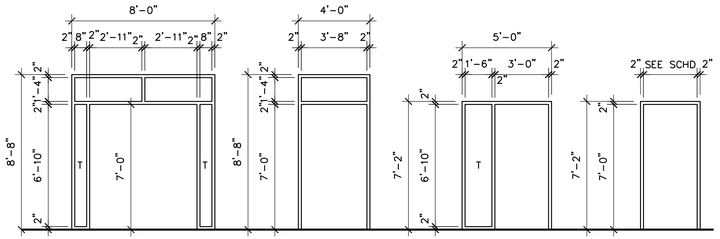
DOOR & FRAME SCHEDULE					
DR #	DOOR SIZE	THICK	DOOR	FRAME	REMARKS
101A	(2) 3'-0"x7'-0"	1-3/4"	D4	F3	INSULATING GLASS
101B	(2) 3'-0"x7'-0"	1-3/4"	D4	F1	INSULATING GLASS
102	(2) 3'-0"x7'-0"	1-3/4"	D2	F6	
103	3'-0"x7'-0"	1-3/4"	D2	F2	
106	3'-8"x7'-0"	1-3/4"	D4	F4	INSULATING GLASS
107	3'-0"x7'-0"	1-3/4"	D2	F6	
108	3'-0"x7'-0"	1-3/4"	D1	F6	
109	3'-0"x7'-0"	1-3/4"	D1	F6	
110	3'-0"x7'-0"	1-3/4"	D1	F6	
111	3'-0"x7'-0"	1-3/4"	D1	F6	
112	3'-0"x7'-0"	1-3/4"	D1	F6	
114	3'-0"x7'-0"	1-3/4"	D1	F6	

DOOR & FRAME SCHEDULE					
DR #	DOOR SIZE	THICK	DOOR	FRAME	REMARKS
115	3'-0"x7'-0"	1-3/4"	D1	F6	
116	3'-0"x7'-0"	1-3/4"	D1	F6	
117	3'-0"x7'-0"	1-3/4"	D1	F6	
118	3'-0"x7'-0"	1-3/4"	D1	F6	
119A	3'-0"x7'-0"	1-3/4"	D4	F2	INSULATING GLASS
119B	3'-0"x7'-0"	1-3/4"	D2	F6	
120	3'-0"x7'-0"	1-3/4"	D2	F6	
121	3'-0"x7'-0"	1-3/4"	D1	F6	
121A	3'-0"x7'-0"	1-3/4"	D1	F6	UNDERCUT DOOR 12"
121B	2'-8"x7'-0"	1-3/4"	D1	F6	UNDERCUT DOOR 12"
121C	3'-0"x7'-0"	1-3/4"	D5	WOOD	
121D	3'-0"x7'-0"	1-3/4"	D1	F6	UNDERCUT DOOR 12"
121E	2'-10"x7'-0"	1-3/4"	D1	F6	UNDERCUT DOOR 12"
122	3'-0"x7'-0"	1-3/4"	D1	F6	
122A	3'-0"x7'-0"	1-3/4"	D1	F6	UNDERCUT DOOR 12"
122B	3'-0"x7'-0"	1-3/4"	D5	WOOD	
122C	3'-0"x7'-0"	1-3/4"	D1	F6	UNDERCUT DOOR 12"
123	3'-0"x7'-0"	1-3/4"	D3	F7	INSULATED
124A	3'-8"x7'-0"	1-3/4"	D4	F4	INSULATING GLASS
124B	3'-0"x7'-0"	1-3/4"	D2	F6	
125	3'-0"x7'-0"	1-3/4"	D1	F6	
126	3'-0"x7'-0"	1-3/4"	D1	F6	
127	3'-0"x7'-0"	1-3/4"	D1	F6	

DOOR & FRAME SCHEDULE					
DR #	DOOR SIZE	THICK	DOOR	FRAME	REMARKS
128	3'-0"x7'-0"	1-3/4"	D1	F6	
129	3'-0"x7'-0"	1-3/4"	D1	F6	
130	3'-0"x7'-0"	1-3/4"	D1	F6	
131	3'-0"x7'-0"	1-3/4"	D2	F5	
133	3'-0"x7'-0"	1-3/4"	D1	F6	
134	3'-0"x7'-0"	1-3/4"	D2	F6	
135	(2) 3'-0"x7'-0"	1-3/4"	D2	F6	

NOTES:

1. ALL DOOR HARDWARE TO BE SPECIFIED & PROVIDED BY CONTRACTOR
2. ALL EXIT HARDWARE SHALL NOT REQUIRE TIGHT GRASPING, PINCHING, OR TWISTING OF THE WRIST. MOUNT HARDWARE BETWEEN 34"-48" (ANSI A117.1-404.2.6)
3. PROVIDE A KNOX BRAND FIRE DEPARTMENT KEY BOX AS SPECIFIED BY THE FIRE MARSHAL
4. THE MAIN EXIT IS ALLOWED TO HAVE A KEYED LOCK PROVIDED THAT THE LOCKING DEVICE IS READILY DISTINGUISHABLE AS LOCKED AND A SIGN WITH 1" CONTRASTING LETTERS IS POSTED ON THE EGRESS SIDE STATING: 'THIS DOOR TO REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED'. (IBC 1008.1.9.3)

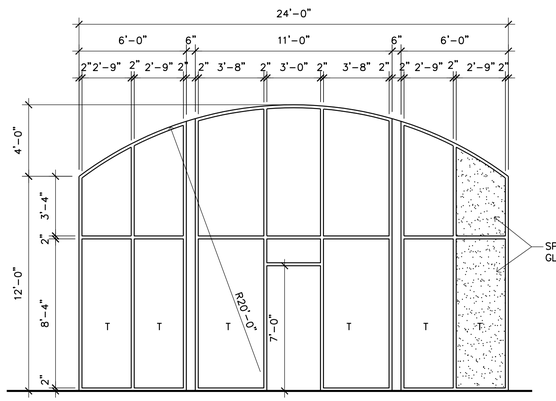


F3 ANODIZED ALUMINUM INSULATING GLASS WITH LOW-E COATING

F4 ANODIZED ALUMINUM INSULATING GLASS WITH LOW-E COATING

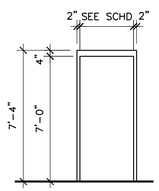
F5 PAINTED HOLLOW METAL

F6 PAINTED HOLLOW METAL

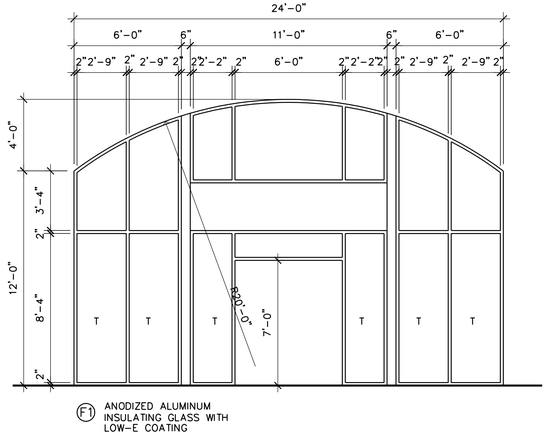


SPANDREL GLASS

F2 ANODIZED ALUMINUM INSULATING GLASS WITH LOW-E COATING

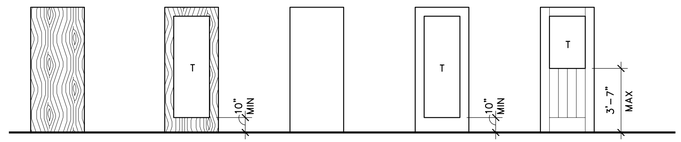


F7 PAINTED HOLLOW METAL



F1 ANODIZED ALUMINUM INSULATING GLASS WITH LOW-E COATING

2 / A4 DOOR FRAME TYPES
SCALE: 1/4" = 1'-0"
T = TEMPERED GLASS



D1 SOLID CORE WOOD STAINED & SEALED

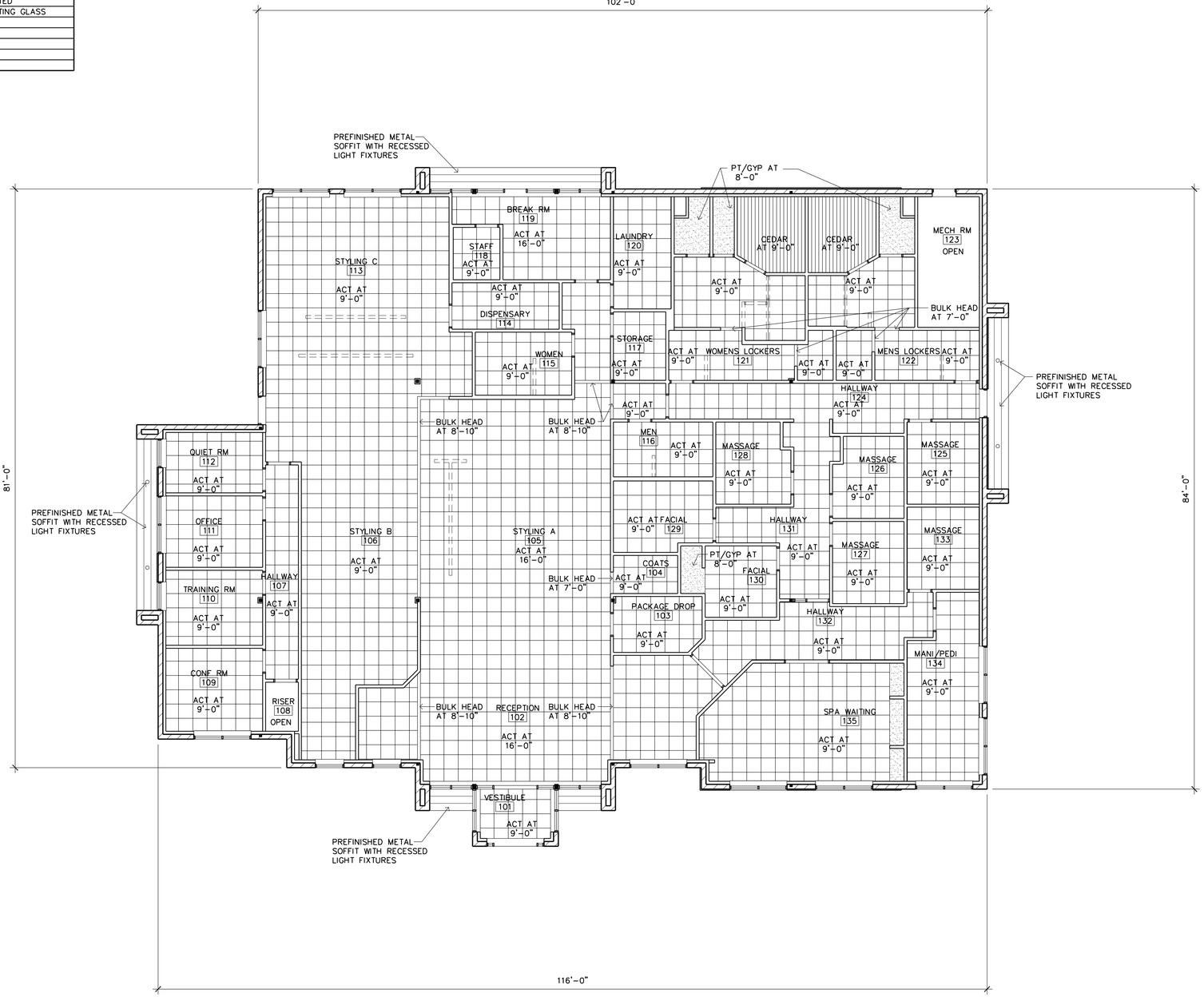
D2 SOLID CORE WOOD STAINED & SEALED

D3 HOLLOW METAL PAINTED

D4 ANODIZED ALUMINUM

D5 CEDAR

3 / A4 DOOR TYPES
SCALE: 1/4" = 1'-0"
T = TEMPERED GLASS



1 / A4 REFLECTED CEILING PLAN
SCALE: 1/8" = 1'-0"

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Revisions

1/27/21	FINAL REVIEW

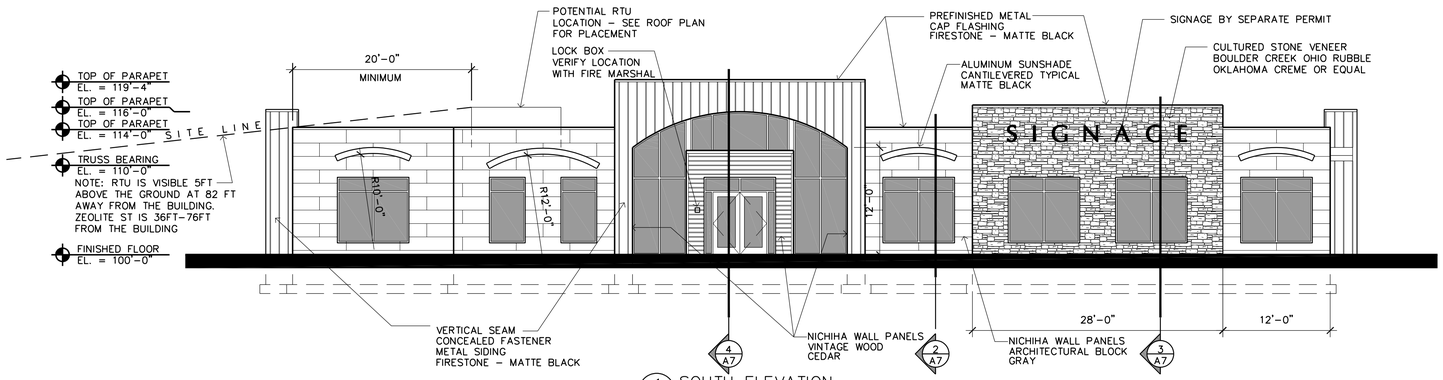
CEILING PLAN

Sheet Number

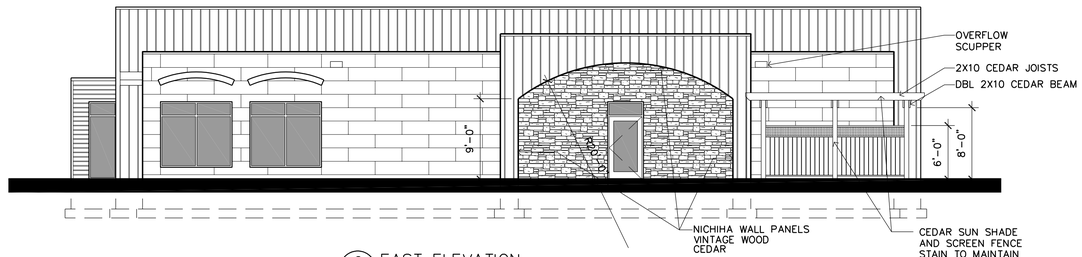
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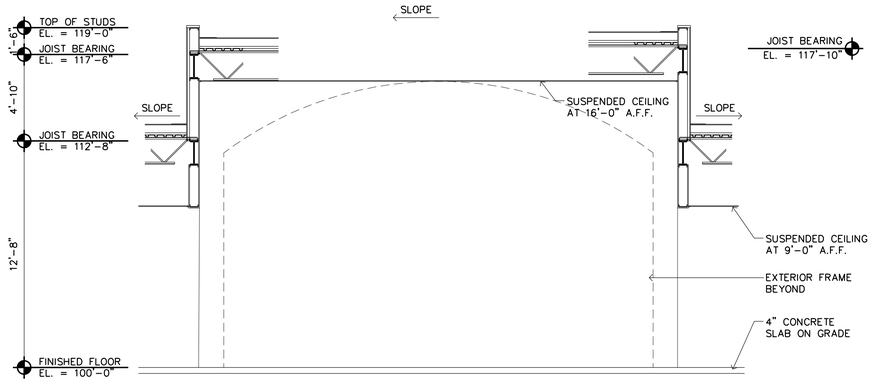
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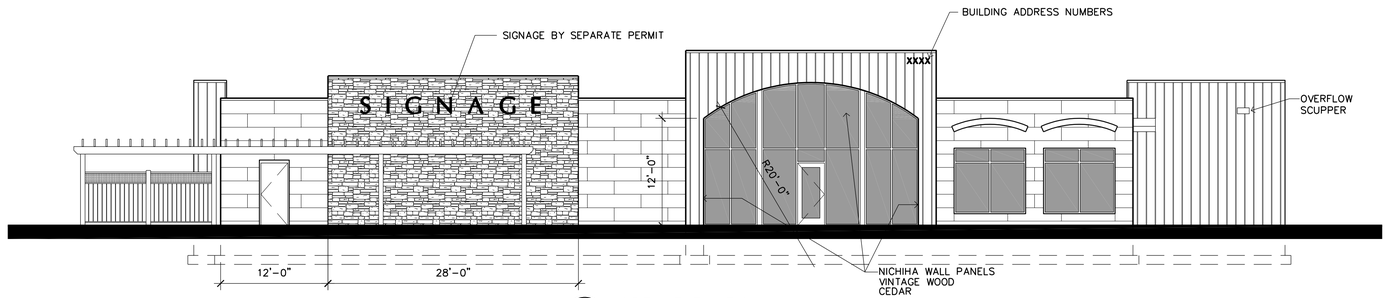
1 A5 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



2 A5 EAST ELEVATION
SCALE: 1/8" = 1'-0"



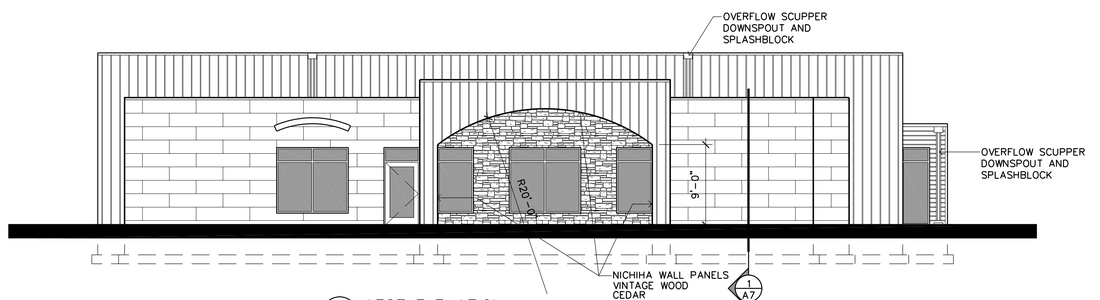
5 A5 SCHEMATIC SECTION AT RAISED CEILING
SCALE: 1/4" = 1'-0"



3 A5 NORTH ELEVATION
SCALE: 1/8" = 1'-0"

NORTH WALL AREA
(FINISHED FLOOR TO CEILING ELEVATION)
1,086 S.F.

GLASS AREA - 473 S.F.
473/ 1,086 = 43.6% > 40% MINIMUM



4 A5 WEST ELEVATION
SCALE: 1/8" = 1'-0"

Filename: GIGIS SALON AND SPA\GIGIS SALON AND SPA-A5

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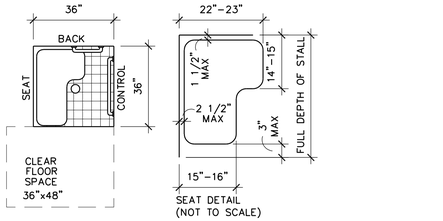
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BUILDING ELEVATIONS

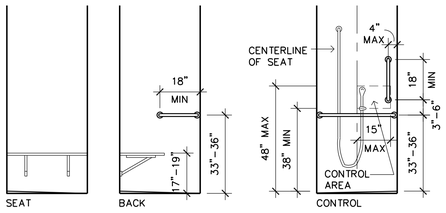
Sheet Number

A5

Project No. 200401-1



SEAT DETAIL (NOT TO SCALE)



SHOWER NOTES

A SHOWER SPRAY UNIT WITH A HOSE AT LEAST 59" LONG THAT CAN BE USED BOTH AS A FIXED SHOWER HEAD AND AS A HAND-HELD SHOWER SHALL BE PROVIDED

THRESHOLDS SHALL BE 1/2" MAX IN HEIGHT AND MUST BE BEVELED 1 UNIT VERT IN 2 UNITS HORIZ.

IF PROVIDED, ENCLOSURES FOR SHOWERS SHALL NOT OBSTRUCT CONTROLS OR TRANSFER FROM WHEEL CHAIRS ON TO SEATS OR INTO BATHTUBS.

WATER SHALL BE DELIVERED AT 120 DEGREES F MAXIMUM

THE SEAT SHALL BE CAPABLE OF SUPPORTING 250 LBS. THE SEAT MAY OR MAY NOT BE OF THE FOLDING TYPE

ACCESSIBLE TRANSFER SHOWER

7 / A6 SHOWER PLAN, DETAILS, & NOTES
SCALE: 3/8" = 1'-0"

GRAB BARS

GRAB BARS SHALL BE 1 1/4"–2" IN DIAMETER. THE SPACE BETWEEN THE GRAB BAR AND THE WALL SHALL BE 1 1/2". A 1 1/2" MINIMUM CLEARANCE SHALL BE PROVIDED BELOW AND AT END OF THE GRAB BAR. A 12" MINIMUM CLEARANCE SHALL BE PROVIDED ABOVE THE GRAB BAR EXCEPT AT SHOWER CONTROLS. GRAB BARS SHALL NOT ROTATE IN THEIR FITTING AND SHALL CONTROLS. GRAB BARS SUPPORT 250 POUNDS MINIMUM.

FLUSH CONTROLS

FLUSH CONTROLS SHALL BE HAND OPERATED OR AUTOMATIC. HAND OPERATED CONTROLS SHALL COMPLY WITH REQUIREMENTS FOR ACCESSIBLE OPERABLE PARTS. FLUSH CONTROLS SHALL BE LOCATED ON THE OPEN SIDE OF THE WATER CLOSET, EXCEPT IN AMBULATORY ACCESSIBLE COMPARTMENTS WHERE CONTROLS ARE PERMITTED ON EITHER SIDE OF THE WATER CLOSET.

ACCESSORIES

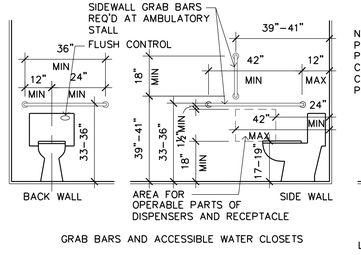
ALL WALL-MOUNTED DISPENSERS, WASTE DISPOSAL CONTAINERS, OR SIMILAR TOILET ACCESSORIES SHALL BE MOUNTED SO THAT THE OPERABLE PORTIONS OF SUCH ACCESSORIES COMPLIES WITH AN UNOBSTRUCTED FRONT OR SIDE REACH. THE MAXIMUM UNOBSTRUCTED REACH RANGE IS BETWEEN 15" AND 48" ABOVE THE FINISHED FLOOR. OBSTRUCTIONS PROTRUDING 20–25 FROM A WALL SHALL LIMIT THE HIGH REACH TO 44" MAXIMUM ABOVE THE FINISHED FLOOR.

INTERIOR FINISHES

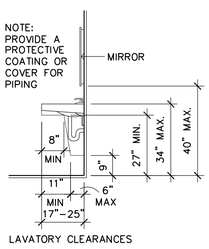
FLOORS IN TOILET, SHOWER, AND BATHING ROOMS ACCESSIBLE TO THE PUBLIC SHALL HAVE A SMOOTH, HARD NON-ABSORBENT SURFACE SUCH AS CERAMIC TILE AND SHALL EXTEND UP THE WALLS AT LEAST 4". (IBC 1210.2.1) WALLS WITHIN 2 FEET OF URINALS AND WATER CLOSETS SHALL HAVE A SMOOTH, HARD NON-ABSORBENT SURFACE, TO 4 FEET A.F.F. (IBC 1210.2.2) SHOWER COMPARTMENT AND BATHTUB WALLS WITH SHOWER HEADS SHALL HAVE A SMOOTH, HARD NON-ABSORBENT SURFACE SUCH AS CERAMIC TILE TO 70" ABOVE THE DRAIN. (1BC 1210.2.3)

SIGNAGE

IDENTIFICATION SIGNAGE SHALL BE PROVIDED AT TOILET ROOMS, THE SIGNAGE SHALL INCLUDE TACTILE LETTERS INDICATING THE NAME OF THE SPACE, THE INTERNATIONAL SYMBOL OF ACCESSIBILITY, AND BRAILLE CHARACTERS ACCORDING TO CHAPTER 703. MOUNT THE SIGN CENTERED AT 9" FROM THE LATCH SIDE OF THE DOOR AND MOUNT THE SIGN 48"–60" ABOVE THE FINISHED FLOOR.

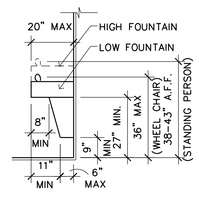


GRAB BARS AND ACCESSIBLE WATER CLOSETS

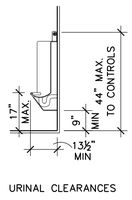


LAVATORY CLEARANCES

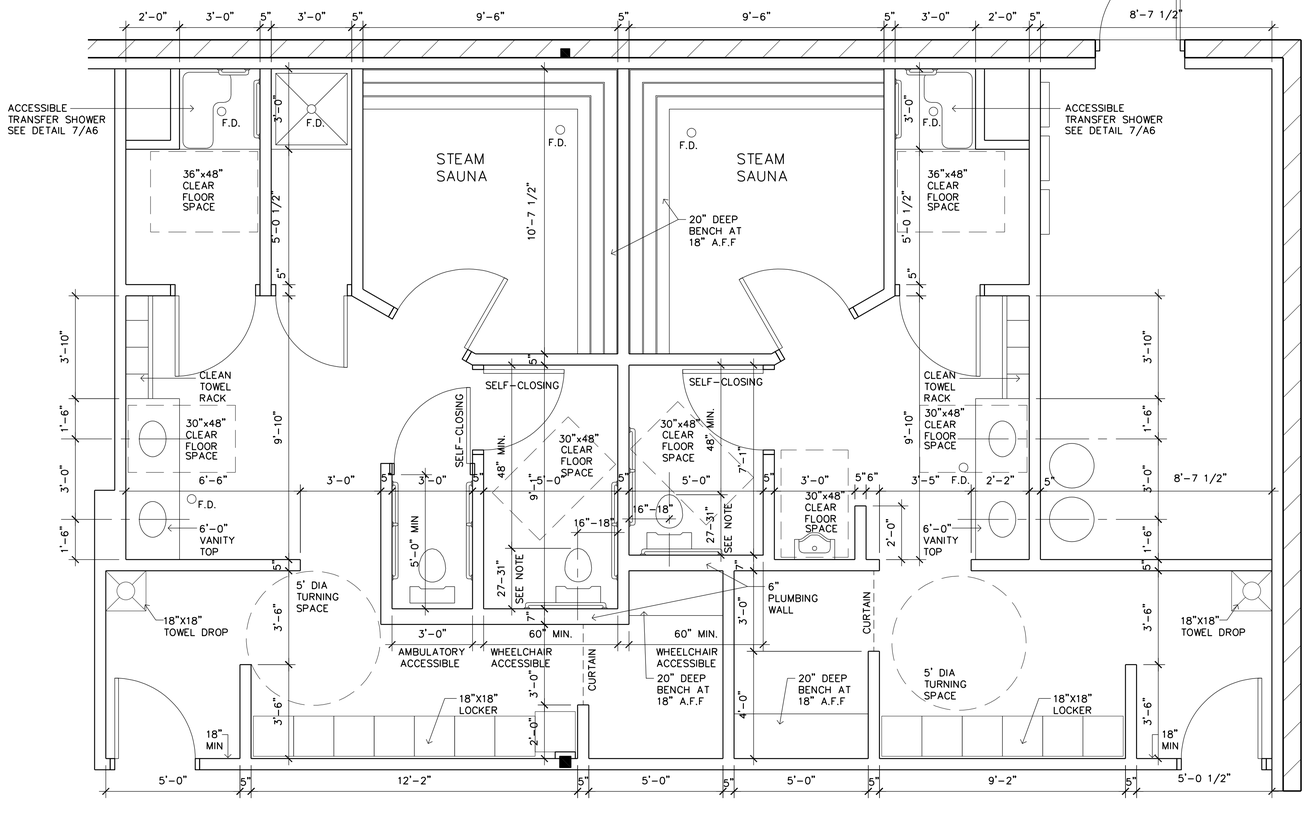
6 / A6 RESTROOM DETAILS & NOTES
SCALE: 3/8" = 1'-0"



SPOUT HEIGHT, TOE/ KNEE SPACE



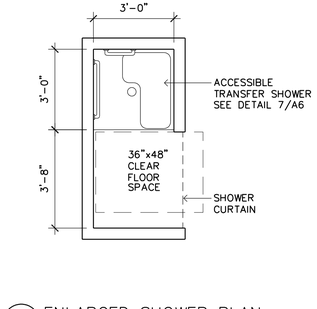
URINAL CLEARANCES



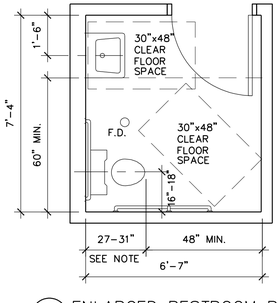
1 / A6 ENLARGED RESTROOM PLAN
SCALE: 3/8" = 1'-0"

NORTH

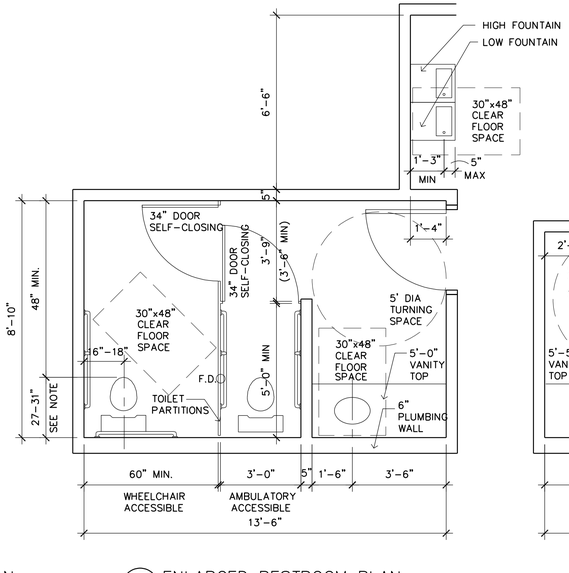
NOTE:
27" = WALL MOUNTED TOILET
31" = FLOOR MOUNTED TOILET



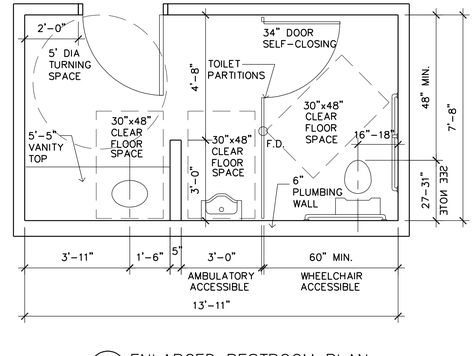
5 / A6 ENLARGED SHOWER PLAN
SCALE: 3/8" = 1'-0"



4 / A6 ENLARGED RESTROOM PLAN
SCALE: 3/8" = 1'-0"



3 / A6 ENLARGED RESTROOM PLAN
SCALE: 3/8" = 1'-0"



2 / A6 ENLARGED RESTROOM PLAN
SCALE: 3/8" = 1'-0"

LAMPERT ARCHITECTS
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Phone:763.755.1211 Fax:763.757.2849
lampert@lampert-arch.com

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

PRELIMINARY NOT FOR CONSTRUCTION

SIGNATURE
LEONARD LAMPERT
PRINTED NAME
13669
LICENSE NO.
DATE

CLASSIC CONSTRUCTION
CONCRETE & MASONRY WORK - RESIDENTIAL & COMMERCIAL
18542 ULYSSES ST. NE PHONE:(763) 434-8870
EAST BETHEL, MN 55011 FAX: (763) 434-7120

GIGI'S SALON AND SPA
Ramsey, Minnesota

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Leonard Lampert Architects Inc.

Project Designer: JAMES B
Drawn By: JRB
Checked By: LL
Revisions

1/27/21	FINAL REVIEW

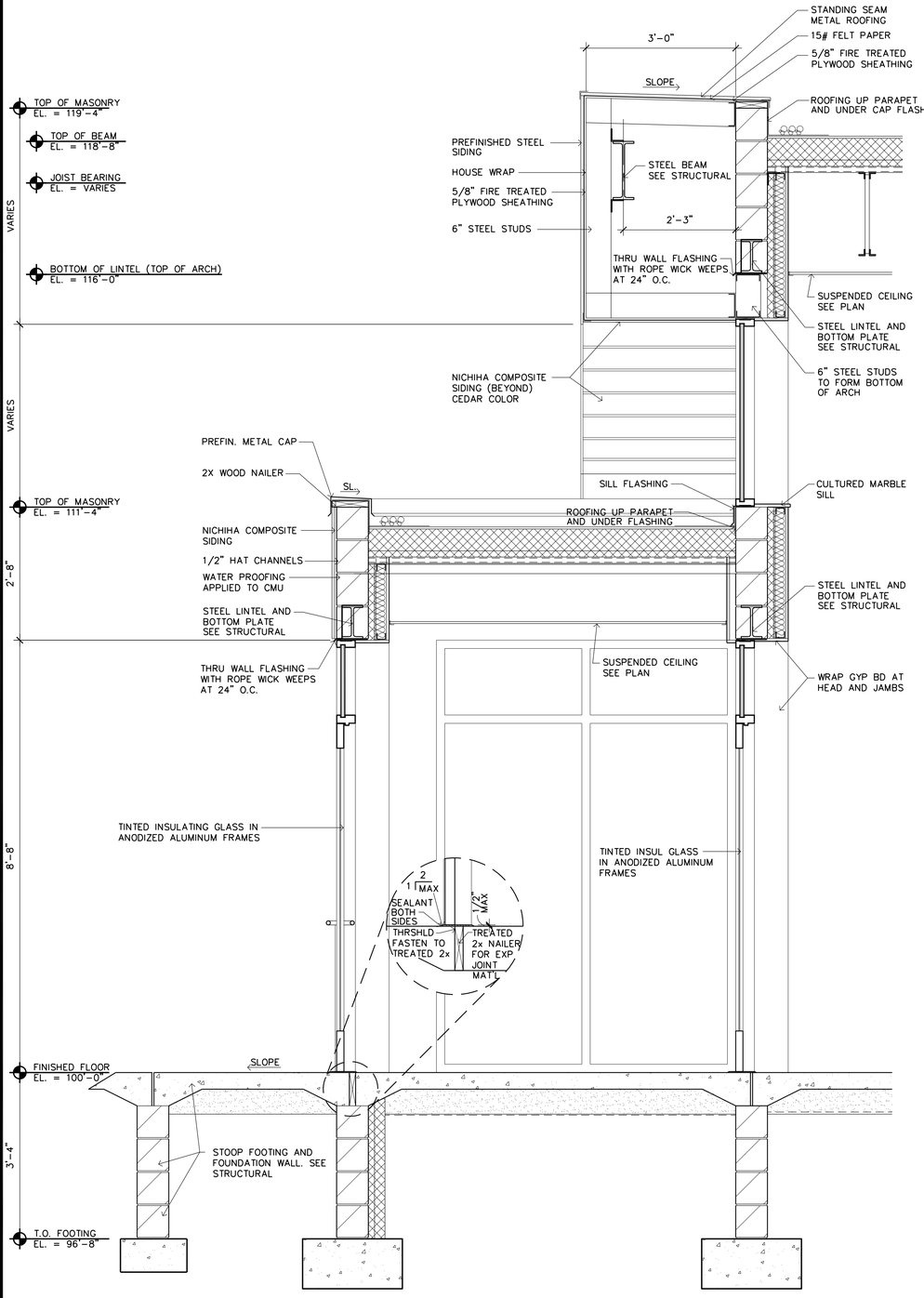
ENLARGED RESTROOM PLAN AND DETAILS

Sheet Number

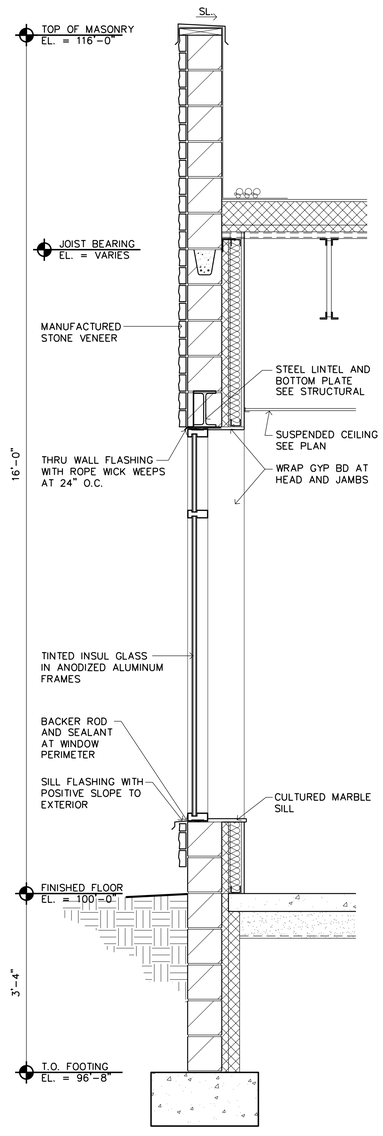
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Project No. 200401-1

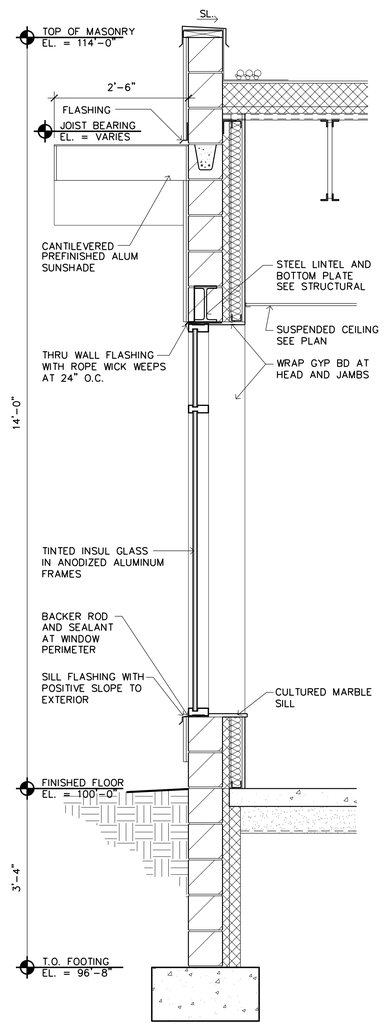
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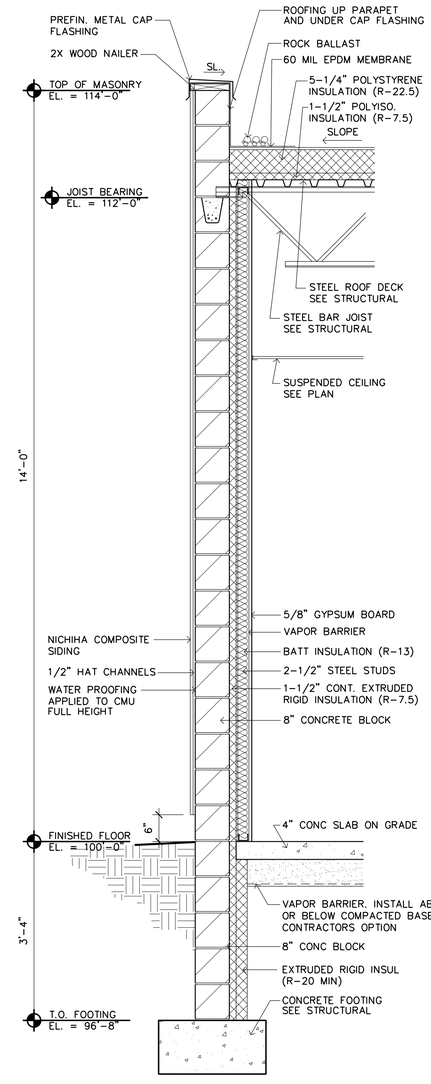
4 / A7 WALL SECTION AT ENTRY
SCALE: 3/4" = 1'-0"



3 / A7 WALL SECTION AT WINDOW
SCALE: 3/4" = 1'-0"



2 / A7 WALL SECTION AT WINDOW
SCALE: 3/4" = 1'-0"



1 / A7 TYPICAL WALL SECTION
SCALE: 3/4" = 1'-0"

Filename: GIGIS SALON AND SPA\GIGIS SALON AND SPA-A7

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GIGI'S SALON AND SPA
Ramsey, Minnesota

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Project Designer: JAMES B
Drawn By: JRB
Checked By: LL
Revisions

1/27/21	FINAL REVIEW

WALL SECTIONS

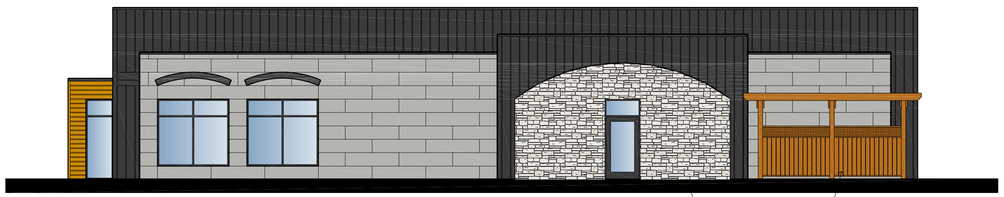
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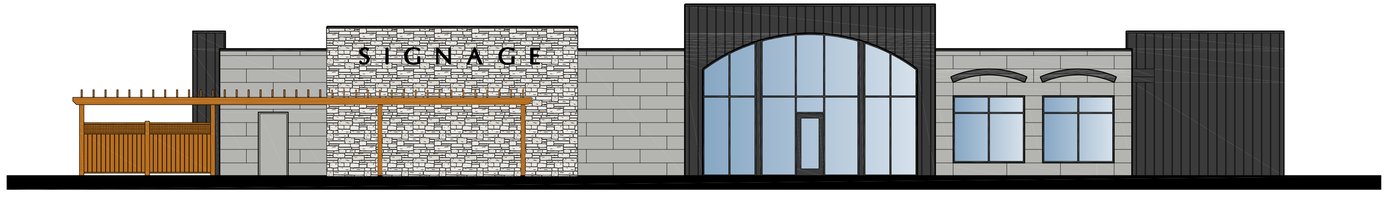
Project No. 200401-1



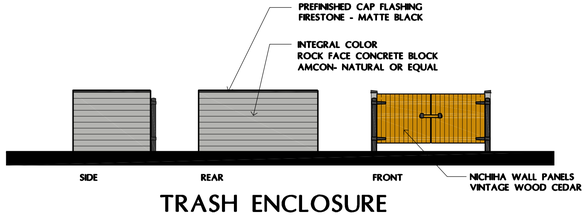
SOUTH ELEVATION



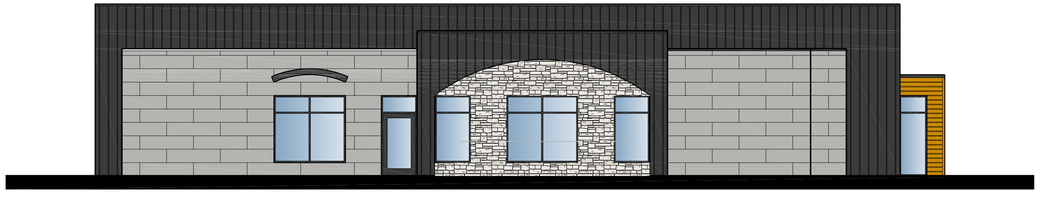
EAST ELEVATION



NORTH ELEVATION



TRASH ENCLOSURE



WEST ELEVATION

GIGI'S SALON AND SPA

Ramsey, Minnesota

NOTE: THIS DRAWING IS FOR ILLUSTRATIVE PURPOSES ONLY. ACTUAL COLORS NEED TO BE FIELD VERIFIED.

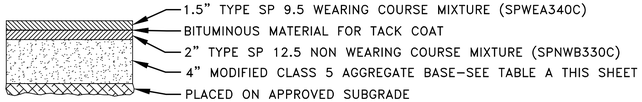
LA HAMPTEER ARCHITECTS

GENERAL CONSTRUCTION AND SOILS NOTES:

1. STRIP ALL INPLACE TOPSOIL IN AREAS TO BE DISTURBED BY CONSTRUCTION AND REUSE AS SLOPE DRESSING. IN AREAS OF PARKING LOT AND BUILDING CONSTRUCTION, THE EXPOSED SAND SHALL BE SURFACE COMPACTED TO AT LEAST 100% OF THE STANDARD PROCTOR MAXIMUM DRY DENSITY, ASTM D698, IN AT LEAST THE UPPER 3 FEET.
2. UNLESS OTHERWISE RECOMMENDED IN THESE PLANS, OR IN THE GEOTECHNICAL REPORT, THE GRADING SUBGRADE SHALL BE CONSTRUCTED OF SUITABLE GRADING MATERIAL. THE FILL SHALL BE PLACED IN 8'' TO 10'' LOOSE LIFTS, AND COMPACTED TO 100% OF THE STANDARD PROCTOR MAXIMUM DRY DENSITY.
3. SUITABLE GRADING MATERIAL FOR THIS PROJECT SHALL CONSIST OF ALL SOILS ENCOUNTERED OR IMPORTED WITH THE EXCEPTION OF TOPSOIL, SILT, DEBRIS, ORGANIC MATERIAL AND OTHER UNSTABLE MATERIAL.
4. PROVIDE A FULL DEPTH SAW CUT WHEN PLACING NEW PAVEMENT ADJACENT TO INPLACE PAVEMENT AND AT TERMINI OF CONSTRUCTION TO ENSURE A UNIFORM JOINT.
5. BITUMINOUS AND CONCRETE ITEMS DISTURBED BY CONSTRUCTION SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF IN ACCORDANCE WITH Mn/DOT SPEC. 2104.3.
6. USE TACK COAT BETWEEN ALL BITUMINOUS MIXTURES. THE BITUMINOUS TACK COAT MATERIAL SHALL BE APPLIED AT A UNIFORM RATE OF 0.05 GAL/SY TO 0.07 GAL/SY BETWEEN BITUMINOUS LAYERS. THE APPLICATION RATES ARE FOR UNDILUTED EMULSIONS (AS SUPPLIED FROM THE REFINERY) OR MC AND RC LIQUID ASPHALTS.
7. PERFORMANCE GRADED (PG) ASPHALT BINDER PG 58-28, SPEC. 3151, SHALL BE USED FOR ALL BITUMINOUS MIXES ON THIS PROJECT. SPECIFIC PG GRADES SHALL BE LISTED AT THE END OF THE MIX DESIGNATION NUMBER SHOWN ON THE TYPICAL SECTION.
8. THE BITUMINOUS MIXTURES SHALL MEET THE REQUIREMENTS OF SPECIFICATIONS 2360 AND 3139.
9. ALL DISTURBED AREAS SHALL BE RESTORED WITH 4" OF TOPSOIL AND SOD. SEE CITY STANDARD PLATE ERO-6 ON SHEET C2 FOR TOPSOIL REQUIREMENTS.

GENERAL EROSION CONTROL NOTES:

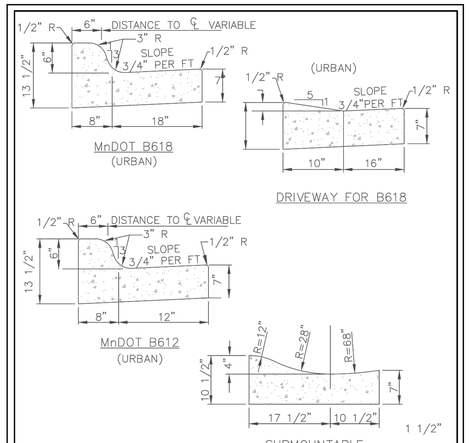
1. EROSION CONTROL SHALL CONFORM TO THE Mn/DOT EROSION CONTROL HANDBOOK AND THE STORMWATER POLLUTION PREVENTION PLAN PREPARED FOR THIS PROJECT.
2. PRIOR TO ANY CONSTRUCTION ACTIVITIES, THE CONTRACTOR SHALL ACQUIRE THE NECESSARY MPCA NPDES STORMWATER PERMIT.
3. THE CONTRACTOR SHALL INSTALL EROSION AND SEDIMENT CONTROL FACILITIES (BMP'S) PRIOR TO GRADING AND REMOVAL ACTIVITIES. BMP'S SHALL BE MAINTAINED FOR THE DURATION OF CONSTRUCTION ACTIVITIES AND POTENTIAL FOR EROSION HAS PASSED.
4. THE CONTRACTOR SHALL SCHEDULE THEIR OPERATION TO MINIMIZE THE AMOUNT OF DISTURBED AREA AT ANY GIVEN TIME.
5. BMP'S SHALL BE INSPECTED DAILY BY THE CONTRACTOR. OBSERVATIONS SHALL BE RECORDED IN THE INSPECTION LOG.
6. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE PROPERLY DISPOSED OF WITHIN THIRTY (30) DAYS AFTER FINAL SITE STABILIZATION.
7. THE CONTRACTOR SHALL FILE A NOTICE OF TERMINATION WITH THE MPCA AFTER FINAL STABILIZATION HAS BEEN APPROVED. THE CITY MUST APPROVE THE NOTICE OF TERMINATION PRIOR TO SUBMITTAL. ALL EROSION CONTROL INSPECTION LOGS MUST BE SUBMITTED TO THE CITY PRIOR TO ISSUANCE OF THE CERTIFICATE OF OCCUPANCY.
8. STREETS SHALL BE CLEANED WITHIN 3 HOURS AFTER NOTIFICATION BY CITY THAT SWEEPING IS REQUIRED.
9. THIS PROJECT SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION AND THE 2013 CEAM STANDARD SPECIFICATIONS AND ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS, AND ORDINANCES.



1/C1 BITUMINOUS PAVEMENT SECTION
NO SCALE

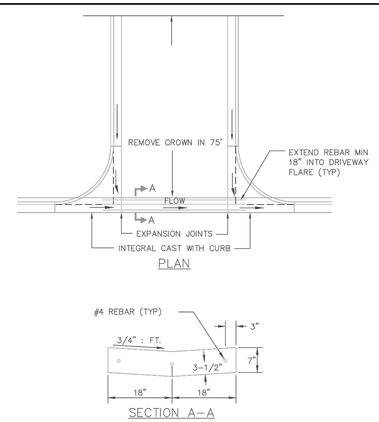
TABLE A
MODIFIED CLASS 5 SPECIFICATIONS

% PASSING	
1"	100
3/4"	90 – 100
3/8"	50 – 80
No.4	35 – 70
No.10	20 – 60
No.40	10 – 35
No.200	5 – 10



NOTES:
1. ON WEAR COURSE MILL THE EXISTING BITUMINOUS 1.5" BY 24" IN FRONT OF THE REPLACEMENT CURB.
2. ON BASE COURSE SAW CUT AND REMOVE EXISTING BITUMINOUS 18" IN FRONT OF THE REPLACEMENT CURB.

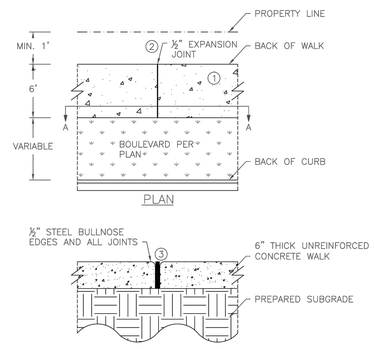
APPROVED: 1 - 2016	City of RAMSEY	STANDARD DETAILS: CURB AND GUTTER
		CITY PLATE No. STR-1



CONCRETE VALLEY GUTTER

NOTES:
1. WITH REMOVAL OF EXISTING CURB AT A STREET, MILL BITUMINOUS TO A DEPTH OF 1.5" ANS A WIDTH OF 18" IN EXISTING STREET.
2. TO BE USED WHENEVER CROSS DRAINAGE IS < 2%

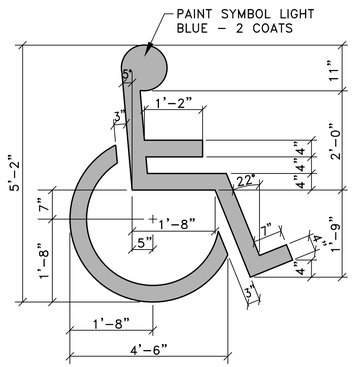
APPROVED: 4 - 2007	City of RAMSEY	STANDARD DETAILS: CROSS GUTTER
		CITY PLATE No. STR-2



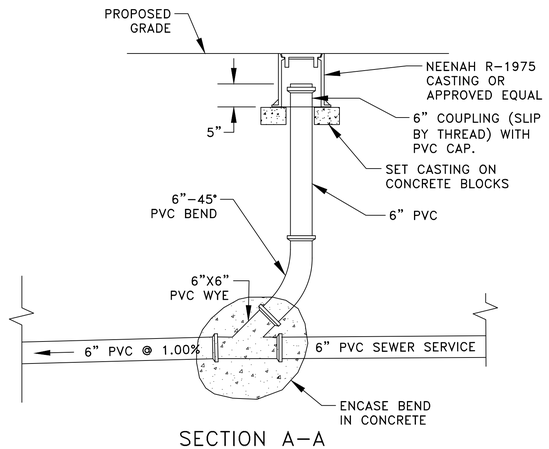
NOTE:
1. BROOM FINISH CONCRETE WALK SURFACE
2. MAXIMUM 100 FOOT SPACING BETWEEN EXPANSION JOINTS
3. 1/2" EXPANION JOINT MEETING MNDOT SPEC 3702. PROVIDE ONE PIECE OF FILLER FOR THE ENTIRE DEPTH AND WIDTH OF THE JOINT

NOT TO SCALE

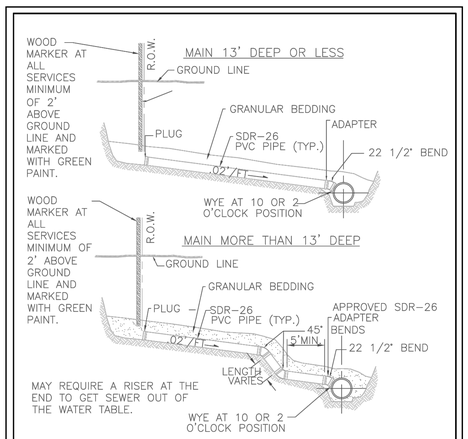
APPROVED: 10 - 2015	City of RAMSEY	STANDARD DETAILS: CONCRETE SIDEWALK
		CITY PLATE No. STR-3



2/C1 H.C. PARKING SYMBOL



3/C1 SANITARY SEWER CLEANOUT DETAIL



NOTES:
1. 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES
2. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE.
3. TRACER WIRE ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS.

APPROVED: 4 - 2016	City of RAMSEY	STANDARD DETAILS: SANITARY SEWER SERVICE
		CITY PLATE No. SEW-3

DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am A duly Licensed Professional Engineer under the laws of the State of Minnesota.
CRAIG J. JOCHUM, P.E. Lic. No. 23461
Date 12/8/20

DESIGNED BY: CJJ
DRAWN BY: SJJ
CHECKED BY: TAE

Hakanson Anderson
Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520
www.hakanson-anderson.com

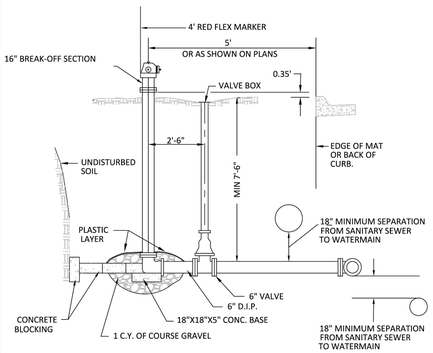
GIGI'S SALON CONSTRUCTION PLANS
CLASSIC CONSTRUCTION

GENERAL CONSTRUCTION NOTES AND DETAILS
CITY OF RAMSEY, MINNESOTA

SHEET C1 OF C6 SHEETS

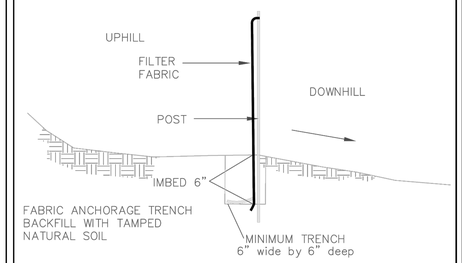
3950.02

Jan 15, 2021 - 9:15am
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NOTES:
1. HYDRANT SHALL BE 5-1/4" WB67 WATEROUS PACER OR APPROVED EQUAL.
2. HYDRANTS TO BE ORDERED FOR 8'-0" BURY. IN AREAS OF EXTRA DEPTH ON THE WATERMAIN, HYDRANTS EXTENSIONS MAY BE REQUIRED.
3. HYDRANTS SHALL BE BLOCKED OR TIED TO THE TEE AT MAIN WITH 2-3/4" DIAMETER TIE RODS. ALL TIE RODS TO BE COAL TAR COATED AFTER INSTALLATION. RESTRAINED JOINT PIPE AND RETAINING GLANDS MAY BE USED.
4. TOP NUT OF HYDRANT 2.5' ABOVE TOP BACK OF CURB OR BITUMINOUS SURFACE.
5. HYDRANTS BURIED BELOW WATER TABLE, DRAIN HOLES NEED TO BE PLUGGED AND HYDRANT MARKED BY PAINTING 5" CAP YELLOW.
6. BRUSH PAINT ALL HYDRANTS AFTER INSTALLATION IS COMPLETE.
7. PUMPER NOZZLE .5.75" O.D. X 4 T.P.I, HOSE NOZZLE 3.06" O.D. X 7 T.P.I.

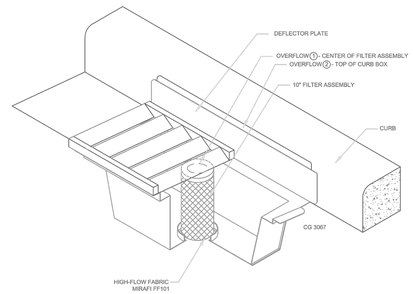
APPROVED: 6 – 2017	City of RAMSEY	STANDARD DETAILS: HYDRANT
		CITY PLATE No. WAT–1



INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE DETAIL
NO SCALE

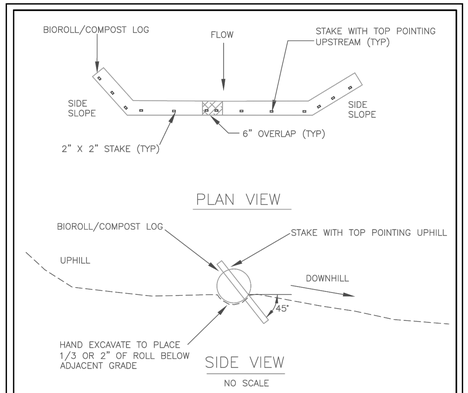
APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: SILT FENCE
		CITY PLATE No. ERO–1



INLET PROTECTION – WIMCO OR EQUAL
N.T.S.

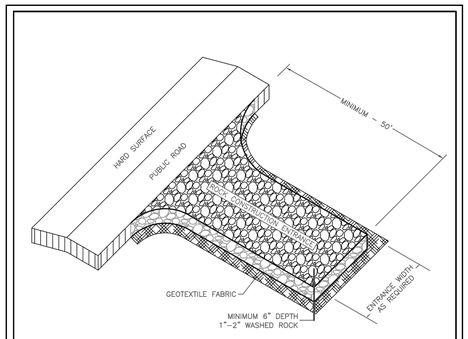
NOTE:
THIS INLET PROTECTION SHALL BE USED IMMEDIATELY FOLLOWING CURB & GUTTER CONSTRUCTION. INLET PROTECTION SHALL REMAIN INSTALLED AND MAINTAINTED UNTIL ALL HOME CONSTRUCTION IS COMPLETE.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: INLET PROTECTION
		CITY PLATE No. ERO–2



NOTE:
STAKE INTO GROUND WITH WOOD STAKES DRIVING STAKE 6" INTO GROUND AND PROTRUDING 2" ABOVE LOG
WOOD STAKES ARE A MINIMUM 0.5" X 2" X 16" AND PLACED EVERY 1' UNLESS PRECLUDED BY A ROCK.
WHEN MORE THAN 1 BIOROLL/COMPOST LOG IS NEEDED, OVERLAP ENDS A MINIMUM OF 6" AND STAKE
WOOD STAKES ARE DRIVEN THROUGH BACK HALF OF BIOROLL OR COMPOST LOG AT 45° ANGLE WITH TOP OF STAKE POINTING UPHILL

APPROVED: 3 – 2016	City of RAMSEY	STANDARD DETAILS: BIO ROLL (COMPOST LOG)
		CITY PLATE No. ERO–4



NOTE:
1. MINIMUM CONSTRUCTION ENTRANCE WIDTH EQUAL TO PROPOSED ROADWAY WIDTH.
2. WIDTH OF RADIUS AS REQUIRED TO ENSURE VEHICLES DO NOT TRACK ONTO PUBLIC ROAD.
3. MAINTAINENCE AS REQUIRED TO PREVENT TRACKING ONTO PUBLIC ROADS. THIS MAY REQUIRE TOP DRESSING WITH ADDITIONAL ROCK OR REMOVAL AND REINSTALLATION OF THE ENTRANCE AS NEEDED.

NOT TO SCALE

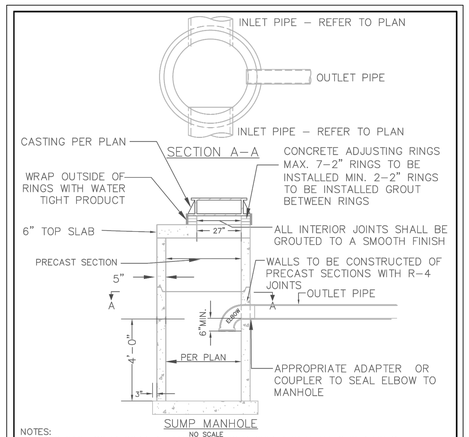
APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: ROCK CONSTRUCTION ENTRANCE
		CITY PLATE No. ERO–5

MNDOT 2016 SPEC

MNDOT 2016 SPEC TABLE 3877–1 COMMON TOPSOIL BORROW		
REQUIREMENT	RANGE	TEST METHOD
MATERIAL PASSING THE 3/4 IN [19MM]	100%	ASTM D 422
MATERIAL PASSING NO. 4 [4.75MM]	>85%	–
CLAY	5% –35%	ASTM D 422
SILT	5% – 70%	ASTM D 422
SAND	10% – 75%	ASTM D 422
ORGANIC MATTER	3% – 15%	ASTM D 2974
pH	6.1–7.8	ASTM G 51

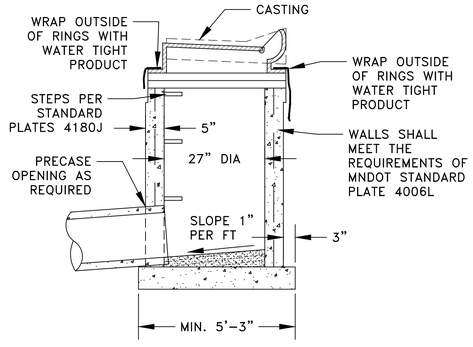
NOTE:
1. INSTALLATION OF 4" OF TOPSOIL MEETING MNDOT SPECIFICATION 3877A COMMON TOPSOIL BORROW, MAY BE REQUIRED ACROSS ALL DISTURBED AREAS.
2. A SOIL CERTIFICATION FROM A GEOTECHNICAL FIRM MUST BE PROVIDED VERIFYING THE TOPSOIL MEETS SPECIFICATION ALONG WITH LOAD TICKETS TO VERIFY THE SOURCE OF MATERIAL AND QUANTITY.
3. TOPSOIL MUST COME FROM A CITY APPROVED SOURCE.

APPROVED: 1 – 2016	City of RAMSEY	CITY PLATE No. ERO–6	STANDARD DETAILS: TOPSOIL REQUIREMENTS



NOTES:
1. A 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES
2. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE
3. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS
4. STEPS WILL BE REQUIRED AT A MAXIMUM OF 3' FROM THE RIM AND 16" ON CENTER THERE AFTER.
5. 8" BASE FOR ALL MANHOLES LESS THEN 14' DEEP, INCREASE BASE THICKNESS BY 2" PER 6' OF DEPTH BEYOND 14' & REINFORCE WITH 6"X 6" & 10" X 10" MESH.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: SUMP MANHOLE
		CITY PLATE No. STD–9



NOTES:
1. MANHOLE INVERT SHALL BE SLOPED TO PROVIDE FLOW FROM INLET TO OUTLET.
2. CONCRETE BASE SHALL BE 6" POURED IN PLACE OR 5" PRECAST SLAB.
3. CONCRETE ADJUSTING RINGS TO BE INSTALLED MAX.7–2" RINGS, MIN 2–2" RINGS.
4. GROUT BETWEEN RINGS, SHIMS SHALL BE METAL, CONCRETE OR PLASTIC.
5. INSPECTION OF MANHOLE REQUIRED BEFORE BACKFILLING.
6. A 10 GAUGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL STORM LINES.
7. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE.
8. STEPS ARE REQUIRED IF STRUCTURE FROM THE CASTING TO THE INVERT IS GREATER THAN 4 FEET.
9. TRACER WIRES ARE TO BE IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS.

1/C2 CATCH BASIN
N.T.S.

DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
CRAIG J. JOCHUM, P.E.
Date 12/8/20 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SJJ
CHECKED BY: TAE

Hakanson Anderson
Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
763–427–5860 FAX 763–427–0520
www.hakanson–anderson.com

GIGI'S SALON CONSTRUCTION PLANS
CLASSIC CONSTRUCTION

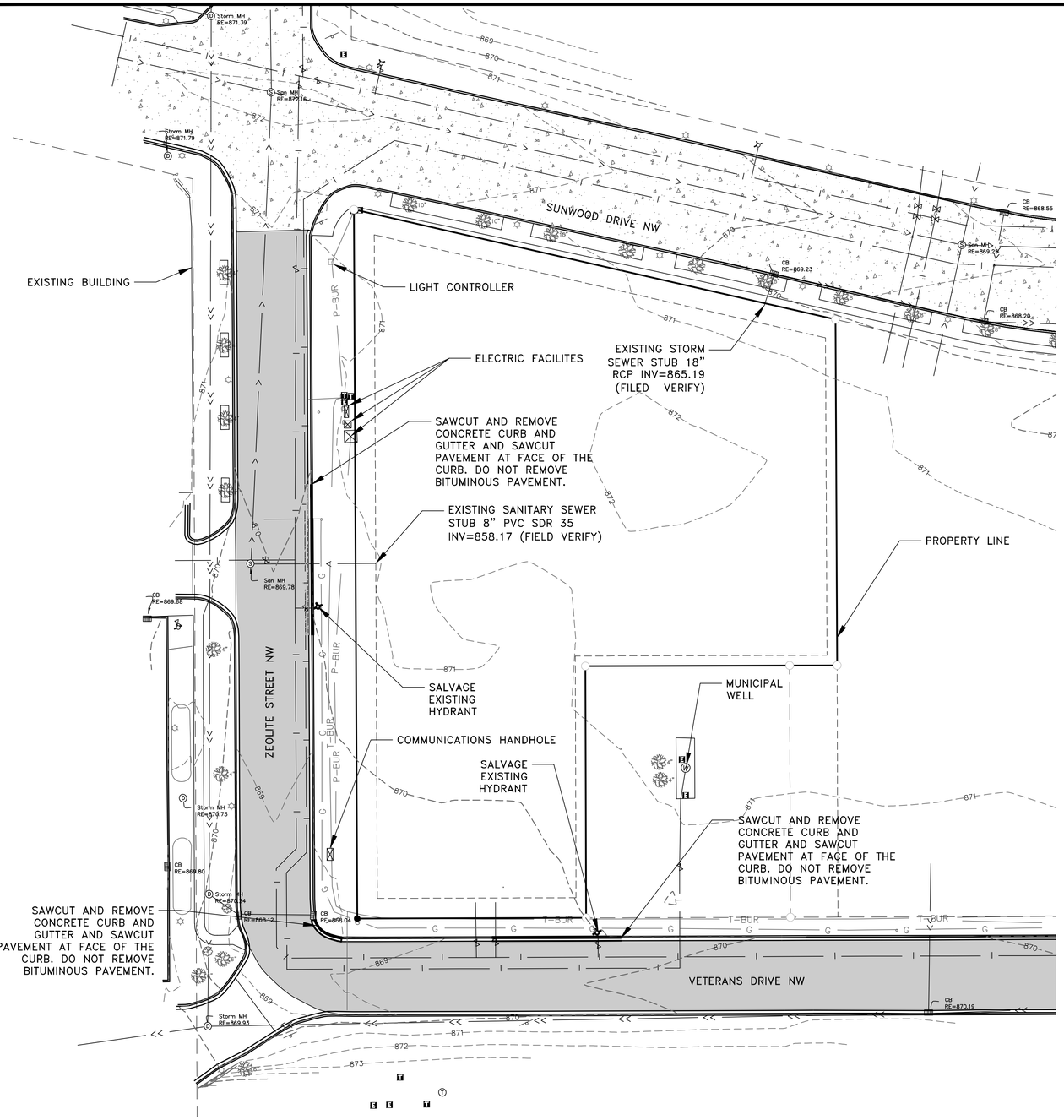
DETAILS

CITY OF RAMSEY, MINNESOTA

SHEET C2 OF C6 SHEETS

3950.02

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LEGEND

- 906 EXISTING CONTOUR
- DRAINAGE AND UTILITY EASEMENT
- PROPERTY LINE
- P-BUR UNDERGROUND ELECTRIC
- T-BUR UNDERGROUND TELEPHONE
- G UNDERGROUND GAS LINE
- PROPERTY MONUMENT SET
- PROPOSED PROPERTY MONUMENT
- LIGHT POLE
- EXISTING STORM SEWER
- EXISTING CATCH BASIN
- EXISTING STORM MANHOLE
- EXISTING SANITARY SEWER
- EXISTING SANITARY MANHOLE
- EXISTING WATER SERVICE
- EXISTING HYDRANT
- EXISTING GATE VALVE
- SALVAGE HYDRANT
- EXISTING CONCRETE CURB
- REMOVE CURB
- SAWCUT CONCRETE CURB AND GUTTER OR BITUMINOUS
- DECIDUOUS AND CONIFEROUS TREES
- 2/3 DETAIL NUMBER / SHEET NUMBER
- EXISTING BITUMINOUS STREET
- EXISTING CONCRETE STREET
- REMOVE BITUMINOUS
- T TELEPHONE HAND HOLE
- T TELEPHONE PEDESTAL
- E ELECTRIC SURFACE UTILITY

30 0 30 60
SCALE IN FEET

DATE	REVISION

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Date 12/8/20 CRAIG J. JOCHUM, P.E. Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SJJ
CHECKED BY: TAE

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763-427-5860 FAX 763-427-0520
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GIGI'S SALON CONSTRUCTION PLANS
CLASSIC CONSTRUCTION

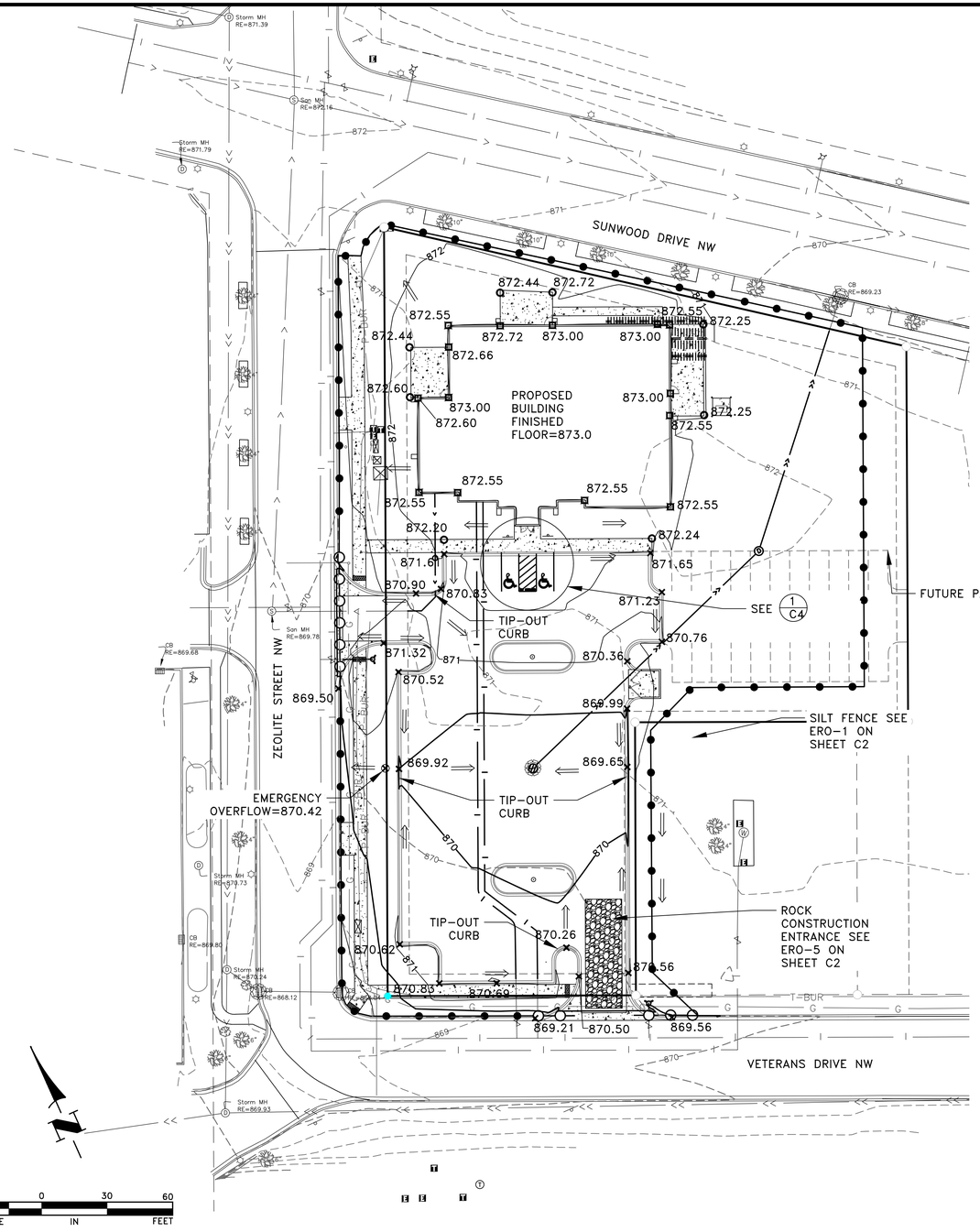
EXISTING TOPOGRAPHY AND REMOVALS PLAN

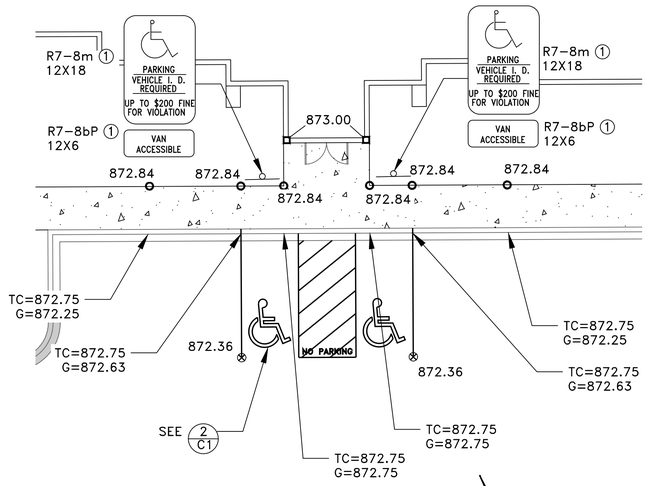
CITY OF RAMSEY, MINNESOTA

SHEET C3 OF C6 SHEETS

3950.02

Jan 15, 2021 - 9:16am
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1 / C4 BUILDING ENTRANCE DETAIL

LEGEND

- 906 EXISTING CONTOUR
- DRAINAGE AND UTILITY EASEMENT
- PROPERTY LINE
- P-BUR UNDERGROUND ELECTRIC
- T-BUR UNDERGROUND TELEPHONE
- G UNDERGROUND GAS LINE
- LIGHT POLE
- PROPERTY MONUMENT SET
- PROPOSED PROPERTY MONUMENT
- EXISTING STORM SEWER
- EXISTING CATCH BASIN
- EXISTING STORM MANHOLE
- EXISTING SANITARY SEWER
- EXISTING SANITARY MANHOLE
- EXISTING WATERMAIN
- EXISTING HYDRANT
- EXISTING GATE VALVE
- EXISTING CONCRETE CURB
- DECIDUOUS AND CONIFEROUS TREES
- 2/3 DETAIL NUMBER / SHEET NUMBER
- PROPOSED CONCRETE CURB AND GUTTER
- PROPOSED CONCRETE PAVEMENT
- PROPOSED BITUMINOUS PAVEMENT
- PROPOSED SILT FENCE
- PROPOSED BIO ROLL
- T TELEPHONE HAND HOLE
- T TELEPHONE PEDESTAL
- E ELECTRIC SURFACE UTILITY
- ROCK CONSTRUCTION ENTRANCE
- PROPOSED WALL
- PROPOSED WATER SERVICE
- PROPOSED HYDRANT LOCATION
- PROPOSED SANITARY SEWER SERVICE
- PROPOSED STORM SEWER
- PROPOSED CATCH BASIN
- PROPOSED STORM MANHOLE
- INLET PROTECTION DEVICE
- 871.00 PROPOSED GUTTER ELEVATION
- 872.00 PROPOSED FINISHED GRADE AT BUILDING
- 872.00 PROPOSED CONCRETE ELEVATION
- 872.36 PROPOSED BITUMINOUS ELEVATION
- PROPOSED CONCRETE TIP-OUT CURB AND GUTTER
- DRAINAGE ARROW

GENERAL NOTES

1. ALL PEDESTRIAN RAMPS AND BUILDING ENTRANCES MUST MEET ALL ADA REQUIREMENTS AND MUST CONFORM WITH MNDOT STANDARD PLANS 5-297.250 SHEETS 1-6. A COPY OF THESE PLANS ARE AVAILABLE FROM THE ENGINEER UPON REQUEST. THE PEDESTRIAN RAMP ELEVATIONS SHOWN ARE FOR GENERAL USE ONLY. THE CONTRACTOR IS RESPONSIBLE TO MAKE SURE ALL REQUIREMENTS ARE MET.
2. VERIFY BUILDING DIMENSIONS WITH ARCHITECTURAL PLANS.
3. SEE SHEET C6 FOR PEDESTRIAN RAMP DETAILS.

REFERENCE NOTES:

(1) WHITE ON BLUE

DATE	REVISION

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CRAIG J. JOCHUM, P.E.
Date 12/8/20 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SJJ
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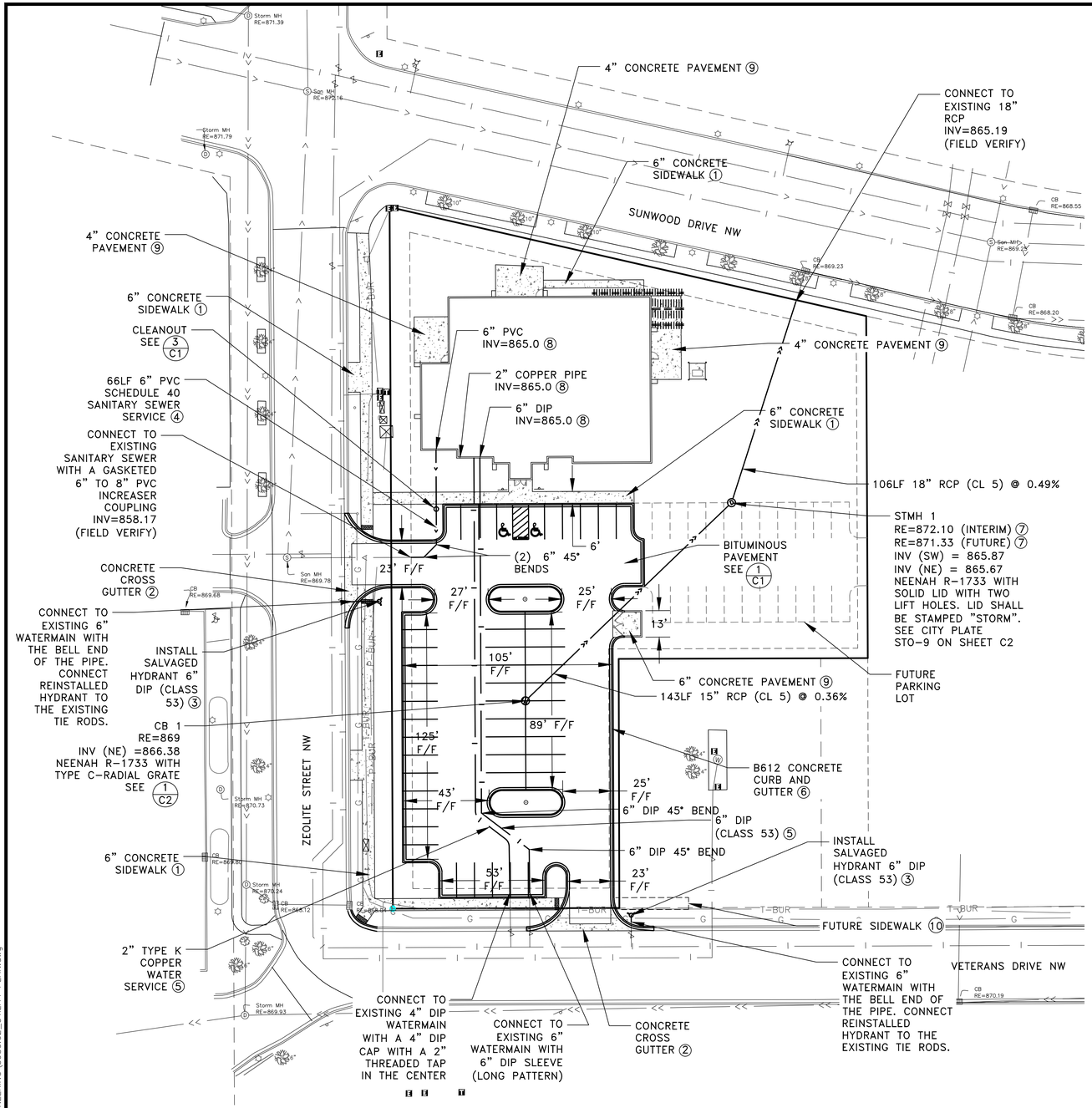
GIGI'S SALON CONSTRUCTION PLANS
CLASSIC CONSTRUCTION

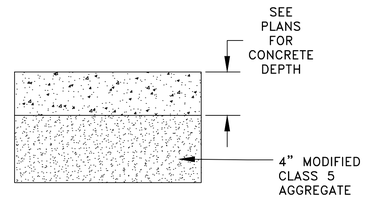
GRADING, DRAINAGE, AND EROSION CONTROL PLAN
CITY OF RAMSEY, MINNESOTA

SHEET C4 OF C6 SHEETS

3950.02

Jan 15, 2021 - 9:17am
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1/C5 CONCRETE PAVEMENT SECTION

NO SCALE

REFERENCE NOTES:

1. SEE CITY PLATE STR-3 ON SHEET C1 FOR SIDEWALK CONSTRUCTION.
2. SEE CITY PLATE STR-2 ON SHEET C1 FOR CROSS GUTTER CONSTRUCTION.
3. SEE CITY PLATE WAT-1 ON SHEET C2 FOR HYDRANT INSTALLATION.
4. SEE CITY PLATE SEW-3 ON SHEET C1 FOR SANITARY SEWER SERVICE INSTALLATION NOTES AND BEDDING. MATERIAL SHALL BE SCHEDULE 40 PVC AS INDICATED ON THIS PLAN SHEET.
5. SEE CITY PLATE WAT-5 ON SHEET C2 FOR WATER SERVICE INSTALLATION.
6. SEE CITY PLATE STR-1 ON SHEET C1 FOR CONCRETE CURB AND GUTTER CONSTRUCTION.
7. USE ADDITIONAL RINGS TO ACCOMMODATE THE FUTURE RIM ELEVATION.
8. SEE MECHANICAL PLANS FOR CONTINUATION OF PIPE UNDER BUILDING.
9. SEE DETAIL 1/C5
10. CONTRACTOR SHALL LOWER BACK OF CURB FOR FUTURE PEDESTRIAN RAMP.

GENERAL NOTES:

1. SEE DETAIL 1 ON SHEET C4 FOR STRIPING AND SIGN DETAIL FOR HANDICAPPED STALLS.

LEGEND

- DRAINAGE AND UTILITY EASEMENT
- PROPERTY LINE
- P-BUR UNDERGROUND ELECTRIC
- T-BUR UNDERGROUND TELEPHONE
- G UNDERGROUND GAS LINE
- LIGHT POLE
- PROPERTY MONUMENT SET
- PROPOSED PROPERTY MONUMENT
- EXISTING STORM SEWER
- EXISTING CATCH BASIN
- EXISTING STORM MANHOLE
- EXISTING SANITARY SEWER
- EXISTING SANITARY MANHOLE
- EXISTING WATERMAIN
- EXISTING HYDRANT
- EXISTING GATE VALVE
- EXISTING CONCRETE CURB
- DECIDUOUS AND CONIFEROUS TREES
- 2/3 DETAIL NUMBER / SHEET NUMBER
- PROPOSED CONCRETE CURB AND GUTTER
- PROPOSED CONCRETE PAVEMENT
- PROPOSED BITUMINOUS PAVEMENT
- T TELEPHONE HAND HOLE
- T TELEPHONE PEDESTAL
- E ELECTRIC SURFACE UTILITY
- PROPOSED WALL
- PROPOSED WATER SERVICE
- PROPOSED HYDRANT
- PROPOSED SANITARY SEWER SERVICE
- PROPOSED STORM SEWER
- PROPOSED CATCH BASIN
- PROPOSED STORM MANHOLE

30 0 30 60
SCALE IN FEET

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Date 12/8/20 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SJJ
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GIGI'S SALON CONSTRUCTION PLANS
CLASSIC CONSTRUCTION

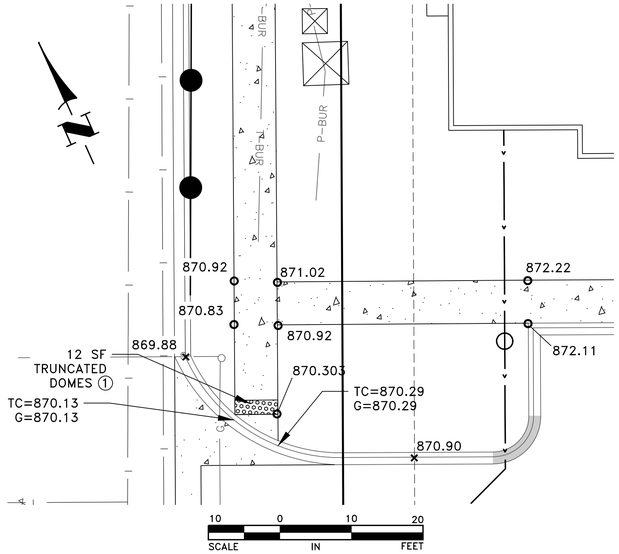
UTILITY AND PAVEMENT PLAN

CITY OF RAMSEY, MINNESOTA

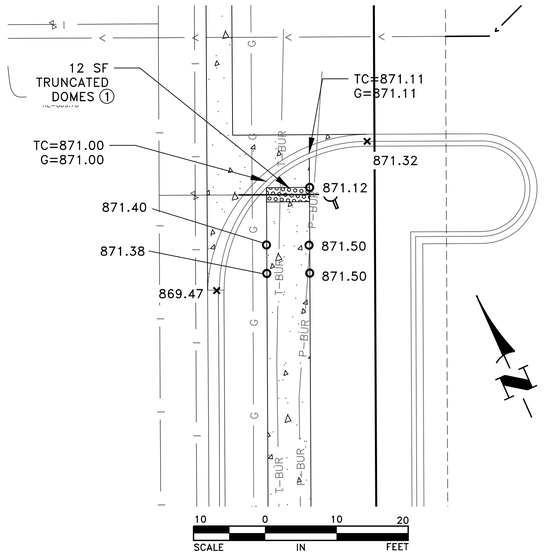
SHEET C5 OF C6 SHEETS

3950.02

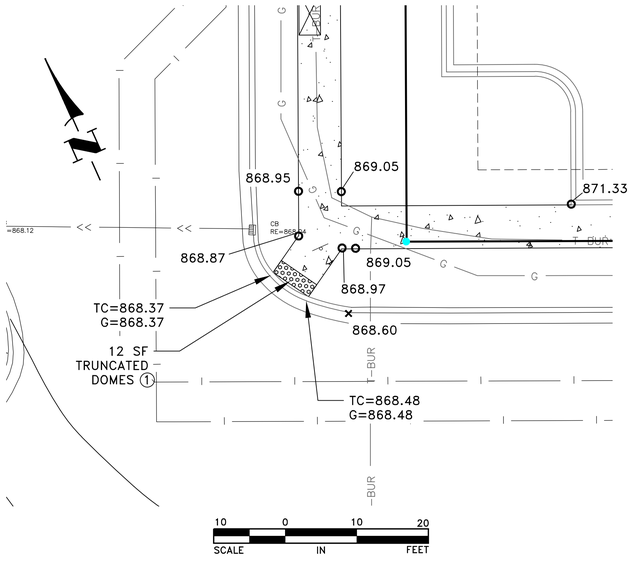
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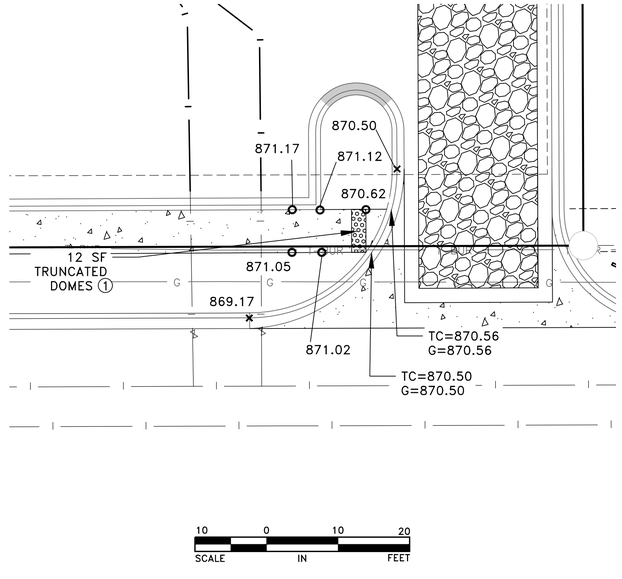
1 / C6 SIDEWALK RAMP DETAIL 1



2 / C6 SIDEWALK RAMP DETAIL 2



3 / C6 SIDEWALK RAMP DETAIL 3



4 / C6 SIDEWALK RAMP DETAIL 4

LEGEND

- 906 — EXISTING CONTOUR
- DRAINAGE AND UTILITY EASEMENT
- PROPERTY LINE
- P–BUR — UNDERGROUND ELECTRIC
- T–BUR — UNDERGROUND TELEPHONE
- G — UNDERGROUND GAS LINE
- LIGHT POLE
- PROPERTY MONUMENT SET
- PROPOSED PROPERTY MONUMENT
- EXISTING STORM SEWER
- EXISTING CATCH BASIN
- EXISTING STORM MANHOLE
- EXISTING SANITARY SEWER
- EXISTING SANITARY MANHOLE
- EXISTING WATERMAIN
- EXISTING HYDRANT
- EXISTING GATE VALVE
- EXISTING CONCRETE CURB
- DECIDUOUS AND CONIFEROUS TREES
- 2/3 — DETAIL NUMBER / SHEET NUMBER
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- PROPOSED CONCRETE PAVEMENT
- PROPOSED BITUMINOUS PAVEMENT
- PROPOSED SILT FENCE
- PROPOSED BIO ROLL
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- T — TELEPHONE PEDESTAL
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- PROPOSED STORM MANHOLE
- INLET PROTECTION DEVICE
- × 871.00 — PROPOSED GUTTER ELEVATION
- □ 872.00 — PROPOSED FINISHED GRADE AT BUILDING
- ○ 872.00 — PROPOSED CONCRETE ELEVATION
- ⊗ 872.36 — PROPOSED BITUMINOUS ELEVATION
- PROPOSED CONCRETE TIP–OUT CURB AND GUTTER
- DRAINAGE ARROW

GENERAL NOTES

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REFERENCE NOTES:

(1) TRUNCATED DOMES SHALL BE CAST GRAY IRON CONFORMING TO ASTM – 48 CLASS 30A MINIMUM MANUFACTURED BY NEENAH FOUNDRY. DOMES SHALL BE EPOXY COATED WITH COLOR APPROVED BY THE CITY OF RAMSEY.

DATE	REVISION

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

CRAIG J. JOCHUM, P.E.
Date 12/18/20 Lic. No. 23461

DESIGNED BY: CJJ
DRAWN BY: SJJ
CHECKED BY: TAE

Hakanson Anderson
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763–427–5860 FAX 763–427–0520
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GIGI'S SALON CONSTRUCTION PLANS
CLASSIC CONSTRUCTION

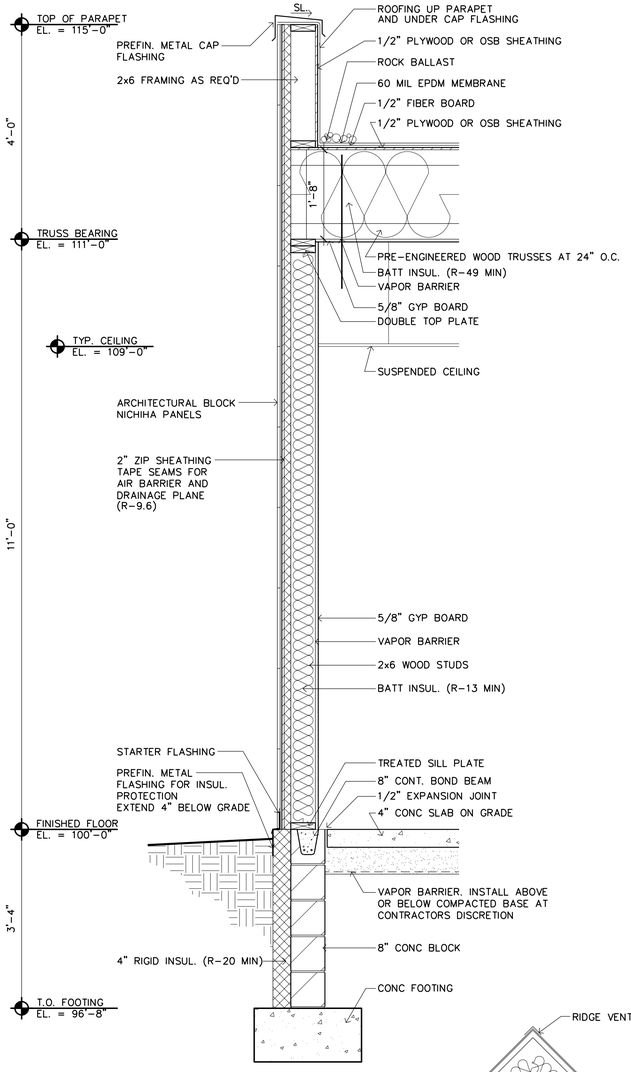
PEDESTRIAN RAMP DETAILS

CITY OF RAMSEY, MINNESOTA

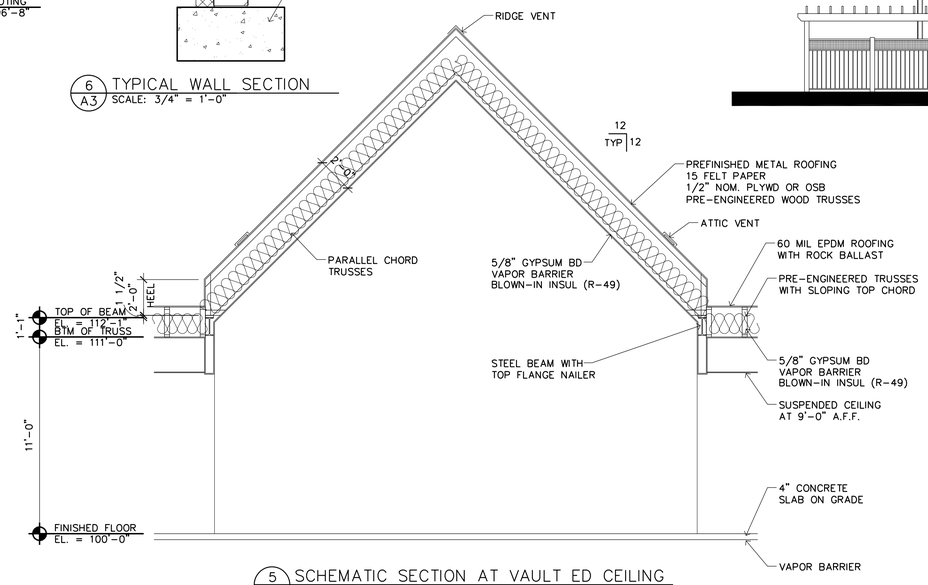
SHEET C6 OF C6 SHEETS

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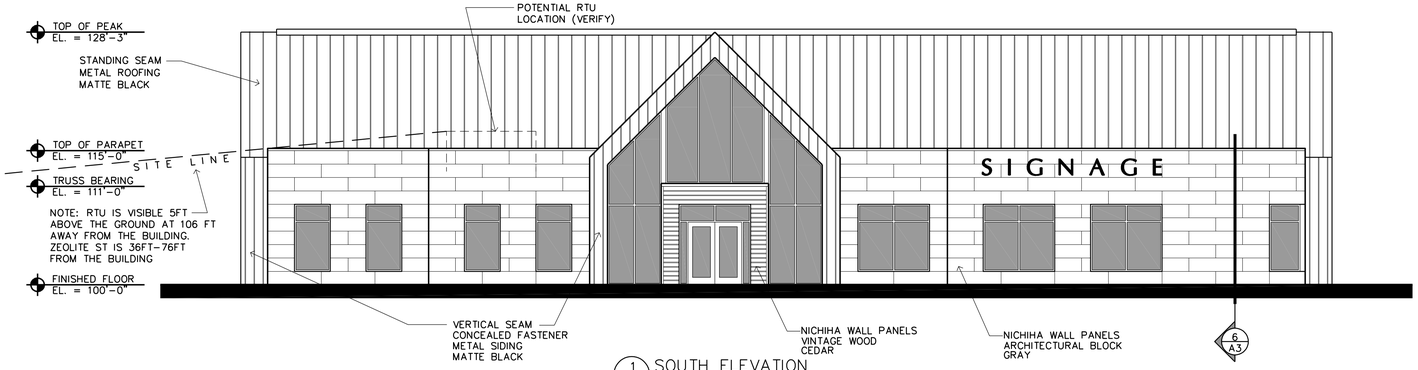
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6 A3 TYPICAL WALL SECTION
SCALE: 3/4" = 1'-0"



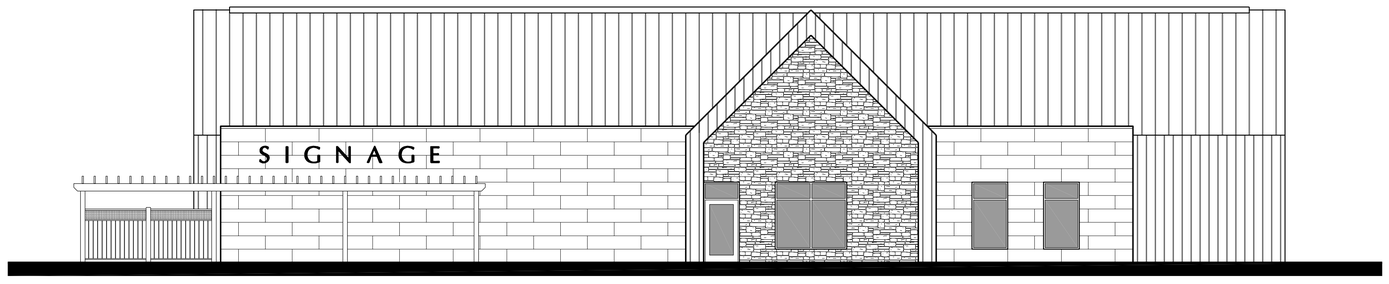
5 A3 SCHEMATIC SECTION AT VAULT ED CEILING
SCALE: 1/4" = 1'-0"



1 A3 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

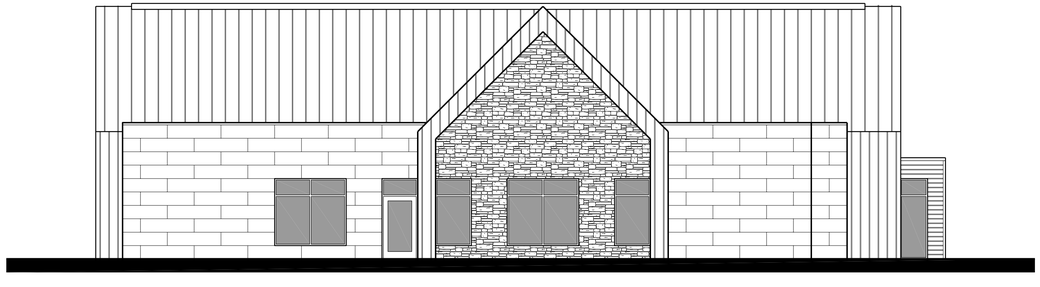


2 A3 EAST ELEVATION
SCALE: 1/8" = 1'-0"



3 A3 NORTH ELEVATION
SCALE: 1/8" = 1'-0"

NOTE: RTU IS VISIBLE 5FT
ABOVE THE GROUND AT 106 FT
AWAY FROM THE BUILDING.
ZEOLITE ST IS 50FT-90FT
FROM THE BUILDING



4 A3 WEST ELEVATION
SCALE: 1/8" = 1'-0"

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

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

PRELIMINARY NOT FOR CONSTRUCTION

SIGNATURE
LEONARD LAMPERT
PRINTED NAME
13669
LICENSE NO.
DATE

CLASSIC CONSTRUCTION
CONCRETE & MASONRY WORK - RESIDENTIAL & COMMERCIAL
18542 ULYSSES ST. NE PHONE:(763) 434-8870
EAST BETHEL, MN 55011 FAX: (763) 434-7120

GIGI'S SALON AND SPA
Ramsey, Minnesota

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Leonard Lampert Architects Inc.

Project Designer: JAMES B
Drawn By: JRB
Checked By: LL

Revisions

10/6/20	PRELIMINARY
10/22/20	BUDGET PRICING
11/17/20	CITY SUBMITTAL

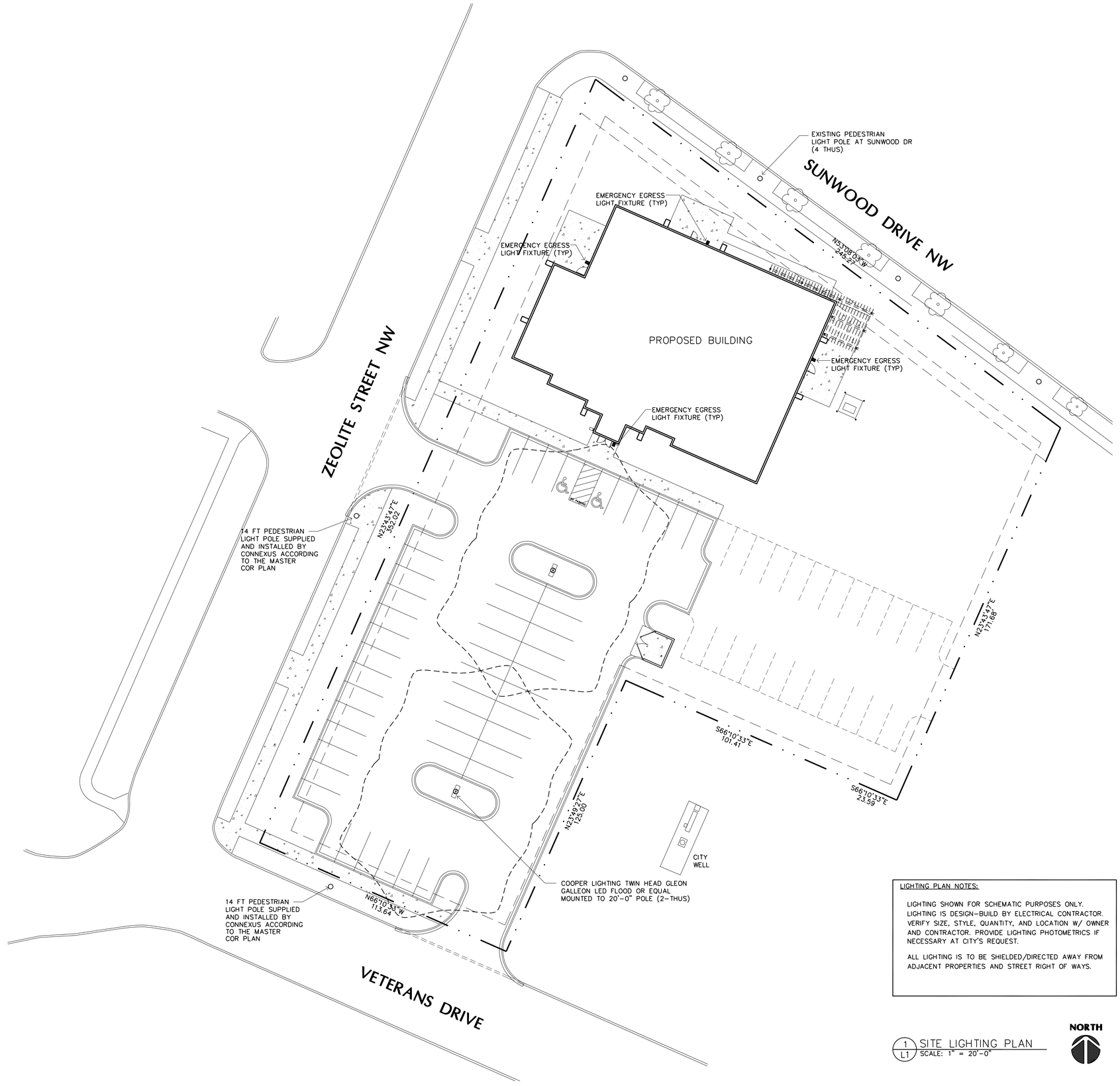
BUILDING ELEVATIONS

Sheet Number

A3

Project No. 200401-1

Filename: GIGIS SALON AND SPA\GIGIS SALON AND SPA-A3



LIGHTING PLAN NOTES:

LIGHTING SHOWN FOR SCHEMATIC PURPOSES ONLY. LIGHTING IS DESIGN-BUILD BY ELECTRICAL CONTRACTOR. VERIFY SIZE, STYLE, QUANTITY, AND LOCATION W/ OWNER AND CONTRACTOR. PROVIDE LIGHTING PHOTOMETRICS IF NECESSARY AT CITY'S REQUEST.

ALL LIGHTING IS TO BE SHIELDED/DIRECTED AWAY FROM ADJACENT PROPERTIES AND STREET RIGHT OF WAYS.

1 / L1 SITE LIGHTING PLAN
SCALE: 1" = 20'-0"

NORTH

PRELIMINARY NOT FOR CONSTRUCTION

CLASSIC CONSTRUCTION
CONCRETE & MASONRY WORK · RESIDENTIAL & COMMERCIAL
18542 ULYSSES ST. NE
EAST BETHEL, MN 55011
PHONE: (763) 434-8870
FAX: (763) 434-7120

GIGI'S SALON AND SPA

Ramsey, Minnesota

Drawn By: JRB
Checked By: LL

Revisions

10/6/20	PRELIMINARY
10/22/20	BUDGET PRICING
1/8/21	CITY SUBMITTAL
1/27/21	FINAL REVIEW

SCHEMATIC SITE LIGHTING PLAN

Sheet Number

L1

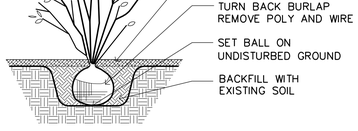
Project No. 200401-1

Filename: GIGIS SALON AND SPA\GIGIS SALON AND SPA-L1

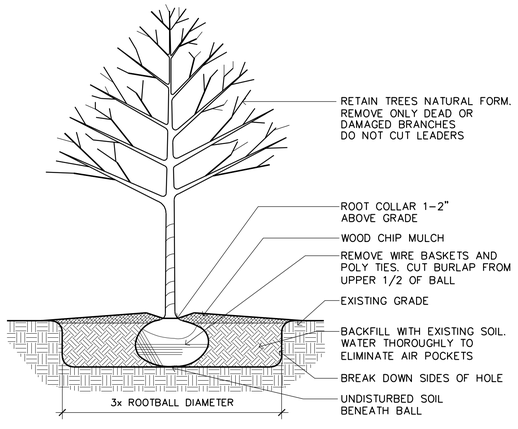
PLANTING SCHEDULE						
QTY.	KEY	COMMON NAME	BOTANICAL NAME	SIZE	MTHD	REMARKS
8	SH	SKYLINE HONEYLOCUST	QUERCUS RUBRA	2.5" CAL.	BB	
2	NR	NORTHERN RED OAK	GLEDITSIA TRIACANTHOS VAR. INERMIS 'SKYLINE'	2.5" CAL.	BB	
6	KC	KELSEY CRABAPPLE	MALUS 'KELSEY'	1.5" CAL.	BB	
2	DA	DOWNY ARROWWOOD	VIBURNUM RAFINESQUIANUM	18-24" TALL	CONT.	
42	RS	ROUNDLEAF SERVICEBERRY	AMELANCHIER SNGUINEA	18-24" TALL	CONT.	
21	GC	GLOSSY BLACK CHOKEBERRY	ARONIA MELONOCARPA	18-24" TALL	CONT.	
8	BB	COMPACT BURNING BUSH	EUONYMUS ALATUS 'COMPACTA'	18"-24" TALL	CONT.	

LANDSCAPE NOTES:

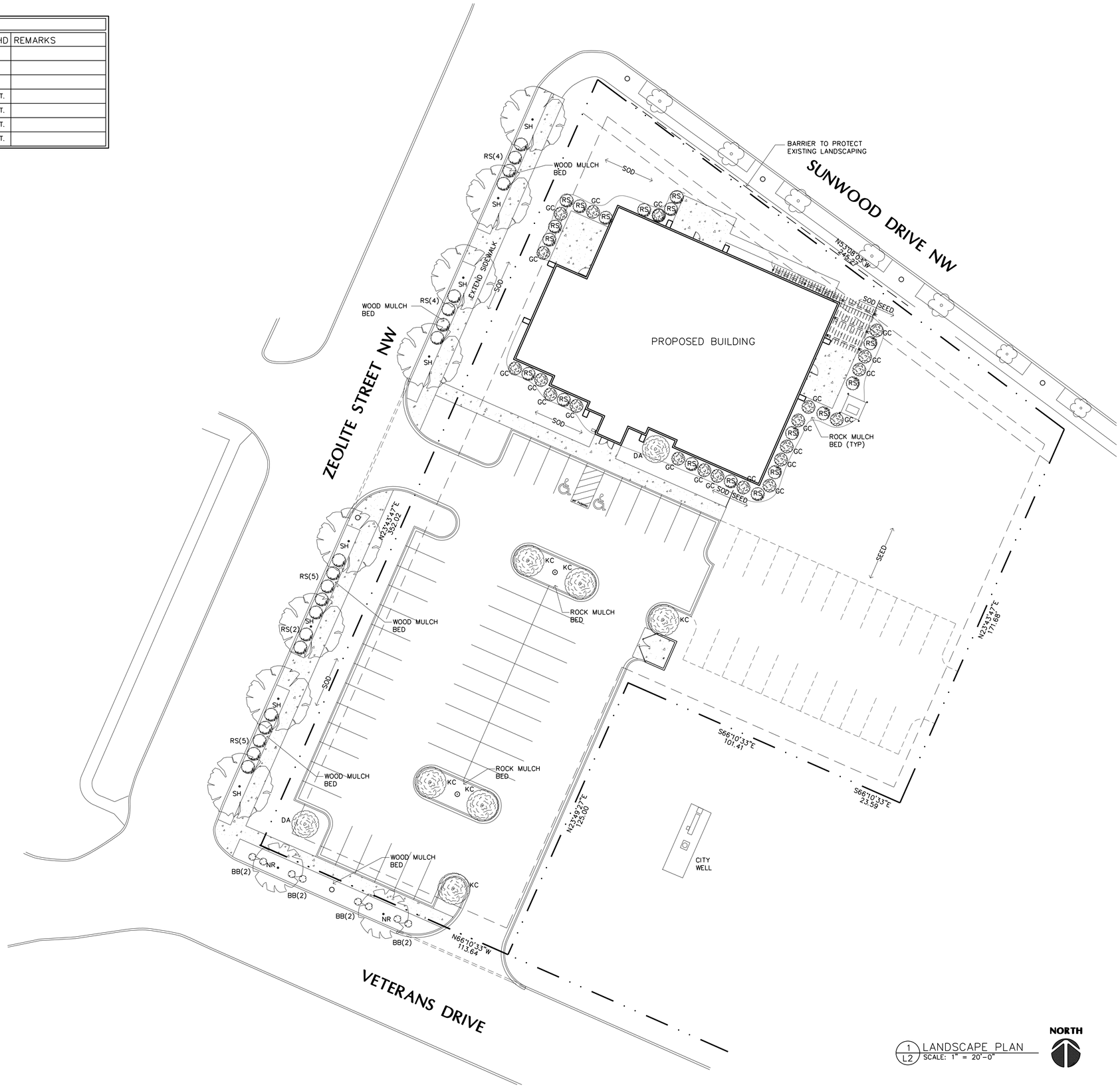
1. SEED/SOD AREAS AS SHOWN ON THE PLAN.
2. SEE PLAN FOR PLANTINGS LOCATED IN ROCK MULCH BED. ROCK MULCH BEDS SEPARATED FROM SOD BY BLACK VINYL EDGER. OTHER PLANTINGS TO HAVE WOOD MULCH RING TO PREVENT WEED GROWTH AND CONSERVE WATER.
3. UNDERGROUND IRRIGATION SYSTEM TO BE PROVIDED FOR ALL FOUNDATION PLANTINGS AND TURF AREAS. PROVIDE MOISTURE SENSOR. IRRIGATION DESIGN BY CONTRACTOR.
4. ALL LANDSCAPE AND TURF AREAS TO HAVE 4" OF TOPSOIL WITH NO MORE THAN 35% SAND MIXTURE. TOP SOIL MUST BE INSPECTED PRIOR TO PLANTING



3 L2 SHRUB PLANTING DETAIL
SCALE: NOT TO SCALE



2 L2 TREE PLANTING DETAIL
SCALE: NOT TO SCALE



1 L2 LANDSCAPE PLAN
SCALE: 1" = 20'-0"

NORTH

Filename: GIGIS SALON AND SPA\GIGIS SALON AND SPA-L2

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GIGI'S SALON AND SPA

Ramsey, Minnesota

Drawn By: JRB
Checked By: LL
Revisions

10/6/20	PRELIMINARY
10/22/20	BUDGET PRICING
1/8/21	CITY SUBMITTAL
1/27/21	FINAL REVIEW

LANDSCAPE PLAN

Sheet Number

L2

Project No. 200401-1

GENERAL STRUCTURAL NOTES:

1. BUILDING CODE:
   STRUCTURAL DESIGN CONFORMS TO THE REQUIREMENTS OF THE 2018 INTERNATIONAL BUILDING CODE (IBC) & MINNESOTA STATE BLDG. CODE (MSBC 2020)
2. DESIGN LOADS:
   WIND LOAD
   BASIC WIND SPEED (3 SECOND GUST)..... 115 MPH (Vu Ultimate) (90 MPH SERVICE)
   WIND IMPORTANCE FACTOR, I..... 1.0
   EXPOSURE..... B
   INTERNAL PRESSURE COEFFICIENTS, GC ..... ±0.18 pi
   ROOF LOAD
   LIVE LOAD (L.L.)..... 35 PSF **
   DEAD LOAD (DESIGN D.L.)..... 20 PSF
3. ROOF SNOW LOAD:
   GROUND SNOW LOAD, Pg..... 50 PSF
   FLAT ROOF SNOW LOAD, Pf ..... 35 PSF
   SNOW EXPOSURE FACTOR, Ce..... 1.0
   SNOW LOAD IMPORTANCE FACTOR, I 1.0
   THERMAL FACTOR, Ct..... 1.0

   ** PLUS SNOW ACCUMULATION AS REQUIRED BY IBC, CHAPTER 16, SECTION 1608.

COORDINATION:

1. STRUCTURAL MEMBERS INCLUDING SLABS, BEAMS, JOISTS, COLUMNS AND WALLS ARE DESIGNED FOR "IN PLACE LOADS" CONTRACTOR SHALL BE RESPONSIBLE FOR BRACING, WITHOUT OVERSTRESSING, ALL STRUCTURAL ELEMENTS (AS REQUIRED AT ANY STAGE OF CONSTRUCTION) UNTIL COMPLETION OF THIS PROJECT.

FOUNDATIONS:

1. FOOTINGS WERE DESIGNED FOR A MAXIMUM SOIL BEARING PRESSURE OF 2500 PSF. SOIL BEARING PRESSURE SHALL BE VERIFIED PRIOR TO THE CONSTRUCTION OF THE FOOTINGS AND REPORT ANY DISCREPANCIES TO THE ENGINEER. LOWER THE FOOTING ELEVATIONS SHOWN IF NECESSARY TO OBTAIN THE REQUIRED BEARING PRESSURE.

CONCRETE:

1. ALL CONCRETE SHALL BE NORMAL WEIGHT (150 PCF.) MINIMUM 28 DAY COMPRESSIVE STRENGTH, AS SPECIFIED BELOW:
   FOOTINGS AND FOUNDATION WALLS.....3000 PSI
   SLAB ON GRADE.....4000 PSI (MINIMUM)
2. PROVIDE 3" CLEAR COVER ON BOTTOM AND SIDES FOR FOOTING REINFORCING.
3. MAX. DISTANCE BETWEEN SLAB CONTROL OR CONSTRUCTION JOINTS SHALL NOT EXCEED 15'-0"
4. EXCEPT WHERE OTHERWISE SHOWN, SLABS ON GRADE SHALL BE REINFORCED WITH 6X6-10/10 WELDED WIRE MESH OR FIBERMESH.
5. EXCEPT WHERE OTHERWISE SHOWN, SLABS ON GRADE SHALL BE 4" THICK CONCRETE.
6. CONTRACTOR SHALL SUBMIT CONCRETE MIX DESIGNS. ALL SLAB CONCRETE SHALL BE 4000 PSI. W/ WATER CONTENT RATIO LESS THAN .50 AND PLASTERCIZER ADDED AT JOB SITE.

REINFORCING STEEL:

1. REINFORCING STEEL SHALL CONFORM TO ASTM (GRADE 60).
2. WELDED WIRE FABRIC SHALL BE NEW BILLET STEEL, COLD DRAWN AND CONFORMING TO ASTM A185 AND A82.
3. BAR SUPPORTS, DESIGN, DETAILING, FABRICATION AND PLACING OF REINFORCING BARS AND MESH SHALL BE IN ACCORDANCE WITH THE ACI CODE AND DETAILING MANUAL.
4. UNLESS NOTED OTHERWISE, ALL REINFORCING LAP SPLICES SHALL BE 40 BAR DIAMETERS OR 12", WHICHEVER IS GREATER.

STEEL JOISTS:

1. ALL JOISTS SHALL COMPLY WITH THE STEEL JOIST INSTITUTE RECOMMENDED "CODE OF STANDARD PRACTICE FOR STEEL JOISTS FOR FABRICATION AND ERECTION."
2. ALL K SERIES JOISTS SHALL HAVE HORIZONTAL WELDED BRIDGING AS SHOWN ON PLANS OR PER SJI RECOMMENDATIONS.
3. FOR DRAINAGE, STEEL JOISTS HAVE BEEN SIZED FOR PONDING CONSIDERATION PER IBC SEC. 1611

STEEL DECK:

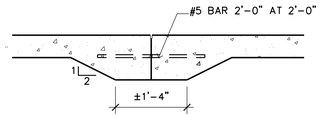
1. STEEL ROOF DECK SHALL BE 1-1/2" X 22 GA. "TYPE B-WIDE RIB DECK" MANUFACTURED AND ERECTED IN ACCORDANCE WITH THE STEEL DECK INSTITUTE.
2. STEEL DECK SHALL BE WELDED TO SUPPORTING MEMBERS WITH 5/8" DIA. PUDDLE WELDS AT 12" O.C. SIDELAP CONNECTIONS SHALL BE WELDED OR FASTENED WITH #12 TEKS SELF-DRILLING, SELF-TAPPING SCREWS (2 FASTENERS MINIMUM EQUALLY SPACED PER SIDELAP BETWEEN JOISTS).

MASONRY:

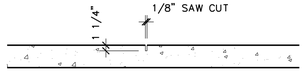
1. CONCRETE MASONRY UNITS SHALL CONFORM TO THE REQUIREMENTS OF ASTM C90.
2. MINIMUM COMPRESSIVE STRENGTH OF MSY. UNITS F'm 1500 PSI.
3. GROUT FOR HOLLOW MASONRY UNITS SHALL HAVE A 28 DAY COMPRESSIVE STRENGTH OF 3000 PSI. AND SHALL BE NORMAL WEIGHT PEA GRAVEL CONCRETE.
4. ALL MASONRY WALLS SHALL HAVE HORIZONTAL REINFORCING FABRICATED WITH 9 GAUGE SIDE RODS. THIS REINFORCING SHALL BE LOCATED AT EVERY OTHER COURSE.
5. ALL VERTICAL REINFORCING SHALL BE CONTINUOUS WITH 40 BAR DIAMETER LAPS AT SPLICES UNLESS NOTED.

STRUCTURAL STEEL:

1. DESIGN, DETAILING, FABRICATION AND ERECTION OF STRUCTURAL STEEL SHALL BE IN ACCORDANCE WITH THE AISC "MANUAL OF STEEL CONSTRUCTION"
2. ALL STRUCTURAL STEEL SHALL CONFORM TO ASTM A572 OR A992. STEEL PIPE SHALL CONFORM TO ASTM A501 OR ASTM A53. STEEL TUBES SHALL CONFORM TO ASTM A500 - GRADE B.
3. ALL WELDING SHALL BE DONE BY CERTIFIED WELDERS USING E70XX ELECTRODES AND SHALL CONFORM TO AWS STANDARDS.
4. ALL BOLTS SHALL BE 3/4" DIAMETER, ASTM A325.



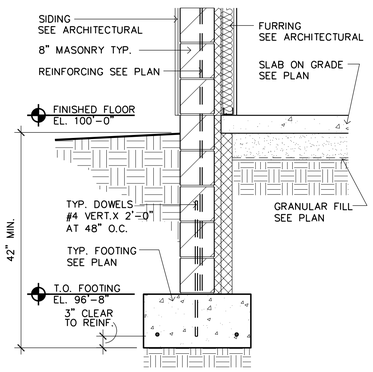
SLAB CONSTRUCTION JOINT



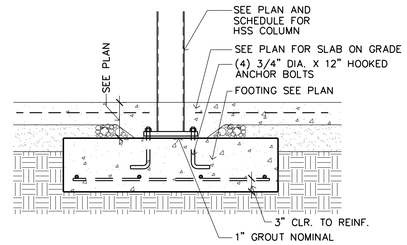
SAWCUT CONTROL JOINT

NOTES:
1. 1-1/4" DEEP SAW CUT WITH WET BLADE IMMEDIATELY AFTER FINISHING FOR 4" OR 5" SLABS. 1-1/2" DEEP FOR 6" SLABS.
2. ALL CONTROL/CONSTRUCTION JOINTS MUST BE CONTINUOUS AND NOT STAGGERED.
3. USE EXPANSION JOINT MATERIAL OR BOND BREAKER AT ALL WALLS AND TRENCH DRAINS.

3 / S1 TYP. SLAB CONSTRUCTION/CONTROL JOINT DETAILS
SCALE: 3/4" = 1'-0"



4 / S1 TYPICAL FDN. WALL DETAIL
SCALE: 3/4" = 1'-0"

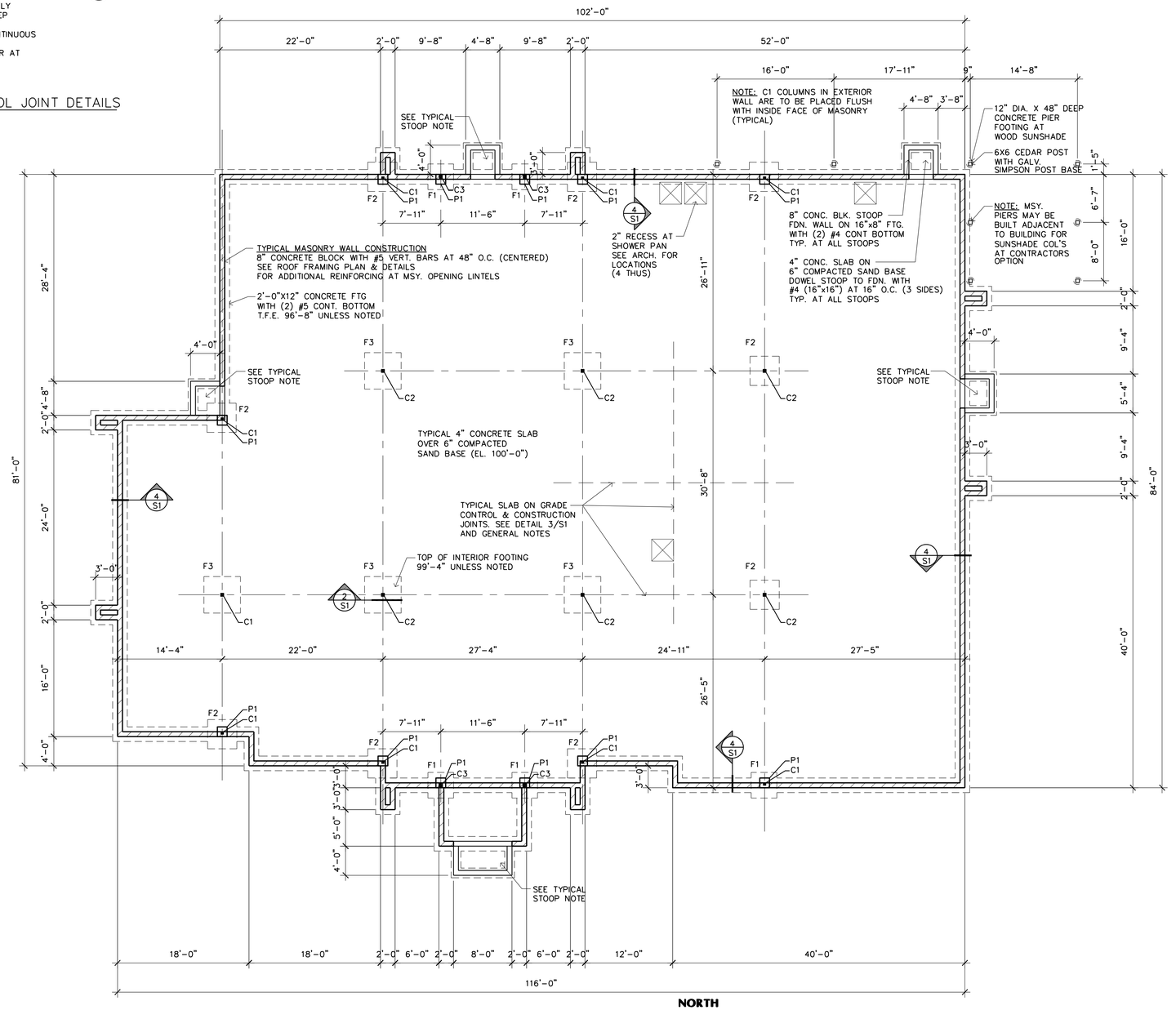


2 / S1 TYPICAL STEEL COLUMN FOOTING DETAIL
SCALE: 3/4" = 1'-0"

SPREAD FOOTING SCHEDULE		
MARK	SIZE	REINFORCING EACH WAY
F1	3'-6"X3'-6"X12"	(4) #5 EACH WAY BOTTOM
F2	4'-0"X4'-0"X12"	(5) #5 EACH WAY BOTTOM
F3	5'-0"X5'-0"X12"	(6) #5 EACH WAY BOTTOM
FOOTINGS DESIGNED FOR MAXIMUM SOIL BEARING PRESSURE OF 2500 PSF. (TO BE FIELD VERIFIED BY GEOTECHNICAL ENGINEER)		

STEEL COLUMN SCHEDULE			
MARK	SIZE	BASE PLATE	ANCHOR BOLT
C1	HSS 4X4X1/4	3/4"X12"X1'-0"	(4) 3/4" DIA BENT ANCHOR BOLTS
C2	HSS 5X5X1/4	3/4"X13"X1'-1"	(4) 3/4" DIA BENT ANCHOR BOLTS
C3	HSS 6X6X1/4	3/4"X14"X1'-2"	(4) 3/4" DIA BENT ANCHOR BOLTS

MASONRY PIER SCHEDULE	
P1	16"X16" NOM. MASONRY WITH (4) #5 VERT. BARS AND 90 DEGREE HOOKED DOWELS INTO FTG. #3 TIES AT 16" O.C. (WITH OFFSET BASE PLATE) TOP OF PIER EL. 99'-4"



1 / S1 FOOTING AND FOUNDATION PLAN
SCALE: 1/8" = 1'-0"

Stroh ~ ENGINEERING
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ENGINEER CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
SIGNATURE
BERNARD S. STROH
PRINT NAME
14269
LICENSE NO.
00.00.00
DATE

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GIGI'S SALON AND SPA
Ramsey, Minnesota

Structural Engineer: B. STROH
Drawn By: JRB
Checked By: BS
Revisions

1/27/21	FINAL REVIEW

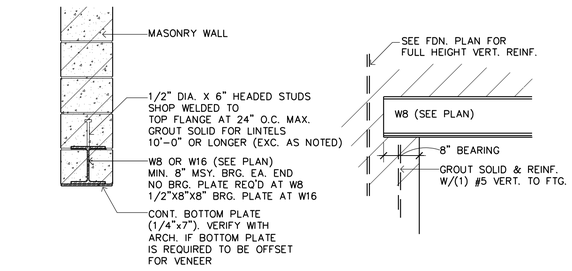
FOOTING AND FOUNDATION PLAN DETAILS

Sheet Number

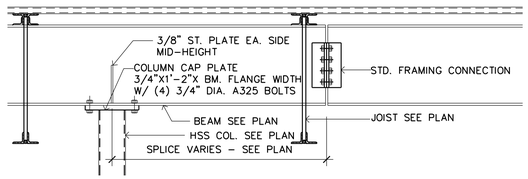
S1

Project No. 200401-1

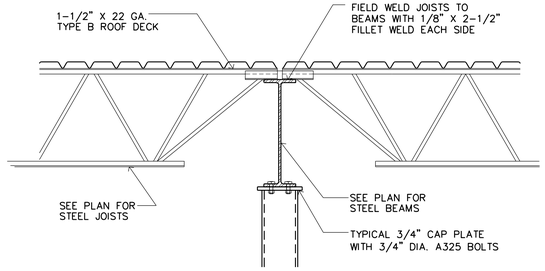
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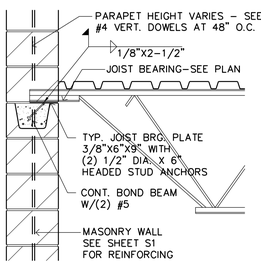
6 S2 TYPICAL STEEL LINTEL DETAILS IN MSY. WALL
SCALE: 3/4" = 1'-0"



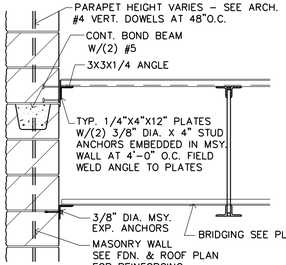
8 S2 TYPICAL DETAIL AT BEAM SPLICE
SCALE: 3/4" = 1'-0"



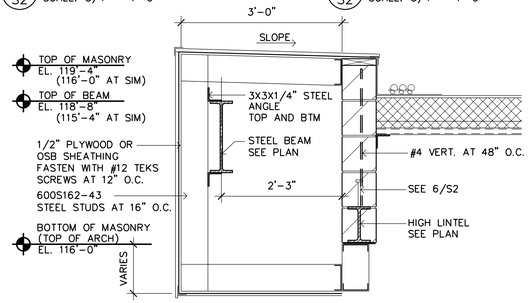
9 S2 TYPICAL DETAIL AT ROOF JOIST BEARING
SCALE: 3/4" = 1'-0"



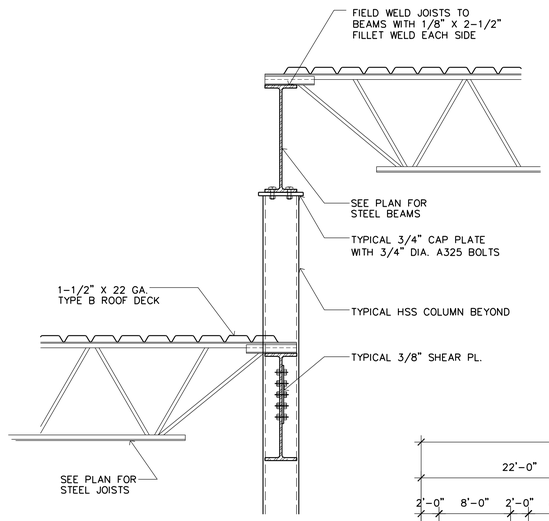
11 S2 TYPICAL DETAIL
SCALE: 3/4" = 1'-0"



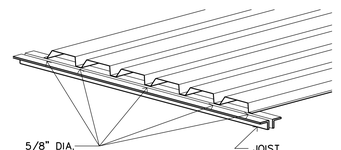
10 S2 TYPICAL DETAIL
SCALE: 3/4" = 1'-0"



12 S2 TYPICAL DETAIL
SCALE: 3/4" = 1'-0"



13 S2 TYPICAL SECTION AT ROOF STEP
SCALE: 3/4" = 1'-0"



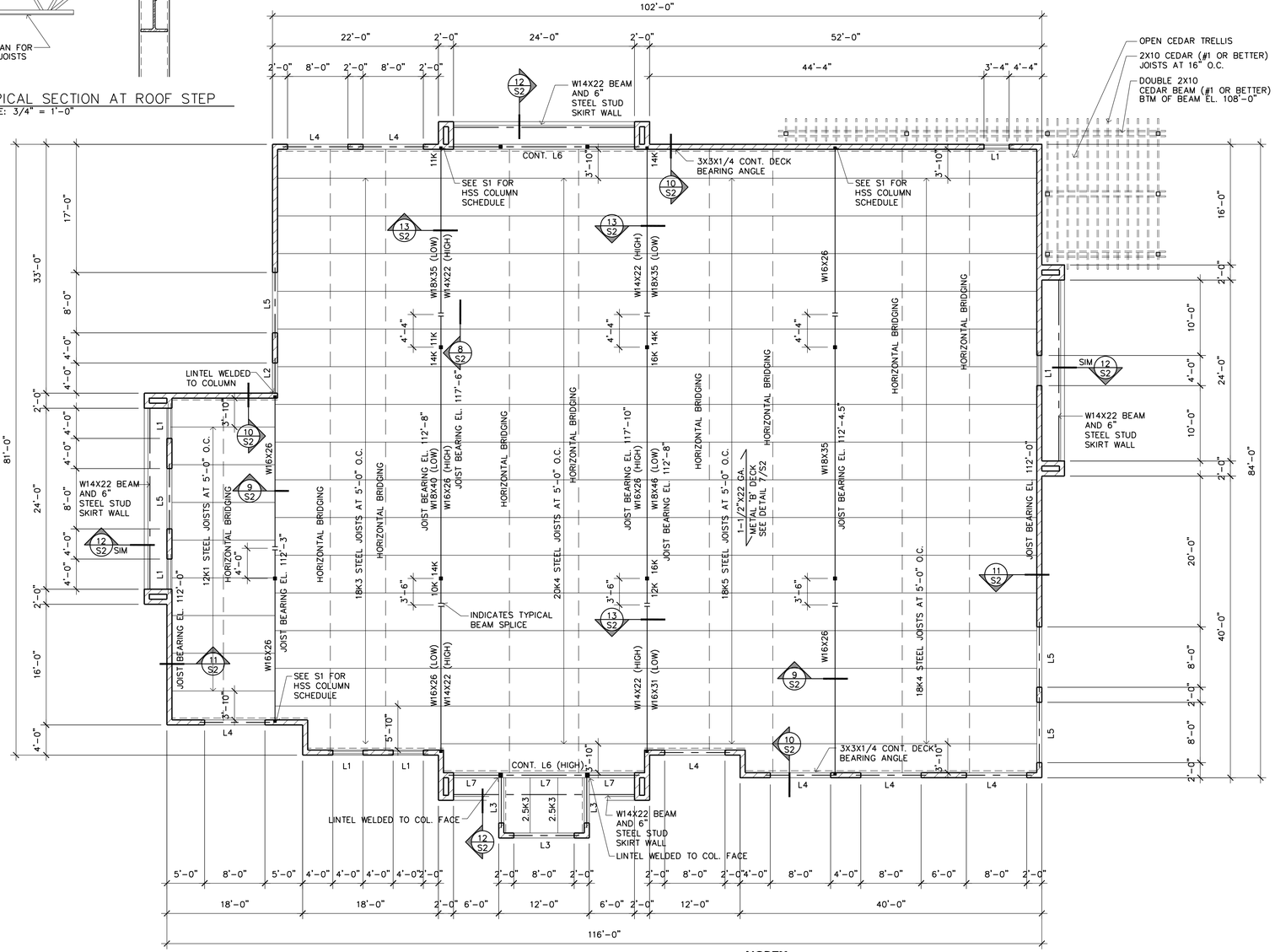
NOTE: MECHANICAL FASTENERS ARE ACCEPTABLE ALTERNATIVE TO DECK WELDING PER ENGINEERS' APPROVAL.

7 S2 TYPICAL DECK FASTENING DETAIL
SCALE: NOT TO SCALE

STEEL LINTEL SCHEDULE

MARK	MASONRY OPENING	SIZE	BEARING PLATES
L1	3'-4" & 4'-0"	BOND BEAM WITH (2) #5 BARS	NOT REQUIRED
L2	4'-0"	W8X10 1/4"X7" BTM. PL.	1/2"X 7"X7"
L3	6'-0"/ 8'-0"	W8X18 1/4"X7" BTM. PL.	1/2"X 7"X7"
L4	8'-0"	W8X15 1/4"X7" BTM. PL.	1/2"X 7"X7"
L5	8'-0"	W8X18 1/4"X7" BTM. PL.	1/2"X 7"X7"
L6	24'-0" (3 SPAN CONT. BEAM)	W8X18 1/4"X7" BTM. PL.	1/2"X 7"X7"
L7	±6'-0"/ 11'-1"	W8X18	NOT REQUIRED

NOTES:
1. AT ALL STEEL BEAM ENDS, PROVIDE (2) 1/2" DIA. X 8" HILTI HIT EPOXY ANCHORS WITH 6" EMBEDMENT IN GROUTED MASONRY. PROVIDE SLOTTED HOLES IN BEAM FLANGES AND BEARING PLATES FOR ANCHORS.
2. SEE 6/S2 FOR TYPICAL DETAILS



1 S2 ROOF FRAMING PLAN
SCALE: 1/8" = 1'-0"

NORTH

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GIGI'S SALON AND SPA
Ramsey, Minnesota

Structural Engineer: B. STROH
Drawn By: JRB
Checked By: BS
Revisions

1/27/21	FINAL REVIEW

ROOF FRAMING PLAN DETAILS

Sheet Number

S2

Project No. 200401-1

Filename: GIGIS SALON AND SPA\GIGIS SALON AND SPA-S2

GIGI'S SALON AND SPA

COMMERCIAL CODE REVIEW

GENERAL INFORMATION

A. PROJECT NAME: Gigi's Salon
B. PROJECT LOCATION: Ramsey, Minnesota

C. ZONING AND LAND USE: COR-2, Commercial
D. LOT SIZE: 1.42 Acres 61,876 s.f.
E. IMPERVIOUS COVERAGE: 31,691 s.f./61,876 s.f. = 51.2%
F. BUILDING COVERAGE: 9,162 s.f./61,876 s.f. = 14.8%

APPLICABLE CODES:

A. RAMSEY ZONING ORDINANCE	Current Edition
B. MINNESOTA STATE BUILDING CODE (MSBC)	2020 Edition
– INCLUDING –	
C. CHAPTER 1305 – INT'L BUILDING CODE	2018 Edition
D. CHAPTER 1311 – INT'L EXISTING BUILDING CODE	2018 Edition
E. CHAPTER 1315 – NATIONAL ELECTRIC CODE	2020 Edition
F. CHAPTER 1322/23 – INT'L ENERGY CONSERVATION CODE	2018 Edition
G. CHAPTER 1341 – MN ACCESSIBILITY CODE	2020 Edition
H. CHAPTER 1346 – INT'L MECHANICAL CODE	2018 Edition
I. CHAPTER 4714 – UNIFORM PLUMBING CODE	2012 Edition

BUILDING CLASSIFICATION

A. OCCUPANCY GROUPS/ TYPE OF CONST (IBC Chpt 3 & IBC Chpt 6)
1. Office – Group B
– Type of Construction – II-B
– Area – 9,162 s.f.
– Proposed Height – 19'-4", 1 Story
2. Mixed Occupancy (IBC 508)
– Group B Is Not Part Of A Mixed Use
3. Incidental Uses (IBC 509)
– None

B. FIRE-RESISTANCE-RATED CONSTRUCTION
1. Building Elements (IBC Tables 601 & 602)

Element	Rating
Structural Frame	0 Hours
Exterior Bearing Walls	0 Hours
Interior Bearing Walls	0 Hours
Exterior Non-Bearing Walls	0 Hours
Interior Non-Bearing Walls	0 Hours
Floor Construction	0 Hours
Roof Construction	0 Hours

2. Exterior Wall Openings (IBC Table 705.8)
– Separation Distance Greater Than 30 Feet

Classification	Area of Opening
Unprotected	No Requirement
Protected	No Requirement

3. Fire Walls (IBC 706)
– Not Required –
4. Fire Barriers (IBC 707)
– Not Required –
5. Fire Partitions (IBC 708)
– Not Required –

C. ROOF AND INTERIOR FINISH REQUIREMENTS
1. Minimum Wall And Ceiling Finish Requirement (IBC Table 803.13)

Building Component	Finish Class
Vertical Exits/ Exit Passageways	Group B
Exit Access Corridors/ Other Exit ways	Class C
Rooms and Enclosed Spaces	Class C

2. Minimum Roof Covering Classification (IBC Table 1505.1) = Class C
– (Contractor To Provide Class A Roof Assembly)

AUTOMATIC SPRINKLER REQUIREMENTS

A. AN NFPA 13 AUTOMATIC SPRINKLER SYSTEM IS PROVIDED THROUGHOUT THE BUILDING (IBC 903.3.1.1)

ALLOWABLE HEIGHT, ALLOWABLE AREA

A. ALLOWABLE HEIGHT (IBC Table 504.3/504.4)
1. Group B, Type II-B
– Sprinklered 75'-0", 4 Stories
2. Height Check
– 1 Story < 4 Stories
– 19'-4" < 75'-0"

B. ALLOWABLE AREA (IBC Table 506.2)
1. Group B, Type II-B
– Tabular Area = 92,000 s.f.
– Frontage Increase (IBC 506.3)

$$\frac{23{,}000}{23{,}000} \times \left(\frac{422 \text{ Feet}}{422 \text{ Feet}} - .25 \right) \times \frac{(30')}{30'} = 17{,}250 \text{ s.f.}$$

Per Floor = 109,250 s.f.

2. Area Check
– Whole Building Area Check
9,162/109,250 = 8.4% < 100%

MEANS OF EGRESS

A. DESIGN OCCUPANT LOAD (IBC Chpt 1004)
1. Total Occupants = 9,162 s.f. At 1/150 = 61 Occupants
B. EXIT/ EXIT ACCESS
1. Number Required (IBC Table 1006.2.1, 1006.3.2) = 2
2. Number of Accessible Required (IBC 1009) = 2
3. Arrangement (IBC 1007)
– Not Less Than 1/3 Overall Diagonal (Sprinklered Building)
4. Travel Distance Maximums
– Exit Access (IBC 1017) = 300'
– Common Path of Egress (IBC 1006.2.1) = 100'
– Dead Ends (IBC 1020.4) = 50'
5. Sizing (The Greater of Two Conflicting Widths Shall Be Used)
– Design Egress Sizing (IBC 1005.3)
Stairways (Occ Load x .3) = N/A
Other Components (Occ Load x .2) = 12.2"
– Stairways (IBC 1011.2) = 44"
– Corridors (IBC 1020.2) = 44"
– Exit Passageways (IBC 1024.2) = 44"
– Exit Doors (IBC 1010.1.1) = 32" Min Clear
48" Max Nom
6. Doors
– Swing (IBC 1010.1.2.1)
Side Hinged Swinging Out At Occupant Load Of 50 Or More
– Landings (IBC 1010.1.6)
Width Not Less Than Width of Door Or Stairway
Length in Direction of Travel Not Less Than 44"
– Thresholds (IBC 1010.1.7)
Max Height = 1/2" – 1:2 Beveled Edge If 1/4"-1/2"
– Door Arrangement (IBC 1010.1.8) 48" + Door Width Apart
– Lock or Latch (IBC 1010.1.9)
Operable From Egress Side Without Use of Knowledge or Keys.
Manually Operated Flush Bolts Permitted on Inactive leaf.
– Panic/ Fire Exit Hardware (IBC 1010.1.10)
Not Required At Exit/Exit Access Doors

PLUMBING FIXTURES

A. NUMBER FIXTURES REQUIRED (IBC 2902.1)
1. Based On 61 Occupants – Business Occupancy
– 31 Female Occupants
– 30 Male Occupants

Fixture	Required		Provided		
	Men	Women	Men	Women	Unisex
Water Closets	1.20	1.24	2	4	1
Urinals	–	–	2	–	–
Lavatories	0.75	0.78	3	3	1
Bathtubs/ Showers	–	–	1	2	–
Drinking Fountains	0.61		2		
Service Sink	1		1		

Note: Footnote k. – Urinals May Be Substituted for Up to 2/3 Of Required Water Closets

B. LOCATION OF FIXTURES (IBC 2902.3.3)
– Not More Than 1 Story Above Or Below Regular Working Area
– Travel Distance Less Than 500 ft

C. SIGNAGE (IBC 2902.4)
– A Legible Sign For Each Sex Shall Be Provided Near The Entrance To The Toilet Facility

OTHER

A. ACCESSIBILITY
1. Building is Accessible
B. GUARDS (IBC 1015)
1. 42" High Minimum Guards Shall Be Installed Where A Change In Levels Drops 30" Or More.
C. ROOF ACCESS (IMC 306.5)
1. Roof Access Not Required To Parapet Less Than 16 Feet
D. CONCEALED SPACES
1. Floors (IBC 718.3)
– Draftstops Not Required in Sprinklered Building
2. Attics (IBC 718.4)
– Draftstops Not Required in Sprinklered Building
E. VENTILATION
1. Attics (IBC 1202.2)
– Not Required
2. Under-Floors (IBC 1202.4)
– Not Required
F. ATTIC ACCESS (IBC 1208.2)
– Not Required
G. SAFETY GLAZING (IBC 2406)
1. Safety Glazing Shall Be Installed In Hazardous Locations As Specified In IBC 2406.4
H. RECYCLING SPACE (MSBC 1303.1500)
1. .0025 x 9,162 s.f. = 23 s.f. Required
J. FIRE ALARM AND DETECTION SYSTEMS
1. Fire Alarm And Detection System Not Required (IBC 907.2)
2. If Required Provide Audible And Visible Alarm Notification Devices (IBC 907.5, NFPA 72)
K. PARKING AND MANEUVERING (Ramsey Zoning Ordinance)
1. Parking Stall Calculation

HEALTH CLUB 9,162 s.f. At 3/1,000 s.f. – 5/1,000	27–37 Stalls
Total Stalls Required	27–37 Stalls
Total Stalls Provided	50 Stalls
Accessible Requirement Per 50 Stalls (IBC Table 1106.1)	2 Stalls

2. Stall Size – 9'-0" x 18'-0"
3. Aisle Size – 24'-0"
4. Striping – 4" White Stripes
5. Pavement Design
– All Drive Aisles And Truck Maneuvering Areas
2" Bituminous Wear Course
2" Bituminous Binder Course
8" Compacted Class 5 Base
– All Parking Areas
1 1/2" Bituminous Wear Course
1 1/2" Bituminous Binder Course
6" Compacted Class 5 Base
– Verify With Existing Soil Conditions And Adjust Accordingly

ENVELOPE COMPLIANCE

ANSI/ASHRAE STANDARD 90.1-2016

Note: Compliance Is For Building Envelope Only. The Design-Build HVAC and Electrical Designers Must Submit Documentation Proving Compliance With HVAC, Lighting, And Water Heating

GENERAL

A. Space Conditioning Category (5.1.2)
1. Nonresidential Conditioned Space
B. Climate (5.1.4)
1. Zone 6 – Southern Minnesota

COMPLIANCE PATH

A. Prescriptive Building Envelope Option (5.2)

MANDATORY PROVISIONS

A. Components Of The Building Envelope Shall Comply With Section 5.4
1. Insulation (5.4.1) Shall Comply With Section 5.8.1.1 – 5.8.1.9
2. Fenestration/ Door Performance (5.4.2) Shall Comply With Section 5.8.2
3. Air Leakage (5.4.3)
The Building Envelope Shall Contain An Air Barrier And Be Sealed At The Following Areas:
– Joints Around Fenestration And Door Frames
– Junctions Between Walls and Floors, Walls At Building Corners, Walls and Roofs or Ceilings
– Penetrations Of Utility Services At Walls, Floors, and Roofs
– Building Assemblies Used As Ducts Or Plenums
– Joints, Seams, Conn. Between Planes Or Changes In Air Barrier Materials
Fenestration and Doors – According To 5.4.3.2
Loading Dock Weatherseals – Required According To 5.4.3.3
Vestibules – Required at Building Entrances According To 5.4.3.4

PRESCRIPTIVE REQUIREMENTS

Table 5.5-6 Building Component	Maximum Assembly	Minimum Insulation	Proposed
ROOF: Entirely Above Deck	U-0.032	R-30 (ci)	R-30 (ci)
WALLS: Mass	U-0.080	R-13.3 (ci)	U-0.076
S. O. G. FLOORS: Unheated	F-0.510	R-20.0	R-20
OPAQUE DOORS: Swinging	U-0.370		U-0.20
OPAQUE DOORS: Non-Swinging	U-0.310		U-0.147
FENESTRATION: 0-40% Glazing	U-0.360 (0.40 SHGC)		U-0.340

U-Factor Calculation
8" Block Partly Grouted = R-1.83
1-1/2" Cont. Rigid Insul. = R-7.50
2-1/2" Steel Studs (R-13 Batt) = R-3.80
Total R-Factor = R-13.13
Total U Factor = 0.076

SUBMITTALS

A. Contractor To Provide Product Submittals If Requested By The Building Official

PRODUCT INFORMATION AND INSTALL. REQ.

A. Building Components Must Identify R-Values Or U-Values Clearly Labeled On The Product In Accordance With Section 5.8

NOTE TO ALL DESIGN/BUILD CONTRACTORS AND THEIR SUB-CONTRACTORS:

THE DESIGN/BUILD CONTRACTOR IS RESPONSIBLE FOR REVIEWING ALL MECHANICAL, ELECTRICAL, PLUMBING, FIRE SPRINKLER, OR ANY OTHER DESIGN/BUILD SUB-CONTRACTOR'S DOCUMENTS AS PERTAINING TO THE WORK FOR THIS PROJECT. IT IS THE DESIGN/BUILD SUB-CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE DESIGN/BUILD CONTRACTOR OF ANY CONFLICTS WITH THE ARCHITECTURAL AND STRUCTURAL DOCUMENTS DUE TO SIZES, LOCATIONS, QUANTITIES, ROUGH-IN DIMENSIONS AND CODE INTERPRETATIONS. THE DESIGN/BUILD CONTRACTOR IS RESPONSIBLE FOR NOTIFYING THE ARCHITECT IMMEDIATELY OF ANY ARCHITECTURAL REVISIONS REQUIRED DUE TO THE COORDINATION OF EACH DESIGN/BUILD SUB-CONTRACTOR'S DOCUMENTS.

DEVELOPMENT TEAM

CONTRACTOR
CLASSIC CONSTRUCTION
18542 Ulysses St. N.E.
East Bethel, MN 55011
Phone: 763-434-8870
Contact: Diane Leverentz

OWNER
GIGI'S SALON
Contact: Ginger Berg
Gillian Rote

ARCHITECT
LAMPERT ARCHITECTS
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Phone: 763-755-1211
Contact: James Berthiaume

ENGINEER
HAKANSON ANDERSON
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Anoka, MN 55303
Phone: 763-427-5860
Contact: Craig Jochum

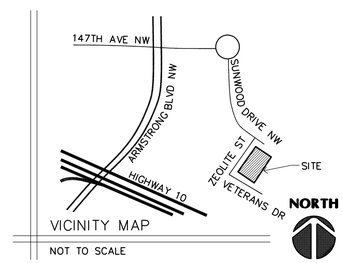
ENGINEER
STROH ENGINEERING
P.O. Box 792140
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Phone: 808-463-2256
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EQUIPMENT PLANNER
UNIVERSAL COMPANIES
18260 Oak Park Drive
Abingdon, VA 24210
Phone: 469-656-4603
Contact: John Weaver

SHEET SCHEDULE

Sheet	Description
T1	Title Sheet
A1	Site Plan
L1	Lighting Plan
L2	Landscape Plan
A2	Floor Plan
A3	Roof Plan
A4	Reflected Ceiling Plan
A5	Building Elevations
A6	Enlarged Restroom Plans, Details
A7	Wall Sections
S1	Footing & Foundation Plan, Details
S2	Roof Framing Plan, Details

VICINITY MAP



VICINITY MAP
NOT TO SCALE

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

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

PRELIMINARY
NOT FOR CONSTRUCTION

SIGNATURE
LEONARD LAMPERT
PRINT NAME
13669
LICENSE NO.
00.00.00
DATE

CLASSIC CONSTRUCTION
CONCRETE & MASONRY WORK · RESIDENTIAL & COMMERCIAL
18542 ULYSSES ST. NE PHONE:(763) 434-8870
EAST BETHEL, MN 55011 FAX: (763) 434-7120

GIGI'S SALON AND SPA
Ramsey, Minnesota

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Leonard Lampert Architects Inc.

Project Designer: JAMES B
Drawn By: JRB
Checked By: LL
Revisions

1/27/21	FINAL REVIEW

TITLE SHEET

Sheet Number

T1

Project No. 200401-1

Filename: GIGI'S SALON AND SPA\GIGI'S SALON AND SPA-T1

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, March 4, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Eric Peters Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Senior Planner Chloe McGuire Brigl Deputy City Administrator Tim Gladhill Police Chief Jeff Katers City Council Liaison Debra Musgrove City Councilmember Matt Woestehoff

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Chairperson Bauer led the group in the Pledge of Allegiance.

3. CITIZEN INPUT

None.

4. APPROVAL OF AGENDA

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye

Chairperson Bauer aye
Motion carried.

5. CONSENT AGENDA

5.01: Approve the February 4, 2021 Planning Commission Meeting Minutes
5.02: Approve the February 11, 2021 Planning Commission Work Session Minutes

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

A roll call vote was performed:

Commissioner Peters aye
Commissioner Anderson aye
Commissioner Gengler aye
Commissioner VanScoy aye
Chairperson Bauer aye

Motion carried.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider Resolution #21-058 Approving Variance for Deviation from Street Name Grid for Riverstone South; Case of Capstone Homes, LLC

Public Hearing

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

Presentation

Senior Planner McGuire Brigl presented the staff report stating that the City's Public Works and Public Safety teams are not supportive of the requested deviation for public safety reason; however, the Public Works Committee has recommended moving away from Unicorn Street and allowing one deviation from the standard grid as they feel Unicorn Street may be difficult to market.

Commissioner VanScoy commented that he appreciates the attempt to honor the Pearson name and asked if there had been consideration to name the park after the Pearson family.

Senior Planner McGuire Brigl commented that the City already has a Pearson Park in another area of Ramsey.

Citizen Input

Tom Bakritges, Capstone Homes, commented that he provided a more comprehensive presentation to the City Council and Public Works Committee. He stated that the Pearson family has been at the homestead property for 75 years and therefore they would like to honor the family with one of the street names. He noted that Pearson Place and Pearson Park have already been named after the family on other property they owned that has been developed. He commented that unicorn is not a good name in terms of marketing homes and Capstone does not feel that would be a good fit for the neighborhood. He asked that the Commission approve of the request.

Commissioner VanScoy commented that there is already a Unicorn Street in Ramsey and it is part of the County grid. He asked why it is a bad name in the opinion of Capstone.

Mr. Bakritges commented that a unicorn is a mythical figure and not a real animal, therefore it does not technically fit within the grid. He stated that some people do not like those types of names for their street, noting that the City approved a change from Sloth Street to Snowy Owl Street in Riverstone North.

Chairperson Bauer stated that he lives in Riverstone North on Quintana and asked what type of animal that is.

Mr. Bakritges stated that he is not sure of how that name came to be.

Deputy City Administrator Gladhill commented that Quintana is not an animal and came about in a similar discussion on the street name. He stated that the Public Works Committee did make this recommendation for the compromise on street naming.

Police Chief Katers commented that public safety and public works provided input at the Public Works Committee noting that police and fire oppose changes to the street name grid as it follows the County grid. He noted that the County grid ensures that public safety can easily respond to calls for service within their own community and in situations of mutual aid as all the communities follow the County grid. He stated that there are 18 addresses on the north end of Ramsey that are on Unicorn Street already. He noted that public safety wants to remain with the logical naming system and therefore oppose deviation from the naming system. He commented that in times of emergency when GPS service is not available, public safety would be able to respond within their own community and neighboring communities based on the County grid system. He stated that public safety also opposed the changes requested by the applicant for Riverstone North in 2017, which were ultimately approved by the City. He asked that the Commission follow the grid system for street names.

Commissioner VanScoy referenced the comment from Police Chief Katers that public works opposes the change, but the case stated that the Public Works Committee supports the change and asked for clarification.

Deputy City Administrator Gladhill commented that the Public Works Committee is composed of three City Council members. He noted that meeting of the Public Works Committee was the same night as a special City Council workshop meeting, therefore all six members of the Council as well as the Councilmember Elect were present and there were no comments of opposition.

Councilmember Musgrove commented that after discussion, the Committee supported this compromise to border the development with Pearson Street, similar to the Bowers Drive border on the other side of the development with the other roads inside of the development following the naming grid. He stated that the Committee felt that this was a good compromise to honor the Pearson family and follow the naming grid in the remainder of the development.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:22 p.m.

Commission Business

Commissioner VanScoy commented that he has been concerned that other factors have been placed over the opinion of public safety in previous considerations. He commented that a marketing concern versus a safety concern does not seem to pose question, noting that public safety should rank above marketing.

Commissioner Peters agreed that public safety should rank above marketing.

Motion by Commissioner VanScoy, seconded by Commissioner Peters, to deny the variance requesting deviation from City Code street name grid requirements for Riverstone South.

Further discussion

Senior Planner McGuire Brigl commented that if the variance is denied there is a process of which the applicant can appeal the decision to the City Council.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

Deputy City Administrator Gladhill commented that the record should reflect that the denial was based on the decision that the public safety element outweighs a marketing concern for the street name.

6.02: Public Hearing: Review Resolution #21-055 Approving Java Properties Concept Plan (Project 21-105)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:25 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating staff recommends approval of the site plan as drafted in the proposed resolution.

Chairperson Bauer noted that the Commission did review this at its February worksession.

Citizen Input

Mark Crow, Java Companies, commented that staff has been great to work with and all the recommendations thus far have been reasonable. He stated that they would like to begin construction this summer and they are excited to become a part of the community.

Commissioner Gengler referenced a previous comment made by the Commission about adding a bike rack to the property and asked for input.

Mr. Crow stated that they will be adding the bike rack component when updating the plans before this moves forward to the City Council.

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

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:30 p.m.

Commission Business

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #21-055 Approving the Site Plan and CUP for Java Properties.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

6.03: Public Hearing: Consider Resolution #21-008 for Site Plan and Final Plat for GiGi's Salon and Spa (Project #20-140)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:32 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff is supportive of the project and recommends approval of Resolution #21-008.

Chairperson Bauer recalled that there was previous discussion that the building did not run parallel to Sunwood Drive but was instead parallel to the buildings to the east.

Senior Planner McGuire Brigl confirmed that the application would like to more align the building with Veterans Drive because of the trapezoidal shape of the property. She noted that the building is within the built to setback line of the COR area, closer to Sunwood than the daycare center.

Chairperson Bauer noted that the Commission previously reviewed a request for a hotel for the property between the salon and daycare and asked how that property aligned.

Senior Planner McGuire Brigl commented that the proposed hotel would run parallel to the salon and daycare, noting that the applicants worked together to ensure alignment would be gained and shared parking could be provided.

Commissioner VanScoy commented that he understands the rational with not directly aligning with Sunwood, although he would have preferred that. He stated that in reviewing the floorplan,

the COR framework states that the front of the building should be at Sunwood, but it does not appear that is the front.

Senior Planner McGuire Brigl commented that similar to the other properties along Sunwood, the façade along Sunwood is more of a faux façade with parking and the main entrance along the auxiliary street. She stated that has become the common practice as long as the design standards can be met for the Sunwood facing side. She commented that it would be consistent with the surrounding uses.

Chairperson Bauer noted that there was a similar discussion with the daycare center, to have the Sunwood side not have the appearance of the back of the building, while allowing the entrance off the other side of the building.

Commissioner VanScoy commented that the other businesses still have an entrance on the Sunwood side whereas this would not have that entrance. He stated that this is a corner lot and therefore in the framework it states that it should be situated in the corner of the lot. He was unsure that this building would fit within that build to zone.

Chairperson Bauer noted that there are two doors on the north elevation which would face Sunwood.

Senior Planner McGuire Brigl confirmed that one of the doors is for the staff patio and the other would be an exit door.

Commissioner VanScoy stated that there will be parking along Zeolite and confirmed that bushes and trees would be used for screening. He commented that there would be some potential issues with equipment screening but believed that was covered within the project documents. He asked for details on the structure shown in the northeast corner.

Senior Planner McGuire Brigl commented that is the fenced in area.

Commissioner VanScoy commented that it appears in the floorplan there would be a hot tub in that area. He was unsure that wood fencing would be allowed.

Senior Planner McGuire Brigl commented that staff discussed whether alternate materials would be more appropriate for the fencing.

Commissioner Anderson asked where the wellhead is located relative to the property.

Senior Planner McGuire Brigl identified the well, which is on the adjacent property that will remain an outlot.

Citizen Input

Curt Strandland, Classic Construction, spoke on behalf of the applicant. He referenced the doors on the north elevation noting that one door would exit to the patio. He stated that they would be

open to different types of fencing for the hot tub area but did not believe wrought iron would provide adequate fencing but would be open to other materials. He noted that the cedar fencing would match the proposed pergola. He stated that they have worked with staff to meet the requirements of the COR but are open to other suggestions from the Commission.

Commissioner VanScoy commented that there are two doors on the north side, noting that the other door appears to go to a mechanical room.

Mr. Strandland confirmed that the mechanical room door would not be used for access. He confirmed that the second door on the north would be used for staff to reach the patio area.

Commissioner VanScoy commented that there appear to be four egress doors on the plan and received confirmation. He asked and received confirmation that the staff patio would not be fenced.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:51 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Peters, to recommend that City Council adopt Resolution #21-008 Approving the Site Plan and Final Plat for GiGi's Salon and Spa.

Further discussion

Commissioner VanScoy noted on page 52 of the amended COR framework it states that the main entrance of each principal building must face the street. He stated that the Commission has been working around that with the intent to have an entrance on Sunwood. He noted that this would not be an entrance. He understood that the main entrance ends up being where people park. He noted that he would be opposing this request based on that factor. He believed that the Commission should review the COR framework as the applications continue to get further from that intent.

Chairperson Bauer commented that the intent of that language is to provide walkability within the COR. He noted that thus far there has been a focus more on automobile access and perhaps that is something that needs to be revisited as to whether the intent is to focus on pedestrian or vehicle access. He agreed that there should be continued discussion on the vision for the COR.

Commissioner Anderson stated that he understands and agrees with those comments but noted that this is a unique lot in that there is no parking on Zeolite or Veterans Drive and therefore the only option for parking is within the parking lot. He noted that it would be hard for this property to meet that intent of the framework.

Commissioner VanScoy commented that he understands the change in nature and the unique character of the lot but believes that the Commission needs to review the framework in order to make better decisions on current conditions. He stated that other businesses have a customer entrance on Sunwood. He stated that he reviewed the floorplan in detail and commented that this is an interesting and exciting concept that he would like to see be successful. He believed that it could work as proposed and believed the issue of street edging has been addressed. He noted that his vote in opposition will be strictly based on the verbiage of the COR framework.

Deputy City Administrator Gladhill commented that the COR framework was intended to be flexible. He stated that flexibility has been shown on other properties within the COR such as Casey's and Allina. He stated that the walkable feel of the COR will take some time. He noted that the building is proposed to the build to line with a door off Sunwood, although this user will not be using that door for access. He noted that the COR framework was intended to be flexible in order to allow for more creative projects that come forward.

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner VanScoy	nay
Chairperson Bauer	aye

Motion carried.

6.04: Public Hearing: Consider Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure for the Church of St. Katharine Drexel

Public Hearing

Chairperson Bauer stated that he and Commissioner VanScoy do not have financial interest in the church but are very involved, noting that he signed the application on behalf of the church. He noted that he and Commissioner VanScoy will not be participating in this discussion as members of the Commission but instead as representatives of the applicant.

Acting Chairperson Anderson called the public hearing to order at 8:02 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends approval of Resolution #21-054 for an Interim Use Permit for a storage building on the subject property.

Citizen Input

Randy Bauer, Saint Katherine Drexel, commented that the church is experiencing problems with having sufficient storage space. He noted that this building would be used for lawn maintenance and storage of items that are used for seasonal decoration. He stated that the storage space would be larger than the current need but is being built to sustain the future needs. He noted that once the primary building is constructed the accessory building would not require an Interim Use Permit. He noted that the church hopes to begin construction in the next few years but that would be dependent on the capital campaign. He noted that the City has sometimes linked an IUP to an event rather than a timeframe. He stated that he would prefer the IUP be linked to the construction of the primary building rather than placing a five-year period on the permit. He stated that they provided some sketches as to where the primary building could be located but noted that could shift as they are currently working with the City on its desire for land to expand Central Park as well as a residential developer that is interested in purchasing some of the land.

Gary VanScoy, representing the applicant, commented that they do have a concept for the building and are working to gain the funds necessary. He stated that they are running out of room for storage at this time.

Acting Chairperson Anderson referenced the comment that the applicant would prefer to link the IUP to the construction of the building rather than five years. He noted that IUPs are typically provided for five years, noting that if that is not sufficient the applicant could request an extension as mentioned by staff.

Mr. Bauer noted that some IUPs along Highway 10 have been linked to specific events, such as interchange construction. He stated that they would prefer that the IUP be linked to the construction of the primary building as once that building is constructed the IUP would no longer be needed.

Acting Chairperson Anderson noted that if there is not a timeline, the IUP could then run indefinitely.

Mr. Bauer stated that the accessory building will continue to be needed and is the first step in progressing forward.

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

A roll call vote was performed:

Commissioner Peters aye

Commissioner Gengler aye
Acting Chairperson Anderson aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 8:12 p.m.

Commission Business

Motion by Commissioner Peters, seconded by Commissioner Gengler, to recommend that City Council adopt Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure on the subject property for a term of five years.

Further discussion

Councilmember Musgrove asked for details on the foundation for the accessory building.

Mr. Bauer replied that there would be a cement slab.

Councilmember Musgrove commented that she would like the five-year period for the IUP, recognizing that an extension could be granted, or perhaps additional storage space would be needed.

Mr. Bauer commented that the accessory structure is being built to fit future needs, therefore a larger size will not be needed. He noted that the draft resolution states a period of two years and asked for clarification on the desired length.

Commissioner Peters stated that his intention was to allow a five-year time period.

Commissioner Gengler confirmed that she would support five years.

A roll call vote was performed:

Commissioner Peters aye
Commissioner Gengler aye
Acting Chairperson Anderson aye

Motion carried.

Chairperson Bauer and Commissioner VanScoy rejoined the meeting as Commission members.

7. COMMISSION BUSINESS

7.01: Review Sketch Plan for Trott Brook Property, Makowsky Addition, Case of the Excelsior Group (Project 20-103)

Presentation

Senior Planner McGuire Brigl presented the Staff Report stating that staff recommends that the Planning Commission direct the applicant to move forward with developing a formal preliminary plat, compliant with all City Code standards. The review by staff outlines minor adjustments to the plan that shall be required in order to achieve full compliance with Zoning Code. The overall project complies with the Zoning Code.

Commission Business

Commissioner Gengler asked for input on the accesses that would be provided into the development, noting there appear to be two entrances on 173rd and one on Variolite.

Senior Planner McGuire Brigl commented that there is one proposed entrance from Nowthen onto 173rd, which is currently a dirt driveway that would be upgraded to a public road. She stated that there would be one entrance off Variolite. She stated that improvements would likely be necessary on Nowthen Boulevard, such as a turn lane, to support this development.

Commissioner VanScoy asked if there would be a conservation easement as part of this development.

Senior Planner McGuire Brigl commented that staff learned that conservation easements are extremely difficult to enforce, therefore required buffer would be taken through outlot or the City would take fee title of.

Deputy City Administrator Gladhill stated that the discussion has not reached that level yet, noting that it would depend upon whether the development would have an HOA that maintains ownership of outlots, or whether the City would take ownership of the outlots.

Councilmember Musgrove referenced the potential number of lots that may not meet the minimum size standards and asked if that could change the layout and ultimate number of lots.

Senior Planner McGuire Brigl replied that staff flagged some lots that will need to be double checked in terms of size. She stated that the wetland delineation has the most potential to change the ultimate number of lots because of required buffers. She stated that perhaps five to ten lots could be lost if this moves forward.

Ben Schmidt, Excelsior Group, commented that they have been working on this for over one year and they believe they can move forward meeting all the minimum requirements. He recognized that this is high level but believed that they would be able to provide the minimum lot sizes. He agreed that the wetland delineation would be the factor that could impact the ultimate number of lots. He believed that this would be a great project for the City, and they are excited about the new park area that would be brought to the northern area of Ramsey.

Commissioner VanScoy commented that he noticed a lot of ponds and asked if those are wetlands or whether those would be created.

Mr. Schmidt replied that those would be infiltration basins to be used for stormwater management.

Commissioner Anderson commented that he plows snow for the City and cul-de-sacs take about 15 minutes each to plow. He noted that this sketch has nine cul-de-sacs which would equate to a few hours of plowing just for this development. He stated that the City would then most likely have to hire another staff member to plow and additional equipment would be needed. He asked if some of the cul-de-sacs could be eliminated.

Mr. Schmidt recognized that cul-de-sacs are not desired by public works. He stated that he is sensitive to that but noted that from a marketing standpoint, people like to live on cul-de-sacs because it slows traffic and increases safety. He stated that there could be a negotiation but felt that the value of the homes could create a tax base that would help to offset the additional public works time. He noted that they would be willing to work with staff on that detail.

Senior Planner McGuire Brigl stated that she presented the sketch plan to the Public Works Director, who agreed that cul-de-sacs require additional time but believed that some planning could assist in offsetting that time. She stated that the driveway locations will be run by public works during each phase in attempt to make it easier for plows.

Commissioner Anderson commented that typically the smaller trucks do cul-de-sacs, and the larger trucks do the main road. He commented that public works and public safety vehicles should continue to be a part of the cul-de-sac discussion.

Kim Ksaloka asked when buffer zones between the proposed development and existing properties would be discussed.

Senior Planner McGuire Brigl commented that staff noted that the density transitioning would be required at a level two, which would be a 35-foot berm or 45-foot planted buffer. She stated that buffer would be required against the existing rural lots.

Commissioner VanScoy commented that he likes the proposal and noted that the applicant has done a great job reacting to previous input. He noted that this is a much more preferable design to the original sketch plan.

Chairperson Bauer noted that in previous review the Commission was comfortable with some smaller interior lots but recognized that the Council did not support those lot sizes.

Councilmember Musgrove confirmed that this submission is more in line with the previous direction from the City Council. She recognized that she has not yet seen much community input on the new design.

Chairperson Bauer noted that this seems on track with the desire of the developer and the previous direction from the City Council.

Senior Planner McGuire Brigl confirmed the consensus of the Commission to direct the applicant to move forward towards preliminary plat. She noted that this will go forward to the City Council on the March 23rd agenda.

Councilmember Musgrove asked if the description for parcel B is accurate in the letter submitted.

Deputy City Administrator Gladhill commented that it is very common to have this type of description in a metes and bounds division therefore this is accurate.

8. COMMISSION / STAFF INPUT

Chairperson Bauer noted that he and Commissioner VanScoy have conflicts with the April meeting date and suggested postponing that meeting by one week.

Councilmember Musgrove noted that the Park and Recreation Commission meets on that night. She suggested moving to the third Thursday.

Chairperson Bauer noted that he and Commissioner VanScoy have a conflict with that date as well. It was confirmed that the Planning Commission meeting for April would be held the second Thursday in April. He noted that some members of the Commission attended a City Council worksession where a pause on multifamily housing development was discussed for City owned property. He noted that the Commission members expressed concern for the rational in pausing that development when the properties are zoned for that type of development. He stated that perhaps a joint worksession with the Council, EDA, and Planning Commission be held to review the plan for the COR to ensure everyone is on the same page.

The Commission members agreed that it would be helpful to have a joint discussion to discuss the general land use vision of the COR and multifamily housing.

Chairperson Bauer asked if Councilmembers Musgrove and Woestehoff would be open to making the request to the Council for a joint meeting.

Councilmember Musgrove asked if that would be the only way for this type of joint meeting to occur.

Deputy City Administrator Gladhill stated that the multifamily discussion has come forward a few times and therefore he would prefer this be a broader discussion. He noted that staff could bring forward the suggestion for a joint worksession but urged the focus to be on the land use plan for the COR.

Councilmember Musgrove commented that the Council had the discussion related to multifamily housing and indicated support for a pause on that development as well as focusing on attracting retail development to support the residents that have come into the COR. She felt that the minutes from that meeting reflect that direction. She commented that a lot of rooftops have been added and the Council wants to focus more on bringing businesses to support the needs of those residents.

Chairperson Bauer stated that he was looking at discussing the overall plan for the COR and land along Highway 10. He stated that he suggested bringing in the EDA because it has been stated that retailers look for a population of 30,000, which Ramsey has not yet reached that level. He stated that the quickest way to reach that population is with multifamily development and therefore that may need to be a factor in reaching the goal to bring more businesses. He believed that involving the EDA would be critical to ensure all factors are considered and everyone moves forward in the same way to reach the ultimate vision of the COR.

Deputy City Administrator Gladhill commented that staff would need to be careful how to navigate this as there has been direction from the Council on multifamily housing. He stated that the Commission could request a joint meeting to focus on overall land use in the COR and the Council would then make the decision whether to hold that meeting.

Councilmember Woestehoff commented that from his perspective collaboration with the different Boards is an important function. He stated that members of the Commission can reach out to Councilmembers from their Ward or the At-Large members to express their comments as residents. He noted that while the decision was not unanimous, the Council did make the decision to pause multifamily development on City owned property. He recognized that retail may not bounce back as quick as desired following COVID, but perhaps it will.

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to request a joint meeting with the Planning Commission, City Council and Economic Development Authority to discuss the land use plan for the COR and Highway 10 corridor.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

9. ADJOURNMENT

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner VanScoy	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

The regular meeting of the Planning Commission adjourned at 9:00 p.m.

Respectfully submitted,

_____
Chloe McGuire Brigl
Senior Planner

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-008

A RESOLUTION APPROVING SITE PLAN AND FINAL PLAT FOR GIGI'S SALON AND SPA

RECITALS

1. GiGi's Salon and Spa, hereinafter referred to as the "Permittee" has properly applied for Site Plan and Final Plat approval for a salon and spa on the property generally known as 7850 Sunwood Dr NW and legally described as follows:

   OUTLOT A, COR STONE BROOK ACADEMY, Anoka County, Minnesota

   Or upon platting:

   Lot 1, Block 1, GIGI ADDITION, Anoka County, Minnesota and Outlot B, GIGI ADDITION, Anoka County, Minnesota

   ("Subject Property")

2. That the Applicant is purchasing the Subject Property from the City of Ramsey.

3. That the Permittee appeared before the Planning Commission for a public hearing on March 4, 2021 that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.

4. That the Subject Property is zoned COR, which is a mixed use zoning designation and guided as such in the 2040 Comprehensive Plan.

5. That per the City's COR Design Guidelines, the Planning Commission must specifically approve any trash enclosure that is not designed internal to the building, and the Applicant has proposed an exterior trash enclosure. The Planning Commission approved the enclosure at their March 4, 2021 meeting.

6. That the City Council reviewed and approved the request on March 23, 2021.

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 the Site Plan and Final Plat (the "Permit") for GiGi's Salon and Spa on the Subject Property contingent upon the following conditions:

CONDITIONS

1. That the Applicant enter into a Development Agreement with the City.
2. Final legal form approved by the City Attorney.
3. Compliance with Staff comments as noted in ProjectDox.
4. That the Applicant executes the purchase agreement with the City for the Subject Property.
5. Staff approval of the architectural plans, including the architectural plans for the trash enclosure.
6. Addition of high quality fencing onsite to designate build-to line along Sunwood Drive. Acceptable fencing includes wrought iron fencing or other architecturally specific fencing.
7. That a separate building permit and sign permits are required.
8. That this Permit shall be perpetual in duration as long as the terms are herein complied with.
9. That the Permittee shall be responsible for all City costs incurred in administering and enforcing this Permit.
10. 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.
11. That this Permit shall automatically expire if the use is not initiated by March 23, 2022.

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 23 day of March, 2021.

CITY OF RAMSEY:

By:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this _____ day of _____, ____, before me a Notary Public personally appeared Mayor Mark E. Kuzma and Colleen Lasher, 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 Mark E. Kuzma and Colleen Lasher acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

This document drafted by:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

CC Regular Session **5. 9.**

Meeting Date: 03/23/2021

By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #21-045 Approving Environmental Services Contract: Case of Alloy Recovery and B & A Cylinder Sites

Purpose/Background:

The purpose of this case is to consider completing environmental investigation work necessary to receive No-Association Determination (NAD) and Retroactive No-Association Determination Letters for city owned property. This work was started in 2018 but was not completed. Completion of the work and receipt of these letters will allow the City to market and sell the properties for industrial development without liability.

The subject properties consist of three adjacent parcels (PIN 27-32-25-33-0017, PIN 27-32-25-33-0006, and 27-32-25-33-0009) separated by 142nd Avenue Northwest and Limonite Street with a total area of approximately 8.04 acres. All three parcels are currently owned by the City of Ramsey. Phase I and Phase II ESAs were conducted at the properties in 2017 and 2018, and the properties were enrolled in the MPCA VIC program for the purpose of obtaining environmental liability assurances for identified non- petroleum contamination. Specifically, No Association Determination (NAD) and Retroactive No Association Determination (RNAD) assurances were requested.

The properties are being managed under two separate MPCA Site ID numbers. The two eastern parcels (PIN 27-32-25-33-0017 and 27-32-25-33-0009) are referenced as the “Alloy Recovery” site with MPCA ID# BF0000749; and the western parcel (PIN 27-32-25-33-0006) is referenced as the B.A. Cylinder” site with MPCA ID# BF0000748.

The purpose of the proposed environmental sampling activities is to provide additional soil and soil vapor data, which is required by the MPCA to support the requests for NAD and RNAD at each site. The specific scope of work required at each site has been discussed with the MPCA project manager and is described within the attached proposal for Environmental Services.

Notification:

N/A

Observations/Alternatives:

Industrial land for development for smaller projects (2-5 acres) is becoming hard to find in Ramsey. Completion of the proposed environmental work is required to obtain No-Association Determination (NAD) and Retroactive No-Association Determination Letters for city owned property. These letters increase the marketability of this city owned land for industrial development and relating bank financing. City staff is working to complete this project that started in 2018 with Braun Intertec and the MPCA so that a portion the subject property can be marketed for sale once the new Public Works Campus is complete and the available acreage for sale is determined.

Alternatives include:

1) Adoption of Resolution #21-045 Approving Approving Environmental Services Contract (as presented)
2) Something else

Funding Source:

Staff proposes the project be funded by EDA 9230-6315 - Professional Services

Recommendation:

Staff recommends approval of Resolution #21-045 Approving Approving Environmental Services Contract (as presented)

Action:

Motion to adopt Resolution #21-045 Approving Approving Environmental Services Contract

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Attachments

Site Location Map

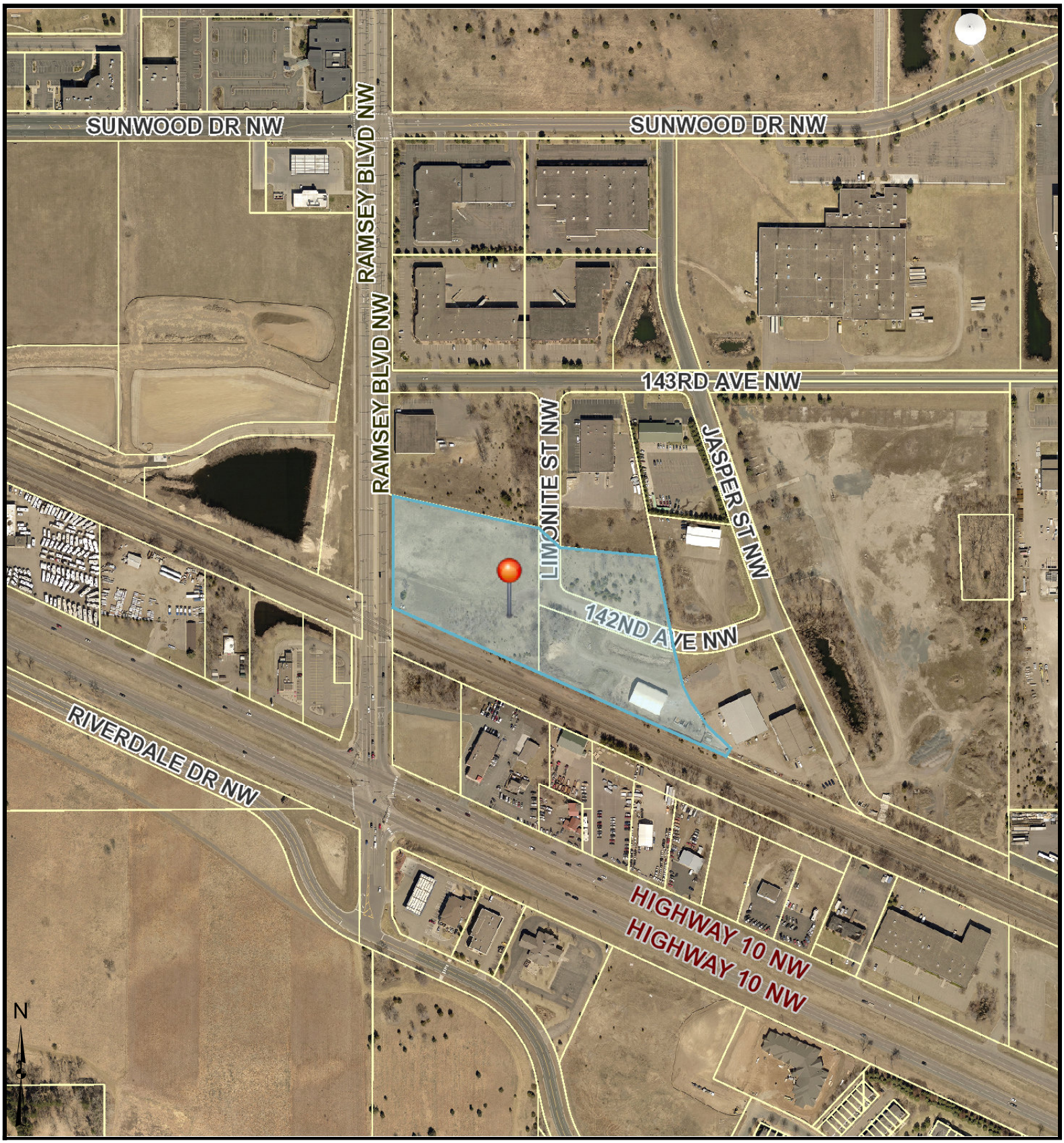
ACTION Resolution #21-045

ACTION - Proposed Environmental Services Contract 3.15.21

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	03/17/2021 11:25 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 01:44 PM
Form Started By: Sean Sullivan		Started On: 03/11/2021 04:20 PM
Final Approval Date: 03/18/2021		

Alloy Recovery / B & A Cylinder Site Map



Parcel Information: Approx. Acres: 8.88

27-32-25-33-0017,0006,0009 Commissioner: MATT LOOK

RAMSEY

MN 55303

Plat:

Owner Information:

CITY OF RAMSEY

7550 SUNWOOD DR

RAMSEY

MN

55303

Sean Sullivan	1:4,800	Date: 3/15/2021

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-045

RESOLUTION APPROVING ENVIRONMENTAL SERVICES CONTRACT

WHEREAS, from 2002-2006 the City of Ramsey acquired Tax ID parcels 27-32-25-33-0017, 27-32-25-33-0008 and 27-32-25-33-0006 (the "Subject Property") for redevelopment purposes; and

WHEREAS, the City of Ramsey has entered the Subject Property into the Voluntary Investigation and Clean-up Program (VIC) in 2018 to begin the work to obtain No Association Determination (NAD) and Retroactive No Association Determination (RNAD) Letters to allow for the marketing of the property for sale for industrial development; and

WHEREAS, the Environmental Services proposal by Braun Intertec would complete the requested site investigation/monitoring required by MPCA as part of the VIC program and provide the information necessary to obtain a NAD and RNAD letter for the Subject Property; and

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

1) That the Ramsey City Council hereby approves execution of the Environmental Services Contract with Braun Intertec in an amount not to exceed $15,789.

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 23rd day of March, 2021.

Mayor

ATTEST:

City Clerk

Braun Intertec Corporation
11001 Hampshire Avenue S
Minneapolis, MN 55438

Phone: 952.995.2000
Fax: 952.995.2020
Web: braunintertec.com

March 15, 2021 Proposal QTB134668

Mr. Sean Sullivan
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Re: Proposal for Environmental Services
B.A. Cylinder Site - 14165 Ramsey Blvd NW (MPCA ID# BF0000748)
Alloy Recovery Site - 7060 142nd Avenue NW (MPCA ID# BF0000749)
Ramsey, Minnesota 55303

Dear Mr. Sullivan:

Braun Intertec Corporation has prepared this proposal for environmental sampling activities at the referenced properties to support issuance of environmental liability assurances by the Minnesota Pollution Control Agency (MPCA) Voluntary Investigation and Cleanup (VIC) Program.

Background

The subject properties consist of three adjacent parcels (PIN 27-32-25-33-0017, PIN 27-32-25-33-0006, and 27-32-25-33-0009) separated by 142nd Avenue Northwest and Limonite Street with a total area of approximately 8.04 acres. All three parcels are currently owned by the City of Ramsey. Phase I and Phase II ESAs were conducted at the properties in 2017 and 2018, and the properties were enrolled in the MPCA VIC program for the purpose of obtaining environmental liability assurances for identified non-petroleum contamination. Specifically, No Association Determination (NAD) and Retroactive No Association Determination (RNAD) assurances were requested.

The properties are being managed under two separate MPCA Site ID numbers. The two eastern parcels (PIN 27-32-25-33-0017 and 27-32-25-33-0009) are referenced as the "Alloy Recovery" site with MPCA ID# BF0000749; and the western parcel (PIN 27-32-25-33-0006) is referenced as the B.A. Cylinder" site with MPCA ID# BF0000748.

The purpose of the proposed environmental sampling activities is to provide additional soil and soil vapor data, which is required by the MPCA to support the requests for NAD and RNAD at each site. The specific scope of work required at each site has been discussed with the MPCA project manager and is described below.

Scope of Work

Task 1: Environmental Sampling

The environmental sampling work will include collecting soil and soil vapor samples using a subcontracted licensed drilling company. Prior to conducting on-site work, public utilities will be cleared

using Gopher State One Call, and a utility locator will be retained to evaluate the boring locations for potential private utilities. The work will be conducted over two separate mobilizations - one mobilization in April, and one mobilization in November. The scopes of work proposed at each site are described below.

B.A. Cylinder Site - 14165 Ramsey Blvd NW (MPCA ID# BF0000748)

The environmental sampling field work is expected to take one day to complete and will include the following:

- Advance five (5) soil borings at the Site to a depth of approximately 8 feet below ground surface (bgs) for the purpose of collecting soil samples. The soil borings will be advanced using hydraulic probe-type drilling equipment, with continuous soil sampling. One soil boring will be advanced in the location of previous boring SB-4, to delineate the vertical extent of metals contamination identified during the 2018 Phase II ESA. The other four borings will be advanced in four directions approximately 20 feet outwards from SB-4. Following sample collection, the boreholes will be sealed per Minnesota Department of Health (MDH) regulations.

- Conduct environmental monitoring during drilling including visual/olfactory observations of soil samples for evidence of contamination (i.e. odors, staining, intermixed debris, etc.). Collect representative soil samples and submit for analytical testing for the 13 Priority Pollutant Metals using Environmental Protection Agency (EPA) Method 6010.

- Advance four (4) temporary soil vapor probes to a depth of 3 to 5 feet bgs and collect soil vapor samples using Summa Canisters. The soil vapor samples will be collected in April from the locations of previous vapor samples SV-1 through SV-4 (previously sampled in heating season) to provide soil vapor data from the MPCA-defined non-heating season (April through October). The four (4) soil vapor samples will be submitted to a qualified laboratory and analyzed for volatile organic compounds (VOCs) using EPA Method TO-15.

Alloy Recovery Site - 7060 142nd Avenue NW (MPCA ID# BF0000749)

The environmental sampling field work will be conducted over two separate mobilizations (one in April and one in November) and will include the following:

- Advance nine (9) temporary soil vapor probes to a depth of 3 to 5 feet bgs and collect soil vapor samples using Summa Canisters.
    - Five (5) soil vapor samples will be collected in November from the locations of previous vapor samples VP-1 through VP-5 to provide soil vapor data from the MPCA-defined heating season (November through March).
    - Two (2) soil vapor samples will be collected in April from the locations of previous vapor samples VP-6 and VP-7 to provide soil vapor data from the non-heating season.
    - One (1) soil vapor sample will be collected in November and one (1) in April from within the footprint of the former on-site building to provide soil vapor data from the heating and non-heating seasons (2 total samples).
    - The nine (9) soil vapor samples will be submitted to a qualified laboratory and analyzed for VOCs using EPA Method TO-15.

Task 2 – Reporting and Correspondence

Braun Intertec will prepare a report for each site summarizing the investigation results and providing recommendations for any additional investigation or response actions that may be required to address identified contamination.

We will submit the reports to the MPCA for review and will correspond with the MPCA VIC Program to facilitate their issuance of the requested liability assurances.

Cost Estimate Detail

Based on our current understanding of the Site conditions and the assumptions stated herein, we estimate the cost to perform the proposed services is **$ 15,789,** per the cost breakdown below.

Service Description	Cost Estimate
Task 1 – Environmental Sampling	
- Professional Services and Expenses	$2,542
- Mileage and Equipment	1,086
- Subcontract Laboratory Services (cost plus 10%)	4,494
- Drilling Services	4,796
Subtotal (Task 1)	$12,918
Task 2 – Reporting and Correspondence	$2,871
Estimated Total Cost	**$15,789**

General Remarks

Braun Intertec appreciates the opportunity to present this proposal to you. ***Please return a signed copy of the proposal in its entirety.*** We include the Braun Intertec General Conditions, which provide additional terms and are a part of our agreement.

If you have questions concerning the contents of this cost estimate or the project in general, please contact Imants Pone at 952.995.2665 or ipone@braunintertec.com.

Sincerely,

BRAUN INTERTEC CORPORATION

Imants Pone
Senior Scientist

Mark A. Ciampone, PG
Group Leader - Senior Scientist

Attachment:
General Conditions (1-1-18)

The proposal is accepted, and you are authorized to proceed.

_____
Authorizer's Firm

_____
Authorizer's Signature

_____
Authorizer's Name (please print or type)

_____
Authorizer's Title

_____
Date

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PUSH PROBE SOIL BORING LOCATION

SOIL VAPOR SAMPLE LOCATION

PREVIOUS SOIL BORING LOCATION (BY OTHERS)

PREVIOUS SOIL VAPOR SAMPLE LOCATION (BY OTHERS)

N

50' 0 100'

SCALE: 1"= 100'

BRAUN INTERTEC
The Science You Build On.

11001 Hampshire Avenue S
Minneapolis, MN 55438
952.995.2000
braunintertec.com

Project No: B1710014.00

Drawing No: B1710014-00

Drawn By:	JAG
Date Drawn:	10/23/17
Checked By:	CF
Last Modified:	10/23/17

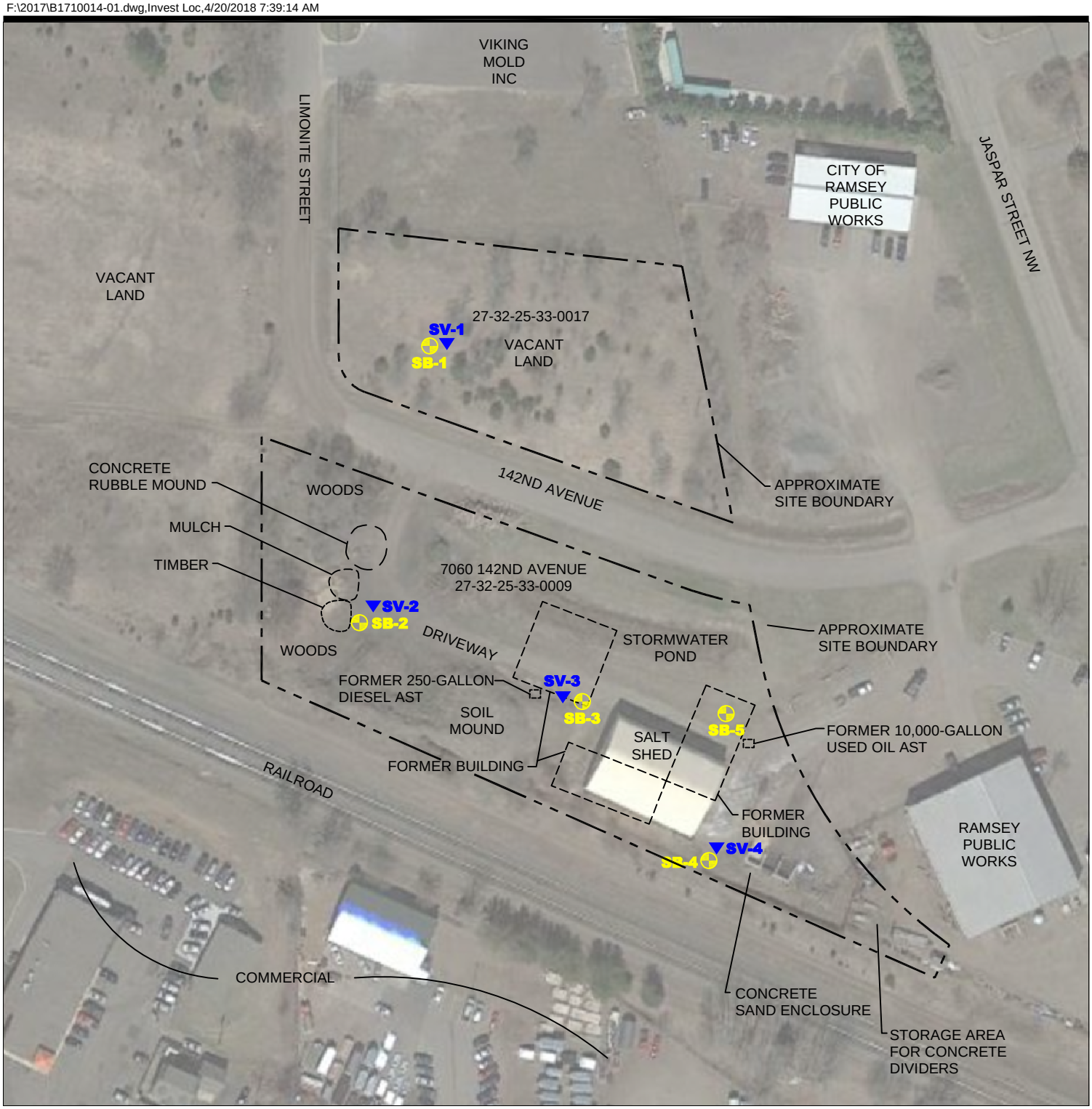
Site 37

14165 Ramsey Boulevard NW

Ramsey, Minnesota

Investigation Locations Map

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SOIL BORING LOCATION

SOIL VAPOR SAMPLE LOCATION

N

60' 0 120'

SCALE: 1"= 120'

Sheet: of

Fig: 2

Project No: B1710014.01

Drawing No: B1710014-01

Scale:	1"= 120'
Drawn By:	LAO
Date Drawn:	10/26/17
Checked By:	JA
Last Modified:	12/15/17

INVESTIGATION LOCATIONS MAP

CITY OF RAMSEY PARCELS
PINS: 27-32-25-33-0017 AND 27-32-25-33-0009
7060 142ND AVENUE NW
RAMSEY, MINNESOTA

BRAUN INTERTEC
The Science You Build On.
11001 Hampshire Avenue S
Minneapolis, MN 55438
PH. (952) 995-2000
FAX (952) 995-2020

General Conditions

Section 1: Agreement

1.1 Our agreement with you consists of these General Conditions and the accompanying written proposal or authorization ("Agreement"). This Agreement is the entire agreement between you and us. It supersedes prior agreements. It may be modified only in a writing signed by us, making specific reference to the provision modified.

1.2 The words "you," "we," "us," and "our" include officers, employees, and subcontractors.

1.3 In the event you use a purchase order or other documentation to authorize our scope of work ("Services"), any conflicting or additional terms are not part of this Agreement. Directing us to start work prior to execution of this Agreement constitutes your acceptance. If, however, mutually acceptable terms cannot be established, we have the right to terminate this Agreement without liability to you or others, and you will compensate us for fees earned and expenses incurred up to the time of termination.

Section 2: Our Responsibilities

2.1 We will provide Services specifically described in this Agreement. You agree that we are not responsible for services that are not expressly included in this Agreement. Unless otherwise agreed in writing, our findings, opinions, and recommendations will be provided to you in writing. You agree not to rely on oral findings, opinions, or recommendations without our written approval.

2.2 In performing our professional services, we will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of our profession practicing in the same locality. If you direct us to deviate from our recommended procedures, you agree to hold us harmless from claims, damages, and expenses arising out of your direction. If during the one year period following completion of Services it is determined that the above standards have not been met and you have promptly notified us in writing of such failure, we will perform, at our cost, such corrective services as may be necessary, within the original scope in this Agreement, to remedy such deficiency. Remedies set forth in this section constitute your sole and exclusive recourse with respect to the performance or quality of Services.

2.3 We will reference our field observations and sampling to available reference points, but we will not survey, set, or check the accuracy of those points unless we accept that duty in writing. Locations of field observations or sampling described in our report or shown on our sketches are based on information provided by others or estimates made by our personnel. You agree that such dimensions, depths, or elevations are approximations unless specifically stated otherwise in the report. You accept the inherent risk that samples or observations may not be representative of things not sampled or seen and further that site conditions may vary over distance or change over time.

2.4 Our duties do not include supervising or directing your representatives or contractors or commenting on, overseeing, or providing the means and methods of their services unless expressly set forth in this Agreement. We will not be responsible for the failure of your contractors, and the providing of Services will not relieve others of their responsibilities to you or to others.

2.5 We will provide a health and safety program for our employees, but we will not be responsible for contractor, owner, project, or site health or safety.

2.6 You will provide, at no cost to us, appropriate site safety measures as to work areas to be observed or inspected by us. Our employees are authorized by you to refuse to work under conditions that may be unsafe.

2.7 Unless a fixed fee is indicated, our price is an estimate of our project costs and expenses based on information available to us and our experience and knowledge. Such estimates are an exercise of our professional judgment and are not guaranteed or warranted. Actual costs may vary. You should allow a contingency in addition to estimated costs.

Section 3: Your Responsibilities

3.1 You will provide us with prior environmental, geotechnical and other reports, specifications, plans, and information to which you have access about the site. You agree to provide us with all plans, changes in plans, and new information as to site conditions until we have completed Services.

3.2 You will provide access to the site. In the performance of Services some site damage is normal even when due care is exercised. We will use reasonable care to minimize damage to the site. We have not included the cost of restoration of damage in the estimated charges.

3.3 You agree to provide us, in a timely manner, with information that you have regarding buried objects at the site. We will not be responsible for locating buried objects at the site. *You agree to hold us harmless, defend, and indemnify us from claims, damages, losses, penalties and expenses (including attorney fees) involving buried objects that were not properly marked or identified or of which you had knowledge but did not timely call to our attention or correctly show on the plans you or others furnished to us*.

3.4 You will notify us of any knowledge or suspicion of the presence of hazardous or dangerous materials present on any work site or in a sample provided to us. You agree to provide us with information in your possession or control relating to such materials or samples. If we observe or suspect the presence of contaminants not anticipated in this Agreement, we may terminate Services without liability to you or to others, and you will compensate us for fees earned and expenses incurred up to the time of termination.

3.5 Neither this Agreement nor the providing of Services will operate to make us an owner, operator, generator, transporter, treater, storer, or a disposal facility within the meaning of the Resource Conservation Recovery Act, as amended, or within the meaning of any other law governing the handling, treatment, storage, or disposal of hazardous substances. *You agree to hold us harmless, defend, and indemnify us from any damages, claims, damages, penalties or losses resulting from the storage, removal, hauling or disposal of such substances*.

3.6 Monitoring wells are your property, and you are responsible for their permitting, maintenance, and abandonment unless expressly set forth otherwise in this Agreement.

3.7 You agree to make all disclosures required by law. In the event you do not own the project site, you acknowledge that it is your duty to inform the owner of the discovery or release of contaminants at the site. *You agree to hold us harmless, defend, and indemnify us from claims, damages, penalties, or losses and expenses, including attorney fees, related to failures to make disclosures, disclosures made by us that are required by law, and from claims related to the informing or failure to inform the site owner of the discovery of contaminants.*

Section 4: Reports and Records

4.1 Unless you request otherwise, we will provide our report in an electronic format.

4.2 Our reports, notes, calculations, and other documents and our computer software and data are instruments of our service to you, and they remain our property. We hereby grant you a license to use the reports and related information we provide only for the related project and for the purposes disclosed to us. You may not transfer our reports to others or use them for a purpose for which they were not prepared without our written approval. *You agree to indemnify, defend, and hold us harmless from claims, damages, losses, and expenses, including attorney fees, arising out of such a transfer or use.*

4.3 If you do not pay for Services in full as agreed, we may retain work not yet delivered to you and you agree to return to us all of our work that is in your possession or under your control.

4.4 Samples and field data remaining after tests are conducted and field and laboratory equipment that cannot be adequately cleansed of contaminants are and continue to be your property. They may be discarded or returned to you, at our discretion, unless within 15 days of the report date you give us written direction to store or transfer the materials at your expense.

4.5 Electronic data, reports, photographs, samples, and other materials provided by you or others may be discarded or returned to you, at our discretion, unless within 15 days of the report date you give us written direction to store or transfer the materials at your expense.

Section 5: Compensation

5.1 You will pay for Services as stated in this Agreement. If such payment references our Schedule of Charges, the invoicing will be based upon the most current schedule. An estimated amount is not a firm figure. You agree to pay all sales taxes and other taxes based on your payment of our compensation. Our performance is subject to credit approval and payment of any specified retainer.

5.2 You will notify us of billing disputes within 15 days. You will pay undisputed portions of invoices upon receipt. You agree to pay interest on unpaid balances beginning 30 days after invoice dates at the rate of 1.5% per month, or at the maximum rate allowed by law.

5.3 If you direct us to invoice a third party, we may do so, but you agree to be responsible for our compensation unless the third party is creditworthy (in our sole opinion) and provides written acceptance of all terms of this Agreement.

5.4 Your obligation to pay for Services under this Agreement is not contingent on your ability to obtain financing, governmental or regulatory agency approval, permits, final adjudication of any lawsuit, your successful completion of any project, receipt of payment from a third party, or any other event. No retainage will be withheld.

5.5 If you do not pay us in accordance with this Agreement, you agree to reimburse all costs and expenses for collection of the moneys invoiced, including but not limited to attorney fees and staff time.

5.6 You agree to compensate us in accordance with our Schedule of Charges if we are asked or required to respond to legal process arising out of a proceeding related to the project and as to which we are not a party.

5.7 If we are delayed by factors beyond our control, or if project conditions or the scope or amount of work changes, or if changed labor conditions result in increased costs, decreased efficiency, or delays, or if the standards or methods change, we will give you timely notice, the schedule will be extended for each day of delay, and we will be compensated for costs and expenses incurred in accordance with our Schedule of Charges.

5.8 If you fail to pay us in accordance with this Agreement, we may consider the default a total breach of this Agreement and, at our option, terminate our duties without liability to you or to others, and you will compensate us for fees earned and expenses incurred up to the time of termination.

5.9 In consideration of our providing insurance to cover claims made by you, you hereby waive any right to offset fees otherwise due us.

Section 6: Disputes, Damage, and Risk Allocation

6.1 Each of us will exercise good faith efforts to resolve disputes without litigation. Such efforts will include, but not be limited to, a meeting(s) attended by each party's representative(s) empowered to resolve the dispute. Before either of us commences an action against the other, disputes (except collections) will be submitted to mediation.

6.2 ***Notwithstanding anything to the contrary in this Agreement, neither party hereto shall be responsible or held liable to the other for punitive, indirect, incidental, or consequential damages, or liability for loss of use, loss of business opportunity, loss of profit or revenue, loss of product or output, or business interruption.***

6.3 You and we agree that any action in relation to an alleged breach of our standard of care or this Agreement shall be commenced within one year of the date of the breach or of the date of substantial completion of Services, whichever is earlier, without regard to the date the breach is discovered. Any action not brought within that one year time period shall be barred, without regard to any other limitations period set forth by law or statute. We will not be liable unless you have notified us within 30 days of the date of such breach and unless you have given us an opportunity to investigate and to recommend ways of mitigating damages. You agree not to make a claim against us unless you have provided us at least 30 days prior to the institution of any legal proceeding against us with a written certificate executed by an appropriately licensed professional specifying and certifying each and every act or omission that you contend constitutes a violation of the standard of care governing our professional services. Should you fail to meet the conditions above, you agree to fully release us from any liability for such allegation.

6.4 ***For you to obtain the benefit of a fee which includes a reasonable allowance for risks, you agree that our aggregate liability for all claims will not exceed the fee paid for Services or $50,000, whichever is greater. If you are unwilling to accept this allocation of risk, we will increase our aggregate liability to $100,000 provided that, within 10 days of the date of this Agreement, you provide payment in an amount that will increase our fees by 10%, but not less than $500, to compensate us for the greater risk undertaken.*** This increased fee is not the purchase of insurance.

6.5 ***You agree to indemnify us from all liability to others in excess of the risk allocation stated herein and to insure this obligation. In addition, all indemnities and limitations of liability set forth in this Agreement apply however the same may arise, whether in contract, tort, statute, equity or other theory of law, including, but not limited to, the breach of any legal duty or the fault, negligence, or strict liability of either party.***

6.6 This Agreement shall be governed, construed, and enforced in accordance with the laws of the state in which our servicing office is located, without regard to its conflict of laws rules. The laws of the state of our servicing office will govern all disputes, and all claims shall be heard in the state or federal courts for that state. Each of us waives trial by jury.

6.7 No officer or employee acting within the scope of employment shall have individual liability for his or her acts or omissions, and you agree not to make a claim against individual officers or employees.

Section 7: General Indemnification

7.1 *We will indemnify and hold you harmless from and against demands, damages, and expenses of others to the comparative extent they are caused by our negligent acts or omissions or those negligent acts or omissions of persons for whom we are legally responsible. You will indemnify and hold us harmless from and against demands, damages, and expenses of others to the comparative extent they are caused by your negligent acts or omissions or those negligent acts or omissions of persons for whom you are legally responsible*.

7.2 To the extent it may be necessary to indemnify either of us under Section 7.1, you and we expressly waive, in favor of the other only, any immunity or exemption from liability that exists under any worker compensation law.

7.3 You agree to indemnify us against losses and costs arising out of claims of patent or copyright infringement as to any process or system that is specified or selected by you or by others on your behalf.

Section 8: Miscellaneous Provisions

8.1 We will provide a certificate of insurance to you upon request. Any claim as an Additional Insured shall be limited to losses caused by our negligence.

8.2 You and we, for ourselves and our insurers, waive all claims and rights of subrogation for losses arising out of causes of loss covered by our respective insurance policies.

8.3 Neither of us will assign or transfer any interest, any claim, any cause of action, or any right against the other. Neither of us will assign or otherwise transfer or encumber any proceeds or expected proceeds or compensation from the project or project claims to any third person, whether directly or as collateral or otherwise.

8.4 This Agreement may be terminated early only in writing. You will compensate us for fees earned for performance completed and expenses incurred up to the time of termination.

8.5 If any provision of this Agreement is held invalid or unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Agreement shall remain in full force and effect.

8.6 No waiver of any right or privilege of either party will occur upon such party's failure to insist on performance of any term, condition, or instruction, or failure to exercise any right or privilege or its waiver of any breach.

CC Regular Session **5. 10.**

Meeting Date: 03/23/2021

Submitted For: Chloe McGuire Brigl, Community Development

By: Brian McCann, Community Development

Information

Title:

Adopt Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure for the Church of St. Katharine Drexel

Purpose/Background:

The request comes from Chairperson Randy Bauer of the Ramsey Planning Commission, who is also a representative of the Church of St. Katharine Drexel. They are requesting approval of an Interim Use Permit for a 30' x 40' storage building on the property located west of Central Park, north of 161st Ave NW, and east of Variolite St, PID: 16-32-25-24-0002 (the "Subject Property"). The storage building would be used for cold storage of church items until the church is able to build their own building on the site.

Notification:

The Planning Commission met on March 4, 2021 and held a formal public hearing for the project. The City attempted to notify Property Owners, as reflected in the Anoka County Property Records, within 350 feet of the Subject Property of the request and public hearing. No additional notification was provided for this meeting.

Observations/Alternatives:

Summary

The Church of St. Katharine Drexel (the "Church"), and representative, Randy Bauer (the "Applicant") have applied to the City for an Interim Use Permit for an accessory structure on the property. A site plan was submitted by the Applicant, and they are seeking a recommendation to approve the temporary use of the structure until a permanent space is constructed. The Applicant has noted they would like to utilize the building for years (5) years for storage, while they raise funds for a permanent space, but require additional time until they are able to construct the permanent space.

Site Information

The Subject Property is approximately 33.18 acres, and zoned R-1 Residential District (MUSA). The proposed location of the structure is near the center of the parcel, outlined on the attached site plan. There are large layers of vegetative screening to the west and south of the proposed structure, reducing vision from 161st Ave and Variolite St.

Planning Commission - March 4, 2021

The Planning Commission voted 3-0 recommending approval to the Ramsey City Council for Resolution #21-054 for an Interim Use Permit for an Accessory Structure on the Subject Property. Please note that two members of the Planning Commission abstained from discussion/vote as they are members of St. Katharine Drexel.

Funding Source:

All costs associated with this request are the responsibility of the Applicant.

Recommendation:

The Planning Commission recommends adopting Resolution #21-054 for an Interim Use Permit for a storage building on the Subject Property.

Action:

Motion to adopt Resolution #21-054 approving an Interim Use Permit for an accessory structure on the Subject Property.

Attachments

Site Location Map
Building Location
Storage Shed Design
DRAFT March Planning Commission Minutes
Resolution #21-054

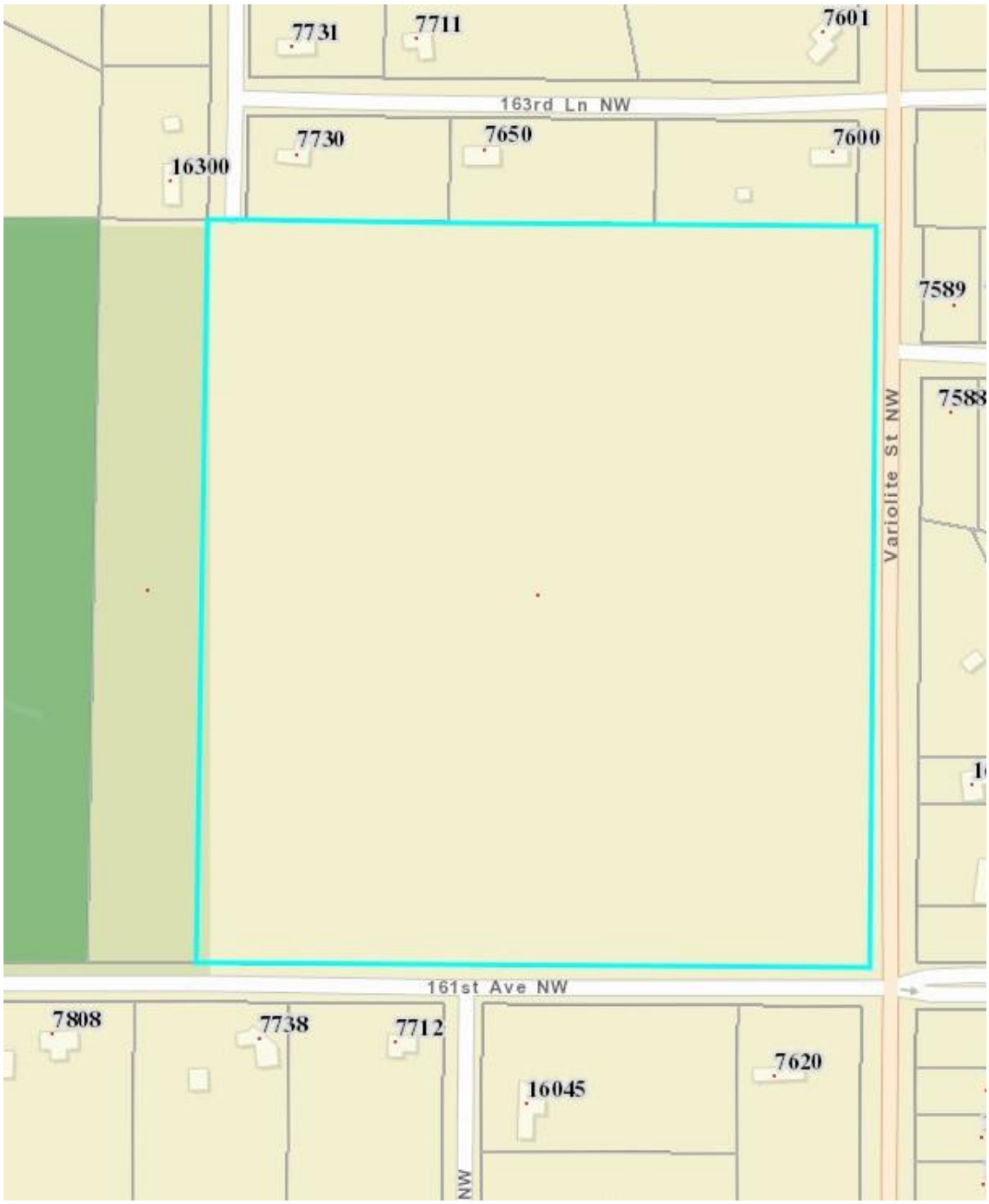
Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	03/17/2021 11:25 AM
Form Started By: Brian McCann		Started On: 03/08/2021 08:56 AM
Final Approval Date: 03/17/2021		

7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

SITE LOCATION MAP

The Church of St. Katharine Drexel



Building Location

Church of St. Katharine Drexel IUP



February 3, 2021

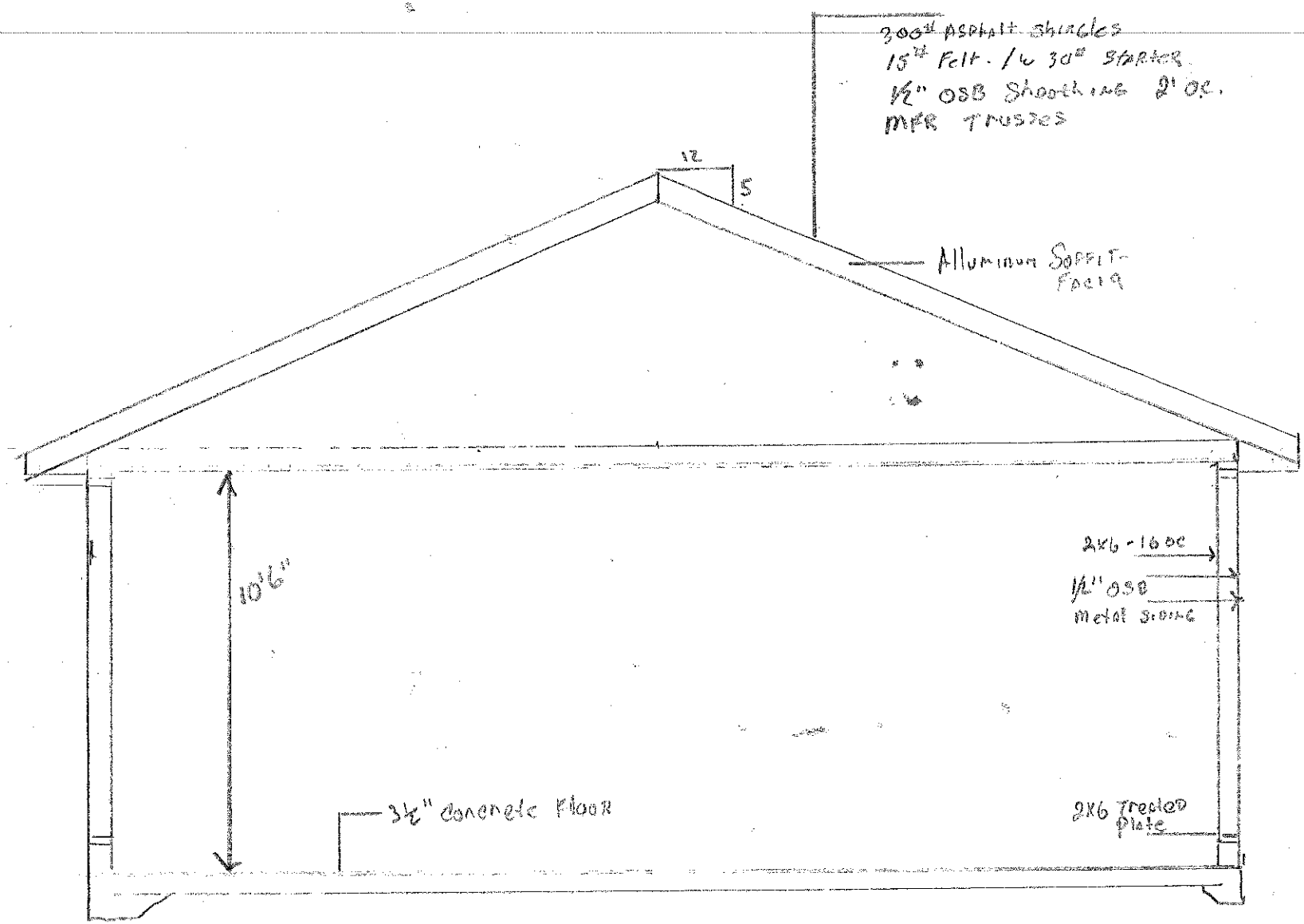
0 0.0175 0.035 0.07 0.105 0.14 mi

GOOGLE AERIAL CONTEXT

Storage Building

St. Katharine Drexel

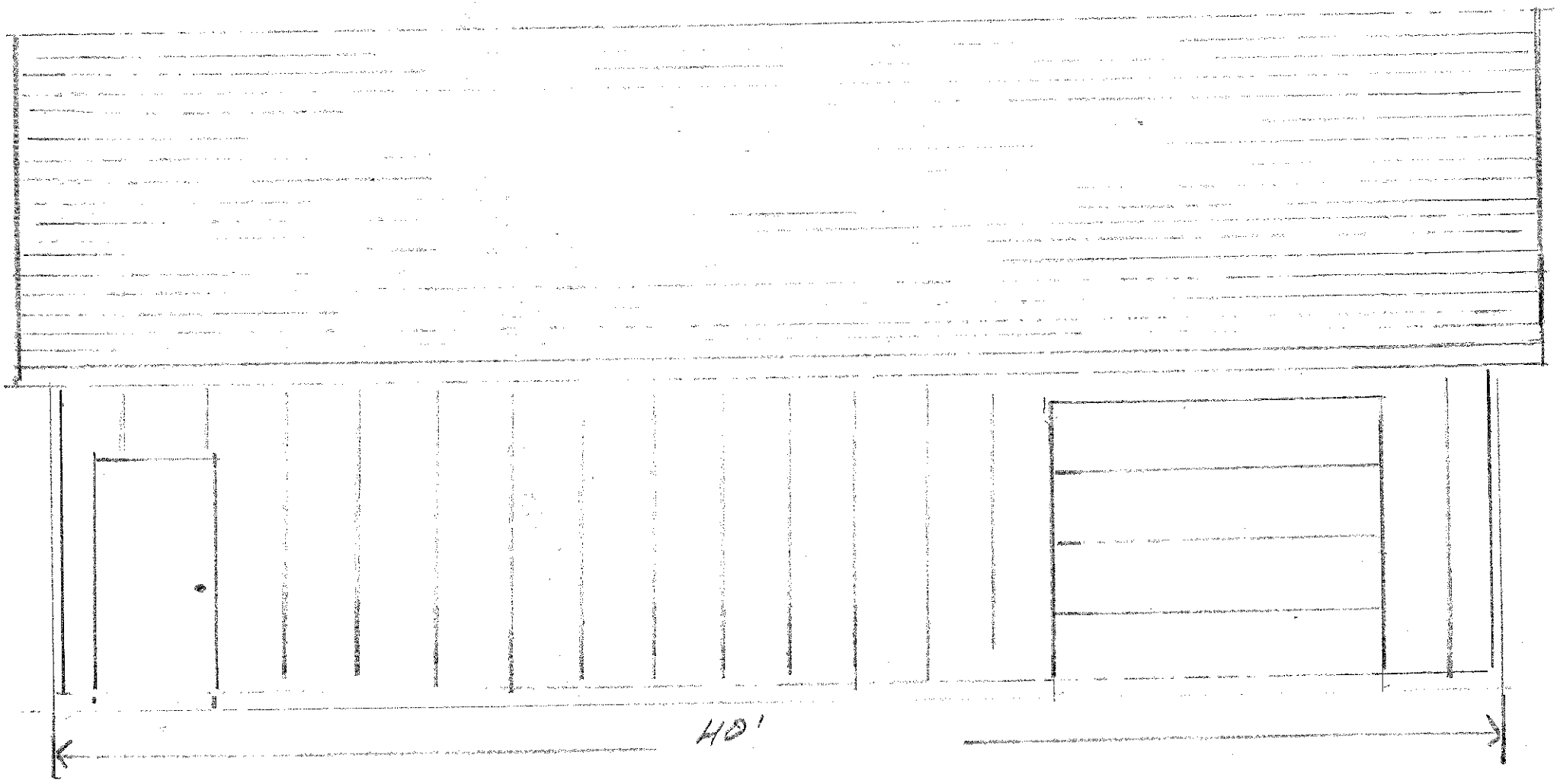
Ramsey MN.



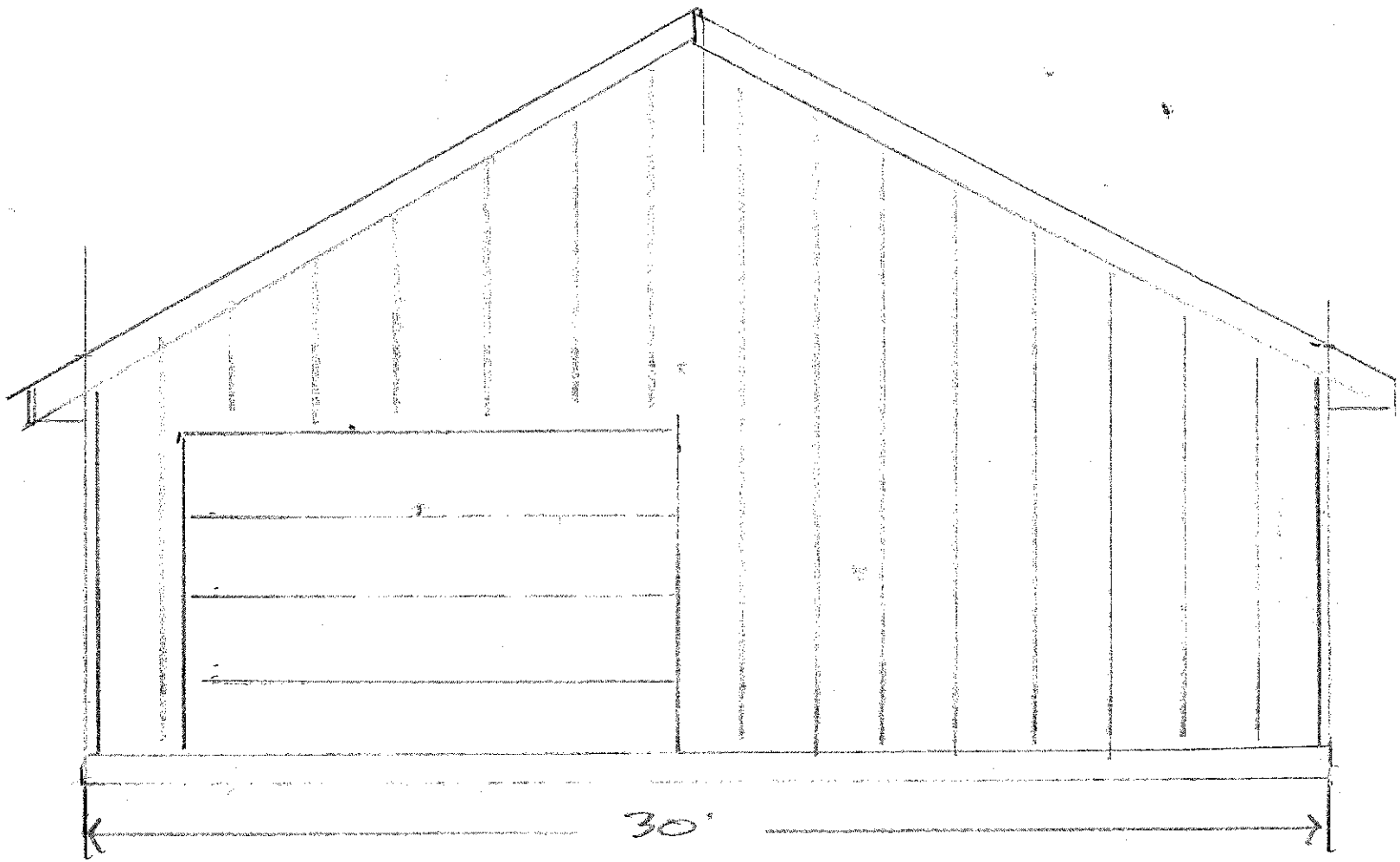
Stonka Publishing

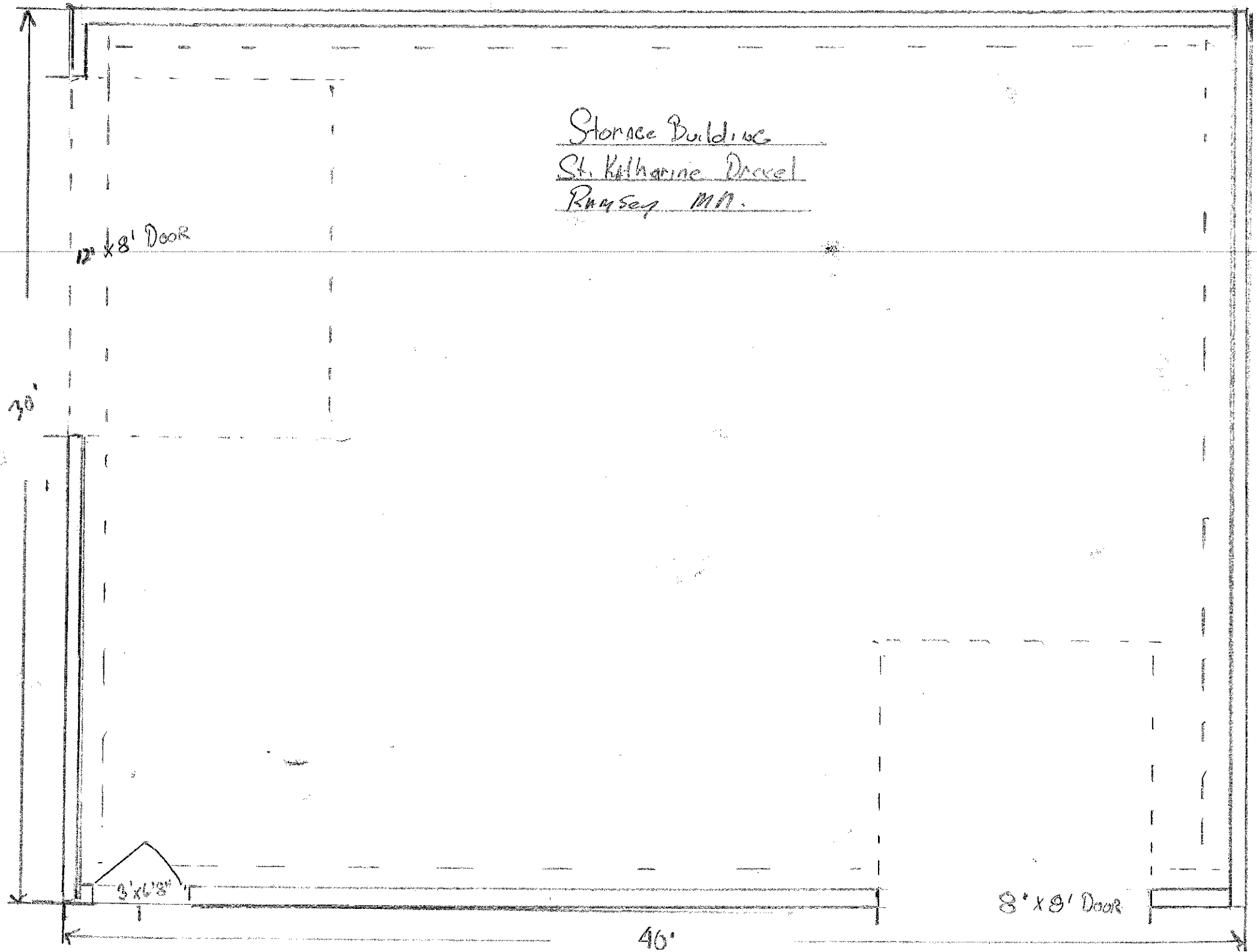
St. Katharine Drexel

Ramsey, MN.



Storage Building
St Katherine Drexel
Ramsey, MN




Storage Building
St. Katharine Drexel
Ramsey MN.
12' x 8' Door
30'
3'x4'3"
8' x 8' Door
46'

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, March 4, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Eric Peters Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Senior Planner Chloe McGuire Brigl Deputy City Administrator Tim Gladhill Police Chief Jeff Katers City Council Liaison Debra Musgrove City Councilmember Matt Woestehoff

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Chairperson Bauer led the group in the Pledge of Allegiance.

3. CITIZEN INPUT

None.

4. APPROVAL OF AGENDA

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye

Chairperson Bauer aye
Motion carried.

5. CONSENT AGENDA

5.01: Approve the February 4, 2021 Planning Commission Meeting Minutes
5.02: Approve the February 11, 2021 Planning Commission Work Session Minutes

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

A roll call vote was performed:

Commissioner Peters aye
Commissioner Anderson aye
Commissioner Gengler aye
Commissioner VanScoy aye
Chairperson Bauer aye

Motion carried.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider Resolution #21-058 Approving Variance for Deviation from Street Name Grid for Riverstone South; Case of Capstone Homes, LLC

Public Hearing

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

Presentation

Senior Planner McGuire Brigl presented the staff report stating that the City's Public Works and Public Safety teams are not supportive of the requested deviation for public safety reason; however, the Public Works Committee has recommended moving away from Unicorn Street and allowing one deviation from the standard grid as they feel Unicorn Street may be difficult to market.

Commissioner VanScoy commented that he appreciates the attempt to honor the Pearson name and asked if there had been consideration to name the park after the Pearson family.

Senior Planner McGuire Brigl commented that the City already has a Pearson Park in another area of Ramsey.

Citizen Input

Tom Bakritges, Capstone Homes, commented that he provided a more comprehensive presentation to the City Council and Public Works Committee. He stated that the Pearson family has been at the homestead property for 75 years and therefore they would like to honor the family with one of the street names. He noted that Pearson Place and Pearson Park have already been named after the family on other property they owned that has been developed. He commented that unicorn is not a good name in terms of marketing homes and Capstone does not feel that would be a good fit for the neighborhood. He asked that the Commission approve of the request.

Commissioner VanScoy commented that there is already a Unicorn Street in Ramsey and it is part of the County grid. He asked why it is a bad name in the opinion of Capstone.

Mr. Bakritges commented that a unicorn is a mythical figure and not a real animal, therefore it does not technically fit within the grid. He stated that some people do not like those types of names for their street, noting that the City approved a change from Sloth Street to Snowy Owl Street in Riverstone North.

Chairperson Bauer stated that he lives in Riverstone North on Quintana and asked what type of animal that is.

Mr. Bakritges stated that he is not sure of how that name came to be.

Deputy City Administrator Gladhill commented that Quintana is not an animal and came about in a similar discussion on the street name. He stated that the Public Works Committee did make this recommendation for the compromise on street naming.

Police Chief Katers commented that public safety and public works provided input at the Public Works Committee noting that police and fire oppose changes to the street name grid as it follows the County grid. He noted that the County grid ensures that public safety can easily respond to calls for service within their own community and in situations of mutual aid as all the communities follow the County grid. He stated that there are 18 addresses on the north end of Ramsey that are on Unicorn Street already. He noted that public safety wants to remain with the logical naming system and therefore oppose deviation from the naming system. He commented that in times of emergency when GPS service is not available, public safety would be able to respond within their own community and neighboring communities based on the County grid system. He stated that public safety also opposed the changes requested by the applicant for Riverstone North in 2017, which were ultimately approved by the City. He asked that the Commission follow the grid system for street names.

Commissioner VanScoy referenced the comment from Police Chief Katers that public works opposes the change, but the case stated that the Public Works Committee supports the change and asked for clarification.

Deputy City Administrator Gladhill commented that the Public Works Committee is composed of three City Council members. He noted that meeting of the Public Works Committee was the same night as a special City Council workshop meeting, therefore all six members of the Council as well as the Councilmember Elect were present and there were no comments of opposition.

Councilmember Musgrove commented that after discussion, the Committee supported this compromise to border the development with Pearson Street, similar to the Bowers Drive border on the other side of the development with the other roads inside of the development following the naming grid. He stated that the Committee felt that this was a good compromise to honor the Pearson family and follow the naming grid in the remainder of the development.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:22 p.m.

Commission Business

Commissioner VanScoy commented that he has been concerned that other factors have been placed over the opinion of public safety in previous considerations. He commented that a marketing concern versus a safety concern does not seem to pose question, noting that public safety should rank above marketing.

Commissioner Peters agreed that public safety should rank above marketing.

Motion by Commissioner VanScoy, seconded by Commissioner Peters, to deny the variance requesting deviation from City Code street name grid requirements for Riverstone South.

Further discussion

Senior Planner McGuire Brigl commented that if the variance is denied there is a process of which the applicant can appeal the decision to the City Council.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

Deputy City Administrator Gladhill commented that the record should reflect that the denial was based on the decision that the public safety element outweighs a marketing concern for the street name.

6.02: Public Hearing: Review Resolution #21-055 Approving Java Properties Concept Plan (Project 21-105)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:25 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating staff recommends approval of the site plan as drafted in the proposed resolution.

Chairperson Bauer noted that the Commission did review this at its February worksession.

Citizen Input

Mark Crow, Java Companies, commented that staff has been great to work with and all the recommendations thus far have been reasonable. He stated that they would like to begin construction this summer and they are excited to become a part of the community.

Commissioner Gengler referenced a previous comment made by the Commission about adding a bike rack to the property and asked for input.

Mr. Crow stated that they will be adding the bike rack component when updating the plans before this moves forward to the City Council.

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

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:30 p.m.

Commission Business

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #21-055 Approving the Site Plan and CUP for Java Properties.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

6.03: Public Hearing: Consider Resolution #21-008 for Site Plan and Final Plat for GiGi's Salon and Spa (Project #20-140)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:32 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff is supportive of the project and recommends approval of Resolution #21-008.

Chairperson Bauer recalled that there was previous discussion that the building did not run parallel to Sunwood Drive but was instead parallel to the buildings to the east.

Senior Planner McGuire Brigl confirmed that the application would like to more align the building with Veterans Drive because of the trapezoidal shape of the property. She noted that the building is within the built to setback line of the COR area, closer to Sunwood than the daycare center.

Chairperson Bauer noted that the Commission previously reviewed a request for a hotel for the property between the salon and daycare and asked how that property aligned.

Senior Planner McGuire Brigl commented that the proposed hotel would run parallel to the salon and daycare, noting that the applicants worked together to ensure alignment would be gained and shared parking could be provided.

Commissioner VanScoy commented that he understands the rational with not directly aligning with Sunwood, although he would have preferred that. He stated that in reviewing the floorplan,

the COR framework states that the front of the building should be at Sunwood, but it does not appear that is the front.

Senior Planner McGuire Brigl commented that similar to the other properties along Sunwood, the façade along Sunwood is more of a faux façade with parking and the main entrance along the auxiliary street. She stated that has become the common practice as long as the design standards can be met for the Sunwood facing side. She commented that it would be consistent with the surrounding uses.

Chairperson Bauer noted that there was a similar discussion with the daycare center, to have the Sunwood side not have the appearance of the back of the building, while allowing the entrance off the other side of the building.

Commissioner VanScoy commented that the other businesses still have an entrance on the Sunwood side whereas this would not have that entrance. He stated that this is a corner lot and therefore in the framework it states that it should be situated in the corner of the lot. He was unsure that this building would fit within that build to zone.

Chairperson Bauer noted that there are two doors on the north elevation which would face Sunwood.

Senior Planner McGuire Brigl confirmed that one of the doors is for the staff patio and the other would be an exit door.

Commissioner VanScoy stated that there will be parking along Zeolite and confirmed that bushes and trees would be used for screening. He commented that there would be some potential issues with equipment screening but believed that was covered within the project documents. He asked for details on the structure shown in the northeast corner.

Senior Planner McGuire Brigl commented that is the fenced in area.

Commissioner VanScoy commented that it appears in the floorplan there would be a hot tub in that area. He was unsure that wood fencing would be allowed.

Senior Planner McGuire Brigl commented that staff discussed whether alternate materials would be more appropriate for the fencing.

Commissioner Anderson asked where the wellhead is located relative to the property.

Senior Planner McGuire Brigl identified the well, which is on the adjacent property that will remain an outlot.

Citizen Input

Curt Strandland, Classic Construction, spoke on behalf of the applicant. He referenced the doors on the north elevation noting that one door would exit to the patio. He stated that they would be

open to different types of fencing for the hot tub area but did not believe wrought iron would provide adequate fencing but would be open to other materials. He noted that the cedar fencing would match the proposed pergola. He stated that they have worked with staff to meet the requirements of the COR but are open to other suggestions from the Commission.

Commissioner VanScoy commented that there are two doors on the north side, noting that the other door appears to go to a mechanical room.

Mr. Strandland confirmed that the mechanical room door would not be used for access. He confirmed that the second door on the north would be used for staff to reach the patio area.

Commissioner VanScoy commented that there appear to be four egress doors on the plan and received confirmation. He asked and received confirmation that the staff patio would not be fenced.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:51 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Peters, to recommend that City Council adopt Resolution #21-008 Approving the Site Plan and Final Plat for GiGi's Salon and Spa.

Further discussion

Commissioner VanScoy noted on page 52 of the amended COR framework it states that the main entrance of each principal building must face the street. He stated that the Commission has been working around that with the intent to have an entrance on Sunwood. He noted that this would not be an entrance. He understood that the main entrance ends up being where people park. He noted that he would be opposing this request based on that factor. He believed that the Commission should review the COR framework as the applications continue to get further from that intent.

Chairperson Bauer commented that the intent of that language is to provide walkability within the COR. He noted that thus far there has been a focus more on automobile access and perhaps that is something that needs to be revisited as to whether the intent is to focus on pedestrian or vehicle access. He agreed that there should be continued discussion on the vision for the COR.

Commissioner Anderson stated that he understands and agrees with those comments but noted that this is a unique lot in that there is no parking on Zeolite or Veterans Drive and therefore the only option for parking is within the parking lot. He noted that it would be hard for this property to meet that intent of the framework.

Commissioner VanScoy commented that he understands the change in nature and the unique character of the lot but believes that the Commission needs to review the framework in order to make better decisions on current conditions. He stated that other businesses have a customer entrance on Sunwood. He stated that he reviewed the floorplan in detail and commented that this is an interesting and exciting concept that he would like to see be successful. He believed that it could work as proposed and believed the issue of street edging has been addressed. He noted that his vote in opposition will be strictly based on the verbiage of the COR framework.

Deputy City Administrator Gladhill commented that the COR framework was intended to be flexible. He stated that flexibility has been shown on other properties within the COR such as Casey's and Allina. He stated that the walkable feel of the COR will take some time. He noted that the building is proposed to the build to line with a door off Sunwood, although this user will not be using that door for access. He noted that the COR framework was intended to be flexible in order to allow for more creative projects that come forward.

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner VanScoy	nay
Chairperson Bauer	aye

Motion carried.

6.04: Public Hearing: Consider Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure for the Church of St. Katharine Drexel

Public Hearing

Chairperson Bauer stated that he and Commissioner VanScoy do not have financial interest in the church but are very involved, noting that he signed the application on behalf of the church. He noted that he and Commissioner VanScoy will not be participating in this discussion as members of the Commission but instead as representatives of the applicant.

Acting Chairperson Anderson called the public hearing to order at 8:02 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends approval of Resolution #21-054 for an Interim Use Permit for a storage building on the subject property.

Citizen Input

Randy Bauer, Saint Katherine Drexel, commented that the church is experiencing problems with having sufficient storage space. He noted that this building would be used for lawn maintenance and storage of items that are used for seasonal decoration. He stated that the storage space would be larger than the current need but is being built to sustain the future needs. He noted that once the primary building is constructed the accessory building would not require an Interim Use Permit. He noted that the church hopes to begin construction in the next few years but that would be dependent on the capital campaign. He noted that the City has sometimes linked an IUP to an event rather than a timeframe. He stated that he would prefer the IUP be linked to the construction of the primary building rather than placing a five-year period on the permit. He stated that they provided some sketches as to where the primary building could be located but noted that could shift as they are currently working with the City on its desire for land to expand Central Park as well as a residential developer that is interested in purchasing some of the land.

Gary VanScoy, representing the applicant, commented that they do have a concept for the building and are working to gain the funds necessary. He stated that they are running out of room for storage at this time.

Acting Chairperson Anderson referenced the comment that the applicant would prefer to link the IUP to the construction of the building rather than five years. He noted that IUPs are typically provided for five years, noting that if that is not sufficient the applicant could request an extension as mentioned by staff.

Mr. Bauer noted that some IUPs along Highway 10 have been linked to specific events, such as interchange construction. He stated that they would prefer that the IUP be linked to the construction of the primary building as once that building is constructed the IUP would no longer be needed.

Acting Chairperson Anderson noted that if there is not a timeline, the IUP could then run indefinitely.

Mr. Bauer stated that the accessory building will continue to be needed and is the first step in progressing forward.

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

A roll call vote was performed:

Commissioner Peters aye

Commissioner Gengler aye
Acting Chairperson Anderson aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 8:12 p.m.

Commission Business

Motion by Commissioner Peters, seconded by Commissioner Gengler, to recommend that City Council adopt Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure on the subject property for a term of five years.

Further discussion

Councilmember Musgrove asked for details on the foundation for the accessory building.

Mr. Bauer replied that there would be a cement slab.

Councilmember Musgrove commented that she would like the five-year period for the IUP, recognizing that an extension could be granted, or perhaps additional storage space would be needed.

Mr. Bauer commented that the accessory structure is being built to fit future needs, therefore a larger size will not be needed. He noted that the draft resolution states a period of two years and asked for clarification on the desired length.

Commissioner Peters stated that his intention was to allow a five-year time period.

Commissioner Gengler confirmed that she would support five years.

A roll call vote was performed:

Commissioner Peters aye
Commissioner Gengler aye
Acting Chairperson Anderson aye

Motion carried.

Chairperson Bauer and Commissioner VanScoy rejoined the meeting as Commission members.

7. COMMISSION BUSINESS

7.01: Review Sketch Plan for Trott Brook Property, Makowsky Addition, Case of the Excelsior Group (Project 20-103)

Presentation

Senior Planner McGuire Brigl presented the Staff Report stating that staff recommends that the Planning Commission direct the applicant to move forward with developing a formal preliminary plat, compliant with all City Code standards. The review by staff outlines minor adjustments to the plan that shall be required in order to achieve full compliance with Zoning Code. The overall project complies with the Zoning Code.

Commission Business

Commissioner Gengler asked for input on the accesses that would be provided into the development, noting there appear to be two entrances on 173rd and one on Variolite.

Senior Planner McGuire Brigl commented that there is one proposed entrance from Nowthen onto 173rd, which is currently a dirt driveway that would be upgraded to a public road. She stated that there would be one entrance off Variolite. She stated that improvements would likely be necessary on Nowthen Boulevard, such as a turn lane, to support this development.

Commissioner VanScoy asked if there would be a conservation easement as part of this development.

Senior Planner McGuire Brigl commented that staff learned that conservation easements are extremely difficult to enforce, therefore required buffer would be taken through outlot or the City would take fee title of.

Deputy City Administrator Gladhill stated that the discussion has not reached that level yet, noting that it would depend upon whether the development would have an HOA that maintains ownership of outlots, or whether the City would take ownership of the outlots.

Councilmember Musgrove referenced the potential number of lots that may not meet the minimum size standards and asked if that could change the layout and ultimate number of lots.

Senior Planner McGuire Brigl replied that staff flagged some lots that will need to be double checked in terms of size. She stated that the wetland delineation has the most potential to change the ultimate number of lots because of required buffers. She stated that perhaps five to ten lots could be lost if this moves forward.

Ben Schmidt, Excelsior Group, commented that they have been working on this for over one year and they believe they can move forward meeting all the minimum requirements. He recognized that this is high level but believed that they would be able to provide the minimum lot sizes. He agreed that the wetland delineation would be the factor that could impact the ultimate number of lots. He believed that this would be a great project for the City, and they are excited about the new park area that would be brought to the northern area of Ramsey.

Commissioner VanScoy commented that he noticed a lot of ponds and asked if those are wetlands or whether those would be created.

Mr. Schmidt replied that those would be infiltration basins to be used for stormwater management.

Commissioner Anderson commented that he plows snow for the City and cul-de-sacs take about 15 minutes each to plow. He noted that this sketch has nine cul-de-sacs which would equate to a few hours of plowing just for this development. He stated that the City would then most likely have to hire another staff member to plow and additional equipment would be needed. He asked if some of the cul-de-sacs could be eliminated.

Mr. Schmidt recognized that cul-de-sacs are not desired by public works. He stated that he is sensitive to that but noted that from a marketing standpoint, people like to live on cul-de-sacs because it slows traffic and increases safety. He stated that there could be a negotiation but felt that the value of the homes could create a tax base that would help to offset the additional public works time. He noted that they would be willing to work with staff on that detail.

Senior Planner McGuire Brigl stated that she presented the sketch plan to the Public Works Director, who agreed that cul-de-sacs require additional time but believed that some planning could assist in offsetting that time. She stated that the driveway locations will be run by public works during each phase in attempt to make it easier for plows.

Commissioner Anderson commented that typically the smaller trucks do cul-de-sacs, and the larger trucks do the main road. He commented that public works and public safety vehicles should continue to be a part of the cul-de-sac discussion.

Kim Ksaloka asked when buffer zones between the proposed development and existing properties would be discussed.

Senior Planner McGuire Brigl commented that staff noted that the density transitioning would be required at a level two, which would be a 35-foot berm or 45-foot planted buffer. She stated that buffer would be required against the existing rural lots.

Commissioner VanScoy commented that he likes the proposal and noted that the applicant has done a great job reacting to previous input. He noted that this is a much more preferable design to the original sketch plan.

Chairperson Bauer noted that in previous review the Commission was comfortable with some smaller interior lots but recognized that the Council did not support those lot sizes.

Councilmember Musgrove confirmed that this submission is more in line with the previous direction from the City Council. She recognized that she has not yet seen much community input on the new design.

Chairperson Bauer noted that this seems on track with the desire of the developer and the previous direction from the City Council.

Senior Planner McGuire Brigl confirmed the consensus of the Commission to direct the applicant to move forward towards preliminary plat. She noted that this will go forward to the City Council on the March 23rd agenda.

Councilmember Musgrove asked if the description for parcel B is accurate in the letter submitted.

Deputy City Administrator Gladhill commented that it is very common to have this type of description in a metes and bounds division therefore this is accurate.

8. COMMISSION / STAFF INPUT

Chairperson Bauer noted that he and Commissioner VanScoy have conflicts with the April meeting date and suggested postponing that meeting by one week.

Councilmember Musgrove noted that the Park and Recreation Commission meets on that night. She suggested moving to the third Thursday.

Chairperson Bauer noted that he and Commissioner VanScoy have a conflict with that date as well. It was confirmed that the Planning Commission meeting for April would be held the second Thursday in April. He noted that some members of the Commission attended a City Council worksession where a pause on multifamily housing development was discussed for City owned property. He noted that the Commission members expressed concern for the rational in pausing that development when the properties are zoned for that type of development. He stated that perhaps a joint worksession with the Council, EDA, and Planning Commission be held to review the plan for the COR to ensure everyone is on the same page.

The Commission members agreed that it would be helpful to have a joint discussion to discuss the general land use vision of the COR and multifamily housing.

Chairperson Bauer asked if Councilmembers Musgrove and Woestehoff would be open to making the request to the Council for a joint meeting.

Councilmember Musgrove asked if that would be the only way for this type of joint meeting to occur.

Deputy City Administrator Gladhill stated that the multifamily discussion has come forward a few times and therefore he would prefer this be a broader discussion. He noted that staff could bring forward the suggestion for a joint worksession but urged the focus to be on the land use plan for the COR.

Councilmember Musgrove commented that the Council had the discussion related to multifamily housing and indicated support for a pause on that development as well as focusing on attracting retail development to support the residents that have come into the COR. She felt that the minutes from that meeting reflect that direction. She commented that a lot of rooftops have been added and the Council wants to focus more on bringing businesses to support the needs of those residents.

Chairperson Bauer stated that he was looking at discussing the overall plan for the COR and land along Highway 10. He stated that he suggested bringing in the EDA because it has been stated that retailers look for a population of 30,000, which Ramsey has not yet reached that level. He stated that the quickest way to reach that population is with multifamily development and therefore that may need to be a factor in reaching the goal to bring more businesses. He believed that involving the EDA would be critical to ensure all factors are considered and everyone moves forward in the same way to reach the ultimate vision of the COR.

Deputy City Administrator Gladhill commented that staff would need to be careful how to navigate this as there has been direction from the Council on multifamily housing. He stated that the Commission could request a joint meeting to focus on overall land use in the COR and the Council would then make the decision whether to hold that meeting.

Councilmember Woestehoff commented that from his perspective collaboration with the different Boards is an important function. He stated that members of the Commission can reach out to Councilmembers from their Ward or the At-Large members to express their comments as residents. He noted that while the decision was not unanimous, the Council did make the decision to pause multifamily development on City owned property. He recognized that retail may not bounce back as quick as desired following COVID, but perhaps it will.

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to request a joint meeting with the Planning Commission, City Council and Economic Development Authority to discuss the land use plan for the COR and Highway 10 corridor.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

9. ADJOURNMENT

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner VanScoy	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

The regular meeting of the Planning Commission adjourned at 9:00 p.m.

Respectfully submitted,

_____
Chloe McGuire Brigl
Senior Planner

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-054

A RESOLUTION APPROVING THE ISSUANCE OF AN INTERIM USE PERMIT TO ALLOW AN ACCESSORY STRUCTURE FOR THE CHURCH OF ST. KATHARINE DREXEL AND DECLARING TERMS OF SAME

RECITALS

1. The Church of St. Katharine Drexel, hereinafter referred to as the "**Permittee**" has properly applied for an Interim Use Permit to allow the use of an accessory structure (the "**Structure**") on the property generally located east of Central Park, north of 161st Ave NW, west of Variolite St, and legally described as follows:

   THE SE1/4 OF NW1/4 OF SEC 16 TWP 32 RGE 25, EX W 185 FT THEREOF, EX RD, SUBJ TO EASE OF REC, Anoka County, Minnesota

   (the "**Subject Property**")

2. That The Church of St. Katharine Drexel, owns the **Subject Property** and has signed off on the application.

3. That the **Subject Property** is zoned R-1 Residential District (MUSA), and is approximately 33.18 acres in size between two parcels.

4. That the **Subject Property** abuts Variolite St NW to the east, 161st Ave NW to the south, and nearby parcels to the east and west of the **Subject Property** are zoned R-1 Residential District (MUSA), while nearby parcels to the north and south of the **Subject Property** are zoned R-1 Residential District (Rural Developing).

5. That the **Structure** is proposed to be thirty (30) feet wide by forty (40) feet long, approximately eighteen (18) feet tall, with aluminum or similar metal siding, painted earth-tone color.

6. That the **Permittee** is proposing to temporarily utilize the **Structure** for storage purposes onsite until the main church building can be constructed.

FINDINGS OF FACT

1. That the **Structure** 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 **Structure** will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That the **Structure** will be harmonious with and in accordance with the specific objectives of the comprehensive plan.

4. That the **Structure** 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.

5. That the **Structure** will not be hazardous to existing or future neighboring uses.

6. That the **Structure** will not impact essential public facilities and services, such as highways, streets, police and fire protection.

7. That the **Structure** 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 **Structure** 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 **Structure** will be consistent with the intent and purposes of the Zoning 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 an Interim Use Permit for an Accessory Structure on the **Subject Property** contingent upon the following conditions:

CONDITIONS

1. That this **Permit** allows for use on the **Subject Property** for five (5) years.

2. That the **Permittee** shall obtain all necessary permits on the **Subject Property**.

3. That the **Permittee** shall maintain the **Subject Property** in compliance with City Code Sections 117-356 (Commercial and Industrial Development Off-Street Parking) and 117-111 (R-1 Residential District); Chapter 117 (Zoning and Subdivisions) Article II (Zoning) Division 6 (Performance Standards); and Chapter 30 (Nuisances) at all times.

4. That the **Permittee** shall maintain the **Structure** in compliance with City Code Section 117-349. The **Structure** must be kept in good repair and good condition.

5. That the **Permittee** shall obtain all necessary permits to construct the **Structure**.

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** approves the **Structure** in the location as seen in Exhibit A. There shall not be any additional outdoor storage without an amendment to this **Permit**.

10. That areas outside of the proposed location for the **Structure** may not be used for outdoor storage. The **Structure** may be used to store items, but additional outdoor storage is not allowed (any items that could become a public nuisance).

11. That the **Structure** must be in compliance with Chapter 30 of City Code, and the International Property Maintenance Code.

12. That this **Permit** shall automatically expire if the use is not initiated by March 23rd, 2022.

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 23rd day of March, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

Exhibit A: Structure location noted near center of the parcel



CC Regular Session **5. 11.**

Meeting Date: 03/23/2021

Submitted For: Chloe McGuire Brigl, Community Development

By: Chloe McGuire Brigl, Community Development

Information

Title:

Adopt Resolution #21-055 Approving Java Properties Site Plan and Final Plat (Project 21-105)

Purpose/Background:

The purpose of this case is to review the site plan from Java Properties (the "Applicant") for a new commercial building west of Casey's on Sunwood Drive NW. The Subject Property is owned by the City of Ramsey and is approximately 13 acres, of which only a portion will be purchased by the Applicant and platted. The Subject Property is known as PID 28-32-25-41-0020. The site is zoned COR and is accessed off Sunwood Drive from the shared drive aisle with Casey's to the east. The proposed site plan includes a request for a Conditional Use Permit (CUP) for a slight parking overage and a final plat to formally subdivide the land they are purchasing from the City.

The Planning Commission met on March 4, 2021 and unanimously recommended approval of the project.

Notification:

The Planning Commission met on March 4, 2021 and held a formal public hearing for the project. For the public hearing, the City attempted to notify property owners within 700 feet of the Subject Property, as noted in the Anoka County Property Records. The notice was also published in the City's official newspaper, the Anoka County Union Herald. The City did not provide additional notice for this meeting.

Observations/Alternatives:

Observations

Staff has received the concept plan for the following items and found it to be generally consistent with the guidance for this area.

- **Architecture:** High quality architecture is one of the key features of the COR downtown area. This site includes a strong front building facade with lots of windows, brick, block base, EIFS tan walls, and red aluminum entrance. The south, west, and east facades are the same, with majority EIFS tan walls, block around the base, and 3 brick areas of articulation and brick endcaps. The Applicant has also proposed a wall along Sunwood Drive, consistent with Casey's to the east. This generally meets the requirements of the COR. Staff would like to see the trash enclosures and see if there is any additional articulation or architectural features that could be added to the south, west, and east elevations. Staff understands this is an established user and there may not be room to modify architectural plans.
    - As drafted, the Site Plan approval will approve the architecture as-is. If the Council wants additional changes, this will require direction from Council. Any major changes to architecture will require future Council approval.
- **Amenities:** The Applicant has added a bike rack to the site plan per Planning Commission recommendation.
- **Remnant Parcel:** The Applicant is proposing to purchase approximately .73 acres from the City, leaving the remainder of the site to be developed. The remainder has approximately 200+ feet of frontage on Sunwood Drive which should be an adequate space for another commercial pad. If the site develops further to the south, the existing drive aisle will need to be extended.
- **COR Guidelines:** The Applicant is proposing 32 parking stalls, which is slightly higher than the parking allowed for retail buildings in the COR. Because this is an established user, Staff does feel it is appropriate to grant a Conditional Use Permit (CUP) for parking overage in order to ensure they have sufficient parking onsite. The parking code would allow 29 stalls, so it is only an overage of 3 stalls. Additionally, there is no

parking on Sunwood Drive in this location, so adequate parking onsite is very important for commercial success. The Planning Commission recommended the the Conditional Use Permit to allow for 32 stalls onsite.

Funding Source:

The Applicant is responsible for all costs associated with project review.

The case does include a land transaction with the City - the Applicant has a purchase agreement with the City to purchase the property.

Recommendation:

The Planning Commission unanimously recommends approval of the project.

Action:

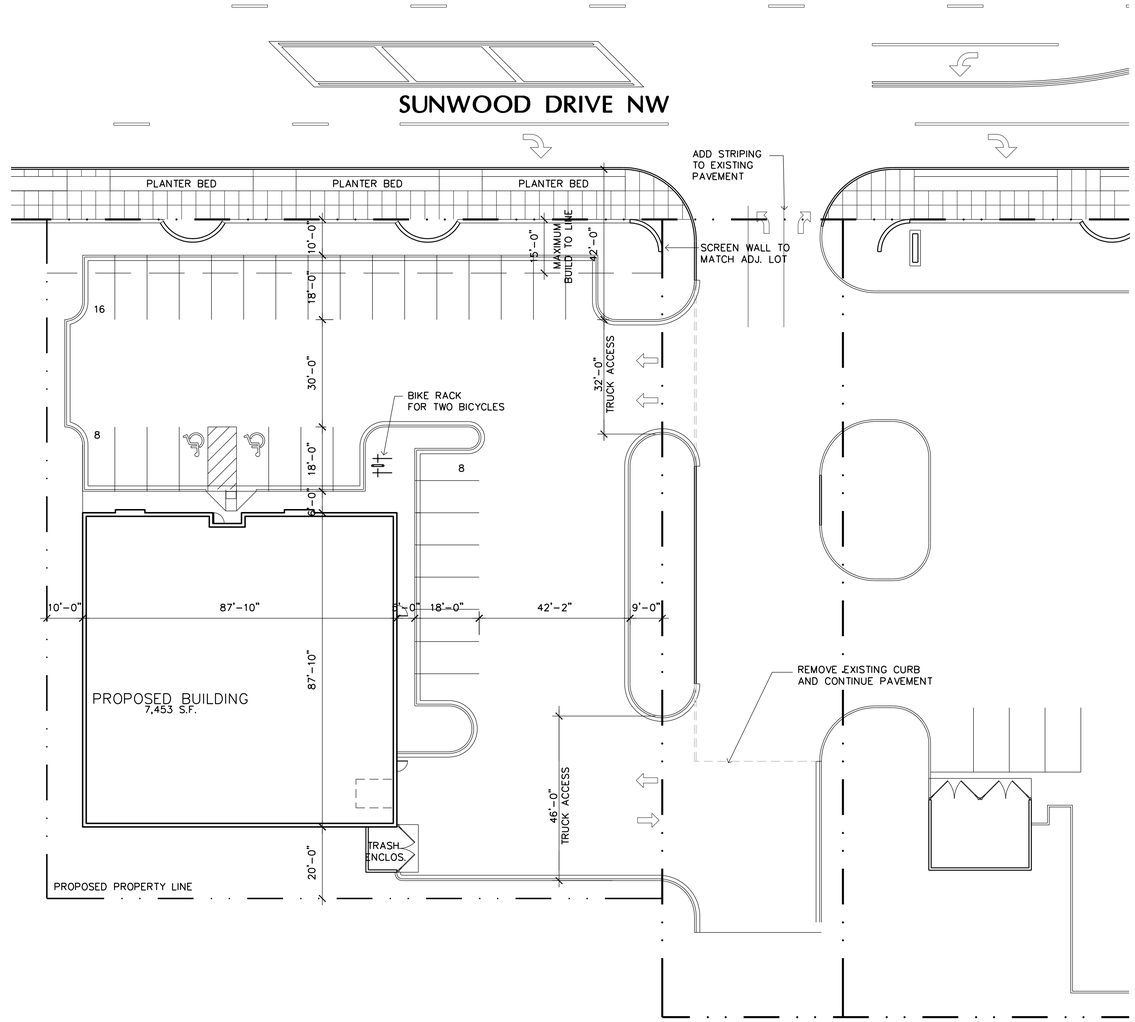
Motion to adopt Resolution #21-055 approving the Site Plan, Final Plat, and Conditional Use Permit for Java Properties.

Attachments

Site Plan
Proposed Preliminary Plat
Proposed Final Plat
Building Elevations
Color Rendering
Site Location
DRAFT March Planning Commission Minutes
Resolution 21-055

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	03/17/2021 11:25 AM
Form Started By: Chloe McGuire Brigl		Started On: 03/08/2021 09:44 AM
Final Approval Date: 03/17/2021		



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

NORTH

SITE DATA
LOT SIZE: 32,651 S.F. 0.75 ACRES
FLOOR AREA RATIO: 7,704/32,651 = 23.6% < 25% MIN. *VARIANCE REQ'D
ZONING: COR-3 WORKPLACE DISTRICT
BUILDING: AUTO PARTS STORE (CONDITIONAL USE) 7,704 S.F.

PARKING DATA
RETAIL (2/1,000 S.F. MIN-4/1,000 S.F. MAX) - 14 MIN/29 MAX
STALLS PROVIDED - 32 STALLS *VARIANCE REQ'D

Filename: O'REILLY-SUNWOOD DRIVE\O'REILLY-SUNWOOD DRIVE-A1

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

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

SIGNATURE
LEONARD LAMPERT
PRINTED NAME
13669
LICENSE #
DD/MM/YY
DATE

PRELIMINARY
NOT FOR CONSTRUCTION

JAVA PROPERTIES
879 Scheffer Avenue
St. Paul, MN 55102
Phone: 952-403-9595

O'REILLY AUTO
Sunwood Drive NW, Ramsey Minnesota

Copyright 2020
Leonard Lampert Architects Inc.

Project Designer: JAMES B
Drawn By: ALE
Checked By: LL
Revisions

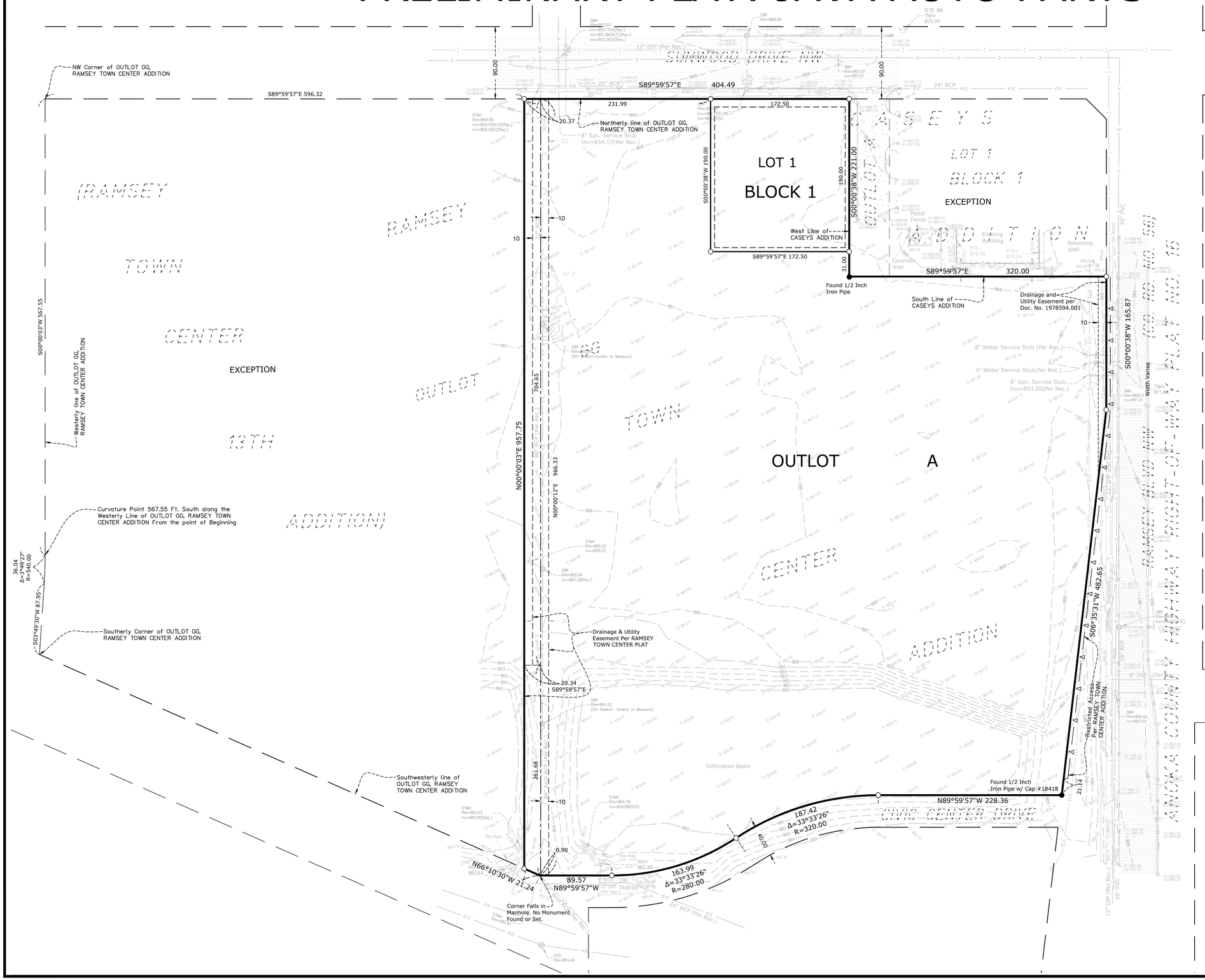
10/28/20	PRELIMINARY
3/5/21	CITY SUBMITTAL

SITE PLAN

Sheet Number
A1

Project No. 200805-2

PRELIMINARY PLAT: JAVA AUTO PARTS



PRELIMINARY PLAT GENERAL NOTES

PROPERTY DESCRIPTION:

Parcel 1:

Outlot GG, Ramsey Town Center Addition, except that part described as follows: Beginning at the Northwest corner of said Outlot GG; thence on an assumed bearing of South, along the Westerly line of said Outlot GG for 567.55 feet to a point of curvature in said Westerly line; thence Southerly for 36.04 feet along said Westerly line along a tangential curve concave to the West, radius 540 feet and a central angle 03 degrees 49 minutes 27 seconds to a point of tangency in said Westerly line; thence South 03 degrees 49 minutes 27 seconds West along said Westerly line for 87.95 feet to the most Southerly corner in said Westerly line; thence South 66 degrees 10 minutes 33 seconds East along the Southwesterly line of said Outlot GG for 659.59 feet;thence on a bearing of North for 957.75 feet to the Northerly line of said Outlot GG; thence on a bearing of West along said Northerly line for 596.32 feet to the point of beginning, LESS AND EXCEPT that part platted as Caseys Addition. Anoka County, Minnesota

Abstract Property

DATE OF PREPARATION:

1-25-2021

APPLICANT:

Java Companies
Mark Krough
612-384-9646
879 Scheffer Ave, St. Paul, MN 55102

BENCHMARKS:

Elevations are based on the NAVD 88 Datum. Site Benchmark is the top nut of the fire hydrant located on the north side of Sunwood Drive NW, approximately 85 ft northerly of the NE corner of subject property. Elevation= 870.56 feet.

EXISTING ZONING:

COR: The COR (per the City of Ramsey Official Zoning Map dated September, 2011

AREAS:

Proposed Lot 1 = 32,775 Sq. Ft. +/- or 0.752 Acres +/-
Proposed Outlot A = 537,827 Sq. Ft. +/- or 12.347 Acres +-
Total Property Area = 570,602 Sq. Ft. +/- or 13.099 Acres +/-

FLOOD ZONE:

This property is contained in Zone X (area determined to be outside the 0.2% annual chance floodplain) per Flood Insurance Rate Map, Community Panel No. 27003C0280E, effective date of December 16, 2015.

Rory L. Synstelien Minnesota License No. 44565
rory@civilsitegroup.com

N

60 30 0 30 60 120

SCALE IN FEET

Linetype & Symbol Legend

- FO — FIBER OPTIC
- GAS — GASMAIN
- WATERMAIN
- SANITARY SEWER
- STORM SEWER
- OHU — OVERHEAD UTILITIES
- TEL — TELEPHONE LINE
- ELE — ELECTRIC LINE
- CTV — CABLE LINE
- CHAINLINK FENCELINE
- WOODEN FENCELINE
- GUARDRAIL
- CONCRETE SURFACE
- PAVER SURFACE
- BITUMINOUS SURFACE
- GRAVEL/LANDSCAPE SURFACE
- SIGN
- UTILITY MANHOLE
- SANITARY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- ROOF DRAIN
- TELEPHONE BOX
- TELEPHONE MANHOLE
- ELECTRIC TRANSFORMER
- TRAFFIC SIGNAL
- CABLE TV BOX
- ELECTRICAL METER
- GAS METER
- FOUND IRON MONUMENT
- SET IRON MONUMENT
- CAST IRON MONUMENT
- AIR CONDITIONER
- BOLLARD
- ELECTRIC MANHOLE
- FLAG POLE
- FLARED END SECTION
- GAS VALVE
- HANDICAP SYMBOL
- HYDRANT
- WATER MANHOLE
- WATER VALVE
- POWER POLE
- GUY WIRE
- CONIFEROUS TREE
- DECIDUOUS TREE

CivilSite GROUP
Civil Engineering • Surveying • Landscape Architecture
4931 W. 35th Street, Suite 200
St. Louis Park, MN 55416
civilsitegroup.com 612-615-0060

PROJECT
O'Reilly Auto Parts
Sunwood Drive NW, Ramsey, Anoka County, MN 55303

CLIENT
Java Companies
Mark Krough
879 Scheffer Avenue, St. Paul, MN 55102

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

RORY L. SYNSTELIEN
DATE 1-25-2021 LICENSE NO. 44565

QA/QC

FIELD CREW	
DRAWN BY	JRN
REVIEWED BY	
UPDATED BY	

VICINITY MAP



REVISION SUMMARY

DATE	DESCRIPTION

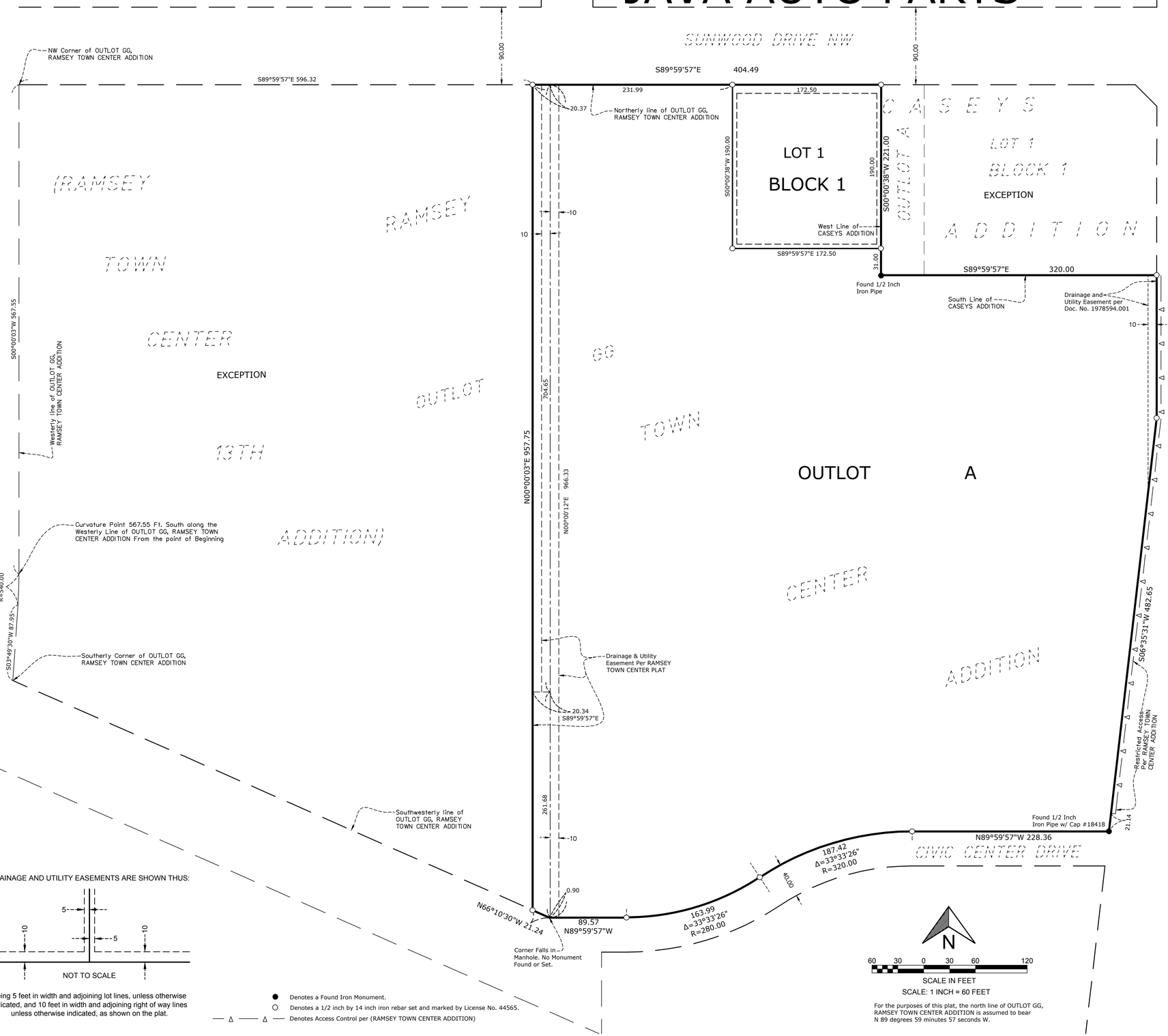
PROJECT NO.: 20386

PRELIMINARY PLAT

V2.0

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JAVA AUTO PARTS



DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

Being 5 feet in width and adjoining lot lines, unless otherwise indicated, and 10 feet in width and adjoining right of way lines unless otherwise indicated, as shown on the plat.

● Denotes a Found Iron Monument.

○ Denotes a 1/2 inch by 14 inch iron rebar set and marked by License No. 44565.

— Δ — Δ — Denotes Access Control per (RAMSEY TOWN CENTER ADDITION)

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 28, T. 32, R. 25

KNOW ALL PERSONS BY THESE PRESENTS: That Java Ramsey Casey's Outlot, LLC, a limited liability company, owner of the following described property:

OUTLOT GG, RAMSEY TOWN CENTER ADDITION, except that part described as follows: Beginning at the Northwest corner of said OUTLOT GG; thence on an assumed bearing of South, along the Westerly line of said OUTLOT GG for 567.55 feet to a point of curvature in said Westerly line; thence Southerly for 36.04 feet along said Westerly line along a tangential curve concave to the West, radius 540 feet and a central angle 03 degrees 49 minutes 27 seconds to a point of tangency in said Westerly line; thence South 03 degrees 49 minutes 27 seconds West along said Westerly line for 87.95 feet to the most Southerly corner in said Westerly line; thence South 66 degrees 10 minutes 33 seconds East along the Southwesterly line of said OUTLOT GG for 659.59 feet;thence on a bearing of North for 957.75 feet to the Northerly line of said OUTLOT GG; thence on a bearing of West along said Northerly line for 596.32 feet to the point of beginning, LESS AND EXCEPT that part platted as CASEYS ADDITION. Anoka County, Minnesota.

Has caused the same to be surveyed and platted as JAVA AUTO PARTS and does hereby dedicate to the public for public use forever the drainage and utility easements as created by this plat for drainage and utility purposes only.

In witness whereof said Java Ramsey Casey's Outlot, LLC, a limited liability company, has caused these presents to be signed by its proper officer
this _____day of _____, 20_____.

Java Ramsey Casey's Outlot, LLC, a limited liability company

By_____ Its_____

STATE OF _____, COUNTY OF _____

This instrument was acknowledged before me this _____day of _____, 20_____,

by _____, of Java Ramsey Casey's Outlot, LLC, a limited liability company, on behalf of the company.

_____ _____
Notary Public, Signature Notary Public, Printed Name

My Commission Expires:_____

Notary Public _____County,_____

SURVEYORS CERTIFICATE

I Rory L. Synstelien, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of the surveyor's certification are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____day of _____, 20_____.

_____
Rory L. Synstelien, Licensed Land Surveyor
Minnesota License No. 44565

STATE OF MINNESOTA, COUNTY OF _____

This instrument was acknowledged before me this _____day of _____, 20_____, by Rory L. Synstelien, Licensed Land Surveyor.

_____ _____
Notary Public, Signature Notary Public, Printed Name

My Commission Expires:_____

Notary Public _____County,_____

CITY COUNCIL

City Council, City of Ramsey, Minnesota

This plat of JAVA AUTO PARTS was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this_____ day of _____, 20___, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ramsey, Minnesota

By: _____ _____
Mayor Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subdivision 11, this plat has been reviewed and approved this _____ day of _____, 20_____.

By:_____
Charles F. Gitzen
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

County of Anoka, State of Minnesota

Pursuant to Minnesota Statutes, Section 505.021, Subdivision 9, taxes payable in the year _____ on real estate hereinbefore described, have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfers entered on this _____ day of _____, 20_____

By:_____ By:_____
Property Tax Administrator Deputy

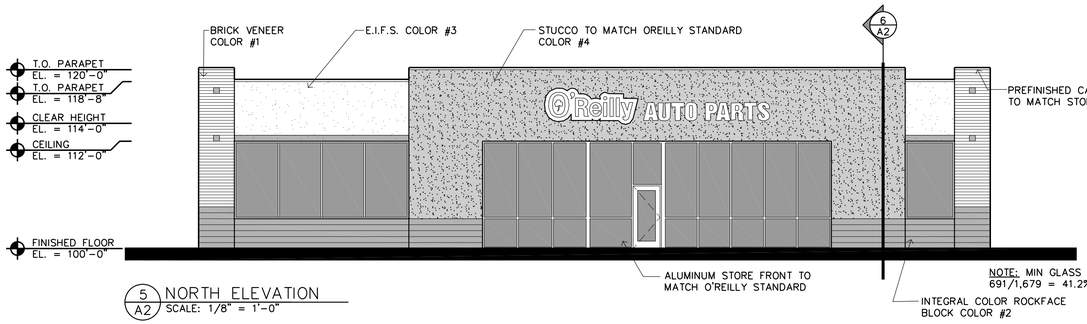
COUNTY RECORDER/REGISTRAR OF TITLES

County of Anoka, State of Minnesota

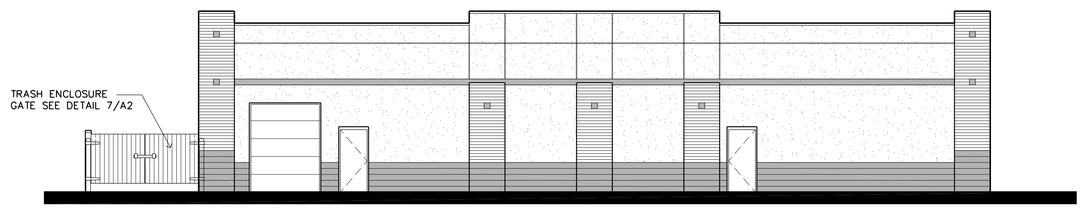
I hereby certify that this plat of JAVA AUTO PARTS was filed in the Office of the County Recorder/Registrar of Titles for public record on this _____day of _____, 20_____,
at _____o'clock___M. and was duly recorded as Document Number_____.

By:_____ By:_____
County Recorder/Registrar of Titles Deputy

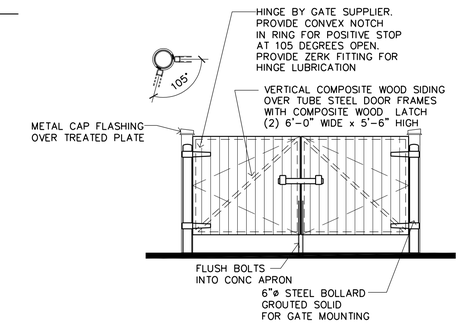
CivilSite GROUP



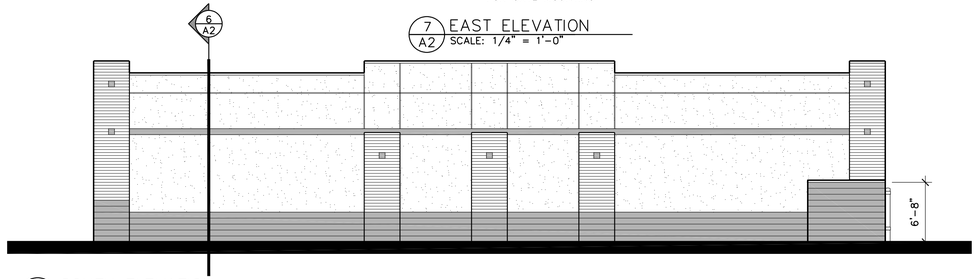
5 A2 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



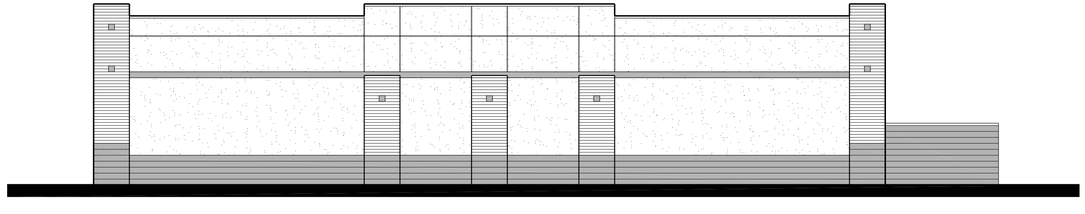
4 A2 EAST ELEVATION
SCALE: 1/8" = 1'-0"



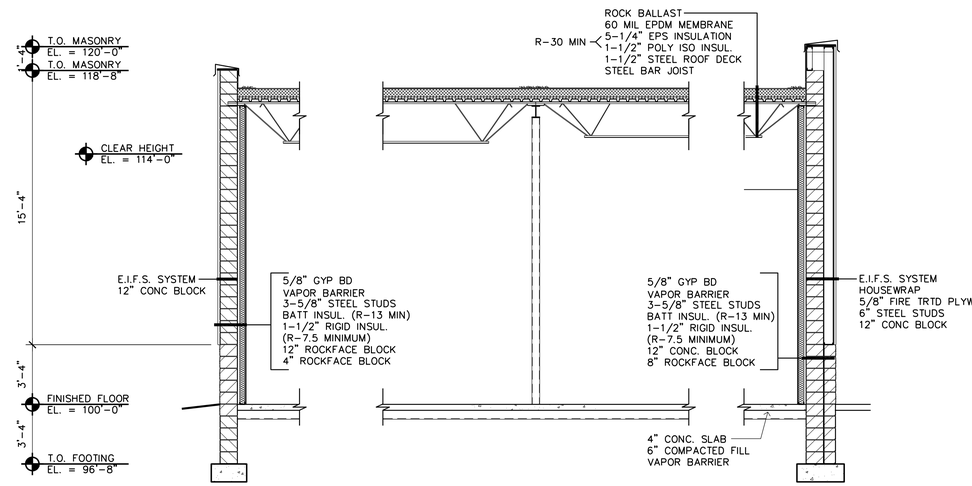
7 A2 EAST ELEVATION
SCALE: 1/4" = 1'-0"



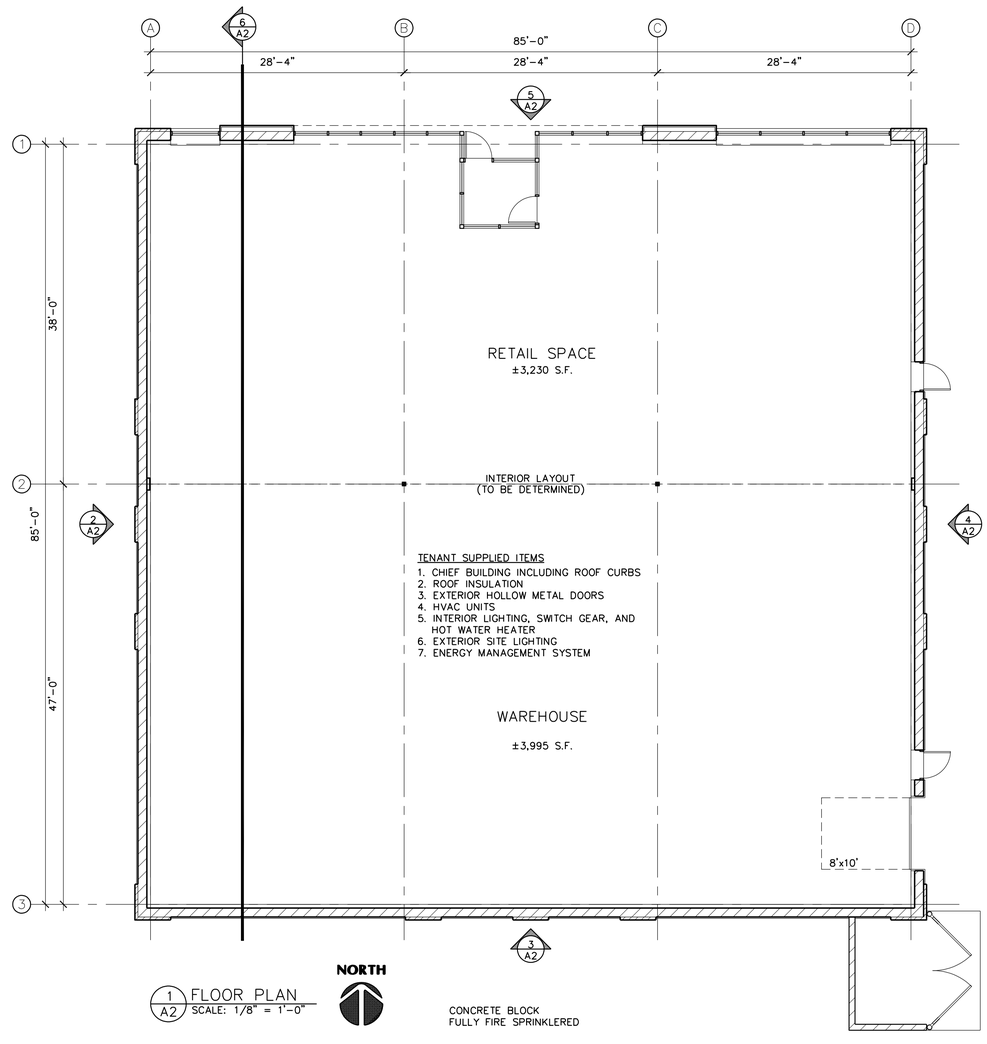
3 A2 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



2 A2 WEST ELEVATION
SCALE: 1/8" = 1'-0"



6 A2 BUILDING SECTION
SCALE: 1/4" = 1'-0"



1 A2 FLOOR PLAN
SCALE: 1/8" = 1'-0"

NORTH

CONCRETE BLOCK
FULLY FIRE SPRINKLERED

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

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

SIGNATURE
LEONARD LAMPERT
PRINT NAME
13669
LIC. NO.
10/28/20
DATE

PRELIMINARY
NOT FOR CONSTRUCTION

JAVA PROPERTIES
879 Scheffer Avenue
St. Paul, MN 55102
Phone: 952-403-9595

O'REILLY AUTO
Sunwood Drive NW, Ramsey Minnesota

Copyright 2020
Leonard Lampert Architects Inc.

Project Designer: JAMES B
Drawn By: ALE
Checked By: LL
Revisions

10/28/20	PRELIMINARY
3/5/21	CITY SUBMITTAL

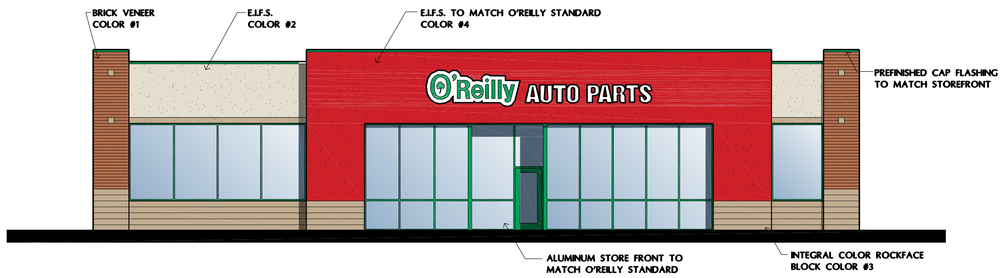
FLOOR PLAN
BUILDING ELEVATIONS

Sheet Number

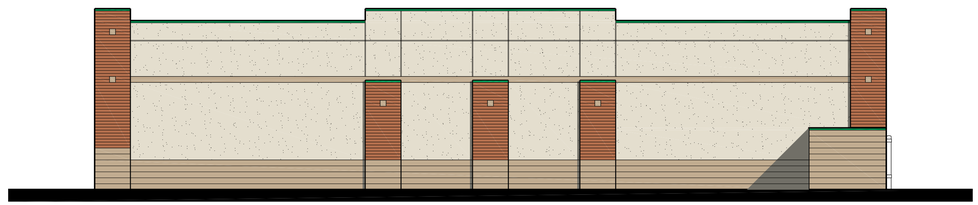
A2

Project No. 200805-2

Filename: O'REILLY-SUNWOOD DRIVE\O'REILLY-SUNWOOD DRIVE-A3



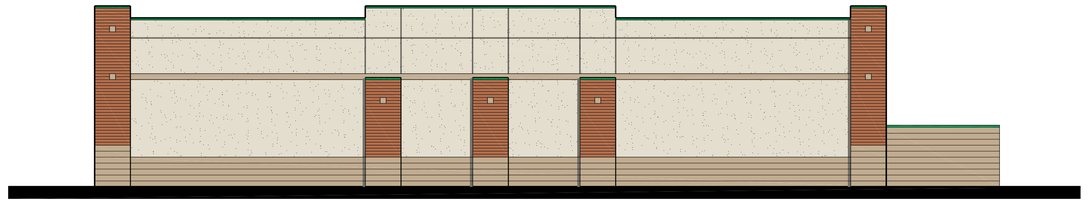
NORTH ELEVATION



SOUTH ELEVATION



EAST ELEVATION



WEST ELEVATION

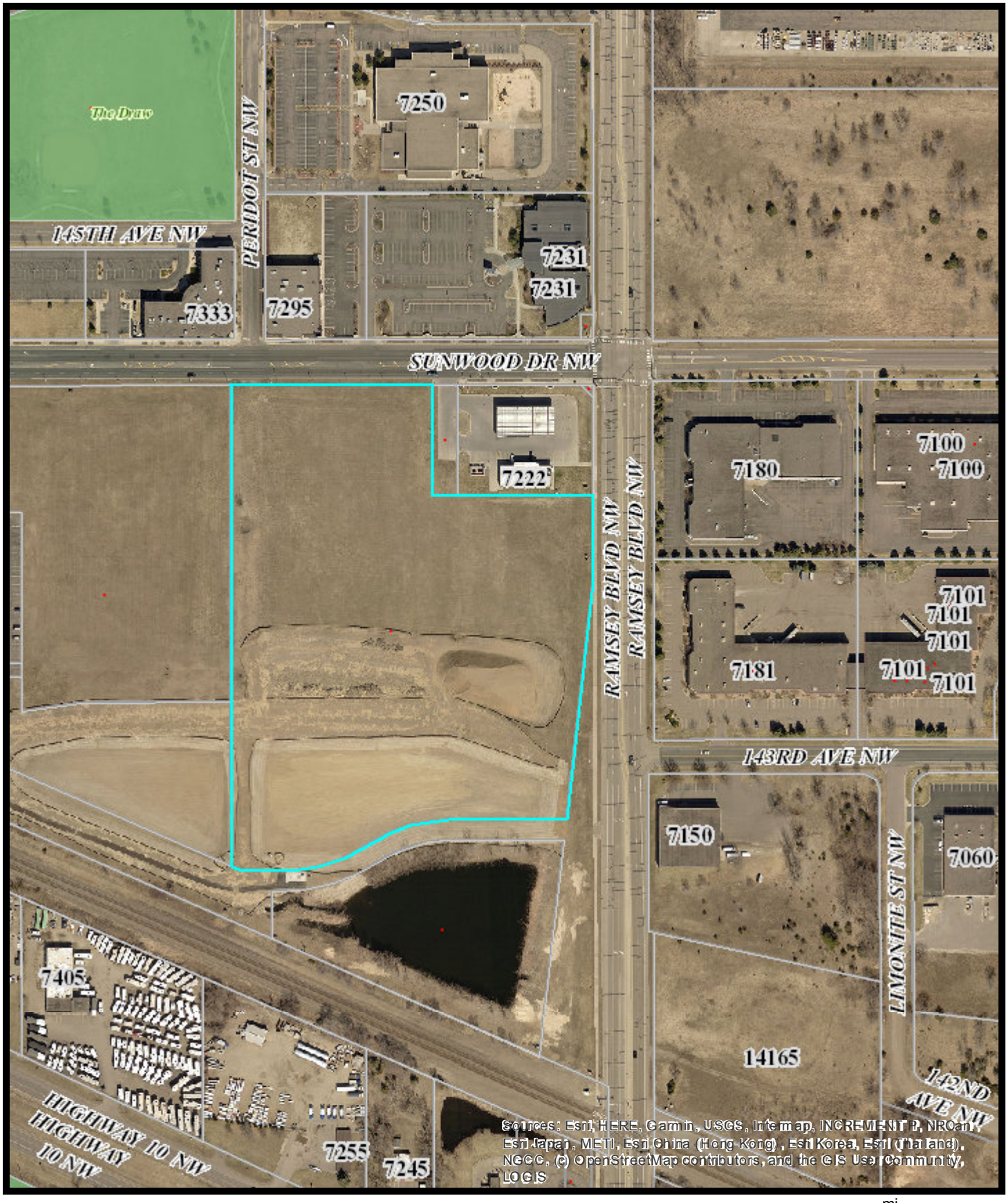
O'REILLY AUTO RAMSEY

Ramsey, Minnesota

NOTE: THIS DRAWING IS FOR ILLUSTRATIVE PURPOSES ONLY. ACTUAL COLORS NEED TO BE FIELD VERIFIED.

LA SHIPPERT ARCHITECTS

Site Location



Print Date: August 24, 2020

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, March 4, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Eric Peters Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Senior Planner Chloe McGuire Brigl Deputy City Administrator Tim Gladhill Police Chief Jeff Katers City Council Liaison Debra Musgrove City Councilmember Matt Woestehoff

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Chairperson Bauer led the group in the Pledge of Allegiance.

3. CITIZEN INPUT

None.

4. APPROVAL OF AGENDA

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye

Chairperson Bauer aye
Motion carried.

5. CONSENT AGENDA

5.01: Approve the February 4, 2021 Planning Commission Meeting Minutes
5.02: Approve the February 11, 2021 Planning Commission Work Session Minutes

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

A roll call vote was performed:

Commissioner Peters aye
Commissioner Anderson aye
Commissioner Gengler aye
Commissioner VanScoy aye
Chairperson Bauer aye

Motion carried.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider Resolution #21-058 Approving Variance for Deviation from Street Name Grid for Riverstone South; Case of Capstone Homes, LLC

Public Hearing

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

Presentation

Senior Planner McGuire Brigl presented the staff report stating that the City's Public Works and Public Safety teams are not supportive of the requested deviation for public safety reason; however, the Public Works Committee has recommended moving away from Unicorn Street and allowing one deviation from the standard grid as they feel Unicorn Street may be difficult to market.

Commissioner VanScoy commented that he appreciates the attempt to honor the Pearson name and asked if there had been consideration to name the park after the Pearson family.

Senior Planner McGuire Brigl commented that the City already has a Pearson Park in another area of Ramsey.

Citizen Input

Tom Bakritges, Capstone Homes, commented that he provided a more comprehensive presentation to the City Council and Public Works Committee. He stated that the Pearson family has been at the homestead property for 75 years and therefore they would like to honor the family with one of the street names. He noted that Pearson Place and Pearson Park have already been named after the family on other property they owned that has been developed. He commented that unicorn is not a good name in terms of marketing homes and Capstone does not feel that would be a good fit for the neighborhood. He asked that the Commission approve of the request.

Commissioner VanScoy commented that there is already a Unicorn Street in Ramsey and it is part of the County grid. He asked why it is a bad name in the opinion of Capstone.

Mr. Bakritges commented that a unicorn is a mythical figure and not a real animal, therefore it does not technically fit within the grid. He stated that some people do not like those types of names for their street, noting that the City approved a change from Sloth Street to Snowy Owl Street in Riverstone North.

Chairperson Bauer stated that he lives in Riverstone North on Quintana and asked what type of animal that is.

Mr. Bakritges stated that he is not sure of how that name came to be.

Deputy City Administrator Gladhill commented that Quintana is not an animal and came about in a similar discussion on the street name. He stated that the Public Works Committee did make this recommendation for the compromise on street naming.

Police Chief Katers commented that public safety and public works provided input at the Public Works Committee noting that police and fire oppose changes to the street name grid as it follows the County grid. He noted that the County grid ensures that public safety can easily respond to calls for service within their own community and in situations of mutual aid as all the communities follow the County grid. He stated that there are 18 addresses on the north end of Ramsey that are on Unicorn Street already. He noted that public safety wants to remain with the logical naming system and therefore oppose deviation from the naming system. He commented that in times of emergency when GPS service is not available, public safety would be able to respond within their own community and neighboring communities based on the County grid system. He stated that public safety also opposed the changes requested by the applicant for Riverstone North in 2017, which were ultimately approved by the City. He asked that the Commission follow the grid system for street names.

Commissioner VanScoy referenced the comment from Police Chief Katers that public works opposes the change, but the case stated that the Public Works Committee supports the change and asked for clarification.

Deputy City Administrator Gladhill commented that the Public Works Committee is composed of three City Council members. He noted that meeting of the Public Works Committee was the same night as a special City Council workshop meeting, therefore all six members of the Council as well as the Councilmember Elect were present and there were no comments of opposition.

Councilmember Musgrove commented that after discussion, the Committee supported this compromise to border the development with Pearson Street, similar to the Bowers Drive border on the other side of the development with the other roads inside of the development following the naming grid. He stated that the Committee felt that this was a good compromise to honor the Pearson family and follow the naming grid in the remainder of the development.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:22 p.m.

Commission Business

Commissioner VanScoy commented that he has been concerned that other factors have been placed over the opinion of public safety in previous considerations. He commented that a marketing concern versus a safety concern does not seem to pose question, noting that public safety should rank above marketing.

Commissioner Peters agreed that public safety should rank above marketing.

Motion by Commissioner VanScoy, seconded by Commissioner Peters, to deny the variance requesting deviation from City Code street name grid requirements for Riverstone South.

Further discussion

Senior Planner McGuire Brigl commented that if the variance is denied there is a process of which the applicant can appeal the decision to the City Council.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

Deputy City Administrator Gladhill commented that the record should reflect that the denial was based on the decision that the public safety element outweighs a marketing concern for the street name.

6.02: Public Hearing: Review Resolution #21-055 Approving Java Properties Concept Plan (Project 21-105)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:25 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating staff recommends approval of the site plan as drafted in the proposed resolution.

Chairperson Bauer noted that the Commission did review this at its February worksession.

Citizen Input

Mark Crow, Java Companies, commented that staff has been great to work with and all the recommendations thus far have been reasonable. He stated that they would like to begin construction this summer and they are excited to become a part of the community.

Commissioner Gengler referenced a previous comment made by the Commission about adding a bike rack to the property and asked for input.

Mr. Crow stated that they will be adding the bike rack component when updating the plans before this moves forward to the City Council.

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

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:30 p.m.

Commission Business

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #21-055 Approving the Site Plan and CUP for Java Properties.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

6.03: Public Hearing: Consider Resolution #21-008 for Site Plan and Final Plat for GiGi's Salon and Spa (Project #20-140)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:32 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff is supportive of the project and recommends approval of Resolution #21-008.

Chairperson Bauer recalled that there was previous discussion that the building did not run parallel to Sunwood Drive but was instead parallel to the buildings to the east.

Senior Planner McGuire Brigl confirmed that the application would like to more align the building with Veterans Drive because of the trapezoidal shape of the property. She noted that the building is within the built to setback line of the COR area, closer to Sunwood than the daycare center.

Chairperson Bauer noted that the Commission previously reviewed a request for a hotel for the property between the salon and daycare and asked how that property aligned.

Senior Planner McGuire Brigl commented that the proposed hotel would run parallel to the salon and daycare, noting that the applicants worked together to ensure alignment would be gained and shared parking could be provided.

Commissioner VanScoy commented that he understands the rational with not directly aligning with Sunwood, although he would have preferred that. He stated that in reviewing the floorplan,

the COR framework states that the front of the building should be at Sunwood, but it does not appear that is the front.

Senior Planner McGuire Brigl commented that similar to the other properties along Sunwood, the façade along Sunwood is more of a faux façade with parking and the main entrance along the auxiliary street. She stated that has become the common practice as long as the design standards can be met for the Sunwood facing side. She commented that it would be consistent with the surrounding uses.

Chairperson Bauer noted that there was a similar discussion with the daycare center, to have the Sunwood side not have the appearance of the back of the building, while allowing the entrance off the other side of the building.

Commissioner VanScoy commented that the other businesses still have an entrance on the Sunwood side whereas this would not have that entrance. He stated that this is a corner lot and therefore in the framework it states that it should be situated in the corner of the lot. He was unsure that this building would fit within that build to zone.

Chairperson Bauer noted that there are two doors on the north elevation which would face Sunwood.

Senior Planner McGuire Brigl confirmed that one of the doors is for the staff patio and the other would be an exit door.

Commissioner VanScoy stated that there will be parking along Zeolite and confirmed that bushes and trees would be used for screening. He commented that there would be some potential issues with equipment screening but believed that was covered within the project documents. He asked for details on the structure shown in the northeast corner.

Senior Planner McGuire Brigl commented that is the fenced in area.

Commissioner VanScoy commented that it appears in the floorplan there would be a hot tub in that area. He was unsure that wood fencing would be allowed.

Senior Planner McGuire Brigl commented that staff discussed whether alternate materials would be more appropriate for the fencing.

Commissioner Anderson asked where the wellhead is located relative to the property.

Senior Planner McGuire Brigl identified the well, which is on the adjacent property that will remain an outlot.

Citizen Input

Curt Strandland, Classic Construction, spoke on behalf of the applicant. He referenced the doors on the north elevation noting that one door would exit to the patio. He stated that they would be

open to different types of fencing for the hot tub area but did not believe wrought iron would provide adequate fencing but would be open to other materials. He noted that the cedar fencing would match the proposed pergola. He stated that they have worked with staff to meet the requirements of the COR but are open to other suggestions from the Commission.

Commissioner VanScoy commented that there are two doors on the north side, noting that the other door appears to go to a mechanical room.

Mr. Strandland confirmed that the mechanical room door would not be used for access. He confirmed that the second door on the north would be used for staff to reach the patio area.

Commissioner VanScoy commented that there appear to be four egress doors on the plan and received confirmation. He asked and received confirmation that the staff patio would not be fenced.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:51 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Peters, to recommend that City Council adopt Resolution #21-008 Approving the Site Plan and Final Plat for GiGi's Salon and Spa.

Further discussion

Commissioner VanScoy noted on page 52 of the amended COR framework it states that the main entrance of each principal building must face the street. He stated that the Commission has been working around that with the intent to have an entrance on Sunwood. He noted that this would not be an entrance. He understood that the main entrance ends up being where people park. He noted that he would be opposing this request based on that factor. He believed that the Commission should review the COR framework as the applications continue to get further from that intent.

Chairperson Bauer commented that the intent of that language is to provide walkability within the COR. He noted that thus far there has been a focus more on automobile access and perhaps that is something that needs to be revisited as to whether the intent is to focus on pedestrian or vehicle access. He agreed that there should be continued discussion on the vision for the COR.

Commissioner Anderson stated that he understands and agrees with those comments but noted that this is a unique lot in that there is no parking on Zeolite or Veterans Drive and therefore the only option for parking is within the parking lot. He noted that it would be hard for this property to meet that intent of the framework.

Commissioner VanScoy commented that he understands the change in nature and the unique character of the lot but believes that the Commission needs to review the framework in order to make better decisions on current conditions. He stated that other businesses have a customer entrance on Sunwood. He stated that he reviewed the floorplan in detail and commented that this is an interesting and exciting concept that he would like to see be successful. He believed that it could work as proposed and believed the issue of street edging has been addressed. He noted that his vote in opposition will be strictly based on the verbiage of the COR framework.

Deputy City Administrator Gladhill commented that the COR framework was intended to be flexible. He stated that flexibility has been shown on other properties within the COR such as Casey's and Allina. He stated that the walkable feel of the COR will take some time. He noted that the building is proposed to the build to line with a door off Sunwood, although this user will not be using that door for access. He noted that the COR framework was intended to be flexible in order to allow for more creative projects that come forward.

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner VanScoy	nay
Chairperson Bauer	aye

Motion carried.

6.04: Public Hearing: Consider Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure for the Church of St. Katharine Drexel

Public Hearing

Chairperson Bauer stated that he and Commissioner VanScoy do not have financial interest in the church but are very involved, noting that he signed the application on behalf of the church. He noted that he and Commissioner VanScoy will not be participating in this discussion as members of the Commission but instead as representatives of the applicant.

Acting Chairperson Anderson called the public hearing to order at 8:02 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends approval of Resolution #21-054 for an Interim Use Permit for a storage building on the subject property.

Citizen Input

Randy Bauer, Saint Katherine Drexel, commented that the church is experiencing problems with having sufficient storage space. He noted that this building would be used for lawn maintenance and storage of items that are used for seasonal decoration. He stated that the storage space would be larger than the current need but is being built to sustain the future needs. He noted that once the primary building is constructed the accessory building would not require an Interim Use Permit. He noted that the church hopes to begin construction in the next few years but that would be dependent on the capital campaign. He noted that the City has sometimes linked an IUP to an event rather than a timeframe. He stated that he would prefer the IUP be linked to the construction of the primary building rather than placing a five-year period on the permit. He stated that they provided some sketches as to where the primary building could be located but noted that could shift as they are currently working with the City on its desire for land to expand Central Park as well as a residential developer that is interested in purchasing some of the land.

Gary VanScoy, representing the applicant, commented that they do have a concept for the building and are working to gain the funds necessary. He stated that they are running out of room for storage at this time.

Acting Chairperson Anderson referenced the comment that the applicant would prefer to link the IUP to the construction of the building rather than five years. He noted that IUPs are typically provided for five years, noting that if that is not sufficient the applicant could request an extension as mentioned by staff.

Mr. Bauer noted that some IUPs along Highway 10 have been linked to specific events, such as interchange construction. He stated that they would prefer that the IUP be linked to the construction of the primary building as once that building is constructed the IUP would no longer be needed.

Acting Chairperson Anderson noted that if there is not a timeline, the IUP could then run indefinitely.

Mr. Bauer stated that the accessory building will continue to be needed and is the first step in progressing forward.

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

A roll call vote was performed:

Commissioner Peters aye

Commissioner Gengler aye
Acting Chairperson Anderson aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 8:12 p.m.

Commission Business

Motion by Commissioner Peters, seconded by Commissioner Gengler, to recommend that City Council adopt Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure on the subject property for a term of five years.

Further discussion

Councilmember Musgrove asked for details on the foundation for the accessory building.

Mr. Bauer replied that there would be a cement slab.

Councilmember Musgrove commented that she would like the five-year period for the IUP, recognizing that an extension could be granted, or perhaps additional storage space would be needed.

Mr. Bauer commented that the accessory structure is being built to fit future needs, therefore a larger size will not be needed. He noted that the draft resolution states a period of two years and asked for clarification on the desired length.

Commissioner Peters stated that his intention was to allow a five-year time period.

Commissioner Gengler confirmed that she would support five years.

A roll call vote was performed:

Commissioner Peters aye
Commissioner Gengler aye
Acting Chairperson Anderson aye

Motion carried.

Chairperson Bauer and Commissioner VanScoy rejoined the meeting as Commission members.

7. COMMISSION BUSINESS

7.01: Review Sketch Plan for Trott Brook Property, Makowsky Addition, Case of the Excelsior Group (Project 20-103)

Presentation

Senior Planner McGuire Brigl presented the Staff Report stating that staff recommends that the Planning Commission direct the applicant to move forward with developing a formal preliminary plat, compliant with all City Code standards. The review by staff outlines minor adjustments to the plan that shall be required in order to achieve full compliance with Zoning Code. The overall project complies with the Zoning Code.

Commission Business

Commissioner Gengler asked for input on the accesses that would be provided into the development, noting there appear to be two entrances on 173rd and one on Variolite.

Senior Planner McGuire Brigl commented that there is one proposed entrance from Nowthen onto 173rd, which is currently a dirt driveway that would be upgraded to a public road. She stated that there would be one entrance off Variolite. She stated that improvements would likely be necessary on Nowthen Boulevard, such as a turn lane, to support this development.

Commissioner VanScoy asked if there would be a conservation easement as part of this development.

Senior Planner McGuire Brigl commented that staff learned that conservation easements are extremely difficult to enforce, therefore required buffer would be taken through outlot or the City would take fee title of.

Deputy City Administrator Gladhill stated that the discussion has not reached that level yet, noting that it would depend upon whether the development would have an HOA that maintains ownership of outlots, or whether the City would take ownership of the outlots.

Councilmember Musgrove referenced the potential number of lots that may not meet the minimum size standards and asked if that could change the layout and ultimate number of lots.

Senior Planner McGuire Brigl replied that staff flagged some lots that will need to be double checked in terms of size. She stated that the wetland delineation has the most potential to change the ultimate number of lots because of required buffers. She stated that perhaps five to ten lots could be lost if this moves forward.

Ben Schmidt, Excelsior Group, commented that they have been working on this for over one year and they believe they can move forward meeting all the minimum requirements. He recognized that this is high level but believed that they would be able to provide the minimum lot sizes. He agreed that the wetland delineation would be the factor that could impact the ultimate number of lots. He believed that this would be a great project for the City, and they are excited about the new park area that would be brought to the northern area of Ramsey.

Commissioner VanScoy commented that he noticed a lot of ponds and asked if those are wetlands or whether those would be created.

Mr. Schmidt replied that those would be infiltration basins to be used for stormwater management.

Commissioner Anderson commented that he plows snow for the City and cul-de-sacs take about 15 minutes each to plow. He noted that this sketch has nine cul-de-sacs which would equate to a few hours of plowing just for this development. He stated that the City would then most likely have to hire another staff member to plow and additional equipment would be needed. He asked if some of the cul-de-sacs could be eliminated.

Mr. Schmidt recognized that cul-de-sacs are not desired by public works. He stated that he is sensitive to that but noted that from a marketing standpoint, people like to live on cul-de-sacs because it slows traffic and increases safety. He stated that there could be a negotiation but felt that the value of the homes could create a tax base that would help to offset the additional public works time. He noted that they would be willing to work with staff on that detail.

Senior Planner McGuire Brigl stated that she presented the sketch plan to the Public Works Director, who agreed that cul-de-sacs require additional time but believed that some planning could assist in offsetting that time. She stated that the driveway locations will be run by public works during each phase in attempt to make it easier for plows.

Commissioner Anderson commented that typically the smaller trucks do cul-de-sacs, and the larger trucks do the main road. He commented that public works and public safety vehicles should continue to be a part of the cul-de-sac discussion.

Kim Ksaloka asked when buffer zones between the proposed development and existing properties would be discussed.

Senior Planner McGuire Brigl commented that staff noted that the density transitioning would be required at a level two, which would be a 35-foot berm or 45-foot planted buffer. She stated that buffer would be required against the existing rural lots.

Commissioner VanScoy commented that he likes the proposal and noted that the applicant has done a great job reacting to previous input. He noted that this is a much more preferable design to the original sketch plan.

Chairperson Bauer noted that in previous review the Commission was comfortable with some smaller interior lots but recognized that the Council did not support those lot sizes.

Councilmember Musgrove confirmed that this submission is more in line with the previous direction from the City Council. She recognized that she has not yet seen much community input on the new design.

Chairperson Bauer noted that this seems on track with the desire of the developer and the previous direction from the City Council.

Senior Planner McGuire Brigl confirmed the consensus of the Commission to direct the applicant to move forward towards preliminary plat. She noted that this will go forward to the City Council on the March 23rd agenda.

Councilmember Musgrove asked if the description for parcel B is accurate in the letter submitted.

Deputy City Administrator Gladhill commented that it is very common to have this type of description in a metes and bounds division therefore this is accurate.

8. COMMISSION / STAFF INPUT

Chairperson Bauer noted that he and Commissioner VanScoy have conflicts with the April meeting date and suggested postponing that meeting by one week.

Councilmember Musgrove noted that the Park and Recreation Commission meets on that night. She suggested moving to the third Thursday.

Chairperson Bauer noted that he and Commissioner VanScoy have a conflict with that date as well. It was confirmed that the Planning Commission meeting for April would be held the second Thursday in April. He noted that some members of the Commission attended a City Council worksession where a pause on multifamily housing development was discussed for City owned property. He noted that the Commission members expressed concern for the rational in pausing that development when the properties are zoned for that type of development. He stated that perhaps a joint worksession with the Council, EDA, and Planning Commission be held to review the plan for the COR to ensure everyone is on the same page.

The Commission members agreed that it would be helpful to have a joint discussion to discuss the general land use vision of the COR and multifamily housing.

Chairperson Bauer asked if Councilmembers Musgrove and Woestehoff would be open to making the request to the Council for a joint meeting.

Councilmember Musgrove asked if that would be the only way for this type of joint meeting to occur.

Deputy City Administrator Gladhill stated that the multifamily discussion has come forward a few times and therefore he would prefer this be a broader discussion. He noted that staff could bring forward the suggestion for a joint worksession but urged the focus to be on the land use plan for the COR.

Councilmember Musgrove commented that the Council had the discussion related to multifamily housing and indicated support for a pause on that development as well as focusing on attracting retail development to support the residents that have come into the COR. She felt that the minutes from that meeting reflect that direction. She commented that a lot of rooftops have been added and the Council wants to focus more on bringing businesses to support the needs of those residents.

Chairperson Bauer stated that he was looking at discussing the overall plan for the COR and land along Highway 10. He stated that he suggested bringing in the EDA because it has been stated that retailers look for a population of 30,000, which Ramsey has not yet reached that level. He stated that the quickest way to reach that population is with multifamily development and therefore that may need to be a factor in reaching the goal to bring more businesses. He believed that involving the EDA would be critical to ensure all factors are considered and everyone moves forward in the same way to reach the ultimate vision of the COR.

Deputy City Administrator Gladhill commented that staff would need to be careful how to navigate this as there has been direction from the Council on multifamily housing. He stated that the Commission could request a joint meeting to focus on overall land use in the COR and the Council would then make the decision whether to hold that meeting.

Councilmember Woestehoff commented that from his perspective collaboration with the different Boards is an important function. He stated that members of the Commission can reach out to Councilmembers from their Ward or the At-Large members to express their comments as residents. He noted that while the decision was not unanimous, the Council did make the decision to pause multifamily development on City owned property. He recognized that retail may not bounce back as quick as desired following COVID, but perhaps it will.

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to request a joint meeting with the Planning Commission, City Council and Economic Development Authority to discuss the land use plan for the COR and Highway 10 corridor.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

9. ADJOURNMENT

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner VanScoy	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

The regular meeting of the Planning Commission adjourned at 9:00 p.m.

Respectfully submitted,

_____
Chloe McGuire Brigl
Senior Planner

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-055

**A RESOLUTION APPROVING SITE PLAN,
CONDITIONAL USE PERMIT, AND
FINAL PLAT FOR JAVA PROPERTIES**

RECITALS

1. Java Properties, hereinafter referred to as the "Permittee" has properly applied for Site Plan Approval, a Conditional Use Permit for parking, and final plat approval for an auto parts store on the property legally described as follows:

   Outlot GG, Ramsey Town Center Addition, Lying Easterly of Ramsey Town Center 13th Addition and Lying Westerly and Southerly of Casey's Addition, Anoka County, Minnesota

   Or upon platting:

   Lot 1, Block 1, Java Auto Parts, Anoka County, Minnesota

   ("Subject Property")

2. That the Applicant is purchasing the Subject Property from the City of Ramsey.

3. That the Permittee appeared before the Planning Commission for a public hearing on March 4, 2021 that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.

4. That the Subject Property is zoned COR, which is a mixed use zoning designation and guided as such in the 2040 Comprehensive Plan.

5. That the City Code allows 29 parking spaces for this type of use in the COR, and that the Applicant has requested a Conditional Use Permit for an overage in parking stalls to allow for 32 parking stalls.

6. That the City Council reviewed and approved the request on March 23, 2021.

FINDINGS OF FACT

1. That the parking 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 parking will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That the parking 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 parking will not be hazardous to existing or future neighboring uses.

5. That the parking will not impact essential public facilities and services, such as highways, streets, police and fire protection.

6. That the parking 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.

7. That the parking 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.

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 the Site Plan, Conditional Use Permit and Final Plat (the "Permit") for an auto parts store on the Subject Property contingent upon the following conditions:

CONDITIONS

1. That the Applicant enter into a Development Agreement with the City.
2. Final legal form approved by the City Attorney.
3. Compliance with Staff comments as noted in ProjectDox.
4. That the Applicant executes the purchase agreement with the City for the Subject Property.
5. Staff approval of the architectural plans, including the architectural plans for the trash enclosure. City approval of rendering from Sunwood Drive showing the proposed wall and landscaping.
6. Modify the northern entrance into the parking lot to be entrance only, with an entrance/exit allowed on the south.
7. Work with the City and Casey's to stripe the entrance/exit of the site (City-lead initiative).
8. That the Applicant shall maintain the Subject Property in compliance with City Code Sections 117-356 (Commercial and Industrial Development Off-Street Parking), Chapter 117 (Zoning and Subdivisions), Article II (Zoning) Division 8 (Signs), and Chapter 30 (Nuisances) at all times.
9. That the Permittee shall obtain all necessary permits to complete any required building modifications.
10. That the Permittee shall maintain all required drive aisle widths in accordance with City Code Section 117-356.

11. That this Permit shall be perpetual in duration as long as the terms are herein complied with.
12. That the Permittee shall be responsible for all City costs incurred in administering and enforcing this Permit.
13. 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.
14. That this Permit shall automatically expire if the use is not initiated by March 23, 2022.

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 23 day of March, 2021.

CITY OF RAMSEY:

By:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this _____ day of _____, ____, before me a Notary Public personally appeared Mayor Mark E. Kuzma and Colleen Lasher, 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 Mark E. Kuzma and Colleen Lasher acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

This document drafted by:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

CC Regular Session **5. 12.**

Meeting Date: 03/23/2021

Submitted For: Bruce Westby, Engineering/Public Works

By: Joe Feriancek, Engineering/Public Works

Information

Title:

Adopt Resolution #21-060 Approving Plans and Specifications and Authorizing Advertisements for Bids for Business Park 95 Street Reconstructions, Improvement Project #21-03

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #21-060 Approving Plans and Specifications and Authorizing Advertisements for Bids for Business Park 95 Street Reconstructions, Improvement Project #21-03.

Background:

City Improvement Project 21-03 proposes to reconstruct the Business Park 95 subdivision including; 140th Avenue, McKinley Street, Radium Street and Unity Street. The streets total approximately 6,314 lineal feet (1.20 miles) in length. The title sheet showing the project scope is attached to this case.

On February 24, 2020, the Ramsey City Council indefinitely suspended the annual sealcoat program and reallocated $250,000 of the budgeted 2020 sealcoat funds to overlay streets in the Business Park 95 subdivision, which were prematurely deteriorating due to pavement stripping, the driving force for suspending the annual sealcoat program. Following the results and recommendations of a pavement forensics analysis completed by WSB and Associates, Staff concluded that the streets in Business Park 95 were beyond the scope of overlay improvements. On March 16, 2020, the Public Works Committee supported Staff's conclusions and recommendations that overlaying the streets in Business Park 95 was not feasible or cost-effective and should not be completed in 2020.

On November 10, 2020, the Ramsey City Council authorized Staff to execute proposals from Bolton & Menk for collecting topographic survey, and from Chosen Valley Testing (CVT) for completing geotechnical work, as required to prepare plans and specifications for reconstructing the streets in Business Park 95 in 2021.

On December 8, 2020, the Ramsey City Council approved the 2021 – 2030 Capital Improvement Program, which includes street reconstruction improvements for Business Park 95 in 2021 at an estimated cost of $1,567,500 with Pavement Management Funds covering $1,425,000 of the project costs, and Storm Water Utility Funds covering the remaining $142,500. That same evening Council authorized Staff to execute proposals from Nelson Sanitation & Rental, Inc. for televising services of the sanitary sewer and storm sewer within the project area, and from Water Conservation Services, Inc. for watermain leak testing services within the project area.

The watermain leak test results indicated that all of the watermain is in good condition and does not need repairs.

The sanitary sewer televising showed that the sanitary sewer system is generally in good condition and does not need any major repairs. However, one small crack was observed in the obvert (top) of a pipe segment near the intersection of Unity Street and 140th Avenue. Staff considered the options for repairing the crack and recommend lining the pipe in the future instead of replacing the pipe as part of this project, which would require closing the street for several days to dig the pipe up and replace it. It is also significantly cheaper to line a pipe than to excavate the street and replace the pipe and a portion of the street in the process. Lining a pipe can also be completed without closing the street to traffic.

The storm sewer televising showed that more than half of the storm sewer was plastic pipe, and that much of the smaller diameter plastic pipe needed to be replaced. In addition, several hundred feet of concrete storm sewer needed to be replaced. This cost was not accounted for in the CIP storm sewer cost estimates, which significantly increased project costs.

In 2020, Business Park 95 was included in the Ground Penetrating Radar Pavement Evaluation performed by Braun Intertec. This data provides bituminous and aggregate base thickness information. The Ground Penetrating Radar (GPR) data is included in the street segment summary attached to this case.

The Business park 95 subdivision is a commercial subdivision with heavy truck traffic. During the fall of 2020, Staff took traffic counts with annual daily traffic (ADT) volumes of; 846 on Unity Street south of Bunker Lake Boulevard, and 2,245 on McKinley Street east of Sunfish Lake Boulevard. The City does not have a standard commercial pavement section, however, since these roads must be open during all seasons to heavy truck traffic, the streets are proposed to be reconstructed to a 9-ton design using MnDOT's design guidelines. Based upon pavement coring's, the existing pavement section meets a 9-ton design. The existing concrete curb and gutter is generally in good condition and will be lerft in place to the maximum extent possible.

The streets are proposed to be reconstructed using the full-depth reclamation process. This includes reclaiming the existing pavement and aggregate base section, removing the top 4-inches of reclaim, and then compacting the remaining 6-inches of material in place to serve as aggregate base. Then 4-inches of new bituminous pavement is proposed to be placed on top to effectively provide a 10-inch minimum pavement section, meeting a 9-ton design strength.

The pavement on the east end of McKinley Street ends approximately 450-feet east of Radium Street, after which it becomes a gravel surface for approximately 75-feet before turning into a private driveway. This leaves no space within public right of way for snow plows or emergency vehicles to turn around. The plans include an alternate bid for extending the pavement on McKinley Street approximately 250-feet east, and constructing a paved cul-de-sac on the east end within existing right-of-way. The cul-de-sac extension is supported by the Public Works Department and Fire Department. This cul-de-sac extension would have the added benefit of providing better access to an existing trunk sanitary sewer line which exists in green space east of McKinley Street. Bidding the cul-de-sac extension as an alternate bid will allow the City Council to know the bid price before deciding whether to construct the cul-de-sac extension. Attached is the plan sheet showing the scope of this alternate bid work.

Approximately 450-feet of the west end of McKinley Street is proposed to be left as is as this segment will be reconstructed with the Sunfish Lake Boulevard & BNSF Railway grade separation improvements, part of the Ramsey Gateway Highway 10 Improvements project. The construction limits on the west end of McKinley Street were designed to match the tie down location for the segment of McKinley Street to be reconstructed with the Ramsey Gateway Improvements to avoid "throw away" costs. The elevation of Sunfish Lake Boulevard at McKinley Street will be about 20-feet higher when the Sunfish Lake Boulevard & BNSF Railway grade separation improvements are complete.

The base bid improvements proposed with this project are identified in the City's current 10-year CIP, and can be funded using a combination of Pavement Management Funds, Stormwater Utility Funds, and previously budgeted funds. The alternative bid is proposed to be funded with the Public Improvement Revolving Fund.

Final plans are not attached to this case to prevent potential bidders from downloading plans attached to the case to prepare and submit their bids, rather than purchasing the plans through QuestCDN, the electronic bidding software used by the City of Ramsey. This ensures that all bidders are bidding off the same set of plans, and that all bidders are notified of any plan revisions (addenda) issued during the bidding process. Attached is the title sheet from the plans showing the scope of the improvements, as well as a plan sheet showing the typical sections, which includes information on the proposed pavement section. Plans are available upon request from the City Engineer.

Staff proposes to open bids on April 19, 2021, and to present the bid results to City Council on April 27, 2021 for award of a construction contract to the lowest responsible bidder.

Letters were mailed to business and property owners on January 28th notifying them of the proposed street reconstructions in Business Park 95. Only one response has been received to date, which generally stated that they approved of the project but did not approve of extending McKinley Street to the east and constructing a cul-de-sac as this was a waste of taxpayer money in their opinion.

Notification:

If Council approves plans and specifications and authorizes advertising for bids, bids will be advertised on Friday March 26, and again on Friday, April 2, both in the City's official newspaper, the Anoka Union Herald, and in Finance & Commerce.

Observations/Alternatives:

Motion to adopt Resolution #21-060 approving plans and specifications and authorizing advertisement for bids for Business Park 95 Street Reconstructions, Improvement Project #21-03.

Funding Source:

Funding for this improvement is proposed to come from the Pavement Management Fund, Stormwater Utility Fund, Public Improvement Revolving Fund (if Council awards the alternate bid on April 27th), plus $250,000 of the budgeted 2020 sealcoat funds that were reallocated to overlay the streets in Business Park 95, which were ultimately deemed unfit to overlay and must instead be reconstructed.

Staff has estimated project costs for the proposed improvements based on the final plans and anticipated 2021 construction costs at $1,432,846.43, which includes 23-percent indirect costs for administrative, engineering, finance, and legal costs. A breakdown of the base bid and alternate bid project costs is below.

- Base Street Project Costs $ 1,106,461.01
- Base Storm Sewer Project Costs $ 124,049.19
- Alt CDS Street Project Costs $ 139,354.08
- Alt CDS Storm Sewer Project Costs $ 62,982.15
- Total Estimated Project Cost $1,432,846.43

Recommendation:

Staff recommends adopting Resolution #21-060 approving plans and specifications and authorizing advertisements for bids for Business Park 95 Street Reconstructions, Improvement Project #21-03.

The Public Works Committee reviewed the Business Park 95 Street Reconstructions project on March 16, 2021 and recommended that the City Council approve the plans and authorize advertisements for bids. The committee recommended the alternate bid be paid for with Public Improvement Revolving (PIR) Funds since this work involves construction of a new street and cul-de-sac and not maintenance of existing pavement, which is what the Pavement Management Funds are intended for. Additionally the committee recommended approaching the City of Anoka to discuss a future street connection via McKinley Street.

Action:

Adopt Resolution #21-010 approving plans and specifications and authorizing advertisements for bids for Business Park 95 Street Reconstructions, Improvement Project #21-03.

Attachments

21-03 Street Segment Summary

21-03 Plans

Resolution #21-060

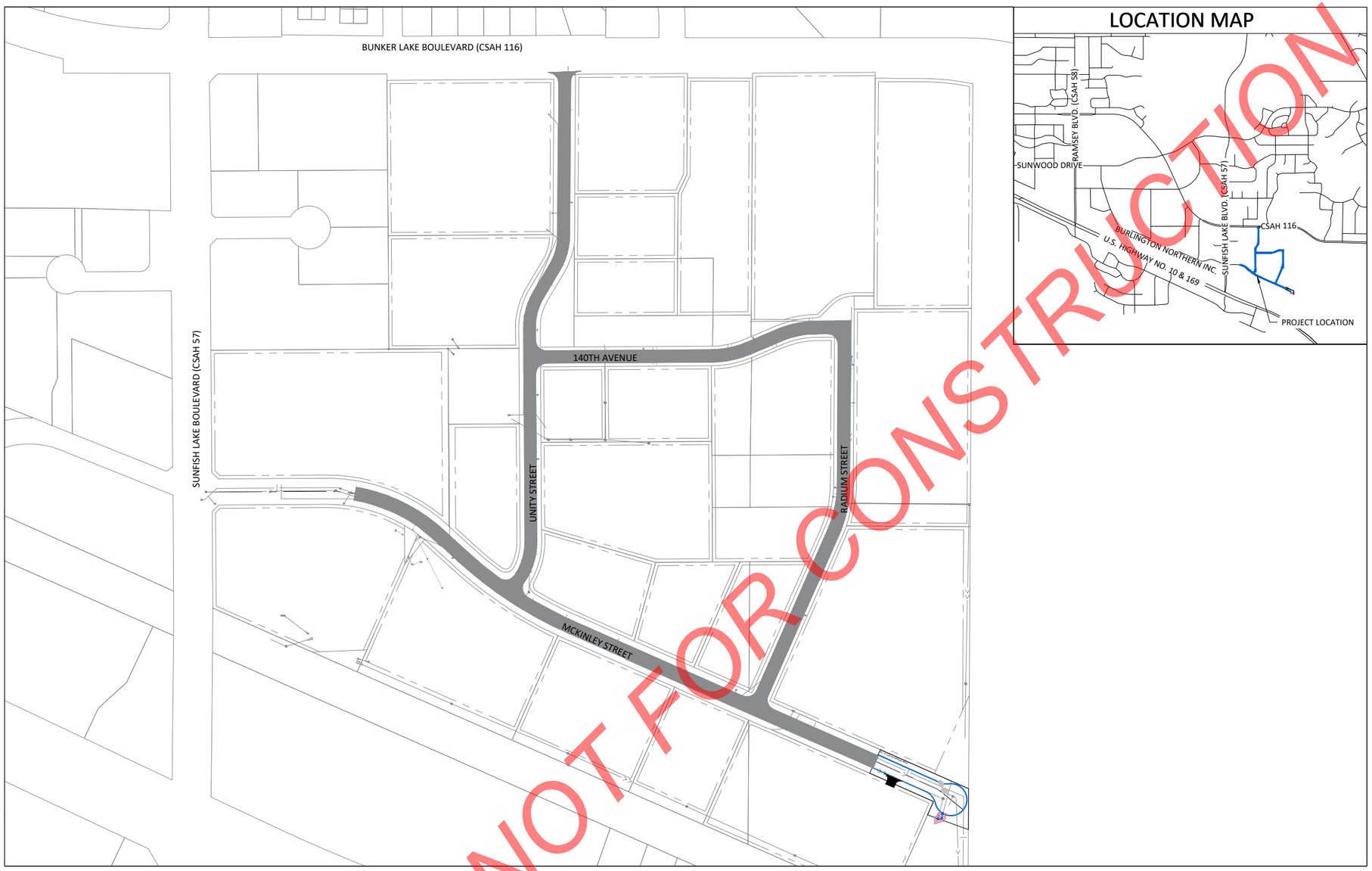
Form Review

Inbox	Reviewed By	Date
Bruce Westby	Joe Feriancek	03/17/2021 09:59 AM
Bruce Westby	Bruce Westby	03/17/2021 03:32 PM
Kurt Ulrich	Kurt Ulrich	03/18/2021 02:10 PM
Form Started By: Joe Feriancek		Started On: 03/12/2021 11:44 AM
Final Approval Date: 03/18/2021		

IP 21-03 Business Park 95 Street Reconstructions
Street Segment Summary

Street Description				Street History				Pavement Coring Results				GPR Summary		
Street	**Segment Description**	**Length (feet)**	**Curb**	**2020 PASER**	**Year Built**	**Maint. 1**	**Maint. 2**	**Core No.**	**HMA Depth (inches)**	**Agg. Depth (inches)**	**WSB Recommended Maintenance**	**Avg HMA (inches)**	**Avg Agg. Base (inches)**	**Avg Section (inches)**
140th Avenue	Radium Street / Unity Street	981	concrete	4	1998	SC 2003	SC 2015	3	5	5.5	Full Depth Reclamation, Full Bituminous Removal and Replacement or Reconstruction	4.1	n/a	n/a*
McKinley Street	Unity Street / Sunfish Lake Boulevard	1,067	concrete	4	1995	SC 2003	SC 2015	5	6.5	6.5	2 Inch Mill and Overlay	6.0	n/a	n/a*
McKinley Street	Unity Street / End	1,320	concrete	4	1996	SC 2003	SC 2015	6	6	9.5	Full Depth Reclamation, Full Bituminous Removal and Replacement or Reconstruction	5.3	n/a	n/a*
								7	4.75	9	Full Depth Reclamation, Full Bituminous Removal and Replacement or Reconstruction			
Radium Street	McKinley Street / 140th Avenue	1,250	concrete	4	1998	SC 2003	SC 2015	8	4	5	Full Depth Reclamation, Full Bituminous Removal and Replacement or Reconstruction	4.0	n/a	n/a*
Unity Street	CR 116 / McKinley Street	1,696	concrete	4	1995	SC 2003	SC 2015	1	6	6	2 Inch Mill and Overlay	6.3	n/a	n/a*
								2	7	8	2.5 Inch Mill and Overlay			
								4	8	5.5	Full Depth Reclamation, Full Bituminous Removal and Replacement or Reconstruction			
	Total Length	**6,314**	**1.2 mi.**								* GPR was unable to determine agg. base thickness			

CITY OF RAMSEY
BUSINESS PARK 95 STREET RECONSTRUCTIONS
CITY IMPROVEMENT PROJECT NO. 21-03



LOCATION MAP

NOT FOR CONSTRUCTION

GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET INDEX

THIS PLAN CONTAINS 26 SHEETS

SHEET No.	DESCRIPTION
01	TITLE SHEET
02	SEQ & NOTES
03	ALT A - CDS ALIGNMENT LAYOUT
04	TYPICAL SECTIONS
05	DETAILS
06 - 07	SWPPP
08	EROSION CONTROL
09	EROSION CONTROL - ALT A MCKINLEY STREET CDS EXTENSION
10 - 17	EXISTING CONDITIONS & REMOVALS
18 - 25	STREET IMPROVEMENTS
26	ALT A MCKINLEY CDS - CROSS SECTIONS

LEGEND

LIGHT POLE	EASEMENT
TREE	RIGHT OF WAY
TREE	ELECTRIC
SHRUB	OVERHEAD UTILITY
SIGN	GAS
VALVE	TELECOMMUNICATIONS
UTILITY PEDESTAL	STORM SEWER
HAND HOLE	SANITARY SEWER
REMOVE TREE	WATERMAIN
3'X2' CATCH BASIN	SAWCUT PAVEMENT
MANHOLE	TREE LINE
INLET PROTECTION	FENCE
HYDRANT	LANDSCAPING
VALVE	RETAINING WALL
	5' CONTOUR LINE
	1' CONTOUR LINE
	SILT FENCE
GRAVEL SURFACE	SODDING TYPE LAWN
CONCRETE PAVEMENT	NEW BITUMINOUS PAVEMENT
BITUMINOUS PAVEMENT	RECLAIM BITUMINOUS PAVEMENT
RIP RAP	MILL BITUMINOUS PAVEMENT

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

JOE FERIANCEK, P.E.
CIVIL ENGINEER II

57095 LIC. NO.

DATE 3/9/21

DATE	REVISION

SHEET 01 OF 26 SHEETS

0 50 100 150
SCALE (FEET)

N

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

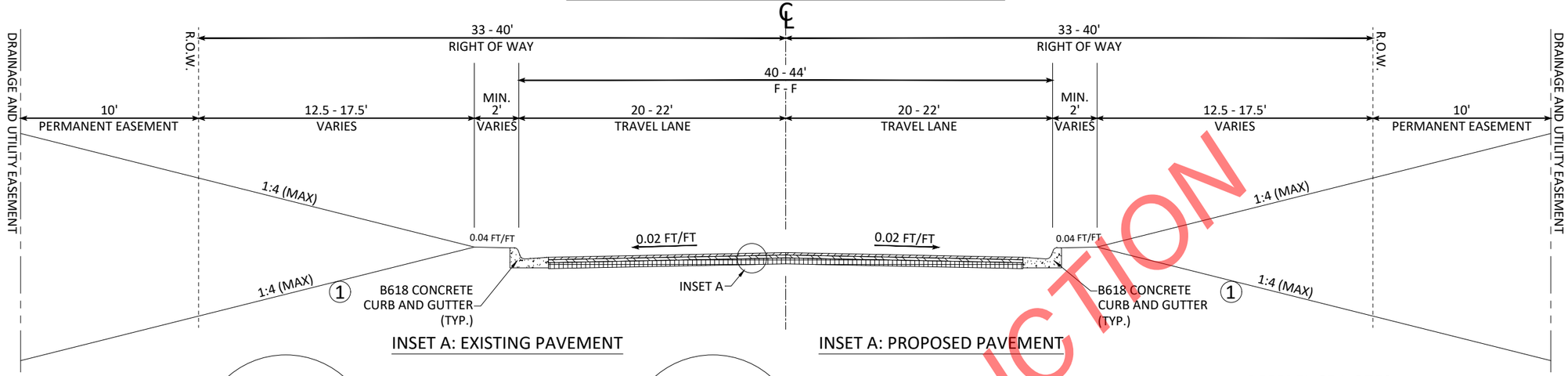
NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL 1-800-252-1166 OR 651-454-0002

GSOC

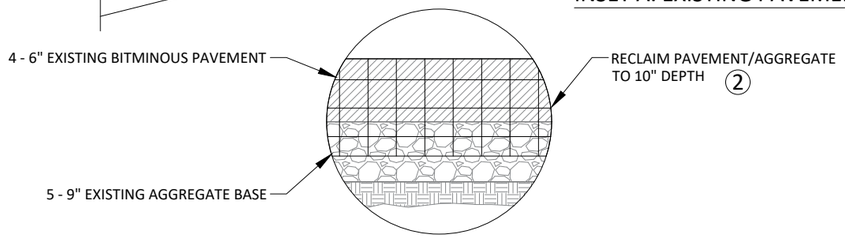
Call before you dig
811
651 454-0002 Metro
800 252-1166 Outstate
www.gopherstateonecall.org

Mar 09, 2021 - 10:18am
G:\Engineering\AutoCad Dwgs\Projects A-M\Business Park 95 Recon 21-03\Plan Drawings\21-03 Title & Notes.dwg

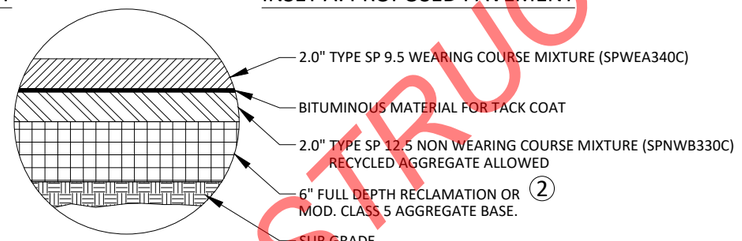
TYPICAL SECTION: FULL-DEPTH RECLAMATION



INSET A: EXISTING PAVEMENT



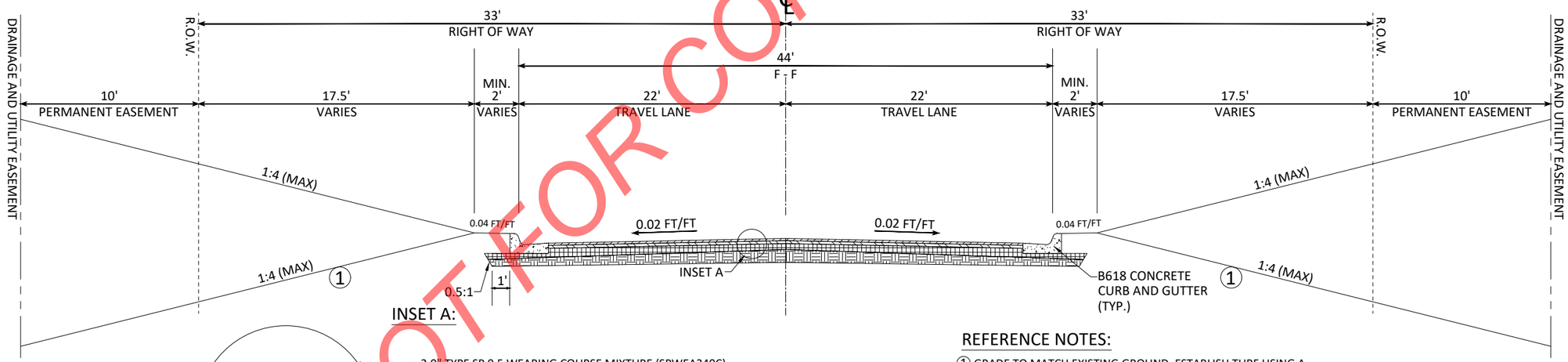
INSET A: PROPOSED PAVEMENT



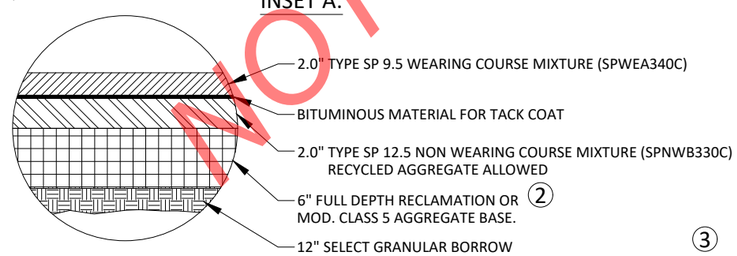
REFERENCE NOTES:

1. GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 4" TOPSOIL AND SODDING TYPE LAWN SEE CITY PLATE NO. ERO-6 FOR TOPSOIL REQUIREMENTS.
2. FULL DEPTH RECLAMATION MUST PASS CITY OF RAMSEY MODIFIED CLASS 5 AGGREGATE BASE GRADATION. SEE CITY PLATE NO. STR-26.

TYPICAL SECTION: (ALT A) McKINLEY STREET CDS EXTENSION



INSET A:



REFERENCE NOTES:

1. GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 4" TOPSOIL AND SODDING TYPE LAWN.
   SEE CITY PLATE NO. ERO-6 FOR TOPSOIL REQUIREMENTS.
2. FULL DEPTH RECLAMATION MUST PASS CITY OF RAMSEY MODIFIED CLASS 5 AGGREGATE BASE GRADATION.
   SEE CITY PLATE NO. STR-26.
3. SEE GEOTECHNICAL REPORT IN PROJECT SPECIFICATIONS, TWO (2) SOIL BORINGS TAKEN IN CDS EXTENSION AREA 0.5' TO 1.2' OF TOPSOIL ANTICIPATED BASED ON SOIL BORINGS.

   CUL-DE-SAC MEASURES 100' DIAMETER FROM BACK-OF-CURB TO BACK-OF-CURB.

NOT FOR CONSTRUCTION

DATE	REVISION

Mar 09, 2021 - 10:34am
G:\Engineering\AutoCad Dwgs\Projects A-M\Business Park 95 Recon 21-03\Plan Drawings\21-03 Title & Notes.dwg

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

JOE FERIANCEK, P.E.
Date 3/9/21 Lic. No. 57095

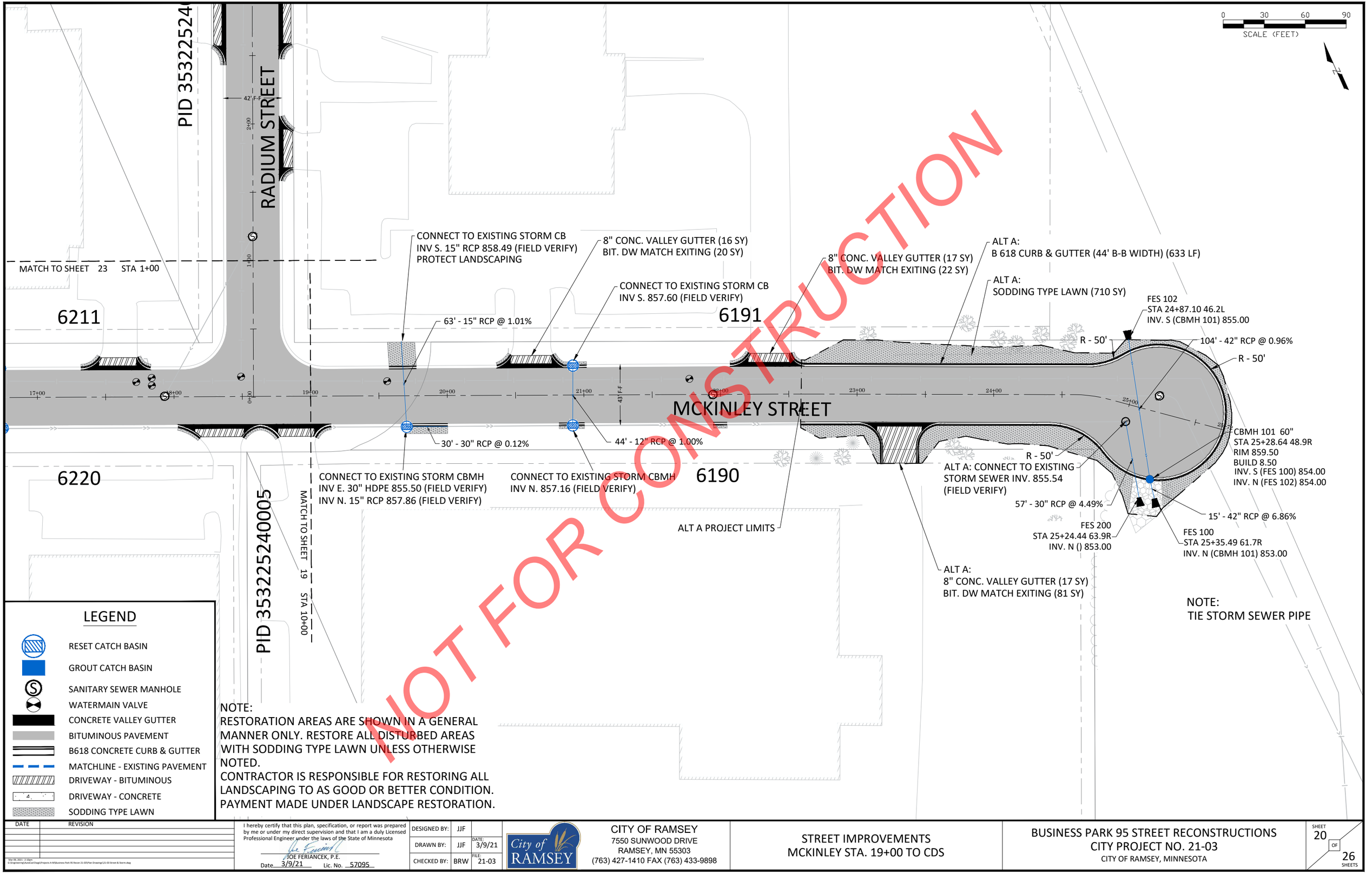
DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	3/9/21
CHECKED BY:	BRW	FILE:	21-03

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

TYPICAL SECTIONS

BUSINESS PARK 95 STREET RECONSTRUCTIONS
CITY PROJECT NO. 21-03
CITY OF RAMSEY, MINNESOTA

SHEET 04 OF 26 SHEETS



NOT FOR CONSTRUCTION

LEGEND

- RESET CATCH BASIN
- GROUT CATCH BASIN
- SANITARY SEWER MANHOLE
- WATERMAIN VALVE
- CONCRETE VALLEY GUTTER
- BITUMINOUS PAVEMENT
- B618 CONCRETE CURB & GUTTER
- MATCHLINE - EXISTING PAVEMENT
- DRIVEWAY - BITUMINOUS
- DRIVEWAY - CONCRETE
- SODDING TYPE LAWN

NOTE:
RESTORATION AREAS ARE SHOWN IN A GENERAL MANNER ONLY. RESTORE ALL DISTURBED AREAS WITH SODDING TYPE LAWN UNLESS OTHERWISE NOTED.
CONTRACTOR IS RESPONSIBLE FOR RESTORING ALL LANDSCAPING TO AS GOOD OR BETTER CONDITION. PAYMENT MADE UNDER LANDSCAPE RESTORATION.

DATE	REVISION

Mar 09, 2021 – 2:10pm
I:\Engineering\AutoCad Dwgs\Projects A-M\Business Park 95 Recon 21-03\Plan Drawings\21-03 Street & Storm.dwg

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

Joe Feriancek

JOE FERIANCEK, P.E.
Date 3/9/21 Lic. No. 57095

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	3/9/21
CHECKED BY:	BRW	FILE:	21-03

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STREET IMPROVEMENTS
MCKINLEY STA. 19+00 TO CDS

BUSINESS PARK 95 STREET RECONSTRUCTIONS
CITY PROJECT NO. 21-03
CITY OF RAMSEY, MINNESOTA

SHEET 20 OF 26 SHEETS

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-060

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENTS FOR BIDS FOR BUSINESS PARK 95 STREET RECONSTRUCTION, IMPROVEMENT PROJECT #21-03

WHEREAS, the City of Ramsey proposes to reconstruct streets within the Business Park 95 subdivision including McKinley Street, Unity Street, Radium Street, and 140th Avenue in 2021 as identified in the 2021-2030 Capital Improvement Program; and

WHEREAS, pursuant to Ramsey City Council resolution #20-259, adopted November 10, 2020, the City Council accepted the quotes of Bolton & Menk, Inc. to provide topographic survey services and Chosen Valley Testing for the geotechnical evaluation services required to design and prepare plans and specifications for said improvements; and

WHEREAS, City Staff received the topographic survey and geotechnical evaluations and has the capacity to prepare plans and specifications for improvement project #21-03, Business Park 95 Street Reconstructions; and

WHEREAS, pursuant to Ramsey City Council resolution #21-010, adopted January 12, 2021, the City Engineer has prepared plans and specifications for the purpose of advertising for bids for the same improvements.

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

1.) The Ramsey City Council hereby approves the plans and specifications prepared by the City Engineer for the making of such improvements and authorizes the advertisement of bids for the same improvements as City Improvement Project #21-03.

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 23rd day of March, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 13.**

Meeting Date: 03/23/2021

By: Brian McCann, Community Development

Information

Title

Adopt Resolution #21-062 Approving a Beekeeping License on a Residential Property at 7191 160th Ln NW (Project No. 21-108); Case of Angelique Quinn Strobl

Purpose/Background:

Honeybee populations are declining due, in part, to the growing use of certain herbicides and alterations to native landscapes (along with colony collapse disorder). The continued decline of honeybee populations is concerning and could have an effect on food supply. In response to this phenomena, interest in hobby beekeeping has grown over the last several years. The City recognized this issue several years back and amended City Code to outline standards related to beekeeping, including the need for a Beekeeping License. The Beekeeping License provides the City an opportunity to notify nearby residents of a request and affords those property owners an opportunity to provide comment on these requests.

Ramsey City Code Section 10-1(f) (Beekeeping) states the following: the number of hives is limited to no more than six (6); no hive shall be in excess of twenty (20) cubic feet; hives shall not be within three (3) feet of any property boundary nor within any drainage and utility easement; and hives shall have a constant supply of water. Maintaining bees on a property requires a Beekeeping License reviewed and approved by City Council. The City has received an application for a Beekeeping License from Angelique Quinn Strobl (the "Applicant"), who desires to maintain up two (2) honeybee hives on the property located at 7191 160th Ln NW (the "Subject Property"). The Applicant owns and resides at the Subject Property.

Notification:

Staff attempted to send a notice public comment period via Standard US Mail to property owners, as noted in the Anoka County Property Records, within 350 feet of the Subject Property.

Observations/Alternatives:

The Applicant desires to maintain to two (2) honeybee hives on the Subject Property. The Subject Property is zoned R-1 Residential (Rural Developing). The Subject Property is approximately 3.98 acres in size. All surrounding properties are also zoned Rural Developing and are of similar size.

Per the Applicant's Site Plan, the beehives would be located in the side yard, situated adjacent to the side of the home. The beehives would be at least one-hundred and fifty (150) feet from either side property line, more than three hundred (300) feet from either adjacent home, and would be located outside of any drainage and utility easements on the Subject Property. The proposed location(s), number of hives, and size/volume of hives all comply with City Code Section 10-1 (f) (Beekeeping). As of the writing of this case, Staff has not received any correspondence regarding the notice of public comment period.

Alternative 1: Adopt Resolution #21-062approving a Beekeeping License for the Subject Property. The request appears to comply with all standards outlined in City Code Section 10-1(f). Staff supports this alternative.

Alternative 2: Do not adopt Resolution #21-062. The request complies with all standards outlined in Ramsey City Code Section 10-1(f). As of the writing of this case, there have been no official objections to the Beekeeping License request from surrounding property owners. Thus, Staff does not support this option.

Funding Source:

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

Recommendation:

Staff recommends approval of Resolution #21-062 granting a Beekeeping License to Angelique Quinn Strobl on the Subject Property.

Action:

Motion to adopt Resolution #21-062 granting a Beekeeping License to Angelique Quinn Strobl on the Subject Property.

Attachments

Site Plan

Hive Locations

Site Location Map

Resolution #21-062

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	03/17/2021 11:24 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 01:15 PM
Form Started By: Brian McCann		Started On: 03/02/2021 10:07 AM
Final Approval Date: 03/18/2021		

RECEIVED
NOV 12 2029
BY:

12'x16' deck #424416

HY-LAND SUR

LAND SU

8700 Jeffe
Osseo, Minn
493

Surveyors

N
W E
S

102.5 Proposed Top of Block
101.5 Proposed Garage Floor
94.5 Proposed Lowest Floor

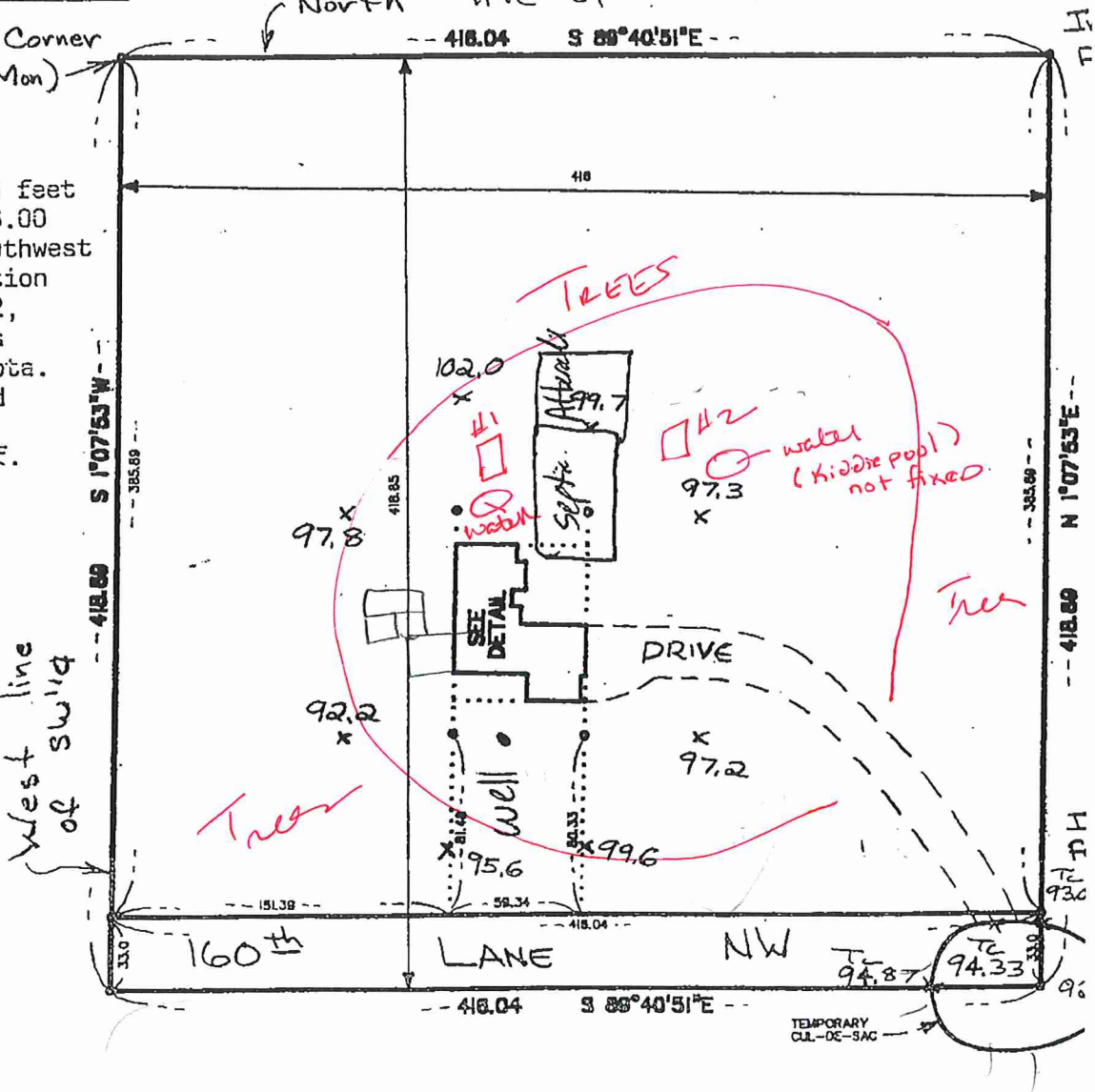
Type of Building –
Full Basement
Walkout
Drop Garage (k)

HANSON BUILDERS

North line of SW 1/4

West 1/4 Corner
(Anoka Co. Mon)

The North 418.5 feet of the WEst 416.00 feet of the Southwest Quarter of Section 15, Township 32, Range 25, Anoka County, Minnesota. Subject to road over the South 33 feet thereof.



The only easements shown are from plats of record of information provided by client.

I hereby certify that this survey was prepared by me or under my direct supervision, and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Surveyed by us this 22ND day of JULY , 19 98

A. Quinn Stobl

Two hives

http://gis.anokacountymn.gov/webgis/

Anoka County, MN



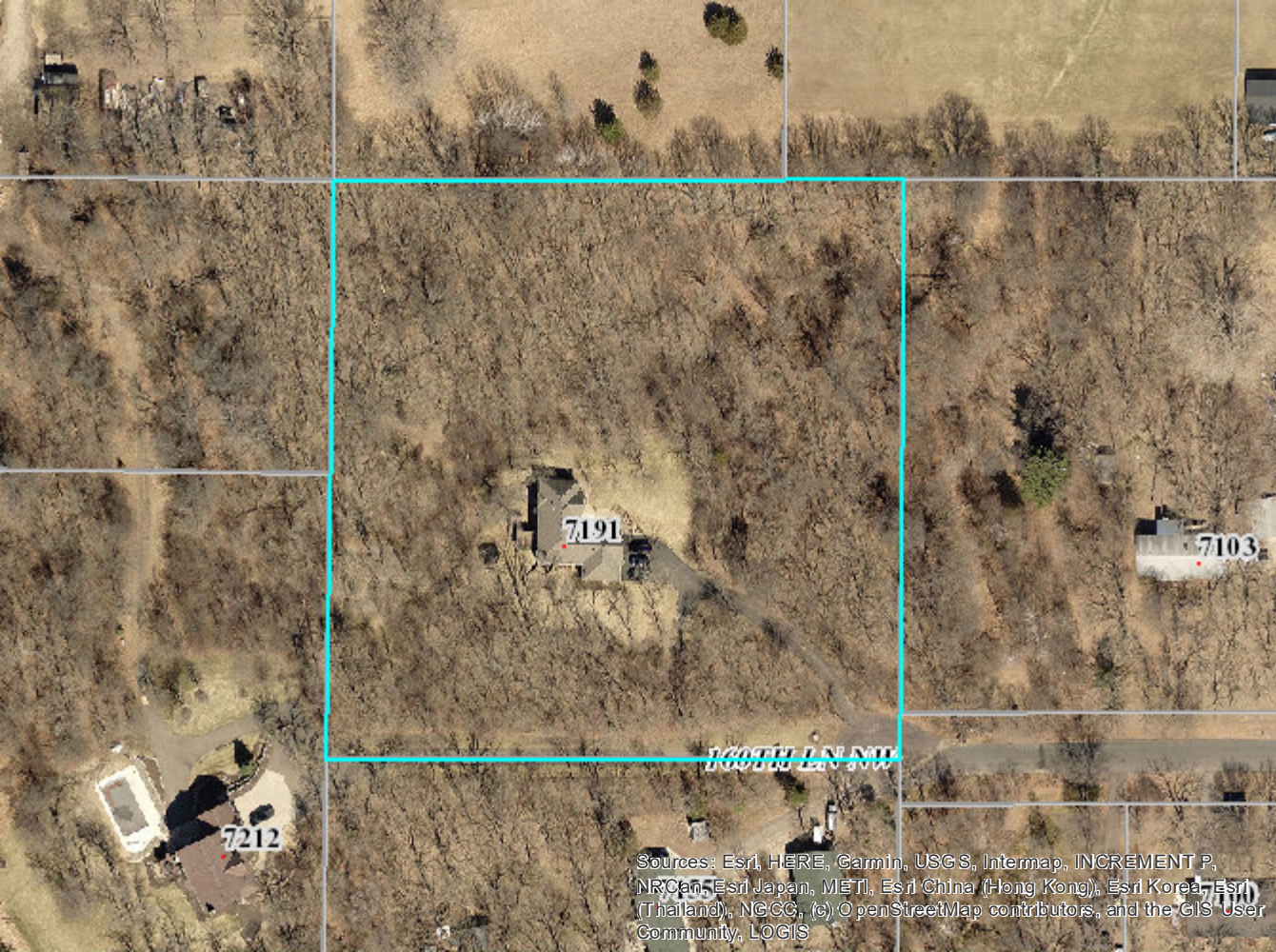
PROPERTY ID	15-32-25-32-0004	Owner	DUSBABEK STEVEN L & CHRISTY J
ADDRESS	7191 160TH LN NW	Owner Address	7191 160TH LN NW
CITY	RAMSEY	Owner City	RAMSEY
STATE	MN	Owner State	MN
ZIP CODE	55303	Owner Zip Code	55303
COMMISSIONER DISTRICT	MATT LOOK		

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search,appraisal, survey, or for zoning verification.

Map Scale
1 inch = 100 feet
5/15/2019

RECEIVED
MAY 16 2019
BY:

5/15/2019, 4:19 AM


7191
7103
7212
Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community, LOGIS

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-062

RESOLUTION APPROVING A BEEKEEPING LICENSE ON A RESIDENTIAL PROPERTY GENERALLY KNOWN AS 7191 160th LANE NW

WHEREAS, Angelique Quinn Strobl, hereinafter referred to as the "Licensee", has properly applied to the City of Ramsey (the "City") for a Beekeeping License on the property generally known as 7191 160th Lane NW and legally described as follows:

THE N 418.85 FT OF W 416 FT OF NW1/4 OF SW1/4 OF SEC 15 TWP 32 RGE 25, EX RD, SUBJ TO EASE OF REC

("Subject Property")

WHEREAS, the request appears to comply with all provisions and conditions outlined in the Ramsey City Code Section 10-1(f) pertaining to beekeeping; and

WHEREAS, the City Council met on March 23, 2021 to review the request for a Beekeeping License.

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

1) That a Beekeeping License is hereby granted to the **Licensee** to maintain honeybees on the **Subject Property**.

2) That the **Licensee** shall comply with all provisions of Ramsey City Code Section 10-1(f).

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Heinrich, 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 23rd day of March, 2021.

LICENSEE

Angelique Quinn Strobl hereby acknowledge receipt of this **License** and that she has reviewed the conditions of this **License** and has agreed to comply with the terms of this **License**.

_____
Angelique Quinn Strobl

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, 2021, before me, a Notary Public, personally appeared Angelique Quinn Stobl to me known to be the persons 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:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____day of _____, 2021, before me a Notary Public personally appeared Mark E. Kuzma and Colleen Lasher, 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 Mark E. Kuzma and Colleen Lasher acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

This document drafted by:
The City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

CC Regular Session **5. 14.**

Meeting Date: 03/23/2021

By: Chris Anderson, Community Development

Information

Title

Adopt Resolution #21-066 Proclaiming April 30, 2021 as Arbor Day and the Month of May as Arbor Month

Purpose/Background:

The City of Ramsey has been recognized as a Tree City USA for twenty-nine (29) consecutive years (up through and including 2020 activities). One of the standards necessary to obtain this designation is the adoption of an Arbor Day proclamation. At its root, Arbor Day is a day to encourage and celebrate the planting of trees. In Minnesota, Arbor Day is officially observed on the last Friday of April, which this year, is April 30. The State of Minnesota also recognizes the month of May as Arbor Month. The attached resolution serves as the City's official observance of Arbor Day on April 30, 2021 and also recognizes May as Arbor Month.

Observations/Alternatives:

Typically, one of the requirements to maintain the Tree City USA designation is to have an official Arbor Day observance. For example, in 2019, the City worked with the MN DNR to coordinate a ceremonial tree planting with the then Mayor, as well as a larger, interactive seedling planting with the students. However, due to the continuing public health concerns with COVID-19, this requirement has been waived again for 2021.

Funding Source:

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

Recommendation:

Staff recommends adopting Resolution #21-066 proclaiming April 30, 2021 as Arbor Day and the month of May as Arbor Month.

Action:

Motion to adopt Resolution #21-066 proclaiming April 30, 2021 as Arbor Day and the month of May as Arbor Month.

Attachments

Resolution #21-066

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	03/18/2021 02:20 PM
Kurt Ulrich	Kurt Ulrich	03/18/2021 02:43 PM
Form Started By: Chris Anderson		Started On: 03/08/2021 08:41 AM
Final Approval Date: 03/18/2021		

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-066

RESOLUTION PROCLAIMING APRIL 30, 2021 AS ARBOR DAY AND THE MONTH OF MAY, 2021, AS ARBOR MONTH

WHEREAS, trees are an increasingly vital resource in Minnesota today and enrich our lives by purifying air, soil and water; and

WHEREAS, trees help conserve and protect soil from erosive forces, moderate temperatures, reduce stormwater runoff, and provide habitat for life of all kinds; and

WHEREAS, many species of trees and shrubs provide critical, early spring food for pollinators; and

WHEREAS, trees provide beautiful recreational settings and promote personal, community, and ecosystem health; and

WHEREAS, trees increase property values, enhance the economic vitality of business areas, create jobs through forest products, and are a renewable resource; and

WHEREAS, activities such as construction damage, regional and distant source pollution, as well as certain diseases and pests, threaten our trees, creating the need for concerted adaptive and collaborative action by locally planting, nurturing and protecting trees for the benefit of citizenry, economy, and ecology; and

WHEREAS, the City of Ramsey has been recognized for 29 consecutive years (through 2020), as a Tree City USA; and

WHEERAS, due to the ongoing public health concerns regarding COVID-19, the requirement to host an Arbor Day observance or event has been waived again for 2021.

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

1) That the Ramsey City Council hereby proclaims April 30, 2021 as Arbor Day.

2) That the Ramsey City Council hereby proclaims the month of May as Arbor Month.

3) That the Ramsey City Council urges all citizens to plant trees as part of Ramsey's living history, to participate in disease and pest control programs that will ensure an enduring tree canopy, and collaborate with partners and volunteers to develop and implement policies to plant, nurture, protect, and steward our natural diversity.

4) That the Ramsey City Council encourages efforts to maintain our historic sites with significant tree species, enhance species diversity to buffer against disease and/or pest outbreaks, promote replanting of native species and strategically locate plantings for energy savings.

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 23rd day of March, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 15.**

Meeting Date: 03/23/2021

By: Chloe McGuire Brigl, Community Development

Information

Title:

Adopt Resolution #21-070 Approving the Development Agreement for Ramsey Villas North

Purpose/Background:

The purpose of this case is to review a request from Rivers Bend Holdings, LLC (the "Developer") for the City Council to approve the Development Agreement for Ramsey Villas North, a three lot residential subdivision off Xkimo St and Highway 47. The City Council previously approved the final plat contingent upon approval of the Development Agreement, which is a standard contingency. The draft Development Agreement (attached) is the City's standard Development Agreement template, which has been reviewed and approved by the City Attorney.

Notification:

No notification required.

Observations/Alternatives:

Alternative 1: Adopt Resolution #21-070 approving the Development Agreement. This will allow the project to move forward as planned. Since there are no proposed changes to the City's standard Development Agreement template, Staff recommends approval of the Resolution.

Alternative 2: Do not adopt Resolution #21-070. Staff is not supportive of this alternative, as this is a standard step in any development project and allows the City to hold the Developer responsible for the development.

Funding Source:

The Applicant is responsible for all costs associated with review.

Recommendation:

Staff recommends adoption of Resolution #21-070.

Action:

Motion to adopt Resolution #21-070 approving the Development Agreement for Ramsey Villas North.

Attachments

Final Plat
Development Agreement
Resolution #21-070

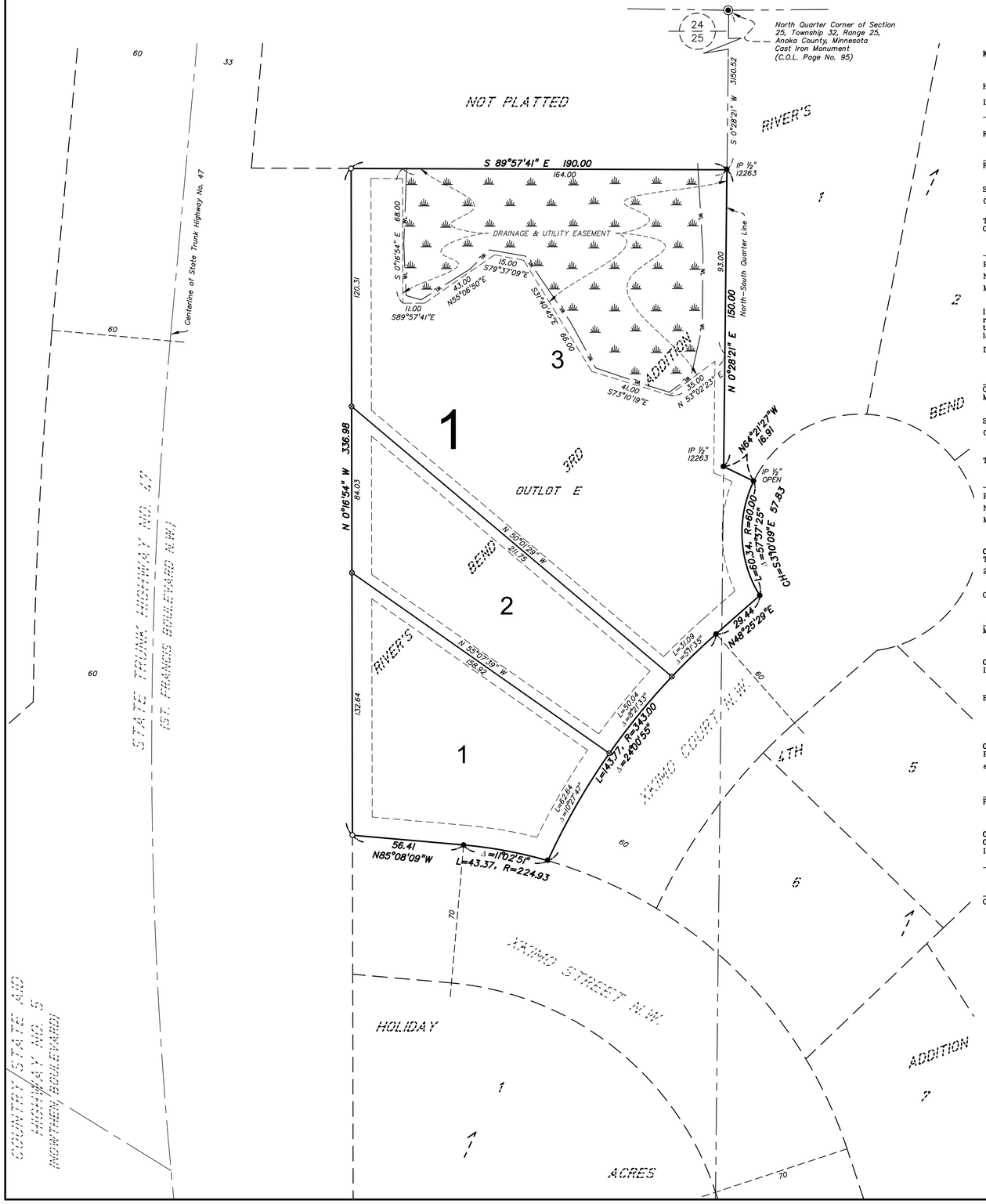
Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	03/17/2021 11:24 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 02:20 PM
Form Started By: Chloe McGuire Brigl		Started On: 03/11/2021 09:33 AM

Final Approval Date: 03/18/2021

RAMSEY VILLAS NORTH

CITY OF RAMSEY
COUNTY OF ANOKA
SEC.25, TWP.32, RNG.25



KNOW ALL PERSONS BY THESE PRESENTS: That Riverside Development Company of Princeton, a Minnesota Corporation, owners and proprietors of the following described property:

Outlot E, RIVER'S BEND 3RD ADDITION, Anoka County, Minnesota.

Has caused the same to be surveyed and platted as RAMSEY VILLAS NORTH and does hereby dedicate to the public for public use the drainage and utility easements as shown on this plat.

In witness whereof said Riverside Development Company of Princeton, a Minnesota Corportion, has caused these presents to be signed by its proper officer to be hereunto affixed this _____ day of _____, 20_____.

RIVERSIDE DEVELOPMENT COMPANY OF PRINCETON

_____
Richard Foster, President

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20_____ by Richard Foster, President of Riverside Development Company of Princeton, a Minnesota Corporation.

_____
Printed Name: _____
Notary Public, _____ County, Minnesota
My Commission expires: _____

I Craig A. Wensmann do hereby certify that his plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20_____.

_____
Craig A. Wensmann, Licensed Land Surveyor
Minnesota License No. 47466

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20_____ by Craig A. Wensmann.

_____
Printed Name: _____
Notary Public, _____ County, Minnesota
My Commission expires: _____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA
This plat of RAMSEY VILLAS NORTH was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this _____ day of _____, 20_____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

_____ _____
Mayor Clerk

COUNTY SURVEYOR
I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20_____.

By: _____
Charles F. Gitzen
Anoka County Surveyor

COUNTY AUDITOR/TREASURER
Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20_____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20_____.

_____ By _____, Deputy
Property Tax Administrator

COUNTY RECORDER/REGISTRAR OF TITLES
COUNTY OF ANOKA, STATE OF MINNESOTA
I hereby certify that this plat of RAMSEY VILLAS NORTH was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20_____, at _____ o'clock __.M. and was duly recorded as Document No._____.

_____ By _____, Deputy
County Recorder/Registrar of Titles

LEGEND:

- ○ Denotes ½ inch x 14 inch iron monument set with a plastic plug stamped R.L.S. 47466.
- ⊗ Denotes ½ inch x 14 inch iron monument with a plastic plug stamped R.L.S. 47466 to be set within one year of platting date
- ● Denotes iron monument found (IP ½" 18420, unless otherwise indicated)
- Denotes delineated wetland interior
- LS 12263 Denotes James M. Winter, LS
- LS 18420 Denotes Charles R. Christopherson, LS
- Denotes easement
- Denotes existing adjoiners
- WL Denotes delineated wetland edge

0 30
(SCALE IN FEET)
SCALE: 1 INCH = 30 FEET

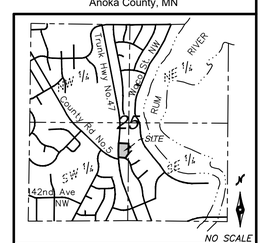
For the purposes of this plat, the west line of Outlot E, RIVER'S BEND 3RD ADDITION is assumed to bear N 0°16'54" W.

Drainage and Utility Easements are shown thus:

5 5
10 10
NOT TO SCALE

Being 5 feet in width and adjoining lot lines, and 10 feet in width and adjoining street lines, unless otherwise indicated, on the plat.

VICINITY MAP
Sec. 25, Twp. 32, Rng. 25
Anoka County, MN



BOGART, PEDERSON & ASSOCIATES, INC.

CITY OF RAMSEY
DEVELOPMENT AGREEMENT FOR RAMSEY VILLAS NORTH

This Agreement (hereinafter the "Agreement") is dated as of this _____day of _____, 2021 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the "**CITY**") and Rivers Bend Holdings, LLC, a Limited Liability Corporation under the laws of Minnesota (the "**PERMITTEE**").

Recitals

A. The **PERMITTEE** is the owner of land legally described on the attached Exhibit A (the "Subject Property").

B. The **PERMITTEE** has received approval from the **CITY** to subdivide the Subject Property and plat the same as Ramsey Villas North (the "Plat").

Agreement

1. Recitals. Recitals incorporated. The recitals stated above are hereby incorporated into this Agreement and are made part of this Agreement by reference.

2. Conditions of Approval. The **CITY** has approved the Plat subject to satisfaction of the following conditions subsequent:

   a. The **PERMITTEE'S** Execution of this Agreement. That the **PERMITTEE** enter into this Agreement.

   b. Marketable Title. That prior to recording the Plat, the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property either through a currently certified abstract, registered property abstract or title insurance commitment or policy**.**

c. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE'S** execution of this Agreement. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority.

3. The Plans. The term "Plans" as used in this Agreement means the Final Plat Plans prepared by Bogart, Pederson & Associates, Inc., dated December 14, 2020. The Plans remain subject to: (a) **CITY** Staff's review and approval of the Plans to, among other things, confirm that the revisions requested in the **CITY** Staff's review letter have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY'S** files.

4. Stage I Improvements. The public improvements the **PERMITTEE** will construct or install are as follows:

a. Trunk and lateral sanitary sewer.
b. Trunk and lateral water main.
c. Storm drainage facilities (when specified).
d. Stormwater maintenance through 90 percent buildout.
e. Streets.
f. Concrete curb and gutter (urban).
g. Street traffic control signals.
h. Lot grading.
i. Trail development.
j. Sidewalks.
k. Electricity (within one-fourth mile).
l. Phone (within one-fourth mile).
m. Natural gas (within one-fourth mile).
n. Boulevard sodding.
o. Water shut off boxes.
p. Landscaping

(the "Stage I Improvements").

The **PERMITTEE** agrees to construct the Stage I Improvements according to the terms and conditions of this Agreement and in accordance with the Plans and the City Code. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of reproducible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage I Improvements and acceptance by the **CITY**. As as-built plans are a required Stage I Improvement item per City Code Section 117-615, the **CITY** will not release in its entirety the required Stage I Improvement Financial Guarantee noted in paragraph #6 below until such as-built plans are received by the **CITY**. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage I Improvements.

5. Lot Corner Staking. The **PERMITTEE** must install lot corner stakes at all lot corners.

6. Installation of the Stage I Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I

Improvements. The **PERMITEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **PERMITTEE** applies for a building permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion of the Stage I Improvements, the **PERMITTEE** shall provide the **CITY** with a complete set of reproducible "As Built" plans for the Stage I Improvements.

7. Time of Performance for the Stage I Improvements. The **PERMITTEE** must complete the Stage I Improvements within one (1) year after the recording of the Plat.

8. Ownership of the Stage I Improvements. The **PERMITTEE** owns the Stage I Improvements until the **CITY'S** acceptance of the Stage I Improvements. Title to the Stage I Improvements automatically passes to the **CITY** upon the **CITY'S** written acceptance of the Stage I Improvements. Except to the extent the **CITY** has accepted all or portions of the Stage I Improvements, in writing, prior to the lapse, expiration, or other termination of the **CITY'S** financial guaranty described in Section 6 and except to the extent the **CITY** and the **PERMITTEE** may agree, in writing, to defer the **CITY'S** acceptance of certain specified Stage I Improvements, the **CITY** is deemed to have accepted the Stage I Improvements when the **CITY** releases the financial guaranty described in Section 12 or allows such financial guarantee to lapse, expire or otherwise terminate.

9. Stage I Improvements License. The **PERMITTEE** hereby grants the **CITY** and the **CITY'S** agents, employees, officers, and contractors an irrevocable license to enter the Subject Property to perform all necessary work and/or inspections the **CITY** deems appropriate during the **PERMITTEE'S** installation of the Stage I Improvements. The license shall expire after the **CITY** accepts ownership of Stage I Improvements.

10. Stage II **CITY** Improvements. The public improvements the **PERMITTEE** must construct or install are as follows:

    a. Street lights per agreement with Connexus Energy
    b. Installation of survey monumentation.

(the "Stage II Improvements"). The **PERMITTEE** must complete the construction of the Stage II Improvements within one (1) year after the date upon which the Plat is recorded.

PERMITTEE must install the Stage II Improvements in accordance with the Plans. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of re-producible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage II Improvements and acceptance by the **CITY**. As as-built plans are a required Stage II Improvement item per City Code Section 117-615, the **CITY** will not release the required Stage I Improvement Financial Guarantee noted in paragraph #6 above until **CITY** has received the as-built plans. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage II Improvements.

11. Required Private Improvements. The private improvements the PERMITTEE will construct or install are as follows:

    a. Sanitary sewer

b. Water
c. Storm drainage facilities
d. Stormwater maintenance
e. Concrete curb and gutter
f. Lot grading
g. Landscaping

12. Financial Guaranty for Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Stage I Improvements, Stage II Improvements, Required Private Improvements, and their timely completion. The **PERMITTEE** shall be responsible for a financial guarantee in the amount of **($**Click or tap here to enter text.**.00),** which amount is 125% of the **CITY** Engineer's estimated cost of the Stage I Improvements. Upon completion of Stage I Improvements (including the removal of "temporary" erosion control measures as identified in the approved Grading Plan), acceptance by the **CITY**, supported by appropriate lien waivers, The **PERMITTEE** may request a reduction in the amount of the financial guarantee.

13. Inspection Fees for the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of **($2,815.00)**, which amount is 3% of the City Engineer's estimated cost of the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Stage I Improvements, Stage II Improvements, and Required Private Improvements, acceptance by the **CITY**.

14. Warranty for Stage I and Stage II Improvements. The **PERMITTEE** shall provide a one year warranty in the amount of **$23,461.00**, which is 25% of the cost of the Stage I and Stage II Improvements. Said warranty shall be in force for one year following the final acceptance of any required improvements and shall guarantee satisfactory performance of said improvement. The warranty must be in the form of a Letter of Credit in a form acceptable to the **CITY'S** Finance Director or a cash escrow.

15. Maintenance Guarantee for Landscaping. It is herein agreed that the **PERMITTEE** shall provide the **CITY** a maintenance guarantee to ensure the survival of the plantings. Said maintenance guarantee shall consist of cash or a Letter of Credit, approved as to form by the **CITY**, in the amount of **$2,363**. [# plantings (24 trees) x cost/planting ($300/tree x 30% average non-survival rate, (9 shrubs) x cost/planting $75/shrub x 30% average non-survival rate], which shall be in effect for a two-year period commencing on the date of the **CITY's** acceptance of said plantings as part of the Required Private Improvements.

At the end of the two-year period, the maintenance guarantee shall be returned to the **PERMITTEE**. The determination that all plantings that have been planted in accordance with the Site Plan have either survived or have been replaced shall be made by the **CITY**. In the event the **PERMITTEE** fails to maintain the required plantings for a two-year period, the City Council may order the replacement of plantings with **CITY** day labor and/or by letting contracts and draw upon the escrow for payment. Only the City Council

shall have the authority to direct replacement of the plantings and withdraw from the escrow account. The **PERMITTEE** hereby grants permission and a license to the **CITY** and/or its contractors and assigns to enter upon the Site for the purpose of replacing plantings in the event of the **PERMITTEE's** default.

16. Street Cleaning and Clean Up. After the street surfacing that is a part of the Stage I Improvements is installed, the **PERMITTEE** shall clear any soil, earth, or debris from the streets. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the Stage I Improvements. It shall be the **PERMITTEE'S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the **PERMITTEE** for such costs shall be paid within fifteen (15) days of the date of the invoice.

17. Payment of Development Fee's. The **PERMITTEE** must pay to the **CITY** the fees described on Exhibit B which may include, but are not limited to, Park Land Dedication Fees, Trail Development Fees, Sanitary Sewer Connection (Trunk) Fees, Water Connection (Trunk) Fees, Sanitary Sewer Lateral Fees, Water Lateral Fees, Storm Management Fees, Street Light as well as Street Light Operation and Maintenance Fees.

18. Requirements for Building and Occupancy Permits.

    a. No building permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey; c.) the financial guaranty described in Section 6 to the **CITY**; d.) obtained all necessary permits from the Lower Rum River Watershed Management Organization and has provided a copy of such permit to the **CITY;** and

    b. No occupancy permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) constructed vehicular access to the lot, including the installation of at least one layer of bituminous surfacing; (b) constructed all utilities and storm water facilities this Contract requires to serve the lot and such utilities and storm water facilities are in place, operational and accepted by the **CITY**; (c) for lots that have a slope of less than 2%, provided the **CITY** with a certificate of grading, prepared by a licensed (State of Minnesota) professional land surveyor, certifying that the flattest grade on the lot is 1% or greater; and (d) installed and planted the sod and landscaping that are required as a part of the Stage I Improvements.

19. **PERMITTEE** Defaults. If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Contract, i) the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default and ii) the **PERMITTEE** fails to cure the default within said thirty (30), then the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:

    a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **PERMITTEE'S** default creates an immediate risk to public health or safety, the **CITY** may perform or engage one or more third parties to perform the work before the **CITY** provides the notice described in the initial

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

b. The **CITY** may commence an action in Anoka County District Court to pursue any remedy available to the **CITY** at law or in equity including, but not limited to, injunctive relief;

c. The **CITY** may refuse to grant building permits for improvements to be constructed on any lots within the Plat until the **PERMITTEE** has cured all of its defaults; and

d. The **CITY** may draw upon all or any portion of the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to Section 6 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the **CITY** pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the **CITY** obtains against the **PERMITTEE** pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the **CITY** pursuant to Section 19 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 18(d).

20. Miscellaneous.

a. Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason invalid, such decision shall not affect the validity of the remaining portion of this Agreement.

b. Written Amendments Only. The action or inaction of the **CITY** or the **PERMITTEE** shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by a resolution of the **CITY** Council. The **CITY'S** or the **PERMITTEE'S** failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.

c. Compliance with Laws and Regulations. The **PERMITTEE** represents to the **CITY** that the Plat complies with all **CITY**, County, metropolitan, State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the **CITY** determines that the Plat does not comply, the **CITY** may, at its option, refuse to allow any construction or development work in the Plat until the **PERMITTEE** does comply. Upon the **CITY'S** demand **PERMITTEE** shall cease work until there is compliance.

d. Mailbox Locations. If the **PERMITTEE** desires to construct mailboxes within the public right of way, the **PERMITTEE** agrees that the placement of mailboxes along public streets is subject to the approval by the **CITY**. Utility locates will be necessary.

e. Boulevard and Wetland Restoration. The **PERMITTEE** shall be responsible for the cost of establishing seed in all boulevards within thirty (30) days of the completion of the street improvements, and restoring all other areas disturbed by the development grading operation in accordance with the approved Grading and Erosion Control plan. The **PERMITTEE** shall be responsible for the cost of cleaning any soil, earth, or debris from the wetlands within and adjacent to this Plat resulting from grading performed in the development of the Plat.

f. Construction, Hours and Entrance Signs. The **CITY** restricts construction and delivery hours to Monday through Saturday 7:00 a.m. to 10:00 p.m. The **PERMITTEE** is required to provide a sign at each entrance point stating delivery and construction operation hours. Said signs are not to exceed eighty (80) square feet in size and must be clearly visible at all times during the construction period.

g. Construction Site Maintenance. The **PERMITTEE** shall adhere to all of the **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc. The **CITY** reserves the right to withhold permits, inspections, or certificates of occupancy to correct violations relating to construction site maintenance.

h. Estimated Cost. It is understood and agreed that cost amounts set forth in this Agreement as to Stage I, Stage II, and Required Private Improvements, unless qualified as fixed amounts, are estimated. The **PERMITTEE** agrees to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.

i. Plat Approval Expenses. The **PERMITTEE** agrees that it will pay to **CITY** all **CITY** expenses incurred in the approval of the Plat, including, but not limited to, administration expenses, engineering and legal fees. Said expenses incurred after recording of the Final Plat shall also be paid within said fifteen (15) day billing period. Failure to pay the **CITY'S** expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this Agreement for payment.

j. Reimbursement to the **CITY**. The **PERMITTEE** agrees to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Agreement, or any portion thereof, including court costs and reasonable engineering and attorney's fees.

k. Certificate of Occupancy. The term "Certificate of Occupancy" as used in this Agreement shall be defined as a document issued by the **CITY'S** Building Official, which authorizes the structure to be used for its intended purposes.

l. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

TO PERMITTEE:
Rivers Bend Holdings, LLC
Attn: Richard Foster
19230 Evans St #115
Elk River, MN 55330

TO THE CITY:
City of Ramsey
Attn: Community Development Director
7550 Sunwood Drive NW
Ramsey, MN 55303

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

THE PERMITTEE:

Rivers Bend Holdings, LLC

By:_____, Richard Foster
Its: Owner

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, _____, by Richard Foster, owner of Rivers Bend Holdings, LLC, a Limited Liability Corporation, under the laws of the State of Minnesota on behalf of the corporation.

_____
Notary Public

THE CITY:

CITY OF RAMSEY

By:_____
Its: Mayor

By:_____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this_____ day of_____ 2021, by Mark E Kuzma and Kurtis G. Ulrich, the Mayor and the City Administrator of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

_____

Notary Public

This document drafted by:
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

This document reviewed by:
Ratwik, Roszak & Maloney, P.A.
730 Second Ave. S., Suite 300
Minneapolis, MN 55402

EXHIBIT A

Legal Description of the Subject Property

Outlot E, Rivers Bend 3rd Addition, Anoka County, Minnesota

Or upon platting

Lots 1 – 3 (inclusive), Block 1, Ramsey Villas North, Anoka County, Minnesota

EXHIBIT B

Fees Payable to the City

Park Dedication and Trail Development						
Park Dedication						
0-12 Units per acre; or	3	per unit	*$3,500*	$10,500		
Trail Development	3	per unit	*$1,000*	$3,000		
Subtotal Park and Trail Development				***$13,500***		
Water and Sewer Fees						
Water Trunk (Connection)	3	per unit	*$1,852*	$5,556		
Sanitary Sewer Trunk (Connection)	3	per unit	*$1,274*	$3,822		
Subtotal Water and Sewer Fees				***$9,378***		
Stormwater Management Fees						
Stormwater Management	3	per unit	*$502*	$1,506		
Subtotal Stormwater Management				***$1,506***		
GRAND TOTAL FOR DEVELOPMENT FEES				**$24,384**		
Sureties and Inspection Fees						
Performance Surety (returned when complete)	$93,845	cost of improvement	*75%*	**$70,384**	Cash or Letter of Credit	
Engineering Inspection Fee	$93,845	cost of improvement	*3%*	**$2,346**	Cash Escrow	
Sewer Accessibility Charges (SAC) & Water Accessibility Charges (WAC) - Collected with Building Permit						
Accessibility Charge (WAC)	3	per SAC Unit	*$1,399*	$4,197	Collected with Building Permit	
Accessibility Charge (SAC)	3	per SAC Unit	*$2,485*	$7,455	Collected with Building Permit	
GRAND TOTAL FOR SAC & WAC				**$11,652**		

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-070

RESOLUTION APPROVING DEVELOPMENT AGREEMENT FOR RAMSEY VILLAS NORTH

WHEREAS, Rivers Bend Holdings, LLC, hereafter referred to as "Developer", properly applied for Final Plat approval of the following described property located in the City of Ramsey:

Outlot E, Rivers Bend 3rd Addition, Anoka County, Minnesota

or upon platting

Lots 1 – 3 (inclusive), Block 1, Ramsey Villas North, Anoka County, Minnesota

(the 'Subject Property');

WHEREAS, the City Council approved the Final Plat with several contingencies, including the Developer entering into a Development Agreement; and

WHEREAS, the City Council approved the Development Agreement on March 23, 2021.

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

1) That the Ramsey City Council hereby approves the Development Agreement between the Developer and the City for Ramsey Villas North contingent upon final approval by City Engineer and City Attorney as to legal form.

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 23rd day of March, 2021.

_____

Mayor

ATTEST:

_____

City Clerk

CC Regular Session **5. 16.**

Meeting Date: 03/23/2021

Submitted For: Bruce Westby, Engineering/Public Works

By: Joe Feriancek, Engineering/Public Works

Information

Title:

Adopt Resolution #21-074 Approving Plan and Specifications and Authorizing Advertisements for Bids for 2021 Neighborhood Pavement Overlay Improvements, Improvement Project #21-04

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #21-074 Approving Plans and Specifications and Authorizing Advertisements for Bids for 2021 Neighborhood Pavement Overlay Improvements, Improvement Project #21-04.

Background:

Overlaying the streets identified within the 2021 – 2030 Capital Improvement Program for 2021 will allow the City to maintain these streets in the most cost-effective manner throughout the serviceable life of the streets.

Exhibits are attached showing the specific street segments proposed to receive bituminous pavement overlay improvements in 2021. These street segments are located in the following developments:

- Birch Hill Lodges
- Ferrum 1st & 2nd
- Gateway Industrial Park
- Mallard Ponds
- Northfork Itasca Point
- Northfork St. Andrews
- Oakridge Industrial Park
- Rabbit Run
- Ramsey Meadows 2nd

A street segment summary is attached. The proposed project is 1.81 miles in total length.

On January 12, 2021 the Ramsey City Council adopted resolution #21-011, ordering Staff to prepare plans and specifications for improvement project #21-04, 2021 Neighborhood Pavement Overlay Improvements. Staff has prepared plans and specifications in-house, as part of their normal duties.

Final plans are not attached to this case to prevent potential bidders from downloading plans attached to the case to prepare and submit their bids, rather than purchasing the plans through QuestCDN, the electronic bidding software used by the City of Ramsey. This ensures that all bidders are bidding off the same set of plans, and that all bidders are notified of any plan revisions (addenda) issued during the bidding process. Attached is the title sheet from the plans showing the scope of the improvements. Plans are available upon request from the City Engineer.

Staff proposes to open bids for this project on April 19, 2021, and to present the bid results to the City Council on April 27, 2021 for award of a construction contract to the lowest responsible bidder.

The proposed improvements are designated as City Improvement Project #21-04, 2021 Neighborhood Pavement Overlay Improvements.

Notification:

If Council approves plans and specifications and authorizes advertising for bids, bids will be advertised on Friday, March 26, and again on Friday, April 2, both in the City's official newspaper, the Anoka Union Herald, and in Finance & Commerce.

Observations/Alternatives:

Motion to adopt Resolution #21-074 approving plans and specifications and authorizing advertisement for bids for 2021 Neighborhood Pavement Overlay Improvements, Improvement Project #21-04.

Funding Source:

Funding for this improvement is proposed to come from the Pavement Management Fund, and Stormwater Utility Fund.

Staff estimates project costs based on the final plans and anticipated 2021 construction costs to be $594,000, which includes 14-percent indirect costs for administrative, engineering, finance and legal costs. Below is a breakout of estimated project costs pretaining to street and storm sewer imrpovements.

- Street Project Costs = $ 562,000
- Storm Sewer Project Costs = $ 32,000

Recommendation:

Staff recommends adopting Resolution #21-074 approving plans and specifications and authorizing advertisements for bids for 2021 Neighborhood Pavement Overlay Improvements, Improvement Project #21-04.

Action:

Adopt Resolution #21-074 approving plans and specifications and authorizing advertisements for bids for 2021 Neighborhood Pavement Overlay Improvements, Improvement Project #21-04.

Attachments

21-04 Street Segment Summary

21-04 Project Map

21-04 Title Sheet

Res 21-074

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	03/17/2021 04:15 PM
Kurt Ulrich	Kurt Ulrich	03/18/2021 01:54 PM
Form Started By: Joe Feriancek		Started On: 03/15/2021 09:52 AM
Final Approval Date: 03/18/2021		

IP 21-04 Neighborhood Pavment Overlay Improvement
Street Segment Summary

Street Description					Street History					GPR Summary		
Subdivision	**Street**	**Segment Description**	**Length (feet)**	**Curb**	**2020 PASER**	**Year Built**	**Maint. 1**	**Maint. 2**	**Maint. 3**	**Avg HMA (inches)**	**Avg Agg. Base (inches)**	**Avg Section (inches)**
Birch Hill Lodges	Cobalt Street	Sunwood Drive / S EOP	770	concrete	6	2002	SC 2007	SC 2014		n/a	n/a	n/a *
Ferrum 1st & 2nd	Azurite Street	McKinley Street / 141st Avenue	909	concrete	7	1997	SC 2003	SC 2012		4.5	n/a	n/a
Gateway Industrial Park	143rd Avenue	Jaspar Street / CR 56	890	concrete	8	2000	SC 2006	SC 2018		4.4	4.5	8.9
	Limonite Street	142nd Avenue / 143rd Avenue	366	concrete	9	2005				n/a	n/a	n/a *
Mallard Ponds	140th Avenue	Dysprosium Street / CDS	280	concrete	9	2000	SC 2005	SC 2017		4.2	n/a	n/a
Northfork Itasca Point	159th Lane	Andrie Street / CDS	1,040	bit	8	1999	SC 2008	SC 2018		3.9	3.9	7.8
Northfork St. Andrews	Inverness Court	Inverness Lane / CDS	310	bit	8	2001	SC 2008	SC 2018		n/a	n/a	n/a *
	St. Andrews Court	St. Andrews Lane / CDS	528	bit	8	2001	SC 2008	SC 2018		n/a	n/a	n/a *
	St. Andrews Lane	Inverness Lane / SE EOP	3,268	bit	8	2001	SC 2008	SC 2018		n/a	n/a	n/a *
Oakridge Industrial Park	Sunfish Lake Court	CR 57 / E CDS	385	concrete	7	1997	SC 2003	SC 2015		4	n/a	n/a
Rabbit Run	Quicksilver Street	167th Avenue / CDS	308	n/a	6	1997	SC 2004	SC 2012		3.7	2.8	6.5
Ramsey Meadows 2nd	150th Lane	W EOP / CDS	312	concrete	9	1994	SC 1998	SC 2005	SC 2016	3.6	3	6.6
	Fluorine Street	149th Lane / CDS	207	concrete	8	1994	SC 1998	SC 2005	SC 2017	3.2	4.8	8.0
		Total Length	**9,573**	**1.81 mi.**	* street is known built to current city standards							

I.P. 21-04
NEIGHBORHOOD PAVEMENT OVERLAY
NORTHFORK ST. ANDREWS

I.P. 21-04
NEIGHBORHOOD PAVEMENT OVERLAY
NORTHFORK ITASCA POINT

I.P. 21-04
NEIGHBORHOOD PAVEMENT OVERLAY
RABBIT RUN

I.P. 21-04
NEIGHBORHOOD PAVEMENT OVERLAY
RAMSEY MEADOWS 2ND

I.P. 21-04
NEIGHBORHOOD PAVEMENT OVERLAY
BIRCH HILL LODGES

I.P. 21-04
NEIGHBORHOOD PAVEMENT OVERLAY
GATEWAY INDUSTRIAL PARK

I.P. 21-04
NEIGHBORHOOD PAVEMENT OVERLAY
OAKRIDGE INDUSTRIAL PARK

I.P. 21-04
NEIGHBORHOOD PAVEMENT OVERLAY
FERRUM 1ST & 2ND

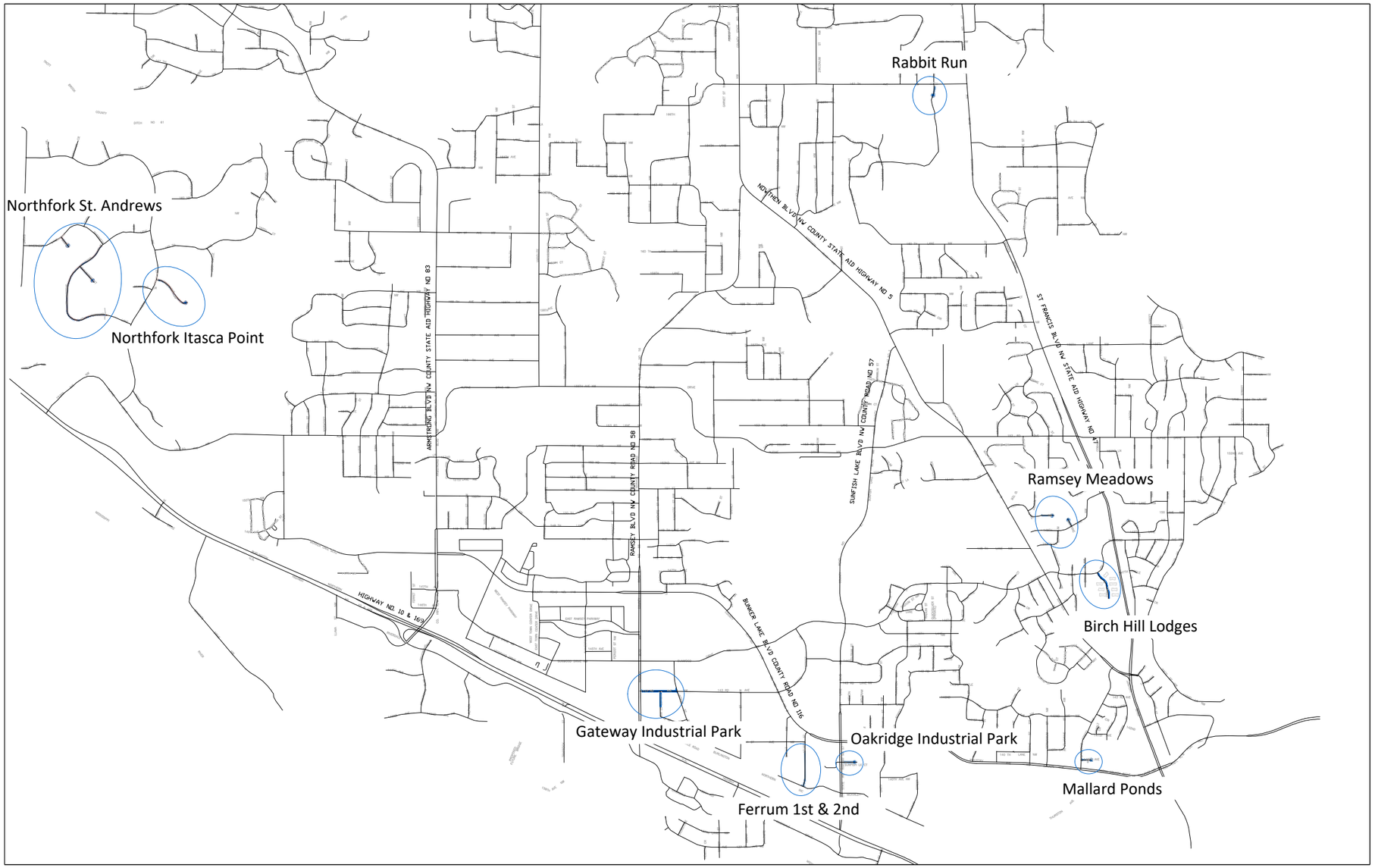
I.P. 21-04
NEIGHBORHOOD PAVEMENT OVERLAY
MALLARD PONDS

21-04
2021 Pavement Overlay Improvements

Legend

- 2021 Overlay
- Street Centerlines
- ScoutCamp
- Golf_Courses
- Parks
- Rivers
- Lakes_Ponds
- Creeks

CITY OF RAMSEY
2021 NEIGHBORHOOD OVERLAY IMPROVEMENTS
CITY IMPROVEMENT PROJECT NO. 21-04



0 1500 3000 4500
SCALE (FEET)

N

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL 1-800-252-1166 OR 651-454-0002

Call before you dig
811
651 454-0002 Metro
800 252-1166 Outstate
www.gopherstateonecall.org

GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET INDEX

THIS PLAN CONTAINS 17 SHEETS

SHEET No.	DESCRIPTION
1	TITLE SHEET
2	SEQ & NOTES
3	DETAILS
4	BIRCH HILL LODGES OVERLAY
5	FERRUM 1ST & SECOND OVERLAY
6	GATEWAY INDUSTRIAL PARK OVERLAY
7	MALLARD PONDS OVERLAY
8	NORTHFORK ITASCA POINT OVERLAY
9	NORTHFORK ST. ANDREWS OVERLAY
14	OAKRIDGE INDUSTRIAL PARK OVERLAY
15	RABBIT RUN OVERLAY
16	RAMSEY MEADOWS 2ND OVERLAY
17	PAVEMENT MARKING PLAN

LEGEND

	LIGHT POLE		EASEMENT
	TREE		RIGHT OF WAY
	TREE	E	ELECTRIC
	SHRUB	U	OVERHEAD UTILITY
	SIGN	G	GAS
	VALVE	T	TELECOMMUNICATIONS
PED	UTILITY PEDESTAL		STORM SEWER
HH	HAND HOLE		SANITARY SEWER
	REMOVE TREE		WATERMAIN
	3'X2' CATCH BASIN		SAWCUT PAVEMENT
	MANHOLE		TREE LINE
	INLET PROTECTION		FENCE
	HYDRANT		LANDSCAPING
	VALVE		RETAINING WALL
			5' CONTOUR LINE
			1' CONTOUR LINE
			SILT FENCE
	GRAVEL SURFACE		SODDING TYPE LAWN
	CONCRETE PAVEMENT		REMOVE BITUMINOUS PAVEMENT
	BITUMINOUS PAVEMENT		RECLAIM BITUMINOUS PAVEMENT
	RIP RAP		MILL BITUMINOUS PAVEMENT

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

JOE FERIANCEK, P.E.
CIVIL ENGINEER II

57095 LIC. NO.

DATE DRAFT

DATE	REVISION

Mar 17, 2021 - 9:57am
G:\Engineering\AutoCad Dwgs\Projects N-Z\Overlays\21-04 2020 Neighborhood Overlay Program\Plan Drawings\01 TITLE SHEET.dwg

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION 21-074

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENTS FOR BIDS FOR 2021 NEIGHBORHOOD PAVEMENT OVERLAY IMPROVEMENTS, IMPROVEMENT PROJECT #21-04

WHEREAS, the City of Ramsey proposes to overlay the pavement on numerous neighborhood street segments in 2021 as identified within the 2021 – 2030 Capital Improvement Program; and

WHEREAS, funding for this improvement is proposed to come from the Pavement Management Fund and Stormwater Utility Fund with a total estimated project cost of $594,000; and

WHEREAS, pursuant to Ramsey City Council resolution #21-011 adopted January 12, 2021, the City Engineer has prepared plans and specifications for the purpose of advertising for bids for the same improvements.

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

1) The Ramsey City Council hereby approves the plans and specifications prepared by the City Engineer for the making of such improvements and authorizes the advertisement of bids for the same improvements as City Improvement Project #21-04, 2021 Neighborhood Pavement Overlay Improvements.

The motion of 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 23rd day of March, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 17.**

Meeting Date: 03/23/2021

Submitted For: Bruce Westby, Engineering/Public Works

By: Joe Feriancek, Engineering/Public Works

Information

Title:

Adopt Resolution #21-075 Approving Plans and Specifications and Authorizing Advertisements for Bids for 2021 MSA Pavement Overlay Improvements, Improvement Project #21-05.

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #21-075 Approving Plans and Specifications and Authorizing Advertisements for Bids for 2021 MSA Pavement Overlay Improvements, Improvement Project #21-05.

Background:

Overlaying the Municipal State Aid (MSA) streets identified within the 2021 – 2030 Capital Improvement Program for 2021 will allow the City to maintain these streets in the most cost-effective manner throughout the serviceable life of the streets.

The MSA street segments proposed to receive bituminous pavement overlay improvements in 2021 are:

- Sunwood Drive between Bunker Lake Boulevard and Sunfish Lake Boulevard
- Sunwood Drive between Erkium Street and Trunk Highway 47

A street segment summary is attached. The proposed project is 0.72 miles in total length.

On January 12, 2021 the Ramsey City Council adopted resolution #21-012, ordering Staff to prepare plans and specifications for improvement project #21-05, 2021 MSA Pavement Overlay Improvements. Staff has prepared plans and specifications in-house, as part of their normal duties.

Final plans are not attached to this case to prevent potential bidders from downloading plans attached to the case to prepare and submit their bids, rather than purchasing the plans through QuestCDN, the electronic bidding software used by the City of Ramsey. This ensures that all bidders are bidding off the same set of plans, and that all bidders are notified of any plan revisions (addenda) issued during the bidding process. Attached is the title sheet from the plans showing the scope of the improvements, as well as a plan sheet showing the typical sections, which includes information on the proposed pavement section. Plans are available upon request from the City Engineer.

Staff proposes to open bids for this project on April 19, 2021, and to present the bid results to the City Council on April 27, 2021 for award of a construction contract to the lowest responsible bidder.

The proposed improvements are designated as City Improvement Project #21-05, 2021 MSA Pavement Overlay Improvements.

Notification:

If Council approves plans and specifications and authorizes advertising for bids, bids will be advertised on Friday, March 26, and again on Friday, April 2, both in the City's official newspaper, the Anoka Union Herald, and in Finance & Commerce.

Observations/Alternatives:

Motion to adopt Resolution #21-075 approving plans and specifications and authorizing advertisements for bids for 2021 MSA Pavement Overlay Improvements, Improvement Project #21-05.

Funding Source:

Funding for this improvement is proposed to come from the MSA Fund, and Stormwater Utility Fund.

Staff estimates project costs based on the final plans and anticipated 2021 construction costs to be $295,000, which includes 14-percent indirect costs for administrative engineering, finance, and legal costs. Below is a breakout of estimated street and storm sewer project costs.

- Street Project Costs = $ 278,000
- Storm Sewer Project Costs = $ 17,000

Recommendation:

Staff recommends adopting Resolution #21-075 approving plans and specifications and authorizing advertisements for bids for 2021 MSA Pavement Overlay Improvements, Improvement Project #21-05.

Action:

Adopt Resolution #21-075 approving plans and specifications and authorizing advertisements for bids for 2021 MSA Pavement Overlay Improvements, Improvement Project #21-05.

Attachments

21-05 Street Segment Summary

21-05 Plans

Res 21-075

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Joe Feriancek	03/17/2021 09:28 AM
Bruce Westby	Joe Feriancek	03/17/2021 09:59 AM
Bruce Westby	Bruce Westby	03/17/2021 04:15 PM
Kurt Ulrich	Kurt Ulrich	03/18/2021 01:47 PM
Form Started By: Joe Feriancek		Started On: 03/15/2021 10:36 AM
Final Approval Date: 03/18/2021		

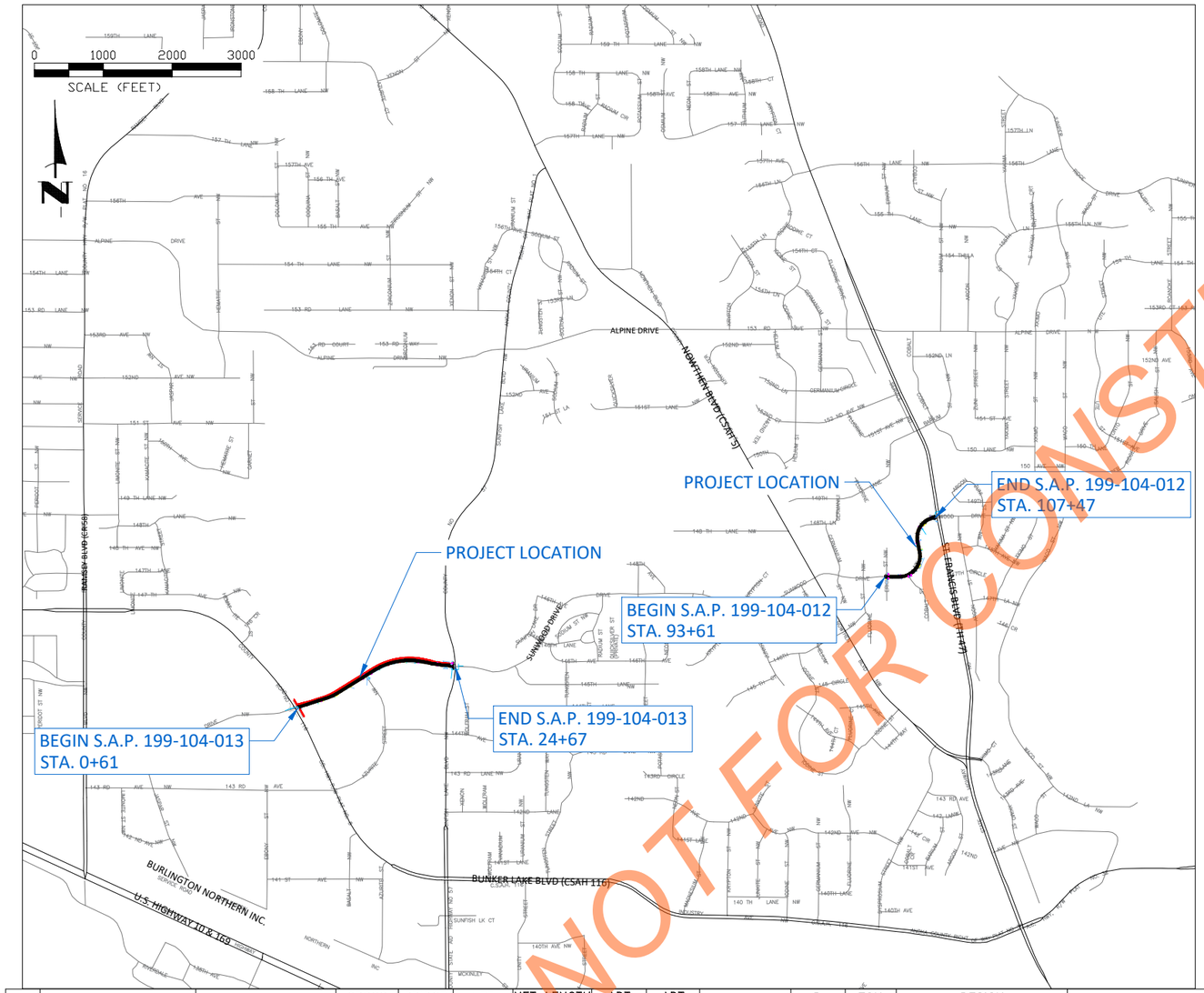
IP 21-05 MSA Pavment Overlay Improvement
Street Segment Summary

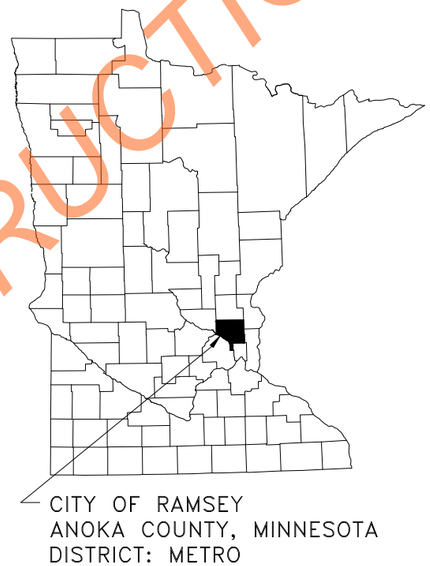
Street Description					Street History					GPR Summary		
Subdivision	**Street**	**Segment Description**	**Length (feet)**	**Curb**	**2020 PASER**	**Year Built**	**Maint. 1**	**Maint. 2**	**Maint. 3**	**Avg HMA (inches)**	**Avg Agg. Base (inches)**	**Avg Section (inches)**
MSA	Sunwood Drive	CR 116 / CR 57	2,407	concrete	7	2002	SC 2007	SC 2014		4	2.4	6.4
MSA	Sunwood Drive	Erkium Street / TH 47	1,375	concrete	7	2000	SC 2006	SC 2018		4.2	2.2	6.4
		Total Length	**3,782**	**0.72 mi.**								

CITY OF RAMSEY

2021 MUNICIPAL STATE AID PAVEMENT OVERLAYS, CITY IMPROVEMENT PROJECT NO. 21-05
STREET CONSTRUCTION PLANS FOR BITUMINOUS MILLING AND PAVING.
S.A.P. 199-104-012 & S.A.P. 199-104-013

S.A.P. 199-104-012 LOCATED ON SUNWOOD DRIVE BETWEEN ERKIUM STREET AND ST. FRANCIS BOULEVARD (TH 47)
S.A.P. 199-104-013 LOCATED ON SUNWOOD DRIVE BETWEEN BUNKER LAKE BOULEVARD (CSAH 116) AND SUNFISH LAKE BOULEVARD (CR 57)
FROM NW 1/4 OF THE SE 1/4 OF S27, T32, R25 TO NE 1/4 OF THE NW 1/4 OF S25, T32, R25





CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA
DISTRICT: METRO

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

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Call before you dig
811
651 454-0002 Metro
800 252-1166 Outstate
www.gopherstateonecall.org

NOT FOR CONSTRUCTION

	PROJECT	STA. TO STA.	GROSS LENGTH	BRIDGE LENGTH	NET LENGTH	NET LENGTH (MILES)	ADT (2021)	ADT (2041)	DESIGN ESAL	R VALUE	TON DESIGN	DESIGN SPEED	DESIGN SPEED NOT MET	NUMBER OF LANES	WIDTH OF LANES	NUMBER OF SHOULDERS	WIDTH OF LANES	FUNCTIONAL CLASSIFICATION
	S.A.P. 199-104-012 SUNWOOD DRIVE	93+61 TO 107+47	1386 FT	0 FT	1386 FT	0.26 MI	710	781	82000	60	9	30 MPH	N/A	2	12	2	8'	COLLECTOR
	S.A.P. 199-104-013 SUNWOOD DRIVE	0+61 TO 24+67	2406 FT	0 FT	2406 FT	0.46 MI	1130	1243	131000	60	9	30 MPH	N/A	2	12	2	8'	COLLECTOR

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STOPPING SIGHT DISTANCE BASED ON:
3.5 FT – HEIGHT OF EYE
2.0 FT – HEIGHT OF OBJECT

DATUM:
VERTICAL: NAVD 88
HORIZONTAL: ANOKA COUNTY COORDINATES (1996 ADJUSTMENT)

SAP 199-104-012
SAP 199-104-013

DATE	REVISION
3/11/21	UPDATE NOTES & TYPICAL SECTION

GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

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SHEET INDEX

THIS PLAN CONTAINS 17 SHEETS

SHEET NO.	DESCRIPTION
01	TITLE SHEET
02	STATEMENT OF ESTIMATED QUANTITIES
03	TYPICAL SECTION
04	CITY DETAILS
05 - 10	MNDOT PED RAMP DETAILS
11 - 13	BITUMINOUS MILL & OVERLAY - SUNWOOD DRIVE (CSAH 116 TO CR 57)
14 - 15	BITUMINOUS MILL & OVERLAY - SUNWOOD DRIVE (ERKIUM STREET TO TH 47)
16	PAVEMENT MARKING PLAN - SUNWOOD DRIVE (CSAH 116 TO CR 57)
17	PAVEMENT MARKING PLAN - SUNWOOD DRIVE (ERKIUM STREET TO TH 47)

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

JOE FERIANCEK, P.E. — 57095 LIC. NO. — DATE 2/25/21

APPROVED: CITY ENGINEER, CITY OF RAMSEY — DATE 3/11/21

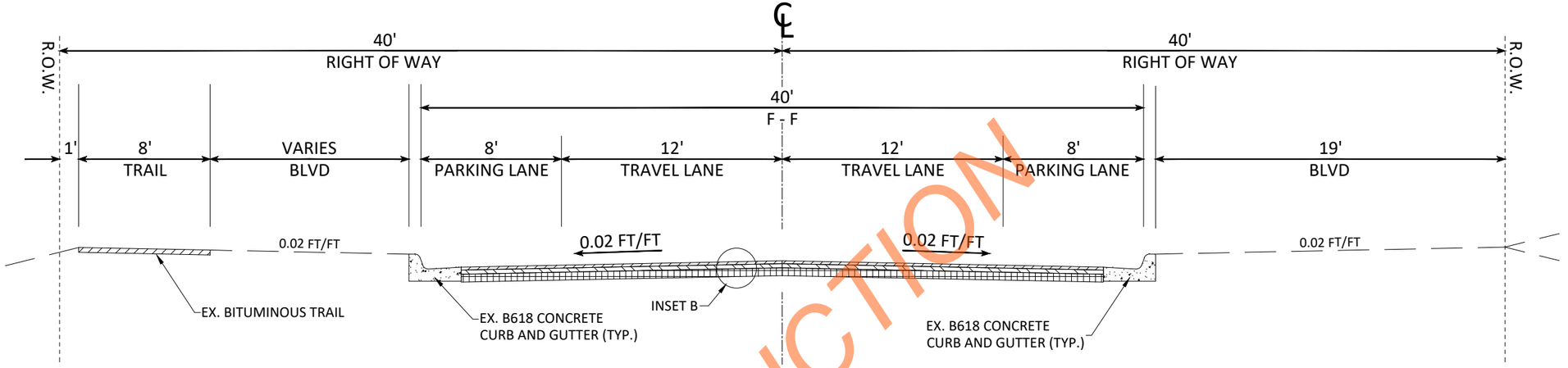
DISTRICT STATE AID ENGINEER: REVIEWED FOR COMPLIANCE WITH STATE AID RULES/POLICY — DATE

STATE AID ENGINEER: APPROVED FOR STATE AID FUNDING — DATE

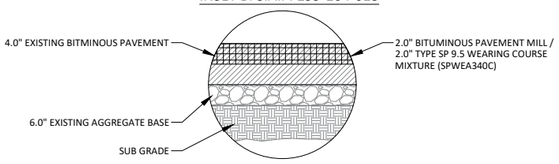
SHEET 01 OF 17SHEETS

Mar 11, 2021 - 2:47pm
G:\Engineering\AutoCad Dwgs\Projects N-Z\Overlays\21-05 2020 MSA Overlay Program\Plan Drawings\21-05 Title Sheet.dwg

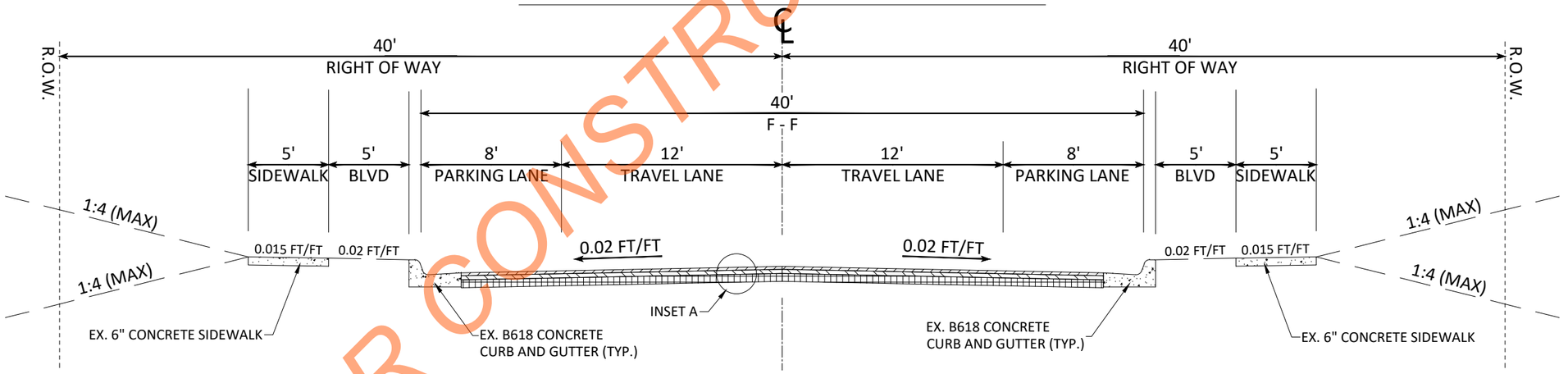
SUNWOOD DRIVE STA. 0+61 TO 24+67



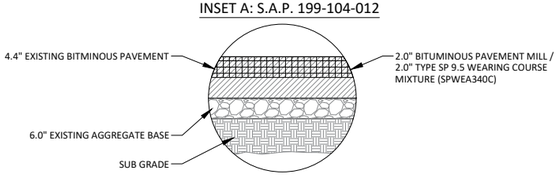
INSET B: S.A.P. 199-104-013



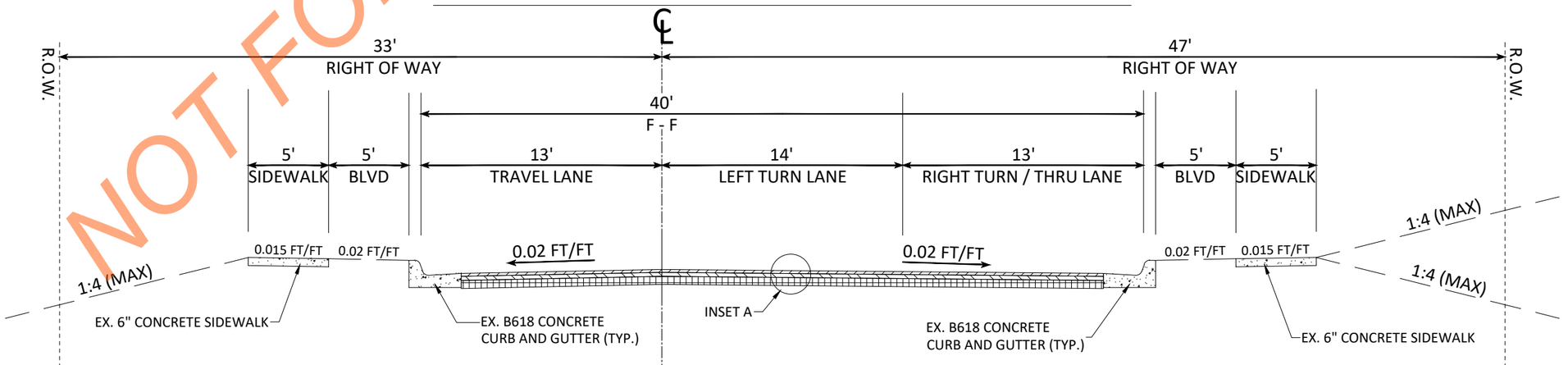
SUNWOOD DRIVE STA. 93+61 TO 105+98



INSET A: S.A.P. 199-104-012



SUNWOOD DRIVE TURN LANE STA. 105+95 TO 107+47



NOT FOR CONSTRUCTION

DATE	REVISION
3/11/21	ADD TYPICAL SECTION

Mar 12, 2021 - 11:32am
G:\Engineering\AutoCad Dwgs\Projects N-Z\Overlay\21-05 2020 MSA Overlay Program\Plan Drawings\21-05 Title Sheet.dwg

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

JOE FERIANCEK
Date 2/25/21 Lic. No. 57095

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 3/11/21
CHECKED BY:	LLL	FILE: 21-05

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

S.A.P. 199-104-012 & S.A.P. 199-104-013
TYPICAL SECTION

2021 MUNICIPAL STATE AID PAVEMENT OVERLAYS
CITY PROJECT NO. 21-05
CITY OF RAMSEY, MINNESOTA

SHEET 03 OF 17 SHEETS

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-075

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENTS FOR BIDS FOR 2021 MSA PAVEMENT OVERLAY IMPROVEMENTS, IMPROVEMENT PROJECT #21-05

WHEREAS, the City of Ramsey proposes to overlay the pavement on numerous Municipal State Aid (MSA) street segments in 2021 as identified within the 2021 – 2030 Capital Improvement Program; and

WHEREAS, funding for this improvement is proposed to come from the MSA Fund and Stormwater Utility Fund with a total estimated project cost of $295,000; and

WHEREAS, pursuant to Ramsey City Staff resolution #21-012, adopted January 12, 2021, the City Engineer has prepared plans and specifications for the purpose of advertising for bids for the same improvements.

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

1) The Ramsey City Council hereby approves the plans and specifications prepared by the City Engineer for the making of such improvements and authorizes the advertisements for bids for the same improvements as City Improvement Project #21-05, 2021 MSA Pavement Overlay Improvements.

The motion of 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 23rd day of March, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 18.**

Meeting Date: 03/23/2021

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #21-076 Authorizing Partial Payment #6 to RJM Construction for Improvement Project 20-07 New Public Works Facility

Purpose/Background:

Resolution and Pay Estimate #6 attached.

Observations/Alternatives:

Checks are made payable and addressed to contractors, payments will be sent to RJM Construction, LLC for disbursement as listed in the attached Resolution #21-076.

Funding Source:

Funding for this this item was budgeted as part of the public works building project.

Recommendation:

The Public Works Superintendent has inspected the completed work and recommends approving partial payment #6 in the amount of $221,757.91 to RJM Construction for Improvement Project #20-07, New Public Works Facility.

Action:

Motion to adopt Resolution #21-076 authorizing partial payment #6 to RJM Construction for Improvement Project #20-07, New Public Works Facility.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	03/15/2021 11:53 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 02:11 PM
Form Started By: MaryJo Warner		Started On: 03/15/2021 09:32 AM
Final Approval Date: 03/18/2021		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-076

RESOLUTION AUTHORIZING PARTIAL PAYMENT #6 TO RJM CONSTRUCTION AND ITS CONTRACTORS FOR THE NEW RAMSEY PUBLIC WORKS FACILITY, IMPROVEMENT PROJECT #20-07

WHEREAS, the City of Ramsey has planned for a new public works facility and added it to our Capital Improvement Plan in 2006; and

WHEREAS, the property for the new public works facility was purchased in 2008 adjacent to the current facility and that purchase was finalized in 2013; and

WHEREAS, a third party architectural firm (BKV Group) was hired in 2015 to perform a space needs analysis to determine the size of facility needed to serve the public works departments needs for now and 30-50 years into the future.; and

WHEREAS, the old facility consists of three buildings and multiple off site storage locations, the new site will contain all public works functions and equipment at one centralized location; and

WHEREAS, on September 10th 2019 Ramsey City Council entered into a contract with RJM Construction to provide construction management services for the new Ramsey public works facility; and

WHEREAS, as of March 23, 2021 $4,244,878.99 has been paid to date; and

WHEREAS, the Public Works Superintendent has inspected the completed work and recommends authorizing partial payment #6 to RJM Construction for Improvement Project #20-07, New Ramsey Public Works Facility; and

WHEREAS, checks are made payable and addressed to contractors, payments will be sent to RJM Construction, LLC for disbursment as listed below:

CONTRACTOR	PAY REQUEST AMOUNT
Northland Concrete & Masonry	$5,553.70
Met-Con Construction	$84,550.00
WL Hall Company	$614.65
Henricksen & Company	$7,328.38
Pump & Meter Services	$27,462.69
Brothers Fire Protection	$15,675.00
Architect Mechanical	$12, 350.00
Minnesota Utilities & Excavating	$6,507.50
RJM Construction	$61,715.99
Total	$221,757.91

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

1) The City Council authorizes partial payment #6 to RJM Construction for disbursement for Improvement Project #20-07, New Public Works Facility, in the amount of $221,757.91.

2) The City Council hereby authorizes the Mayor or City Administrator to sign the release from for payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of March 23, 2021.

4) That the City of Ramsey Finance Department will be given a signed copy of this resolution.

That 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 23rd day of March, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

DocuSign Envelope ID: 40151C66-887D-4F9F-9BAF-41DE91867DE2

PAYMENT SUMMARY
FOR PERIOD ENDING 02-28-21
PROJECT: City of Ramsey Public Works
Job #19520-0180

CONTRACT PAYMENTS

*Checks are to be made payable and address to the contractors. Payments should then be sent to RJM Construction, LLC for disbirsement.

Contractor	Application #	Certified Amount
Northland Concrete & Masonry	6	5,553.70
Met-Con Construction	6	84,550.00
W.L. Hall Company	6	614.65
Henricksen & Company	6	7,328.38
Pump & Meter Service	6	27,462.69
Brothers Fire Protection	6	15,675.00
Architect Mechanical	6	12,350.00
Minnesota Utilities & Excavating	6	6,507.50
RJM Construction	5	61,715.99
	Totals	221,757.91

DocuSign Envelope ID: 40151C66-887D-4F9F-9BAF-41DE91867DE2

Please Remit Payment to: RJM Construction, LLC

RJM CONSTRUCTION

APPLICATION AND CERTIFICATE FOR PAYMENT

To Owner: City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Project: 19520-0180 City of Ramsey Public Works
14100 Jasper Street NW
Ramsey, MN 55303

Architect:

Invoice #: 0180-06
Application No. : 6
Application Date: 2/28/2021
Period From: 2/1/2021
To: 2/28/2021

Distribution to :
☐ Owner
☐ Architect
☐ Contractor

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. Original Contract Sum				$16,361,624.00
2. Net Change By Change Order				$0.00
3. Contract Sum To Date				$16,361,624.00
4. Total Completed and Stored To Date				$4,244,878.99
5. Retainage:				
a.	5.00%	of Completed Work	$212,243.96	
b.	0.00%	of Stored Material	$0.00	
Total Retainage				$212,243.96
6. Total Earned Less Retainage				$4,032,635.03
7. Less Previous Certificates For Payments				$3,810,877.12
8. Current Payment Due				$221,757.91
9. Balance To Finish, Plus Retainage				$12,328,988.97

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	$0.00	$0.00
Total Approved this Month	$0.00	$0.00
TOTALS	$0.00	$0.00
Net Changes By Change Order	**$0.00**	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: **RJM Construction LLC**

By: DocuSigned by: Curtis Sell 8A488F960CE74A9... Date: 3/1/2021

State of: County of:
Subscribed and sworn to before me this day of
Notary Public:
My Commission expires:

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

ARCHITECT'S CERTIFICATE FOR PAYMENT

AMOUNT CERTIFIED **$ 221,757.91**

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:_____ Date:_____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

DocuSign Envelope ID: 40151C66-887D-4F9F-9BAF-41DE91867DE2

CONTINUATION SHEET

Application and Certification for Payment, containing
Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 6
Application Date : 02/28/21
To: 02/28/21
Architect's Project No.:

Invoice # : 0180-06 **Contract :** 19520-0180 City of Ramsey Public Works

A	B	C	D	E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored To Date	% (G / C)	Balance To Finish (C-G)	Retainage
			From Previous Application (D+E)	This Period In Place	(Not in D or E)	(D+E+F)			
1	City of Ramsey Public Works	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
1A	Special Inspections	53,550.00	12,177.00	0.00	0.00	12,177.00	22.74%	41,373.00	
1B	Survey	22,160.00	9,938.50	0.00	0.00	9,938.50	44.85%	12,221.50	
1C	Final Cleaning	52,047.00	0.00	0.00	0.00	0.00	0.00%	52,047.00	
3A	Concrete	1,356,238.50	533,260.50	5,846.00	0.00	539,106.50	39.75%	817,132.00	
3B	Architectural Precast Concrete	1,548,862.00	1,376,196.30	0.00	0.00	1,376,196.30	88.85%	172,665.70	
3C	Polished and Sealed Concrete	87,325.00	0.00	0.00	0.00	0.00	0.00%	87,325.00	
4A	Masonry	213,240.00	112,469.00	0.00	0.00	112,469.00	52.74%	100,771.00	
5A	Structural Steel/Misc. Metals - Material	823,894.00	413,671.00	0.00	0.00	413,671.00	50.21%	410,223.00	
5B	Structural Steel/Misc. Metals - Erection	283,714.56	33,350.00	89,000.00	0.00	122,350.00	43.12%	161,364.56	
6A	Carpentry Materials and Install	154,400.00	1,365.00	0.00	0.00	1,365.00	0.88%	153,035.00	
7A	Waterproofing & Weatherproofing	44,000.00	24,000.00	0.00	0.00	24,000.00	54.55%	20,000.00	
7B	Architectural Metal Panels	224,200.00	4,500.00	0.00	0.00	4,500.00	2.01%	219,700.00	
7C	EPDM Roofing	874,000.00	0.00	0.00	0.00	0.00	0.00%	874,000.00	
7D	Joint Sealants	9,448.00	0.00	0.00	0.00	0.00	0.00%	9,448.00	
8A	Doors, Frames, and Hardware - Materials	111,795.00	0.00	0.00	0.00	0.00	0.00%	111,795.00	
8B	Overhead Coiling Doors	17,000.00	0.00	0.00	0.00	0.00	0.00%	17,000.00	
8C	Accordian Security Doors	20,273.00	0.00	0.00	0.00	0.00	0.00%	20,273.00	
8D	Sectional Overhead Doors	207,900.00	0.00	0.00	0.00	0.00	0.00%	207,900.00	
8E	Aluminum Framed Storefronts & Entrances	143,000.00	10,600.00	0.00	0.00	10,600.00	7.41%	132,400.00	
8F	Translucent Wall Panels	88,118.00	0.00	647.00	0.00	647.00	0.73%	87,471.00	
9A	Gypsum Board Assemblies	238,017.13	10,170.00	0.00	0.00	10,170.00	4.27%	227,847.13	
9B	Tiling	35,882.00	0.00	0.00	0.00	0.00	0.00%	35,882.00	
9C	Acoustical Ceilings	32,500.00	0.00	0.00	0.00	0.00	0.00%	32,500.00	
9D	Carpet and Resilient Base	16,572.00	0.00	7,714.08	0.00	7,714.08	46.55%	8,857.92	
9E	Painting	165,781.00	0.00	0.00	0.00	0.00	0.00%	165,781.00	
10A	Signage	16,431.00	0.00	0.00	0.00	0.00	0.00%	16,431.00	
10B	Specialties Materials	16,011.00	0.00	0.00	0.00	0.00	0.00%	16,011.00	
10C	Lockers	52,713.00	1,631.00	0.00	0.00	1,631.00	3.09%	51,082.00	
10D	Operable Partitions	19,497.00	0.00	0.00	0.00	0.00	0.00%	19,497.00	
11A	Vehicle Wash Equipment	75,000.00	0.00	0.00	0.00	0.00	0.00%	75,000.00	

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CONTINUATION SHEET

Application and Certification for Payment, containing
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Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 6
Application Date : 02/28/21
To: 02/28/21
Architect's Project No.:

Invoice # : 0180-06 **Contract :** 19520-0180 City of Ramsey Public Works

A	B	C	D	E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored To Date	% (G / C)	Balance To Finish (C-G)	Retainage
			From Previous Application (D+E)	This Period In Place	(Not in D or E)	(D+E+F)			
11B	Vehicle Fueling System	292,572.00	0.00	28,908.10	0.00	28,908.10	9.88%	263,663.90	
11C	Loading Dock Equipment	11,695.00	0.00	0.00	0.00	0.00	0.00%	11,695.00	
12A	Window Treatments	45,000.00	0.00	0.00	0.00	0.00	0.00%	45,000.00	
12B	Casework Materials	58,672.00	0.00	0.00	0.00	0.00	0.00%	58,672.00	
14A	Vehicle Lifts	281,054.00	0.00	0.00	0.00	0.00	0.00%	281,054.00	
21A	Fire Supression Systems	158,300.00	0.00	16,500.00	0.00	16,500.00	10.42%	141,800.00	
22A	Plumbing Systems	1,041,250.00	10,400.00	0.00	0.00	10,400.00	1.00%	1,030,850.00	
23A	HVAC Systems	1,286,784.17	54,500.00	13,000.00	0.00	67,500.00	5.25%	1,219,284.17	
26A	Electrical Systems	852,761.73	60,905.00	0.00	0.00	60,905.00	7.14%	791,856.73	
31A	Earthwork	656,679.98	264,655.90	6,850.00	0.00	271,505.90	41.35%	385,174.08	
32A	Asphalt Paving	597,000.00	0.00	0.00	0.00	0.00	0.00%	597,000.00	
32B	Site Concrete	131,595.00	0.00	0.00	0.00	0.00	0.00%	131,595.00	
32C	Fences and Gates	313,330.00	0.00	0.00	0.00	0.00	0.00%	313,330.00	
32D	Landscaping	68,219.00	0.00	0.00	0.00	0.00	0.00%	68,219.00	
33A	Site Utilities	475,146.00	458,426.00	0.00	0.00	458,426.00	96.48%	16,720.00	
41A	Overhead Crane System	83,348.00	0.00	0.00	0.00	0.00	0.00%	83,348.00	
01-00	General Conditions & Requirements	1,084,566.00	312,779.83	59,595.38	0.00	372,375.21	34.33%	712,190.79	
01-80	Preconstruction	19,985.00	19,985.00	0.00	0.00	19,985.00	100.00%	0.00	
90-40	Building Permit	74,470.00	0.00	0.00	0.00	0.00	0.00%	74,470.00	
90-50	General Liability Insurance	184,462.00	184,462.00	0.00	0.00	184,462.00	100.00%	0.00	
90-65	Construction Contigency	1,372,723.93	0.00	0.00	0.00	0.00	0.00%	1,372,723.93	
99-99	Contractors Fee	268,441.00	102,007.58	5,368.82	0.00	107,376.40	40.00%	161,064.60	
	Grand Totals	**16,361,624.00**	**4,011,449.61**	**233,429.38**	**0.00**	**4,244,878.99**	**25.94%**	**12,116,745.01**	**212,243.96**

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INVOICE

From:	**RJM Construction, LLC**	*Invoice:*	**0180-06**
	830 Boone Avenue North	*Invoice Date:*	**02/28/21**
	Golden Valley, MN 55427	*Due Date:*	**03/30/21**
		Disc Date:	
To:	**City of Ramsey**		
	7550 Sunwood Drive NW		
	Ramsey, MN 55303		

Contract : 19520-0180 City of Ramsey Public Works

Concrete

SUBCONTRACTS

Northland Concrete & Masonry Co, Ll	Concrete	Inv#	19520-01805	5,846.00
	Total SUBCONTRACTS			**5,846.00**
	Concrete Sub-Total:			**5,846.00**

Structural Steel/Misc. Metals - Erection

SUBCONTRACTS

Met-Con Construction, Inc.	Structural Steel Erection	Inv#	19520-01802	89,000.00
	Total SUBCONTRACTS			**89,000.00**
	Structural Steel/Misc. Metals - Erection Sub-Total:			**89,000.00**

Translucent Wall Panels

SUBCONTRACTS

W.L. Hall Company	Transluscent Wall Panels	Inv#	19520-01801	647.00
	Total SUBCONTRACTS			**647.00**
	Translucent Wall Panels Sub-Total:			**647.00**

Carpet and Resilient Base

SUBCONTRACTS

Henricksen & Company, Inc.	Carpet - Furnish and Install	Inv#	19520-01801	7,714.08
	Total SUBCONTRACTS			**7,714.08**
	Carpet and Resilient Base Sub-Total:			**7,714.08**

Vehicle Fueling System

SUBCONTRACTS

Pump & Meter Service, Inc	Vehicle Fueling System	Inv#	19520-01801	28,908.10
	Total SUBCONTRACTS			**28,908.10**
	Vehicle Fueling System Sub-Total:			**28,908.10**

Fire Supression Systems

SUBCONTRACTS

Brothers Fire Protection	Fire Protection	Inv#	19520-01801	16,500.00
	Total SUBCONTRACTS			**16,500.00**
	Fire Supression Systems Sub-Total:			**16,500.00**

HVAC Systems

SUBCONTRACTS

Architect Mechanical Inc.	HVAC	Inv#	19520-01802	13,000.00
	Total SUBCONTRACTS			**13,000.00**
	HVAC Systems Sub-Total:			**13,000.00**

Earthwork

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INVOICE

From:	**RJM Construction, LLC**	*Invoice:*	**0180-06**
	830 Boone Avenue North	*Invoice Date:*	**02/28/21**
	Golden Valley, MN 55427	*Due Date:*	**03/30/21**
		Disc Date:	
To:	**City of Ramsey**		
	7550 Sunwood Drive NW		
	Ramsey, MN 55303		

Contract : 19520-0180 City of Ramsey Public Works

Earthwork

SUBCONTRACTS

Minnesota Utilities & Excavating, LLC	Earthwork	Inv#	19520-01805	6,850.00
	Total SUBCONTRACTS			**6,850.00**
	Earthwork Sub-Total:			**6,850.00**

General Conditions & Requirements

SUBCONTRACTS

RJM Construction, LLC	General Requirements	Inv#	9520018006	59,595.38
	Total SUBCONTRACTS			**59,595.38**
	General Conditions & Requirements Sub-Total:			**59,595.38**

Contractors Fee

SUBCONTRACTS

RJM Construction, LLC	Contractors Fee	Inv#	9520018006	5,368.82
	Total SUBCONTRACTS			**5,368.82**
	Contractors Fee Sub-Total:			**5,368.82**

DocuSign Envelope ID: 40151C66-887D-4F9F-9BAF-41DE91867DE2

INVOICE

Summary

INVOICE TOTAL:			**233,429.38**
1A Special Inspections			
Retainage	233,429.38 @	5.00%	**0.00**
3A Concrete			**5,846.00**
Retainage	233,429.38 @	5.00%	**(292.30)**
5B Structural Steel/Misc. Metals - Erection			**89,000.00**
Retainage	233,429.38 @	5.00%	**(4,450.00)**
8F Translucent Wall Panels			**647.00**
Retainage	233,429.38 @	5.00%	**(32.35)**
9D Carpet and Resilient Base			**7,714.08**
Retainage	233,429.38 @	5.00%	**(385.70)**
11B Vehicle Fueling System			**28,908.10**
Retainage	233,429.38 @	5.00%	**(1,445.41)**
21A Fire Supression Systems			**16,500.00**
Retainage	233,429.38 @	5.00%	**(825.00)**
23A HVAC Systems			**13,000.00**
Retainage	233,429.38 @	5.00%	**(650.00)**
31A Earthwork			**6,850.00**
Retainage	233,429.38 @	5.00%	**(342.50)**
01-00 General Conditions & Requirements			**59,595.38**
Retainage	233,429.38 @	5.00%	**(2,979.77)**
99-99 Contractors Fee			**5,368.82**
Retainage	233,429.38 @	5.00%	**(268.44)**
CURRENT DUE :			**221,757.91**

CC Regular Session **5. 19.**

Meeting Date: 03/23/2021

By: Diana Lund, Finance

Information

Title

Adopt Resolution #21-082 Approving Premise Permit for Anoka Ramsey Athletic Association at Acapulco in Ramsey

Purpose/Background:

Staff recently received the attached application for a premise permit for the Anoka Ramsey Athletic Association. Their organization is asking for a premise permit for lawful gambling (pull tabs, tip boards, bar bingo and paddlewheel) at Acapulco. If the City Council is not opposed to this application, they have requested a waiver of the 60-day notice provision.

Anoka Ramsey Athletic Association is located in Ramsey which meets the City's Lawful Gambling Ordinance that states that the physical site for the Organization's place of doing business shall be located within the corporate limits of either the City of Ramsey or the City of Anoka and the Organization's place of doing business had been located in either the City of Ramsey or City of Anoka for at least two years immediately preceding the Premise Permit application.

The Anoka Ramsey Athletic Association currently holds a premise permit for gambling at The Links at Northfork, Aurelio's Pizza, McDuff's and The Kitchen Table. There is currently no other premise permit holder located within Acapulco. The City's gambling ordinance allows for a maximum number of gambling devices at any one location in the City to a limit of two of any one type of device.

The Anoka Ramsey Athletic Association will be required to submit a monthly contribution to the City equal to 5% of their net profits that is deposited into the City's Lawful Gambling Fund.

Notification:

A copy of the Premise Permit Application and Lease for Lawful Gambling Activity that will be sent to the Gambling Control Board, if approved, is attached.

Observations/Alternatives:

A background check of the Anoka Ramsey Athletic Association's Gambling Manager, Mr. Josh Jungling, was performed by Chief Katers. Chief Katers reported no findings.

Recommendation:

Staff recommends Council approval of the premise permit for the Anoka Ramsey Athletic Association at Acapulco.

Action:

Motion to recommend Council adopt Resolution #21-082 Approving the Anoka Ramsey Athletic Association for a premise permit for lawful gambling at Acapulco.

Attachments

Premise Permit & Lease Applic - Anoka Ramsey Athletic Assoc

Reso #21-082

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/18/2021 02:24 PM
Form Started By: Diana Lund		Started On: 03/18/2021 10:40 AM
Final Approval Date: 03/18/2021		

LG214 Premises Permit Application

Annual Fee $150 (NON-REFUNDABLE)

REQUIRED ATTACHMENTS TO LG214

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity.**
2. $150 annual premises permit fee, for each permit (non-refundable). Make check payable to **"State of Minnesota."**

Mail the application and required attachments to:
Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.

ORGANIZATION INFORMATION

Organization Name: Anoka Ramsey Athletic Association License Number: 98049

Chief Executive Officer (CEO) Dustin Reeder Daytime Phone: 612-366-0125

Gambling Manager: Josh Jungling Daytime Phone: 612-860-5616

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: Acapulco

List any previous names for this location:

Street address where premises is located: 7988 Sunwood Drive NW
(Do not use a P.O. box number or mailing address.)

City: **OR** Township:	County:	Zip Code:
Ramsey	Anoka	55303

Does your organization own the building where the gambling will be conducted?

☐ **Yes** ☑ **No** **If no,** attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site? ☐ Yes ☑ No ☐ Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? ☐ Yes ☑ No ☐ Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: US Bank Bank Account Number: 104783931306

Bank Street Address: 129 W Main St City: Anoka State: MN Zip Code: 55303

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number):	City:	State:	Zip Code:
6100 Bunker Lake Blvd	Ramsey	MN	55303
		MN	
		MN	

LG214 Premises Permit Application

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

CITY APPROVAL
for a gambling premises located within city limits

City Name: _____

Date Approved by City Council: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of City Personnel:

_____

Title: _____ Date Signed: _____

Local unit of government must sign.

COUNTY APPROVAL
for a gambling premises located in a township

County Name: _____

Date Approved by County Board: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of County Personnel:

_____

Title: _____ Date Signed: _____

TOWNSHIP NAME: _____

Complete below only if required by the county.
On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)

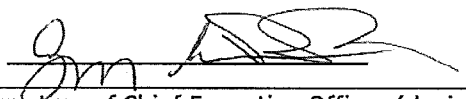
Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises.
2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law.
3. I have read this application and all information submitted to the Board is true, accurate, and complete.
4. All required information has been fully disclosed.
5. I am the chief executive officer of the organization.
6. I assume full responsibility for the fair and lawful operation of all activities to be conducted.
7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.
8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect.
9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license.
10. I understand the fee is non-refundable regardless of license approval/denial.



Signature of Chief Executive Officer (designee may not sign)

03/02/21
Date

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format, i.e. large print, braille, upon request.

MINNESOTA LAWFUL GAMBLING

LG215 Lease for Lawful Gambling Activity

LEASE INFORMATION

Organization:	License/Site Number:	Daytime Phone:
Anoka Ramsey Athletic Association	98049	612-860-5616
Address:	**City:**	**State: Zip:**
PO Box	Anoka	Mn 55303
Name of Leased Premises:	**Street Address:**	
Acapulco	7988 Sunwood Dr NW	
City:	**State: Zip:**	**Daytime Phone:**
Ramsey	MN 55303	763-269-8195
Name of Legal Owner:	**Business/Street Address:**	
Sam Leon	2021 Broadway St. N.	
City:	**State: Zip:**	**Daytime Phone:**
Stillwater	mn 55082	651-497-0873
Name of Lessor (if same as legal owner, write "SAME"):	**Address:**	
SAME		
City:	**State: Zip:**	**Daytime Phone:**

Check applicable item:

☑ **New or amended lease.** Effective date: 04/01/2021. Submit changes at least ten days **before** the effective date of the change.

☐ **New owner.** Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

- ☑ Pull-Tabs (paper)
- ☐ Pull-Tabs (paper) with dispensing device
- ☑ Bar Bingo ☐ Bingo
- ☑ Tipboards
- ☑ Paddlewheel ☐ Paddlewheel with table
- ☑ Electronic Pull-Tabs
- ☑ Electronic Linked Bingo

Electronic games may only be conducted:

1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or
2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: ____%, not to exceed **10%** of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises **may not exceed $1,750.**
- The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: 15 %, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 20 %, not to exceed **20%** of gross profits from all other forms of lawful gambling.

- If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **$1,750** cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: N/A %, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.

  - OR -

- Rate to be paid: $ N/A per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
  - ⇒ **Rent may not be paid for bar bingo.**
  - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 90 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor:	Date:	Signature of Organization Official (Lessee):	Date:
Sam Leon	03/02/21	Josh Jungling	03/02/21
Print Name and Title of Lessor:		Print Name and Title of Lessee:	
Sam Leon		~~Sam Leon~~ Josh Jungling Gambling Manager	

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:
Minnesota Gambling Control Board
1711 W. County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-082

RESOLUTION APPROVING THE ANOKA RAMSEY ATHLETIC ASSOCIATION APPLICATION FOR A PREMISE PERMIT FOR LAWFUL GAMBLING AT THE ACAPULCO IN RAMSEY

WHEREAS, The Anoka Ramsey Athletic Association has applied for a premise permit for gambling at Acapulco 7988 Sunwood Drive NW, Ramsey.

WHEREAS, The Anoka Ramsey Athletic Association has requested Council waive the 60-day notice provision; and

WHEREAS, the Gambling Control Board Division of the Department of Gaming requires the City of Ramsey adopt a resolution specifically approving or denying the application.

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

I) That the Ramsey City Council hereby approves the premise permit application for the Anoka Ramsey Youth Association to operate lawful gambling at Acapulco 7988 Sunwood Drive NW, Ramsey.

2) That the Ramsey City Council hereby authorizes the City Administrator or Finance Director to sign the application and any other documents required by the Minnesota Gambling Board.

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 23rd day of March 2021.

Mayor

City Clerk

CC Regular Session **5. 20.**

Meeting Date: 03/23/2021

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution #21-083 Authorizing Application to Minnesota DNR Natural and Scenic Area Grant Program and Designate Authorized Officials

Purpose/Background:

The purpose of this case is to adopt a required resolution to submit an Application to the Minnesota DNR's Natural and Scenic Areas Grant Program.

The City Council previously authorized Staff to prepare this Application in February 8, 2021. A copy of the previous case is attached for more detailed background. Upon completing the Application, a resolution of support is also required.

Recommendation:

Staff recommends adoption of this Resolution. This is part of the Riverstone South subdivision request, a project recommended for approval by the Planning Commission (as well as Environmental Policy Board). The City Council has given previous direction to move forward in this direction.

Action:

Motion to adopt Resolution #21-083 authorizing application to Minneota DNR's Natural and Scenic Areas Grant Program and authorize designated officials.

Attachments

Resolution #21-083
Proposed Tree Preservation Area
Approved Planning Framework
Program Guidelines
City Council Case dated February 8, 2021
City Council Minutes dated February 8, 2021

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/18/2021 02:45 PM
Form Started By: Tim Gladhill		Started On: 03/08/2021 03:42 PM
Final Approval Date: 03/18/2021		

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-083

A RESOLUTION APPROVING THE SUBMITTAL OF RIVERSTONE SOUTH TO THE MINNESOTA DNR NATURAL AND SCENIC AREAS GRANT PROGRAM

WHEREAS, that the City of Ramsey act as legal sponsor for the project contained in the Natural & Scenic Areas grant application to be submitted on March 31, 2021 and that Mayor and City Administrator are hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the City of Ramsey.

WHEREAS, that the applicant has read the Conflict of Interest Policy contained in the Natural and Scenic Areas Grant Program Manual and, upon discovery, certifies it will report to the State any actual, potential, or perceived individual or organizational conflicts of interest related to the application or grant award.

WHEREAS, that the City of Ramsey has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

WHEREAS, that the City of Ramsey has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

WHEREAS, that the City of Ramsey has or will acquire fee title or permanent easement over the land described in the site plan included in the application.

WHEREAS, that, upon approval of its application by the state, the City of Ramsey may enter into an agreement with the State of Minnesota for the above-referenced project, and that the City of Ramsey certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

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

1. That the City Council authorizes the Application to the Minnesota DNR's Natural and Scenic Areas Grant and hereby authorizes that the Mayor and City Administrator are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the Applicant.
2. That Tim Gladhill, Deputy City Administrator, is authorized to serve as administrator of the grant on behalf of the City.

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

and the following voted against the same:

and the following abstained:

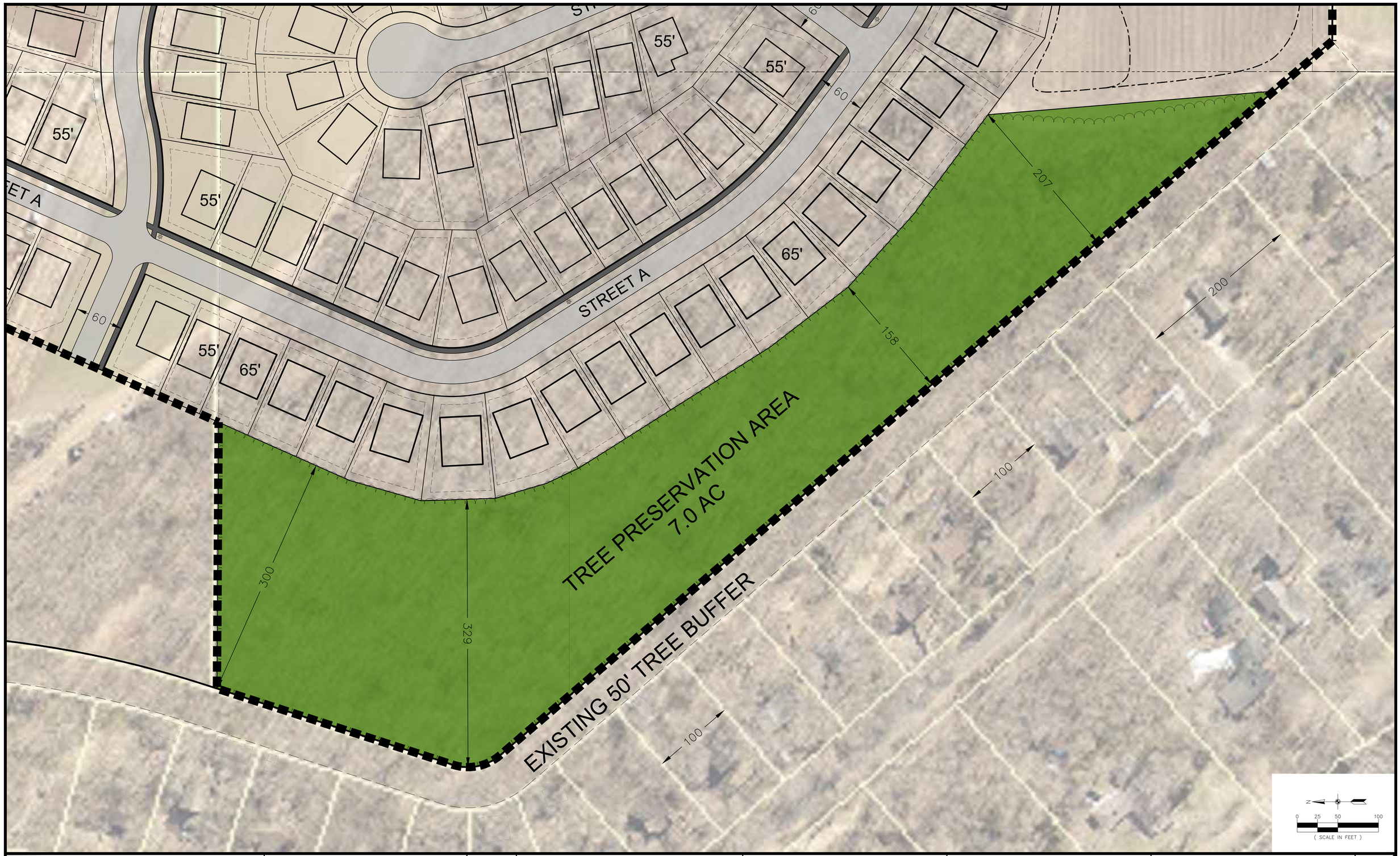
and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of March, 2021.

_____
Mayor

ATTEST:

_____
City Clerk



CARLSON McCAIN ENGINEERING SURVEYING ENVIRONMENTAL

3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
FAX 763.489.7959
CARLSONMCCAIN.COM

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

Print Name: _____
Signature: _____
Date: PRELIMINARY License #: _____

Drawn: C# / RR
Designed: _____
Date: 01/26/21

Revisions:
1.

CAPSTONE HOMES, INC.
14015 Sunfish Lake Blvd. NW, Suite 400
Ramsey, MN 55303

RIVERSTONE SOUTH
Ramsey, Minnesota

TREE PRESERVATION EXHIBIT

1 of 1

[Save Date: 01/06/21] f:\jobs\8481 - 8500\8494 - pearson place 2nd\cad c3d\survey\8494_sketch plan.dwg

#8494

HIGHWAY 10 SOUTH SMALL AREA PLAN
RIVERSTONE SOUTH PLANNING FRAMEWORK

June, 2020

Document Purpose

The purpose of this document is to outline high-level land use planning policy for a portion of the Highway 10 South Small Area Plan currently known as Riverstone South by Capstone Homes. This a visionary document to help guide policy discussions. This is not the official land use plan for the area nor carries any legal entitlements. This document would be implemented through amendments to the City's Comprehensive Plan and Zoning Code.





City of RAMSEY

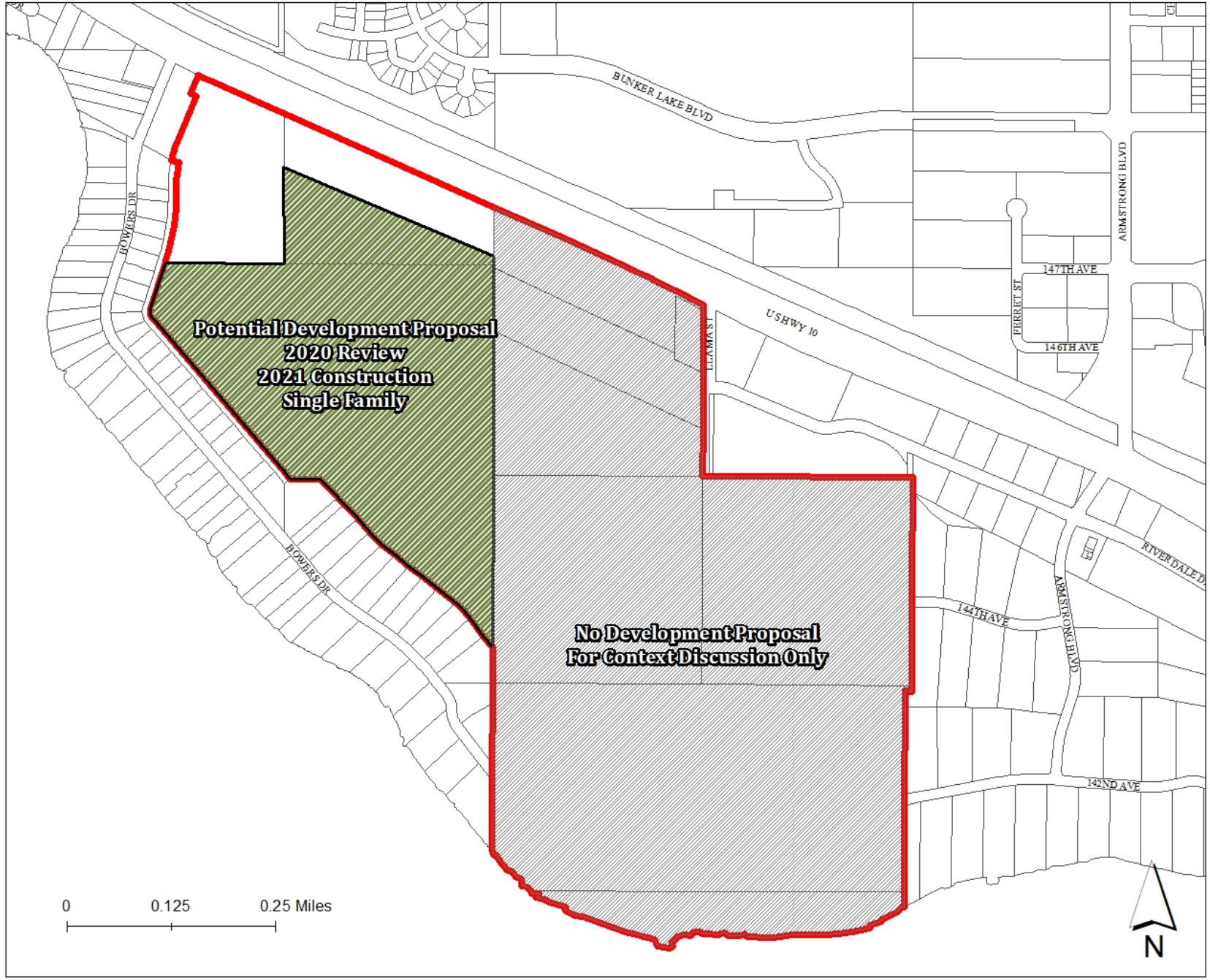
Previous Review

February 11, 2020	Joint Meeting City Council and Planning Commission Broad Overview and Riverdale Drive Funding
February 18, 2020	Public Works Committee Riverdale Drive Funding
March 24, 2020	City Council Riverdale Drive Funding
April 7, 2020	Small Group Neighborhood Meeting Southern Public Safety Connection to Bowers Drive
April 14, 2020	Public Webinar Broad Overview and Land Use Planning
April 26, 2020	Small Group Neighborhood Meeting Riverdale Drive Connection to Highway 10 Options

City of RAMSEY

Review of This Document

Planning Commission	Thursday, June 4, 2020	7:00 p.m.
Park and Recreation Commission	Thursday, June 11, 2020	6:30 p.m.
Environmental Policy Board	Monday, June 15, 2020	6:30 p.m.
City Council	Tuesday, June 23, 2020	7:00 p.m.



City of RAMSEY

Highway 10 South Planning Area

No Development Proposal

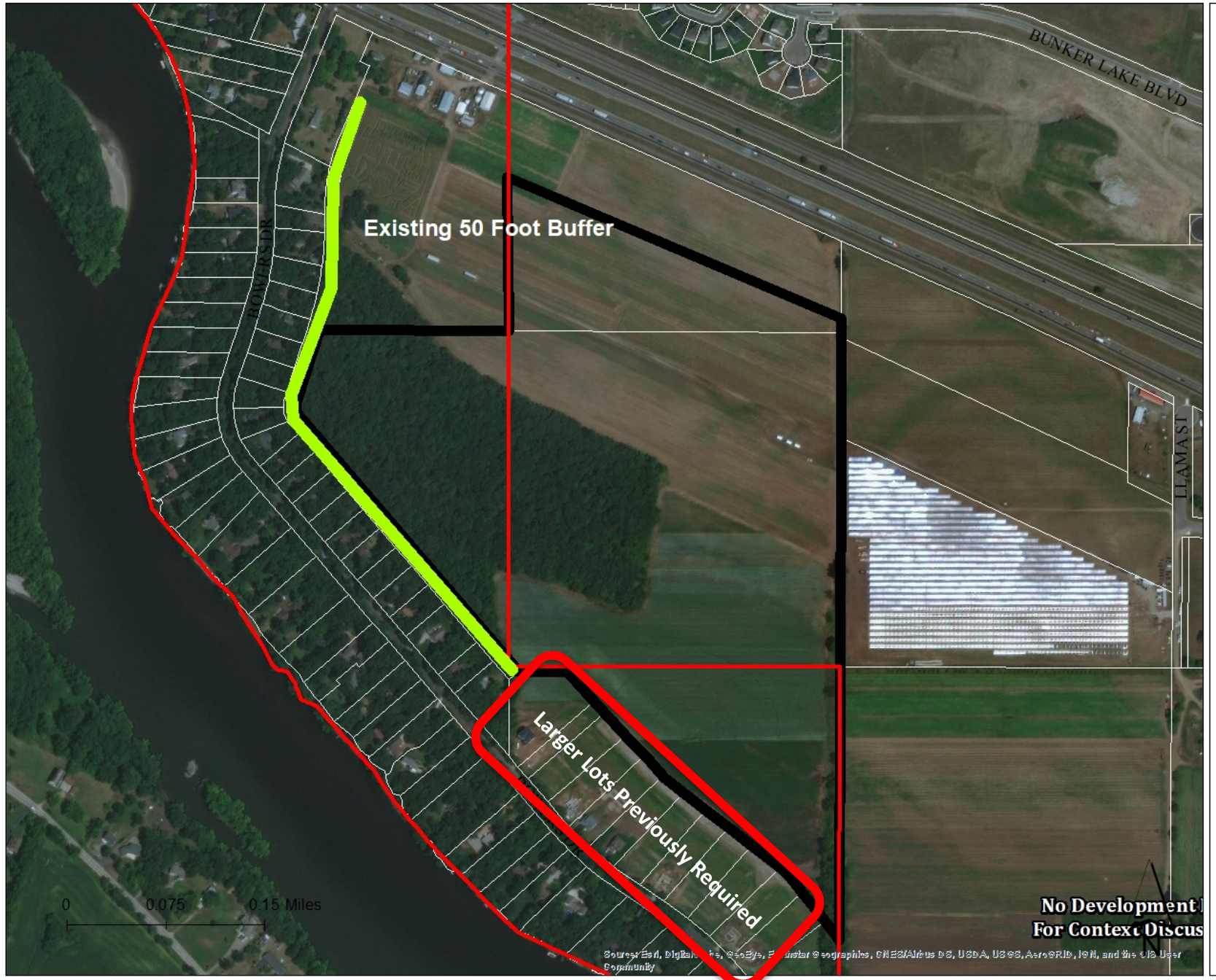
Potential Development

Planning Area

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
April 16, 2020
Lampert Conformal Conic Projection
Project Folder

Existing Conditions

- Riverdale Drive/Highway 10/169
- Connexus Solar Farm (17 acres)
- Significant Ecological Resources
  - Tree Cover
  - Mississippi River Corridor Critical Area
- Adjacent Land Uses
  - Adjacent to Residential to west (Bowers Drive)
  - Adjacent to Agricultural/Future Residential to east (Riverside Farms)



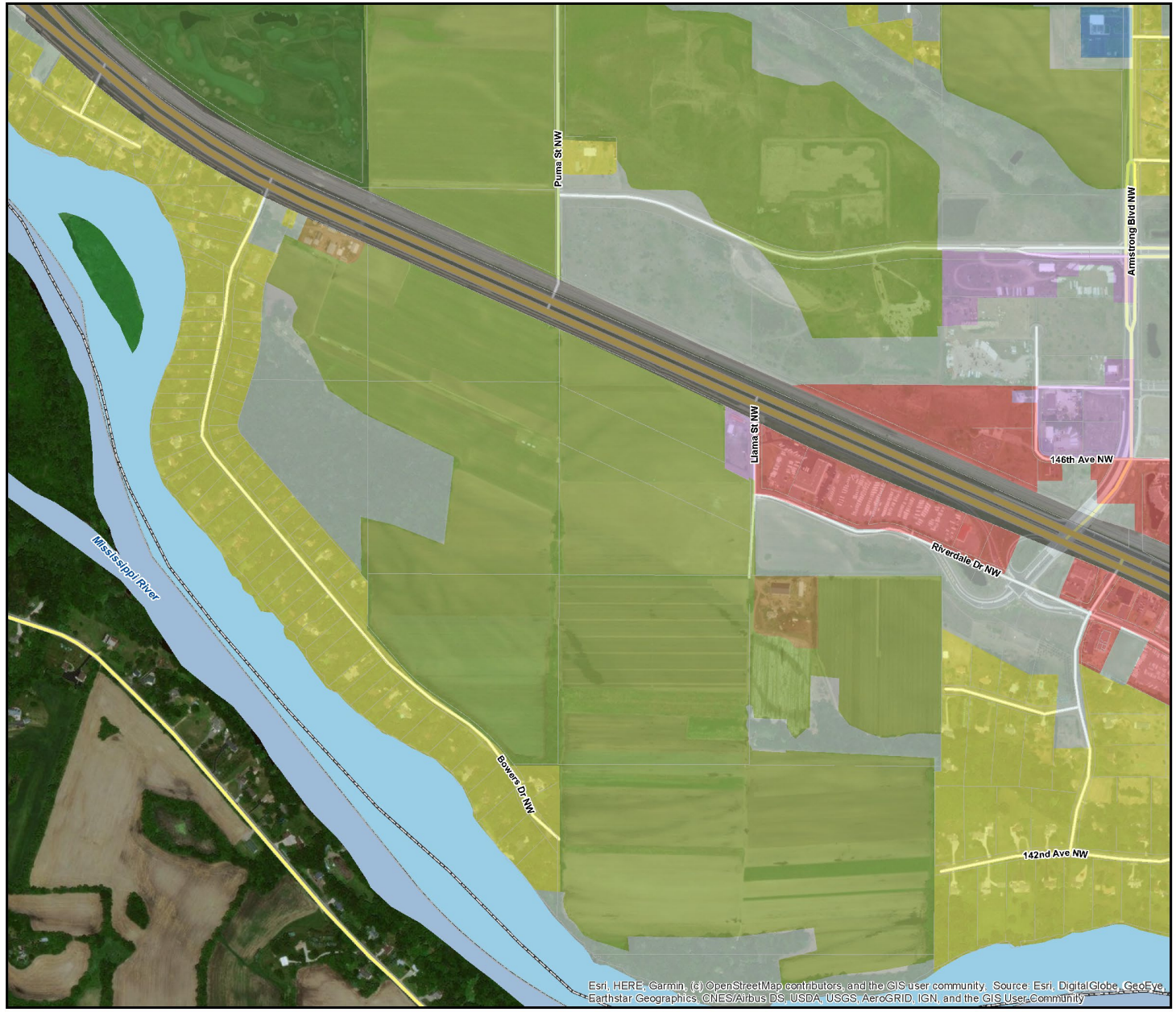
City of RAMSEY

Tree Preservation

Mississippi River Critical Area

Potential Development

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
April 16, 2020
Lampert Conformal Conic Projection
Project Folder



City of RAMSEY

Ramsey Comprehensive Plan
Existing Land Use
Ramsey, MN

Legend

- Municipal Boundary
- Farmstead
- Single Family Detached
- Manufactured Housing Parks
- Single Family Attached
- Multifamily
- Retail and Other Commercial
- Office
- Mixed Use Residential
- Mixed Use Industrial
- Industrial and Utility
- Extractive
- Institutitional
- Park, Recreational, or Preserve
- Golf Course
- Major Highway
- Railway
- Airport
- Agricultural
- Open Water
- Undeveloped

N

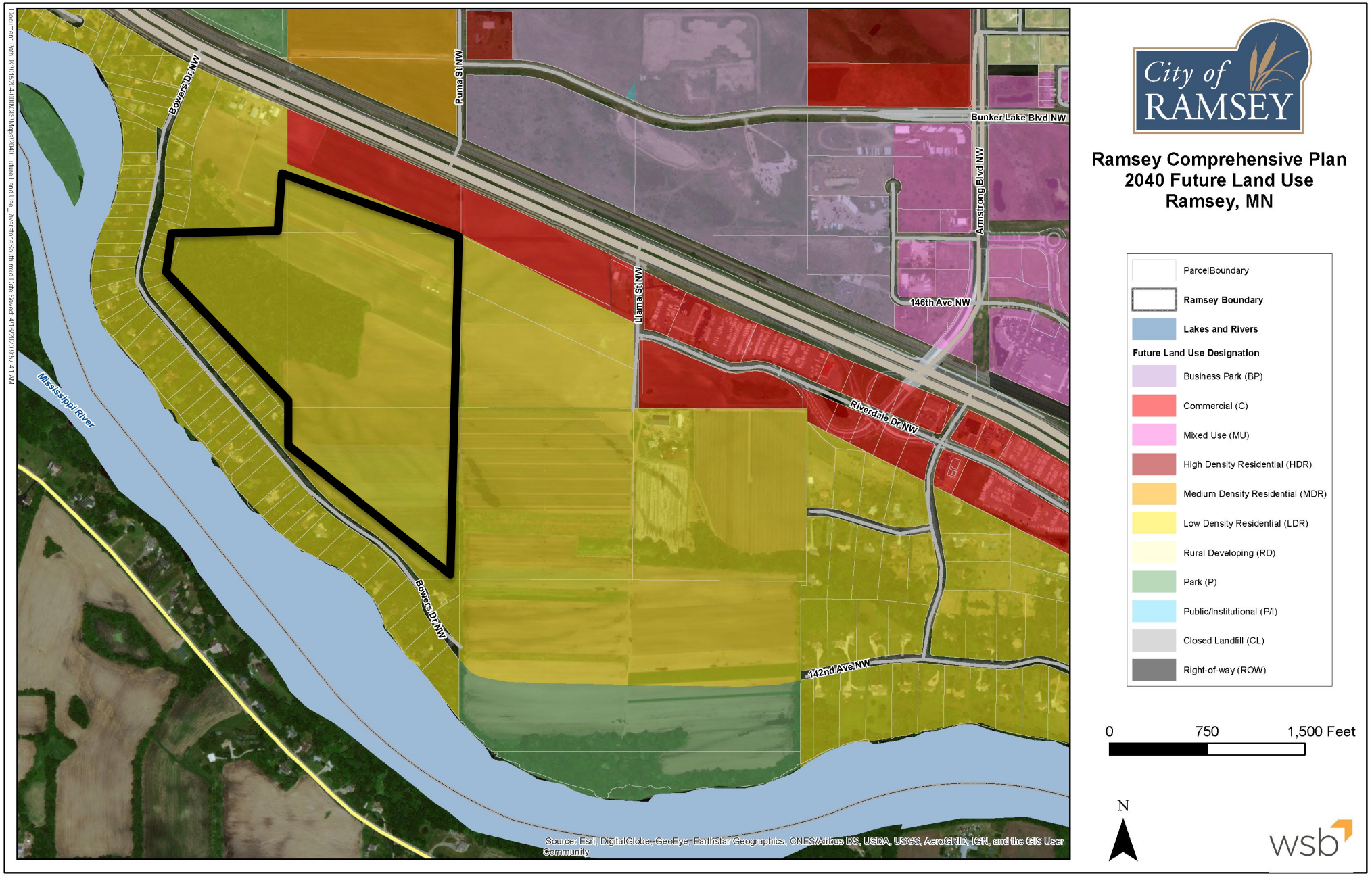
wsb

0 1,125 2,250 Feet

Future Conditions

- Future Commercial/Industrial
  - North side of project
  - Between Highway 10 and future Riverdale Drive Extension
- Public Safety Connection to Bowers Drive
- Tree Preservation Plan
- Density Transition
  - Adjacent to Residential
  - Adjacent to Commercial/Industrial/Highway 10/169

City of RAMSEY


Document Path: K:\015204-000\GIS\Maps\2040 Future Land Use_RiverstoneSouth.mxd Date Saved: 4/16/2020 9:57:41 AM
Bowers Dr NW
Puma St NW
Bunker Lake Blvd NW
Armstrong Blvd NW
Llama St NW
146th Ave NW
Riverdale Dr NW
Mississippi River
Bowers Dr NW
142nd Ave NW
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community
City of RAMSEY
Ramsey Comprehensive Plan
2040 Future Land Use
Ramsey, MN
ParcelBoundary
Ramsey Boundary
Lakes and Rivers
Future Land Use Designation
Business Park (BP)
Commercial (C)
Mixed Use (MU)
High Density Residential (HDR)
Medium Density Residential (MDR)
Low Density Residential (LDR)
Rural Developing (RD)
Park (P)
Public/Institutional (P/I)
Closed Landfill (CL)
Right-of-way (ROW)
0
750
1,500 Feet
N
wsb



City of RAMSEY

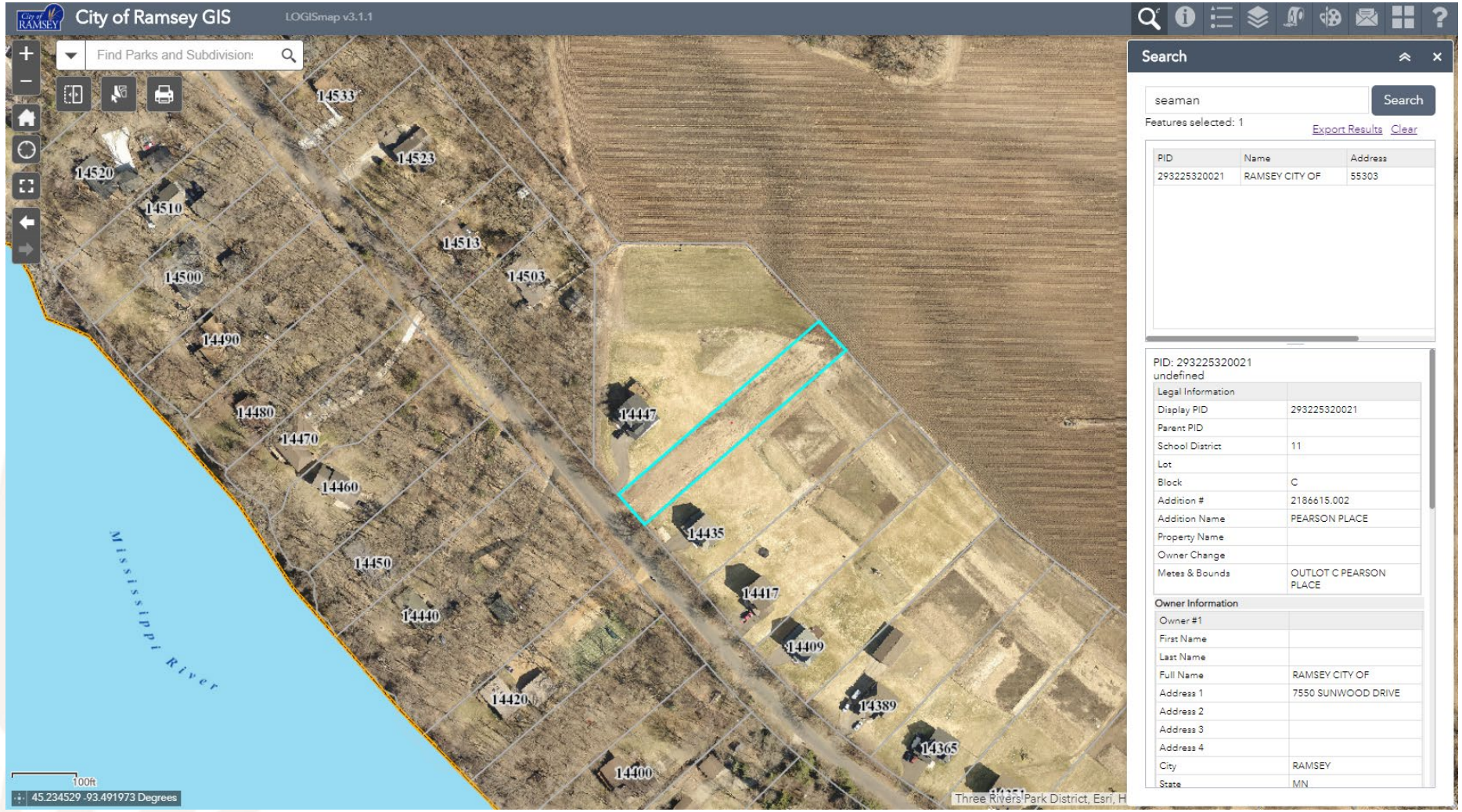
Built Environment

Potential Development

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
April 16, 2020
Lampert Conformal Conic Projection
Project Folder

Future Land Use/Development Options

Connection to Bowers Drive (Public Safety)



Connection to Bowers Drive (Public Safety)

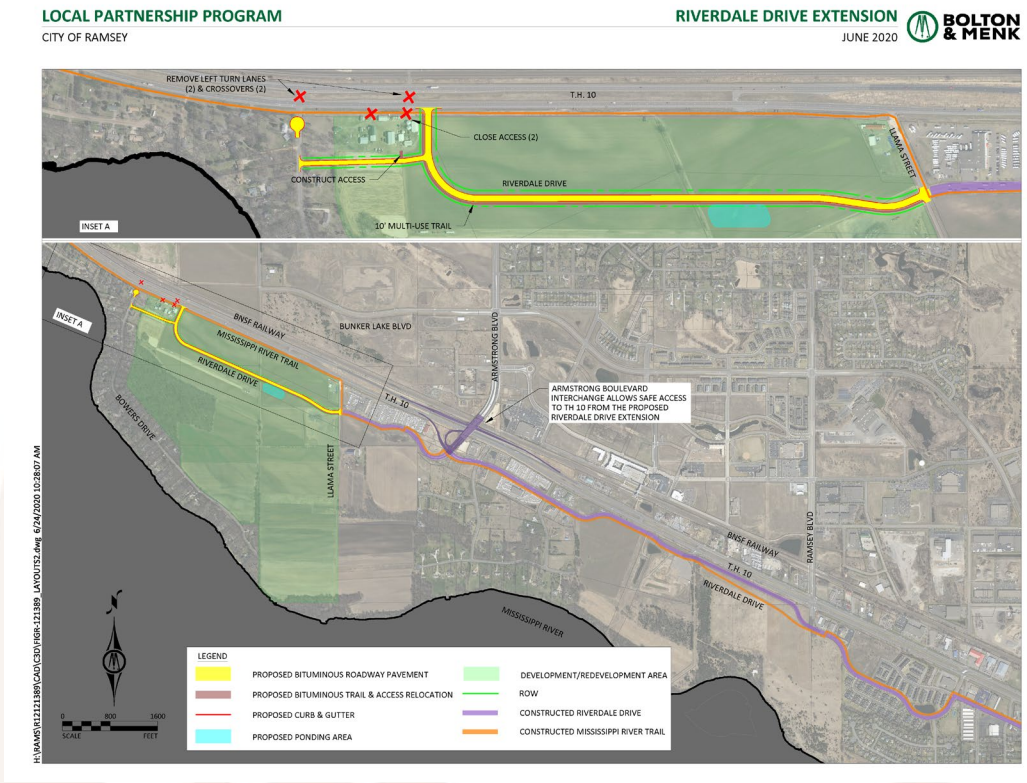
- Alternative #1
  - Full Public Street (28 foot width OK)
- Alternative #2
  - Heavy Duty ‘Driveway’
  - Surmountable Curb on Riverstone South Side – Local Road
    - Access itself does not need curb
  - Signage – Public Safety Access
  - 20 Foot Width
  - Landscaping
- Need turning templates

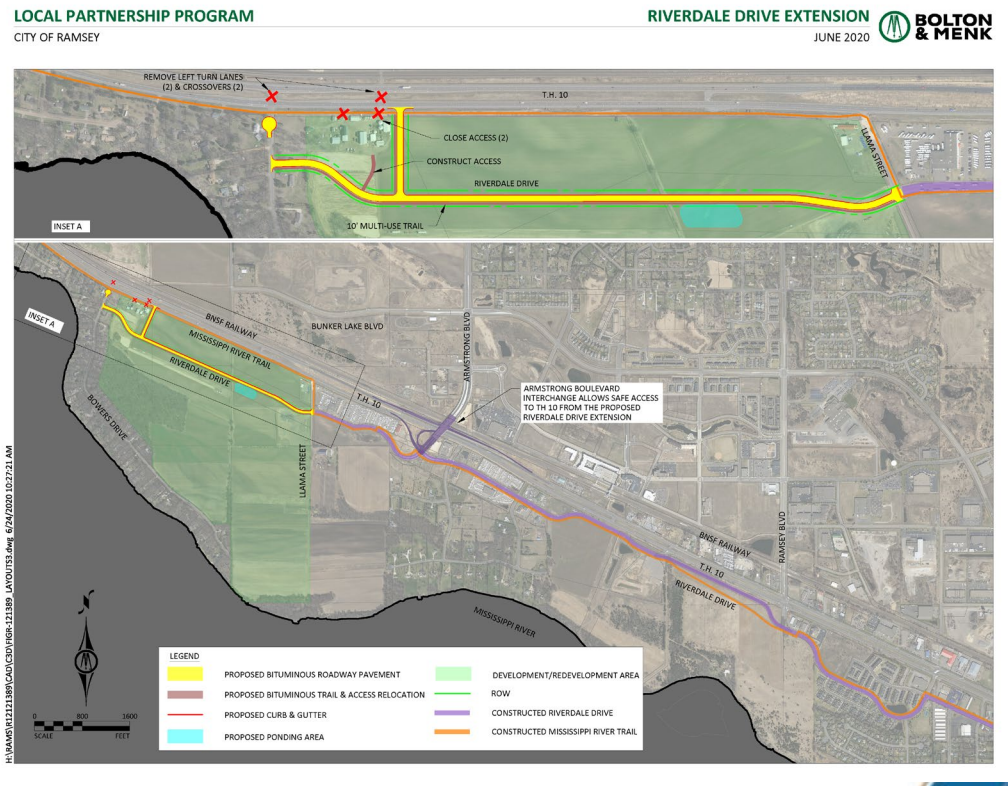
Riverdale Drive Alternative #1 Developer/Owner Preference



City of RAMSEY

Riverdale Drive Alternative #2
Request by Neighboring Property





City of RAMSEY

Potential Land Use/Future Development Compromise

- Enhance Density Transitioning
  - More than currently required by City Code
- Enhance Tree Preservation
  - More than currently required by City Code
- Transects/Zones
  - Larger lots adjacent to Bowers Drive
  - Medium-sized lots in middle zone
  - Smaller lots to the northeast
    - Intersection of Commercial/Industrial and Solar Farm
- Conservation Subdivision Design
- Similar to Riverstone Neighborhood
  - North of Highway 10

City of RAMSEY



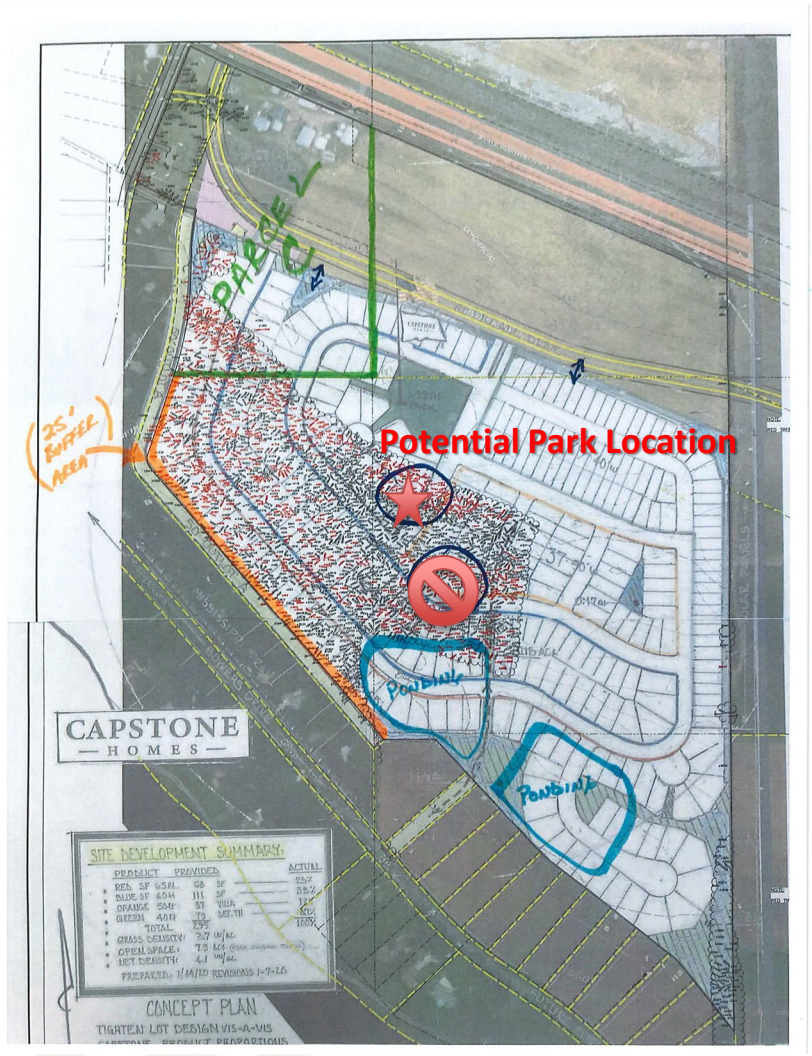
City of RAMSEY

Density Transitioning & Tree Preservation

Potential Development

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
April 16, 2020
Lampert Conformal Conic Projection
Project Folder

Enhanced Tree Preservation Plan



- Alternative #1
  - 1 Acre Nature Based Park
    - Preservation of existing trees
  - Additional 25 foot buffer adjacent to existing 50 foot buffer
    - 75 foot buffer total
    - NOTE: Parcel C retained by Pearson Properties and not part of development area
- Alternative #2
  - Preserve 10% of Project Site
  - Combo of Park Dedication and Other Open Space Preservation Funding

Previous concept underlay for context only. Actual concept will look different.

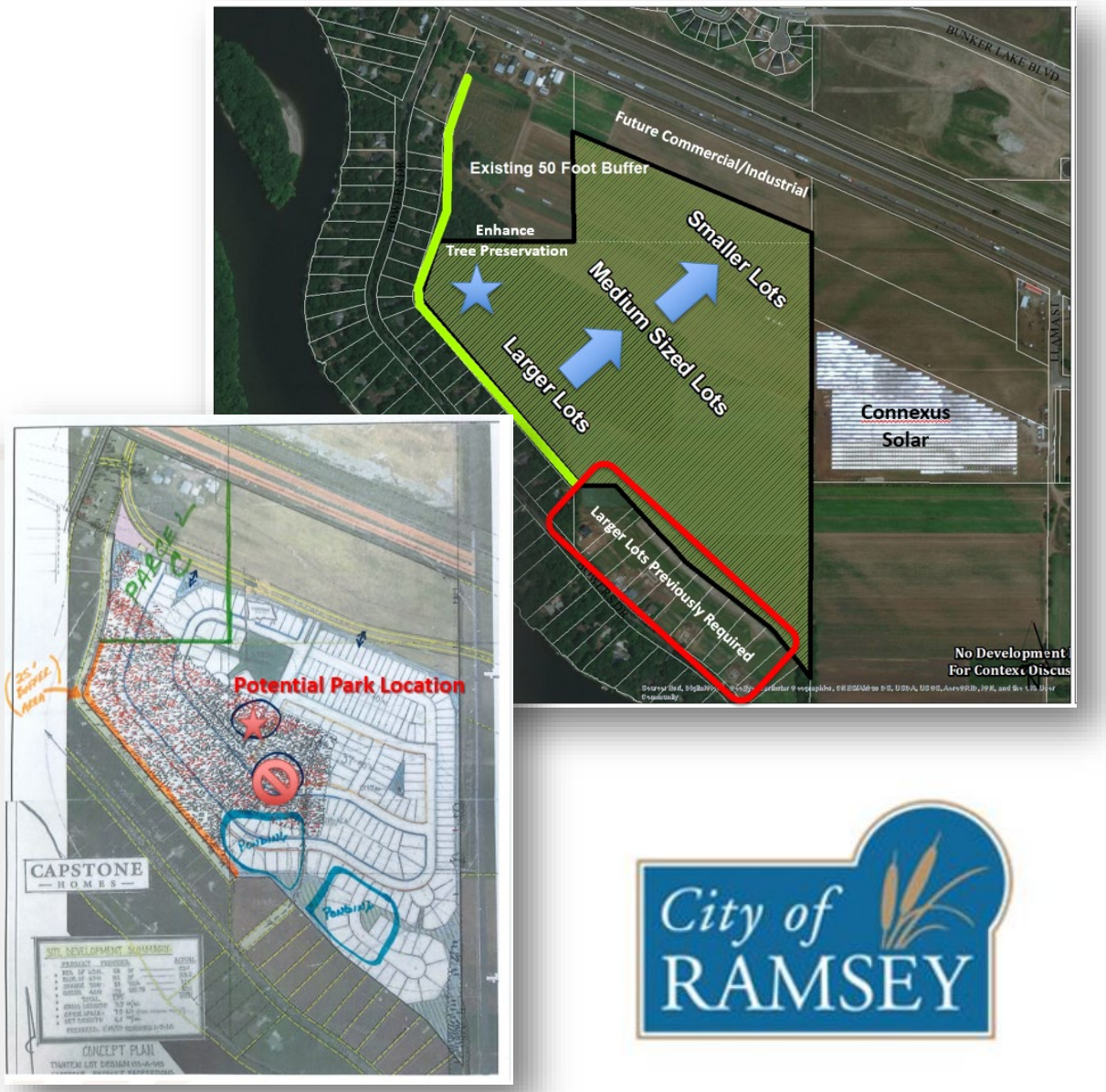
Open Space Preservation Funding Options

- Park Dedication Credit
- Trust for Public Land
- Anoka Conservation District
- Minnesota Department of Natural Resources
- Great River Greening

Implementation Plan

Implementation Plan

1. Allow mix of lot sizes in exchange for the following:
   - Enhanced tree preservation above and beyond minimum code requirements
2. Require a second connection to Bowers Drive in existing City-Owned Corridor
   1. Final design as full public roadway or reduced design for public safety to be evaluated with next steps
3. Require Riverdale Drive Extension
   1. Explore 2 options for connection to Highway 10/169



City of RAMSEY

Resolution #20-065: Riverdale Drive Funding

- 1/3 Cost Share of Pearson Frontage
- 1/3 Cost Share of Anoka County Frontage Funding Gap

	Pearson Frontage	Anoka County Frontage	Total
City/Public*	$388,000	$39,250	$427,250
Capstone	$339,125	$39,250	$378,375
Pearson	$339,125	$39,250	$378,375
Total	**$1,066,250**	**$117,750**	**$1,184,000**

*Includes both City Contribution and MnDOT Grant

City of RAMSEY

Natural and Scenic Area Grant Program

2021 Program Manual



DEPARTMENT OF NATURAL RESOURCES

I. PROGRAM INFORMATION

Deadline
Funding
Grant Awards and Match Requirements
Eligible Applicants
Eligible Projects
Ineligible Facilities and Costs
Guidelines for Use and Development of Natural and Scenic Areas

II. APPLICATION PROCESS

Public Participation and Use
Appraisal Requirements
Competitive Review and Selection Process
Minnesota State Comprehensive Outdoor Recreation Plan
Selection Priorities
Award of Funds
Grants and Public Information

III. PROGRAM REQUIREMENTS

Accessibility Requirements
Land Retention Requirements
Conversion of Use
Deed Retention Requirements
Native Restoration Requirements
Review for Potential Impact on Historical/Archeological Resources
Reporting Requirements
Monitoring Requirement
Conflicts of Interest
Closeout Procedures
Acknowledgment Sign
Availability to Users

CONTACT INFORMATION

Audrey Mularie
Grants Specialist Coordinator
Southern MN, East Metro
(651) 259-5549
audrey.mularie@state.mn.us

Mai Neng Moua
Grants Specialist Coordinator
Northern MN, South Metro
(651) 259-5638
mai.n.moua@state.mn.us

I. PROGRAM INFORMATION

The Natural and Scenic Area Grant Program assists local governments and school districts in acquiring fee title acquisition and permanent easement acquisition to protect high quality natural and/ or scenic areas. Public access should be provided to the extent necessary to allow users to experience the natural and scenic qualities protected. High levels of development or active use are not appropriate.

DEADLINE

Applications must be submitted by March 31, 2021 to be eligible for funding assistance for the current year.

FUNDING

There are two sources of funding for the Outdoor Recreation Grant Program: federal and state funds. Federal funds come from the Land and Water Conservation Fund (LWCF). Federal funding available for FY 2022 has not yet been allocated but should be at least $1.5 million for the Outdoor Recreation Grant Program and the Natural and Scenic Areas Grant Program.

State Environment and Natural Resources Trust Fund dollars have been recommended by the Legislative Citizens Commission on Minnesota Resources (LCCMR) and other state funding may be available but are subject to Legislative approval. Final amounts available will not be known until after the application deadline.

GRANT AWARDS AND MATCH REQUIREMENTS

The minimum grant award is $10,000 (for a total project cost of $20,000). The maximum grant award is $500,000 (for a total project cost of at least $1,000,000). Grants are reimbursed up to 50 percent of the total eligible costs. The remaining 50 percent "local share" can consist of cash or the value of materials, labor and equipment usage provided by the local sponsor or by donations or any combination thereof. Volunteer unskilled labor is valued, for this grant program, at $9.00 per hour. Volunteer skilled labor is valued at its going rate. The invoice/letter must be on a company letterhead, detailing the work completed and the amount of the donation.

Costs must be incurred and paid for before reimbursement can be made. Grant agreements generally expire within 24 months and projects must be completed by then.

ELIGIBLE APPLICANTS

Cities, counties, townships and school districts.

Note: The applicant must be the current or intended owner and manager of the property to be acquired or developed. Multi-organization collaboration is not required for this program.

ELIGIBLE PROJECTS

- Fee title acquisition of natural or scenic areas.
- Permanent easement acquisition of natural or scenic areas.
- Minimal betterment activities are eligible as part of an acquisition project including site surveying, boundary signing, and immediate measures needed to stabilize the site and ensure the safety of users.
- Active restoration efforts are eligible as part of an acquisition project that would significantly improve the site's natural resource values.

INELIGIBLE FACILITIES AND COSTS

Ineligible facilities or costs are those items that cannot be funded with a Natural & Scenic Areas Grant or included as part of the local match requirement. The following list includes common types of ineligible facilities. A determination of eligibility will be made by the Department of Natural Resources.

- Acquisition of land already in public ownership.
- Any expenditure that occurs outside the dates of the grant contract.
- Administrative expenses, contingency allowances, archeological surveys and legal fees.
- Incidental costs of land acquisition (Appraisals, closing costs and legal fees)
- Recreational development.
- Operation and maintenance.

GUIDELINES FOR USE AND DEVELOPMENT OF NATURAL AND SCENIC AREAS

1. **Compatible Use and Development**

In general, outdoor recreation use of natural and scenic areas should be limited to passive outdoor recreation activities, such as nature observation, walking or hiking, bird watching, cross country skiing, snow shoeing, canoeing, photography and similar low impact activities. In some cases, environmental education activities may be appropriate. Limited facilities to support these activities, such as trails, overlooks, interpretive displays, benches, informational and boundary signage, protective fencing, and parking are allowable uses. In some cases, rest room facilities and limited picnic facilities may also be compatible.

All development plans should be submitted for review and prior approval by the Grants staff of the Department of Natural Resources (DNR). Development proposals will be reviewed on a case-by-case basis, taking into account the specific characteristics of the natural and scenic area. Any development should be designed to avoid damage to natural resources and features, steer activities away from sensitive areas (such as steep bluffs, erosion prone shorelines, rare plant communities, etc.), and discourage inappropriate recreational use. Facilities must meet all safety and accessibility standards.

2. **Incompatible Use and Development**
Natural and scenic areas should not be developed for more active outdoor recreational uses, such as athletic fields and courts, campgrounds, motorized sports, etc. Any use or development that could result in damage to significant natural and/or scenic resources must be avoided. In some cases, it may be necessary to prohibit access to certain portions of the property to avoid damage to highly sensitive or rare resources. Protective fencing may be used when appropriate. Natural and Scenic Areas sites may not be used for a wetland mitigation or banking area. The intent of this program is to expand and protect natural and scenic areas and not provide areas that can be used for replacement of natural areas lost through development.

II. APPLICATION PROCESS

The application is available to download from the Natural and Scenic Area Grant Program web page. We urge applicants to begin the application process early in order to allow time to complete application requirements such as obtaining community involvement and completion of appraisals.

Completed applications are to be submitted electronically in a ".pdf" format by **March 31, 2021** using the instructions in the application form. Staff members are available to discuss your project or review application materials. You are encouraged to submit any draft application or materials by **March 10th** if you would like staff to provide comments. Incomplete applications or applications received after the deadline will not be eligible for funding consideration.

PUBLIC PARTICIPATION AND COMMENTS

Prior to the submission of your application, it is our expectation that you have engaged the general public, especially those homeowners and businesses near the proposed project. You may do this through public meetings, announcements in the newspaper, letters or flyers, newsletters, an announcement on your website, emails, or face-to-face meetings. The public must have an opportunity to review and comment on the proposed project. Information detailing your public participation process and comments received are required in your application.

All facilities within the park must be designed and available for general public use and open during typical park hours.

APPRAISAL REQUIREMENTS

The application must include an appraisal report by a general real property appraiser licensed by the State of MN and meet the Uniform Appraisal Standards for Federal Land Acquisition (UASFLA). The appraisal must include the Minnesota Department of Natural Resources (DNR) and the National Park Service (NPS) as intended users and the landowner or designated representative must be given an opportunity to accompany the appraiser during the inspection of the property. Appraisals must have an effective date within 13 months of the application deadline.

If your application is selected for funding, you may be required to submit a technical review of the appraisal report conducted by an appraiser who is not associated with the original appraiser and who is qualified to perform technical reviews under the UASFLA and 49 CFR Part 24.104.

See UASFLA Section C-1 for further guidance on technical reviews.

COMPETITIVE REVIEW AND SELECTION PROCESS

The program is competitive and requires a review and ranking process to make funding determinations and awards. The review and ranking process will take place after March 31, 2021 and funding announcements will be made in the summer. Program staff will review applications and, if necessary, a site visit will be conducted. The review will focus on priorities set in the State Comprehensive Outdoor Recreation Plan and project specific criteria identified below.

MINNESOTA'S 2020-2024 STATE COMPREHENSIVE OUTDOOR RECREATION PLAN

Minnesota's 2020-2024 State Comprehensive Outdoor Recreation Plan (SCORP) provides guidance and direction to the state's outdoor recreation providers for their work in protecting, maintaining and enhancing outdoor recreation opportunities for the state's residents and visitors.

An important part of developing the SCORP is public and stakeholder input. To better understand patterns and priorities for outdoor recreation in Minnesota, several efforts were used to gather information and feedback from outdoor recreation providers and from the public including an Outdoor Recreation Household Survey, Parks and Trails Legacy Celebration Events and an Outdoor Recreation Providers Survey. A twelve member Steering Committee was formed to help guide the development of the SCORP. The Steering Committee included local and regional park agency staff, members of outdoor recreation advocacy groups, and community leaders involved with health, youth, and accessibility issues.

The SCORP identifies current and future trends affecting outdoor recreation in Minnesota including: issues around public health; addressing diversity, equity and inclusion challenges; demographic changes in Minnesota's population; climate change impacts and accessibility. Taken together, these trends and the strategies within the four Strategic Directions represent both challenges and opportunities for Minnesota's outdoor recreation providers for the next five years. The intention is that the 2020-2024 SCORP will aid these agencies and organizations as they plan for and invest in facilities and programs to meet the outdoor recreation interests of Minnesota's residents and visitors.

Applications are assessed to ensure that the proposed project is consistent with identified priorities established in the SCORP.

SELECTION PRIORITIES

Natural Resources Qualities (Approximately 45%)
Natural resources qualities include endangered, threatened, or special concern species or communities; high quality native terrestrial or aquatic ecosystems; ecological viability; outstanding geological or physiographic features; protection of water quality; protection of shore land along rivers, lakes or streams, restoration efforts; high priority inholdings and potential vulnerability to exotic species.

Scenic Qualities (Approximately 25%)
Scenic qualities include bluff lands or other elevated terrain that afford an opportunity for viewing scenic vistas, viewing unique natural features, viewing unique historical or cultural features, protection of the scenic character of the landscape, and availability of public access.

Other Review Components (Approximately 30%)
Other review components include adjacent lands, educational and scientific values, open space and historical/cultural values, cost vs. benefit, match and local government commitment.

AWARD OF FUNDS

All applicants will receive official written notification regarding their request for funding in the summer. If your proposed project has received preliminary approval for funding, you will be contacted regarding additional information requirements needed before a grant agreement can be processed. These requirements may include State Historic Preservation Office (SHPO) review, permits and other details.

The project start date will be the fall of 2021 or later depending on requirements for environmental resources, historical and archeological resources, and federal approval, if applicable. All work must be completed by June30, 2023. Most of our funding does not allow for a project extension beyond this date. Any project costs incurred prior to the start date of the grant agreement will not be eligible for reimbursement.

Payment of grant funds to the local sponsor is on a reimbursement basis. The grant recipient must initially expend monies that are then reimbursed under the terms of the grant agreement. A portion of the grant funds will be retained until a final inspection has been completed.

GRANTS AND PUBLIC INFORMATION

Under MN Statute 13.599, responses to a request for proposal are nonpublic until the application deadline is reached. At that time, the name and address of the grantee, and the amount requested becomes public.

After the application evaluation process is completed, data (except trade secret data) becomes public. Data created during the evaluation process is nonpublic until the negotiation of the grant agreement with the selected grantee(s) is completed.

MN Statute 13.44 categorizes estimated or appraised value of real property prior to purchase and sale as confidential data on individuals or protected nonpublic data. See also Minnesota Government Data Privacy Act for more information. This information, along with corresponding budget information, will be redacted from the applications before making them public.

III. PROGRAM REQUIREMENTS

ACCESSIBILITY STANDARDS

All facilities improved with this grant project must meet current Americans with Disabilities (ADA) standards. All critical components of the park listed below must be accessible to persons

with disabilities.

Critical components include:

- Accessible parking spaces serving each area of the park.
- Accessible restrooms, if restrooms are provided.
- Accessible drinking water, if drinking water is provided.
- Access routes to all facilities provided in the park.

If a grant is awarded, part of the grant will be withheld pending verification of ADA compliance by an on-site final inspection.

The following guidelines will help you design your facilities. Copies can be ordered from the U.S. Access Board at (800) 872-2253, or downloaded from their website at United States Access Board.

1. ADA Accessibility Standards for Buildings and Facilities
(For buildings and certain recreation facilities including playgrounds, recreational boating facilities, and fishing piers)

2. Final Accessibility Guidelines for Outdoor Developed Areas September 26, 2013
(For outdoor developed areas such as campgrounds, picnic areas, trails, and beaches. These guidelines, developed for federal facilities subject to the Architectural Barriers Act, are to be used for facilities improved by this Outdoor Recreation Grant Program.)

LAND RETENTION REQUIREMENTS

All land acquired with assistance from this grant program must be retained and operated solely for its intended use into perpetuity.

The Site Boundary Map submitted with your application will delineate and establish the property boundaries subject to the grant agreement. Therefore, it is very important that any existing public facilities and easements are clearly identified and excluded from the boundaries of the project.

CONVERSION OF USE

The Grantee shall not, at any time, convert this property to other uses without the prior written approval of the State acting through the Department of Natural Resources (DNR) and, for federal grants, the NPS. The DNR will consider a conversion request only after the following pre-requisites have been met:

1. All practical alternatives to the conversion have been evaluated and rejected on a sound basis.
2. The Grantee has agreed to replace the converted lands with other lands of, at least, equal fair market value and reasonably equivalent usefulness as determined by the State.

The DNR shall have the authority to approve or disapprove state conversion requests. For federal

grants, the NPS will approve or disapprove the conversion requests.

DEED RESTRICTION REQUIREMENT

The Grantee will be required to record a condition with the deed of the real property funded by the grant agreement that notifies the public of the grant and the grant program requirements. The specific deed restriction language varies depending on the source of funding and will be outlined in the grant contract.

NATIVE RESTORATION REQUIREMENTS

All restoration activities will require a restoration and management plan to be submitted prior to contract approval and must follow the Board of Soil and Water Resources "Native Vegetation Establishment and Enhancement Guidelines" in order to ensure ecological integrity and pollinator enhancement.

When restoration activities are completed using grant funds, the grantee must conduct evaluations on parcels where activities were implemented both 1) initially after activity completion and 2) three years later as a follow-up. Evaluations should analyze improvements to the parcel and whether goals have been met, identify any problems with the implementation, and identify any findings that can be used to improve implementation of future restoration efforts at the site or elsewhere. Evaluation reports must be submitted to the DNR.

The grantee should consider contracting with the Conservation Corps of Minnesota for restoration activities.

REVIEW FOR POTENTIAL IMPACTS ON HISTORICAL/ARCHEOLGICAL RESOURCES

If funded, the DNR will initiate the federal Section 106 and/or state review process with the Minnesota State Historic Preservation Officer (SHPO). If during the Section 106 or state review process, the SHPO determines you need to complete a Phase I or Phase II survey, the survey will need to be completed prior to project approval for development projects and prior to the final reimbursement of the grant funds for acquisition projects.

For projects that have archeological and or historic properties identified with potential impacts, you will need to re-engage your public review process. You will need to identify consulting parties*. The consulting parties and public need to have an opportunity to review and comment on the park plans in relation to the historic and archeological resources and potential impacts. The views of consulting parties and the public are essential to informed decision making. We encourage you to start consultation as early as possible.

* Consulting party: individuals or organizations with demonstrated interest in the project. This interest could be legal or economic or it could be interest in the project's effects on historic properties. The National Park Service, in concurrence with the SHPO and the appropriate Tribal Historic Preservation Officer (THPO), will evaluate and determine who will become a consulting party to the federal Section 106 process.

REPORTING REQUIREMENTS

It is the policy of the State to monitor progress on state grants by requiring grantees to submit written progress reports at least annually until all grant funds have been expended and all of the terms in the grant agreement have been met. A progress report form will be provided by program staff. Grant payments shall not be made on grants with past due progress reports unless program staff have given the grantee a written extension. See Policy 08-09: Grant Progress Reports for more information.

MONITORING REQUIREMENTS

It is the policy of the State to conduct at least one monitoring visit per grant period on all state grants of over $50,000 and to conduct at least annual monitoring visits on grants of over $250,000. See Policy 08-10: Grant Monitoring for more information.

CONFLICTS OF INTEREST

It is the policy of the State to work to deliberately avoid actual, potential and perceived conflicts of interests related to grant making at both the individual and organizational levels.

A conflict of interest (actual, potential, or perceived) occurs when a person has actual or apparent duty or loyalty to more than one organization and the competing duties or loyalties may result in actions which are adverse to one or both parties. A conflict of interest exists even if no unethical, improper, or illegal act results from it.

Actual Conflict of Interest

An actual conflict of interest occurs when a decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict. Examples include, but are not limited to:

- One party uses his or her position to obtain special advantage, benefit, or access to the other party's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence.
- One party receives or accepts money (or anything else of value) from another party or has equity or a financial interest in or partial or whole ownership of the other party's organization.
- One party is an employee, board member or family member of the other party.

Potential Conflict of Interest

A potential conflict of interest may exist if one party has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests. For example, when one party serves in a volunteer capacity for another party, it has the potential to, but does not necessarily, create a conflict of interest, depending on the nature of the relationship between the two parties. A disclosed potential conflict of interest warrants additional discussion in order to identify the nature of the relationship, affiliation, or other interest and take action to mitigate any potential conflicts.

Perceived Conflict of Interest

A perceived conflict of interest is any situation in which a reasonable third party would conclude that conflicting duties or loyalties exist. A disclosed perceived conflict of interest warrants additional discussion in order to identify the nature of the relationship, affiliation, or other interest and take action to mitigate any potential conflicts.

Organizational Conflict of Interest

A conflict of interest can also occur with an organization that is a grant applicant or grantee of a state agency. Organizational conflicts of interest occur when:

- A grantee is unable or potentially unable to render impartial assistance or advice to the State due to competing duties or loyalties
- A grantee's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties
- A grantee or potential grantee has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors.

The Grantee, by signing a grant contract with the State, must certify it has read and understands the Office of Grants Management Conflict of Interest Policy 08-01, will maintain an adequate Conflict of Interest Policy and, throughout the term of the contract, monitor and report any actual, potential, or perceived conflicts of interests to the State.

CLOSEOUT PROCEDURES

Upon completion of your project, a final billing must be submitted to our office. Program staff will complete a final inspection of all development and/or redevelopment projects. The inspection will focus on ensuring that the project was completed in accordance with the grant agreement, that facilities developed are accessible and a funding acknowledgment sign is installed. Prior to final reimbursement of your grant and official closeout notification of your project, any problems that are revealed during the inspection must be corrected and a copy of the recorded deed restriction received.

All expenditures are subject to verification by an independent state audit and, therefore, you must retain all project records for a period of at least six years after you receive the official closeout notification letter.

Periodic post-completion inspections will be conducted to ensure that the site is being properly operated and maintained and that no conversion of use has occurred.

ACKNOWLEDGMENT SIGN

All projects acquired or developed with assistance from this program must display a state approved funding acknowledgment sign at the main entrance to the park. The grant program staff will provide the specific sign information.

AVAILABILITY TO USERS

Public property, facilities & programs shall be open to entry by all persons regardless of race, color, national origin, religion or sex. No person, on the basis of disability, shall be excluded from participation in any program or activity receiving assistance. Discrimination on the basis of residence, including preferential reservation, membership or annual permit systems is prohibited except to the extent that reasonable differences in admission and other fees may be maintained. Fees charged to non-residents cannot exceed twice that charged to residents and must be comparable to fees charged at other state or local facilities.

CC Regular Session **7. 7.**

Meeting Date: 02/08/2021

By: Tim Gladhill, Community Development

Information

Title

Authorize Staff to Submit Application to Legislative-Citizen Commission on Minnesota Resources, and Minnesota DNR for Tree Preservation for Riverstone South (Project No. 19-152); Case of Capstone Homes

Purpose/Background:

The purpose of this case is to authorize Staff to prepare 2 Applications pertaining to the planned Tree Preservation Area within the proposed Riverstone South Development.

As part of the early planning stages of the proposed Riverstone South project, the City Council agreed conceptually to seek outside, third-party funding to supplement the efforts to preserve up to 7-acres of the existing forest within the project. This was intended as a value-added opportunity on top of the trade-off for smaller lots, for the preservation of trees above the minimum requirements of City Code. Seeking additional funding to bring into the project, was viewed as a bonus and as a means to show the City's commitment to this project—while balancing neighborhood concerns, and in consideration for a Comprehensive Plan Amendment to allow for smaller lots. It may be further noted, that the proposed tree preservation area would also reduce the Developer's clearing, grading and infrastructure costs significantly, with a similar or greater number of net lots in the end.

Notification:

Notification is not required.

Observations/Alternatives:

Attached to this case is the approved Planning Framework that outlines the parameters for tree preservation amongst other policy topics.

From the Framework document's Purpose and Introduction: *"This is a visionary document to help guide policy discussions. This is not the official land use plan for the area nor carries any legal entitlements. This is not the official land use plan for the area nor carries any legal entitlements."*

The approved Planning Framework lays out seeking outside funding by the City, with the implied support of the Developer. An alternative would be be to acknowledge the de facto 'transfer of development rights' and the associated benefits to the Developer the tree preservation area provides, and not seek outside funding for the project. Approval of this case supports the intent of the Planning Framework.

Funding Source:

Funding for the Tree Preservation Area is a combination of 'transfer of development rights' in which the City traded smaller lots in exchange for tree preservation/density transitioning along with potential grant funding along with a cash contribution to the Developer.

Recommendation:

Staff recommends that the City Council authorize Staff to prepare and submit Grant Applications for either or both, Legislative-Citizen Commission on Minnesota Resources (LCCMR) and DNR Natural and Scenic Areas Grants.

Action:

Motion to authorize Staff to prepare and submit Grant Applications for LCCMR as well as DNR Natural and Scenic Areas Grants.

Attachments

LCCMR Information

DNR Natural and Scenic Areas Information

Planning Framework

Form Review

Inbox	Reviewed By	Date
Mark Riverblood	Mark Riverblood	02/02/2021 01:54 PM
Tim Gladhill (Originator)	Tim Gladhill	02/03/2021 10:01 AM
Kurt Ulrich	Kurt Ulrich	02/04/2021 02:28 PM
Form Started By: Tim Gladhill		Started On: 02/02/2021 09:48 AM
Final Approval Date: 02/04/2021		

7.07: Authorize Staff to Submit Application to Legislative-Citizen Commission on Minnesota Resources, and Minnesota DNR for Tree Preservation for Riverstone South (Project No. 19-152); Case of Capstone Homes

Deputy City Administrator Gladhill reviewed the staff report and recommendation to authorize staff to prepare and submit grant applications for either or both, Legislative-Citizen Commission on Minnesota Resources (LCCMR) and DNR Natural and Scenic Areas Grants.

Councilmember Riley stated that additional sources of funds were mentioned and asked if any of those would come from the lottery.

Deputy City Administrator Gladhill stated that some of those applications have a yearlong review process. He stated that these are competitive grants and go through a scoring process. He stated that the other opportunities are more for the 2023/2024 funding cycle.

Councilmember Howell asked what the City would be required to fund in a scenario that requires a 50 percent match.

Deputy City Administrator Gladhill estimated the cost of the property to be about $350,000, therefore 50 percent would be $175,000. He stated that if the timing does not work out, the City could continue discussions with the developer.

Councilmember Musgrove commented that there are a lot of restrictions that would be placed on the seven acres if the grant is obtained and asked if there has been discussion with the parks department to ensure that they are aware of the restrictions.

Deputy City Administrator Gladhill replied that Parks and Assistant Public Works Superintendent has been an integral part of this process. He noted that the seven acres is intended to be preserved in its natural state and this would not be developed into an active park. He stated that the one-acre park would be provided for recreational opportunity.

Councilmember Musgrove commented that forest is very special and therefore she would like to preserve that area to the extent possible, noting that it will also provide a barrier between the neighborhoods.

Councilmember Riley asked at what point the City could say the area does not need to be preserved if funding cannot be obtained.

Deputy City Administrator Gladhill replied that if the City is not successful in gaining funding, it would need to think about a contingency. He recognized that there are some variables but believed the City would be successful in gaining some type of funding. He stated that is a question the Council could discuss if it comes to that point.

Motion by Councilmember Specht, seconded by Councilmember Musgrove, to authorize staff to prepare and submit Grant Applications for LCCMR as well as DNR Natural and Scenic Areas Grants.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Specht, Musgrove, Howell, Riley, and Woestehoff. Voting No: None.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Specht thanked the Boy Scout Troops #3204 and #5204 for allowing him to speak to them recently about local government.

9. ADJOURNMENT

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 8:41 p.m.

Respectfully submitted,



Kurtis G. Ulrich
City Administrator

ATTEST:



Katie M. Schmidt
Deputy City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

A recording of this meeting is available for viewing online at www.qctv.org <http://www.qctv.org>. Recordings are available for 36 months after the date of the meeting.

CC Regular Session **5. 21.**

Meeting Date: 03/23/2021

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution #21-084 Authorizing Application to Legislative-Citizens Commission on Minnesota Resources

Purpose/Background:

The purpose of this case is to adopt a required resolution to submit an Application to the Minnesota DNR's Natural and Scenic Areas Grant Program. This is the second of two similar grant applications for the same project.

The City Council previously authorized Staff to prepare this Application in February 8, 2021. A copy of the previous case is attached for more detailed background. Upon completing the Application, a resolution of support is also required.

Recommendation:

Staff recommends adoption of this Resolution. This is part of the Riverstone South subdivision request, a project recommended for approval by the Planning Commission (as well as Environmental Policy Board). The City Council has given previous direction to move forward in this direction.

Action:

Motion to adopt Resolution #21-084 authorizing application to Legislative-Citizens Commission on Minnesota Resources.

Attachments

Resolution #21-084
Proposed Tree Preservation Area
Approved Planning Framework
Program Guidelines
City Council Case dated February 8, 2021
City Council Minutes dated February 8, 2021

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/18/2021 02:23 PM
Form Started By: Tim Gladhill		Started On: 03/08/2021 03:42 PM
Final Approval Date: 03/18/2021		

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-084

A RESOLUTION APPROVING THE SUBMITTAL OF RIVERSTONE SOUTH TO THE LEGISLATIVE-CITIZEN COMMISSION ON MINNESOTA RESOURCES (LCCMR) ENVIRONMENT AND NATURAL RESOURCES TRUST FUND (ENTF) PROGRAM

WHEREAS, that the City of Ramsey desires to protect an area of high-quality canopy cover in a natural oak savannah forest located within the Mississippi River Corridor Critical Area (MRCCA); and

WHEREAS, that project area is subject to a development proposal for single-family homes; and

WHEREAS, that the City of Ramsey has worked closely with the developer to maximize preservation of the important ecological resources that protects the area from erosion, improves water quality of the Mississippi River and provides beneficial open space and recreational opportunities to current and future residents.

WHEREAS, that the City of Ramsey has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

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

1. That the Application to LCCMR's ENRTF Program is hereby authorized.
2. That Tim Gladhill, Deputy City Administrator, is authorized to serve as administrator of the grant on behalf of the City.
3. That the Mayor and City Administrator are authorized to sign agreements on behalf of the City.
4. That the City agrees to implement the requirements of the grant if awarded funding.

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

and the following voted against the same:

and the following abstained:

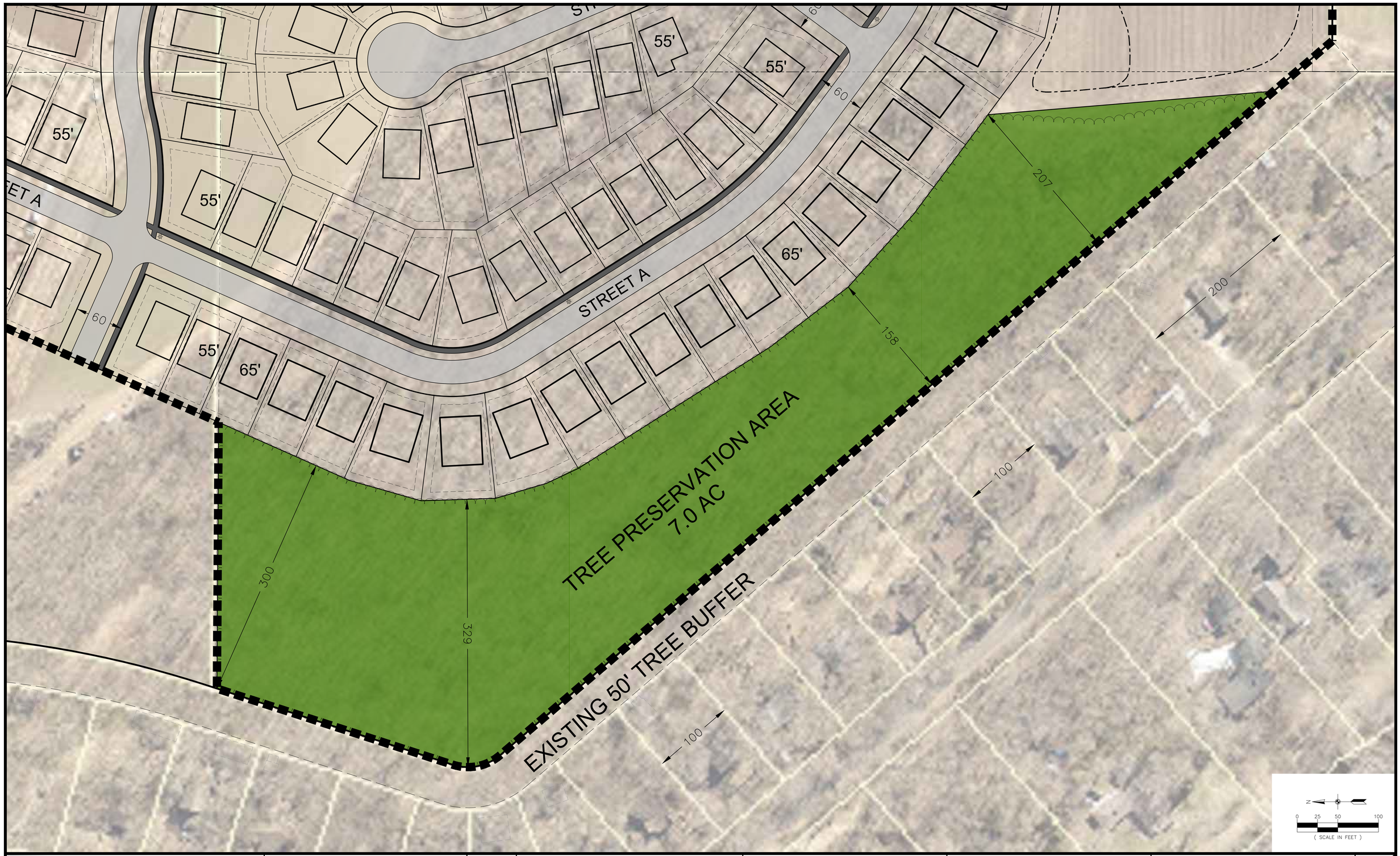
and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of March, 2021.

_____
Mayor

ATTEST:

_____
City Clerk



CARLSON McCAIN ENGINEERING SURVEYING ENVIRONMENTAL

3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
FAX 763.489.7959
CARLSONMCCAIN.COM

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

Print Name: _____
Signature: _____
Date: PRELIMINARY License #: _____

Drawn: C# / RR
Designed: _____
Date: 01/26/21

Revisions:
1.

CAPSTONE HOMES, INC.
14015 Sunfish Lake Blvd. NW, Suite 400
Ramsey, MN 55303

RIVERSTONE SOUTH
Ramsey, Minnesota

TREE PRESERVATION EXHIBIT

1 of 1

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HIGHWAY 10 SOUTH SMALL AREA PLAN
RIVERSTONE SOUTH PLANNING FRAMEWORK

June, 2020

Document Purpose

The purpose of this document is to outline high-level land use planning policy for a portion of the Highway 10 South Small Area Plan currently known as Riverstone South by Capstone Homes. This a visionary document to help guide policy discussions. This is not the official land use plan for the area nor carries any legal entitlements. This document would be implemented through amendments to the City's Comprehensive Plan and Zoning Code.





City of RAMSEY

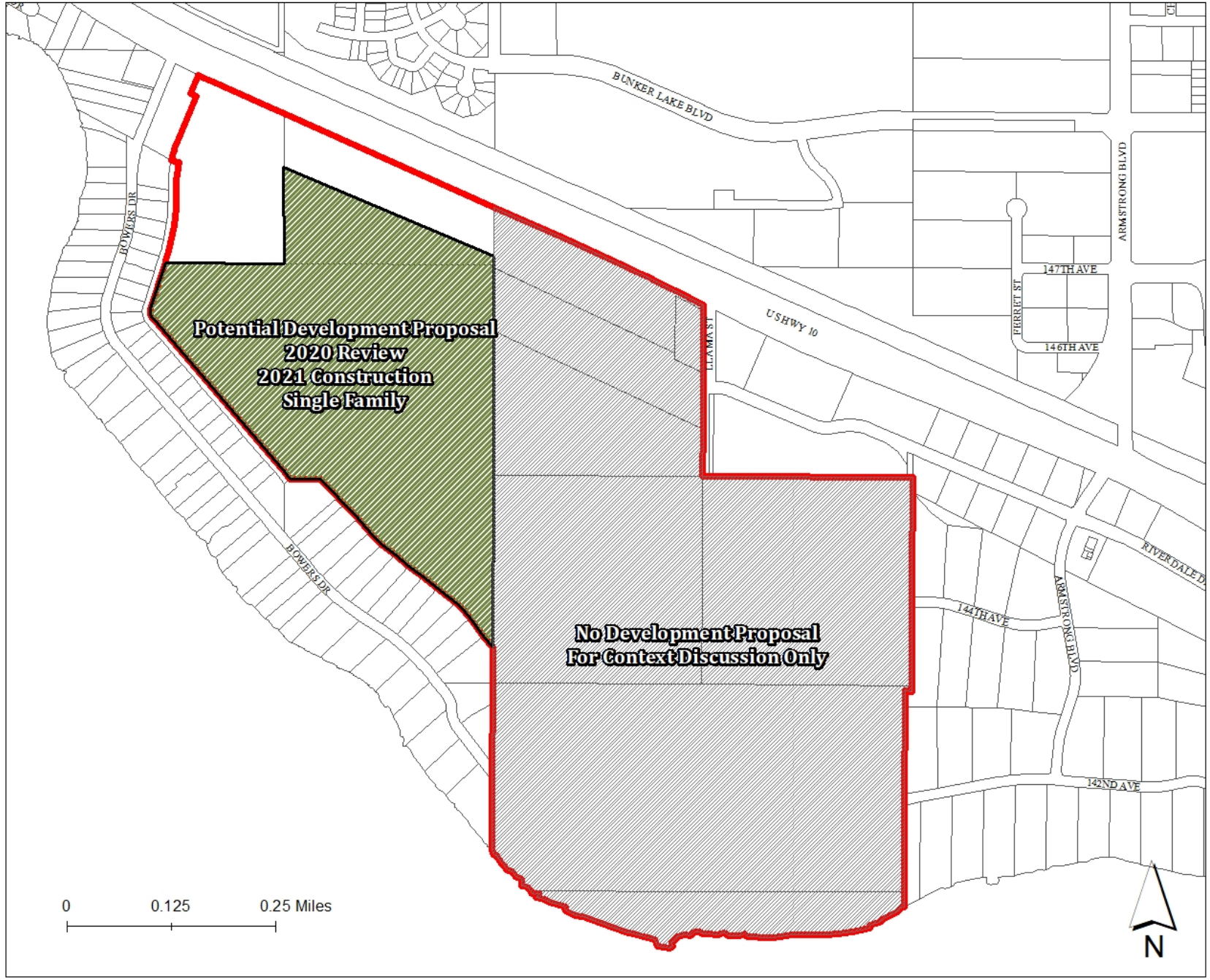
Previous Review

February 11, 2020	Joint Meeting City Council and Planning Commission Broad Overview and Riverdale Drive Funding
February 18, 2020	Public Works Committee Riverdale Drive Funding
March 24, 2020	City Council Riverdale Drive Funding
April 7, 2020	Small Group Neighborhood Meeting Southern Public Safety Connection to Bowers Drive
April 14, 2020	Public Webinar Broad Overview and Land Use Planning
April 26, 2020	Small Group Neighborhood Meeting Riverdale Drive Connection to Highway 10 Options

City of RAMSEY

Review of This Document

Planning Commission	Thursday, June 4, 2020	7:00 p.m.
Park and Recreation Commission	Thursday, June 11, 2020	6:30 p.m.
Environmental Policy Board	Monday, June 15, 2020	6:30 p.m.
City Council	Tuesday, June 23, 2020	7:00 p.m.



City of RAMSEY

Highway 10 South Planning Area

No Development Proposal

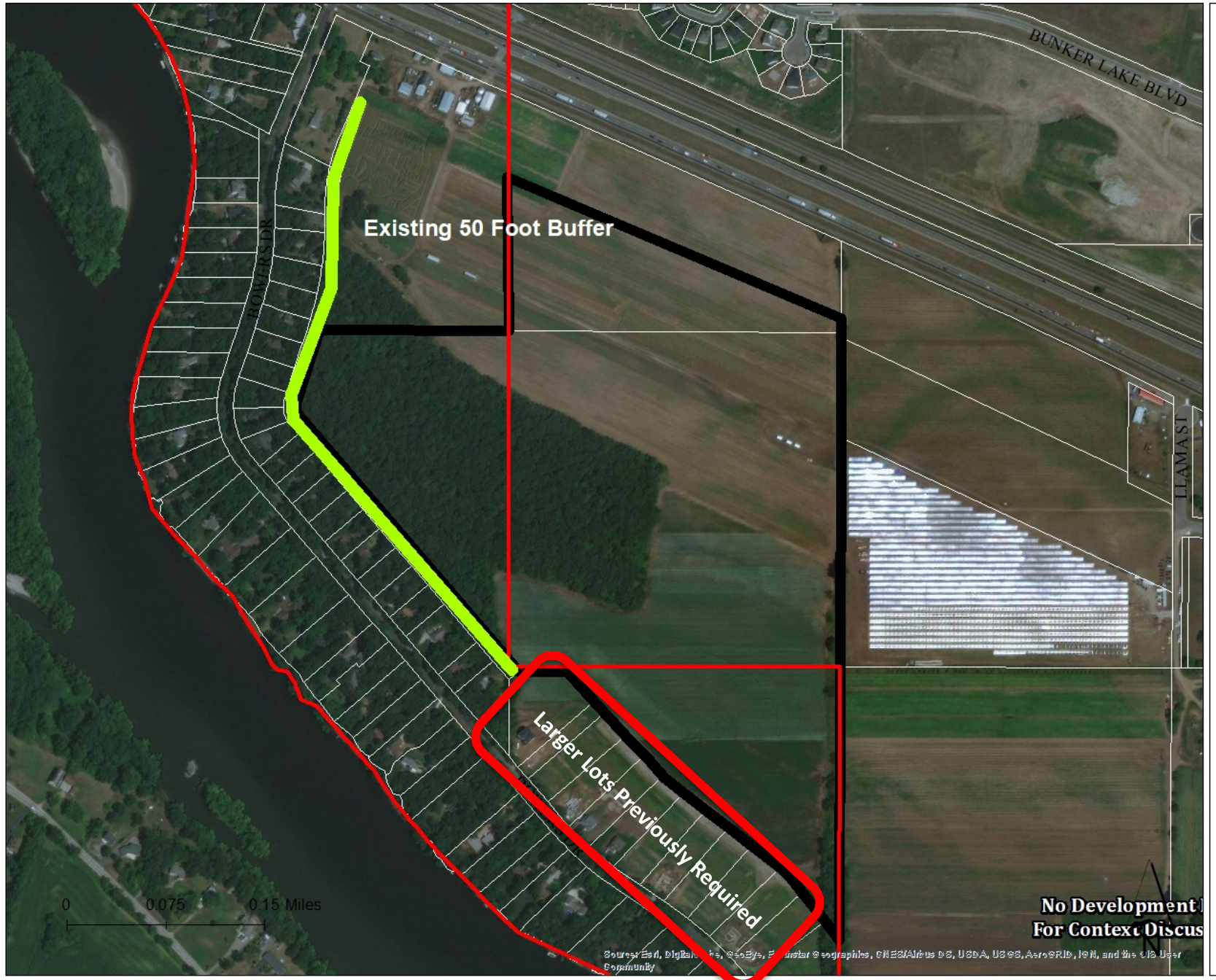
Potential Development

Planning Area

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
April 16, 2020
Lampert Conformal Conic Projection
Project Folder

Existing Conditions

- Riverdale Drive/Highway 10/169
- Connexus Solar Farm (17 acres)
- Significant Ecological Resources
  - Tree Cover
  - Mississippi River Corridor Critical Area
- Adjacent Land Uses
  - Adjacent to Residential to west (Bowers Drive)
  - Adjacent to Agricultural/Future Residential to east (Riverside Farms)



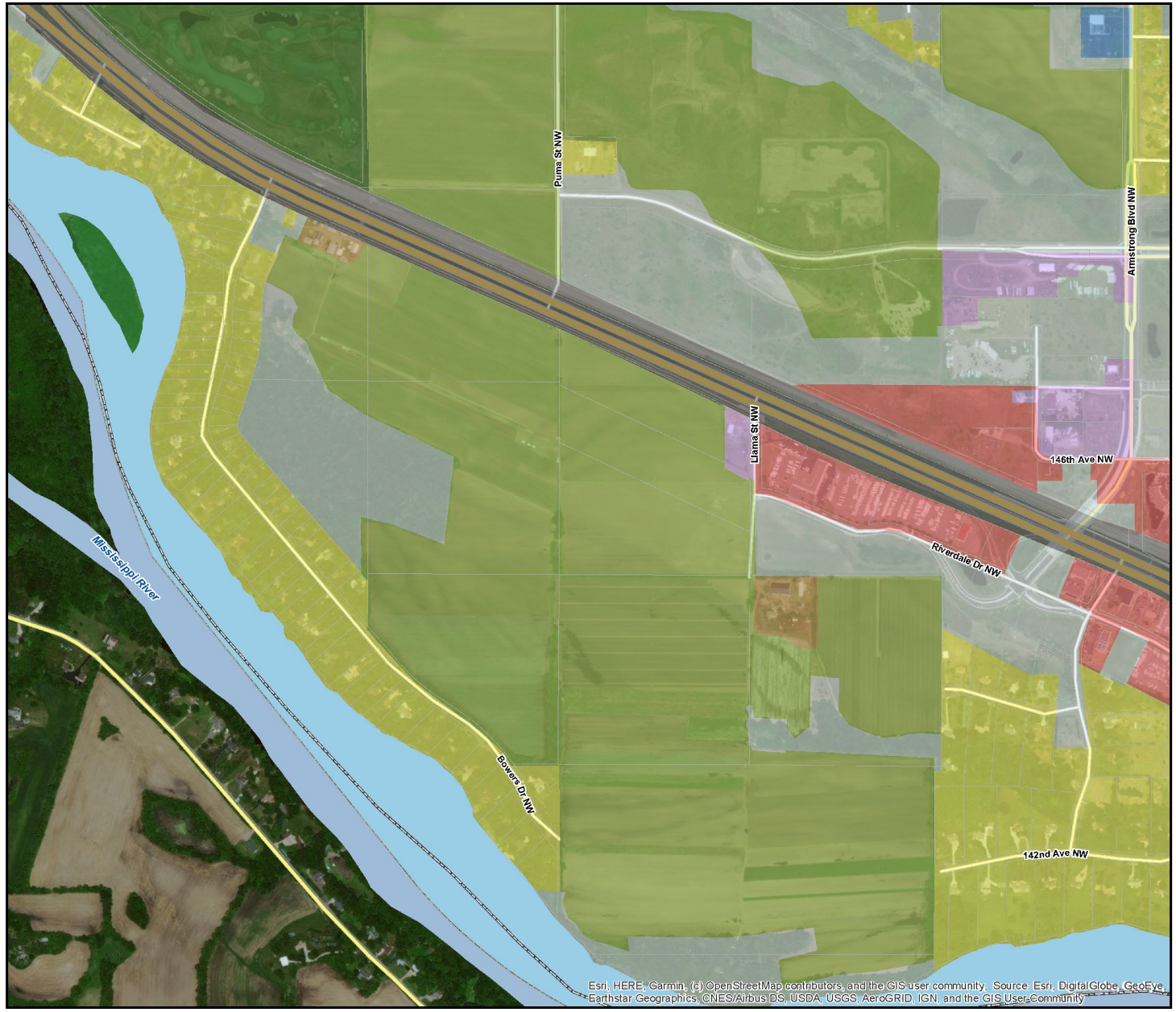
City of RAMSEY

Tree Preservation

Mississippi River Critical Area

Potential Development

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
April 16, 2020
Lampert Conformal Conic Projection
Project Folder



City of RAMSEY

Ramsey Comprehensive Plan
Existing Land Use
Ramsey, MN

Legend

- Municipal Boundary
- Farmstead
- Single Family Detached
- Manufactured Housing Parks
- Single Family Attached
- Multifamily
- Retail and Other Commercial
- Office
- Mixed Use Residential
- Mixed Use Industrial
- Industrial and Utility
- Extractive
- Institutitional
- Park, Recreational, or Preserve
- Golf Course
- Major Highway
- Railway
- Airport
- Agricultural
- Open Water
- Undeveloped

N

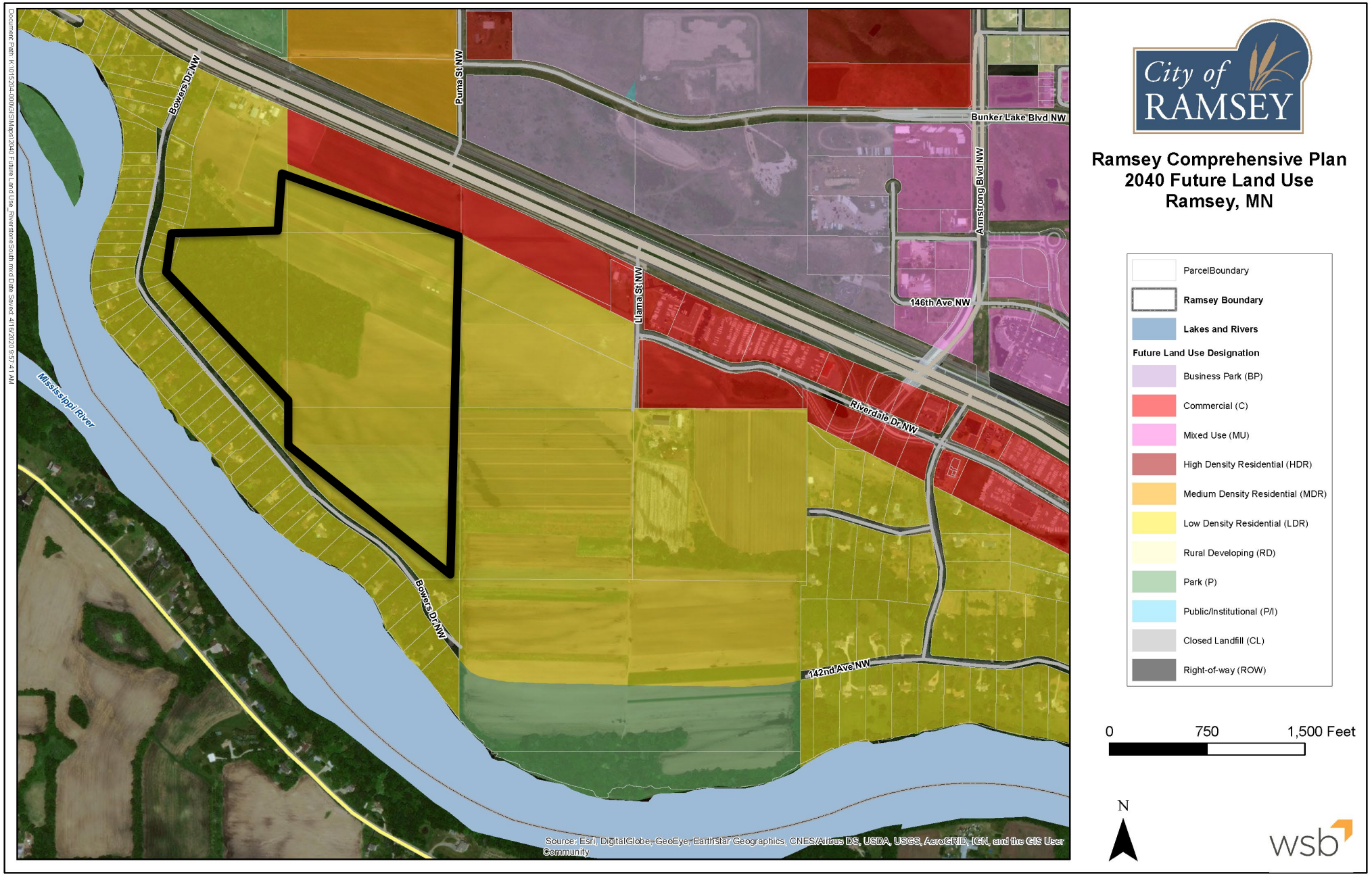
wsb

0 1,125 2,250 Feet

Future Conditions

- Future Commercial/Industrial
  - North side of project
  - Between Highway 10 and future Riverdale Drive Extension
- Public Safety Connection to Bowers Drive
- Tree Preservation Plan
- Density Transition
  - Adjacent to Residential
  - Adjacent to Commercial/Industrial/Highway 10/169

City of RAMSEY


Document Path: K:\015204-000\GIS\Maps\2040 Future Land Use_RiverstoneSouth.mxd Date Saved: 4/16/2020 9:57:41 AM
Bowers Dr NW
Puma St NW
Bunker Lake Blvd NW
Armstrong Blvd NW
Llama St NW
146th Ave NW
Riverdale Dr NW
Mississippi River
Bowers Dr NW
142nd Ave NW
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community
City of RAMSEY
Ramsey Comprehensive Plan
2040 Future Land Use
Ramsey, MN
ParcelBoundary
Ramsey Boundary
Lakes and Rivers
Future Land Use Designation
Business Park (BP)
Commercial (C)
Mixed Use (MU)
High Density Residential (HDR)
Medium Density Residential (MDR)
Low Density Residential (LDR)
Rural Developing (RD)
Park (P)
Public/Institutional (P/I)
Closed Landfill (CL)
Right-of-way (ROW)
0
750
1,500 Feet
N
wsb



City of RAMSEY

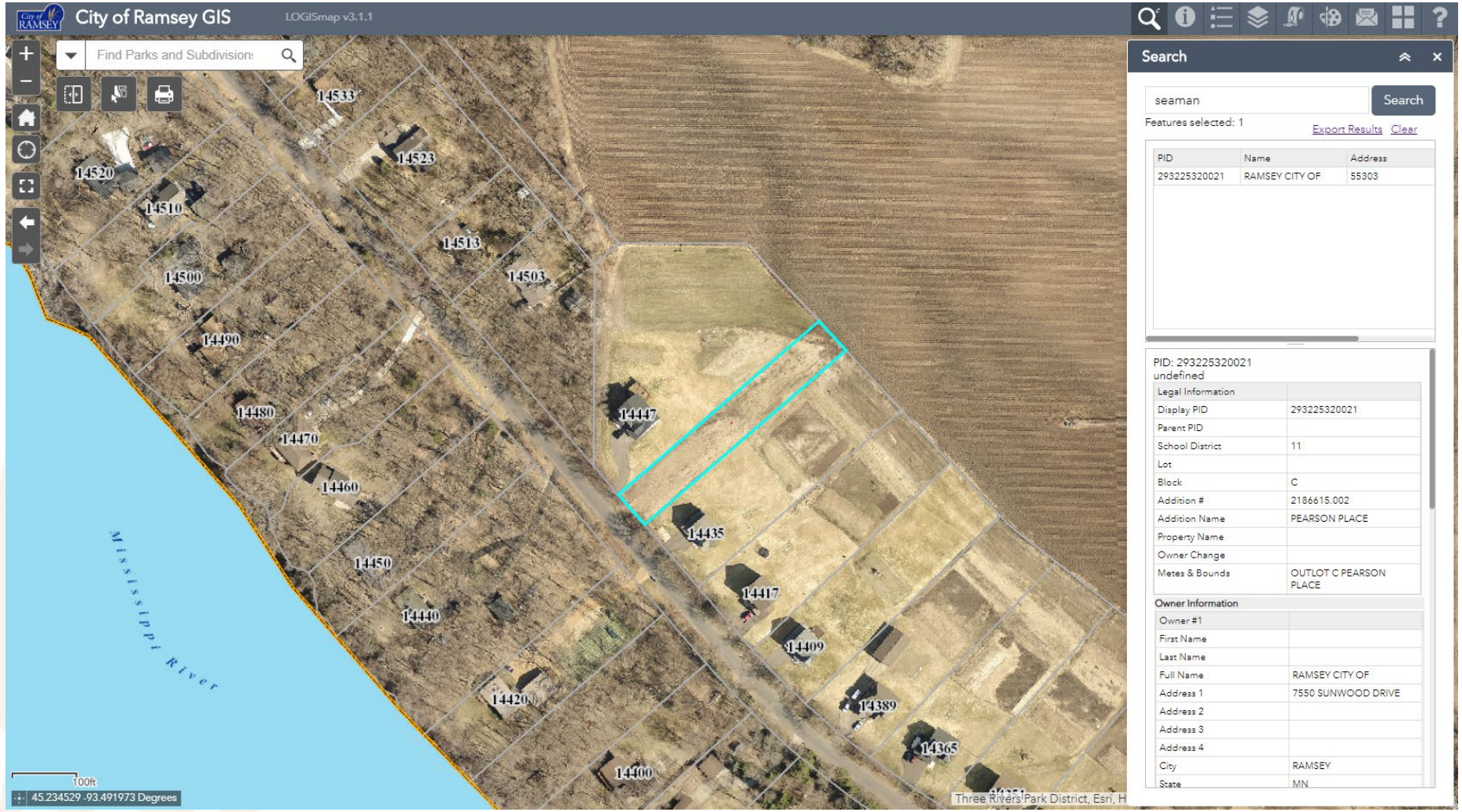
Built Environment

Potential Development

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
April 16, 2020
Lampert Conformal Conic Projection
Project Folder

Future Land Use/Development Options

Connection to Bowers Drive (Public Safety)



Connection to Bowers Drive (Public Safety)

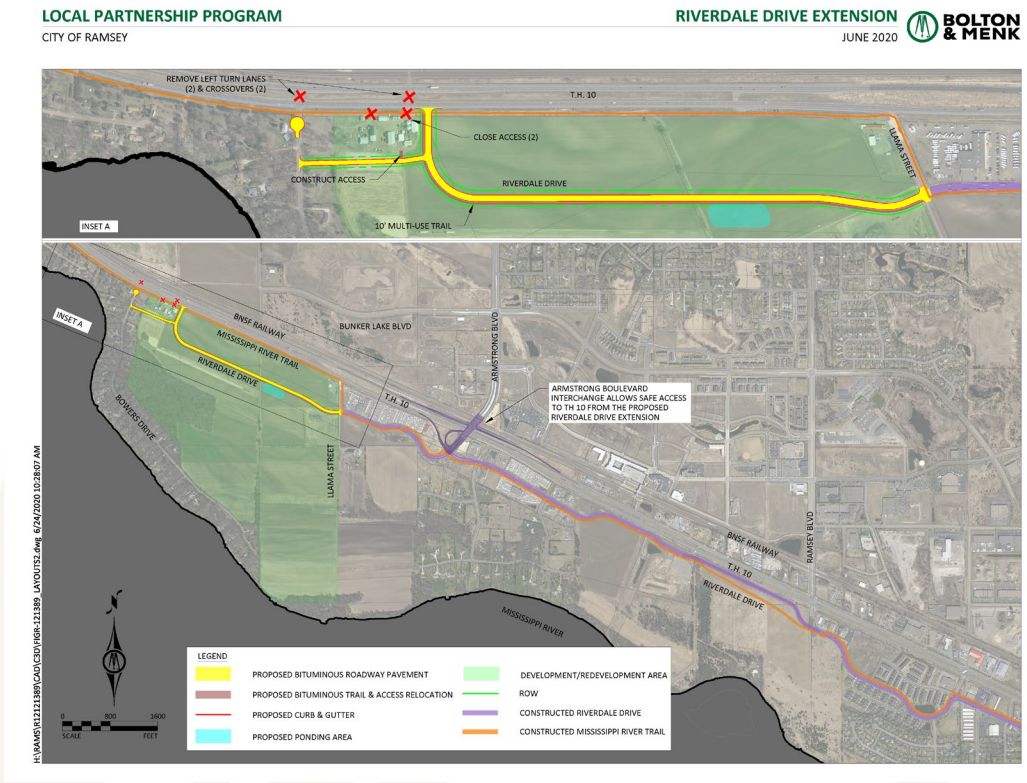
- Alternative #1
  - Full Public Street (28 foot width OK)
- Alternative #2
  - Heavy Duty ‘Driveway’
  - Surmountable Curb on Riverstone South Side – Local Road
    - Access itself does not need curb
  - Signage – Public Safety Access
  - 20 Foot Width
  - Landscaping
- Need turning templates

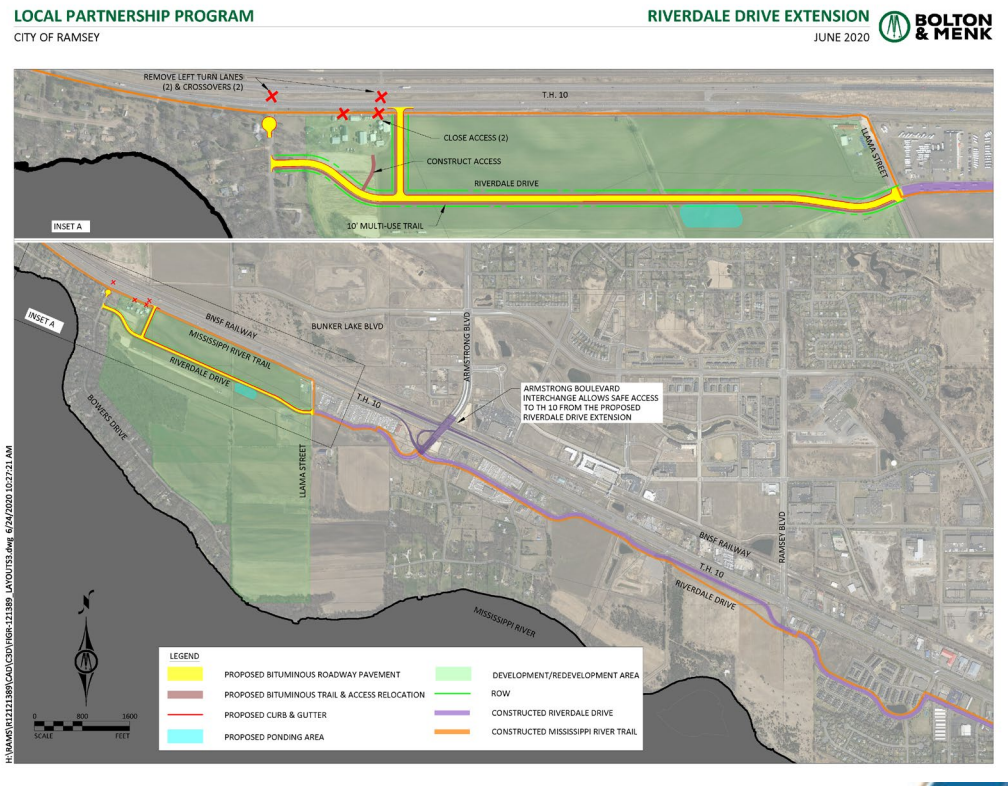
Riverdale Drive Alternative #1 Developer/Owner Preference



City of RAMSEY

Riverdale Drive Alternative #2
Request by Neighboring Property





City of RAMSEY

Potential Land Use/Future Development Compromise

- Enhance Density Transitioning
  - More than currently required by City Code
- Enhance Tree Preservation
  - More than currently required by City Code
- Transects/Zones
  - Larger lots adjacent to Bowers Drive
  - Medium-sized lots in middle zone
  - Smaller lots to the northeast
    - Intersection of Commercial/Industrial and Solar Farm
- Conservation Subdivision Design
- Similar to Riverstone Neighborhood
  - North of Highway 10

City of RAMSEY



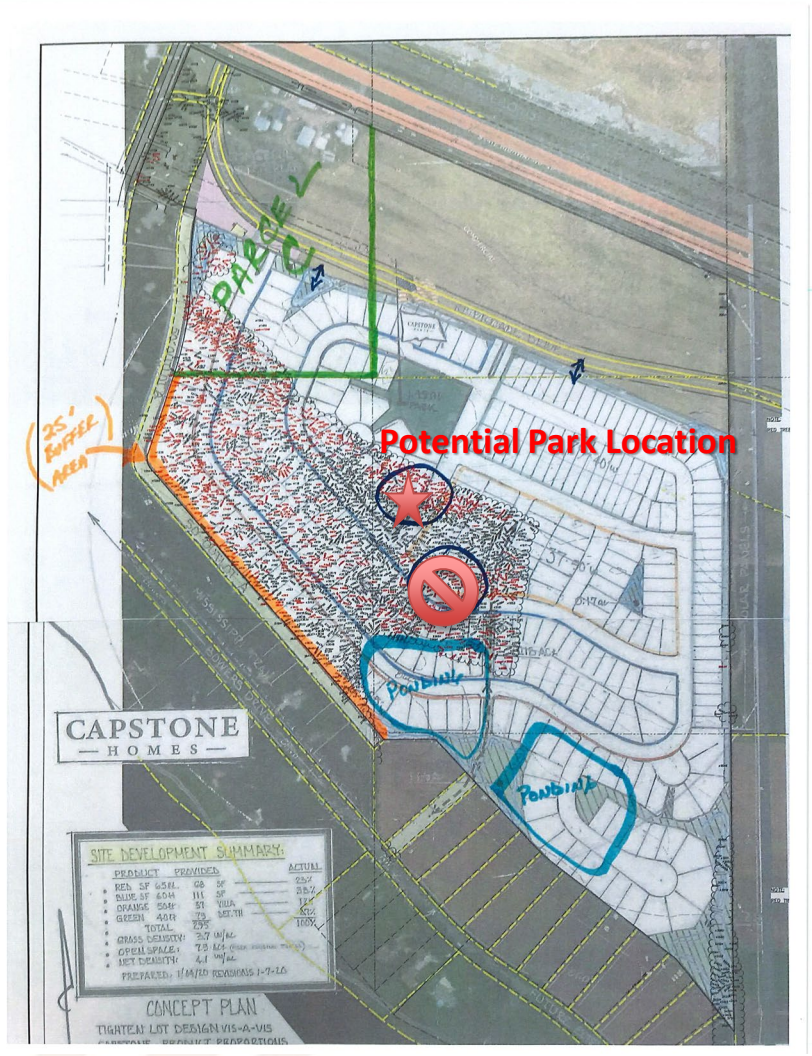
City of RAMSEY

Density Transitioning & Tree Preservation

Potential Development

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
April 16, 2020
Lampert Conformal Conic Projection
Project Folder

Enhanced Tree Preservation Plan



- Alternative #1
  - 1 Acre Nature Based Park
    - Preservation of existing trees
  - Additional 25 foot buffer adjacent to existing 50 foot buffer
    - 75 foot buffer total
    - NOTE: Parcel C retained by Pearson Properties and not part of development area
- Alternative #2
  - Preserve 10% of Project Site
  - Combo of Park Dedication and Other Open Space Preservation Funding

Previous concept underlay for context only. Actual concept will look different.

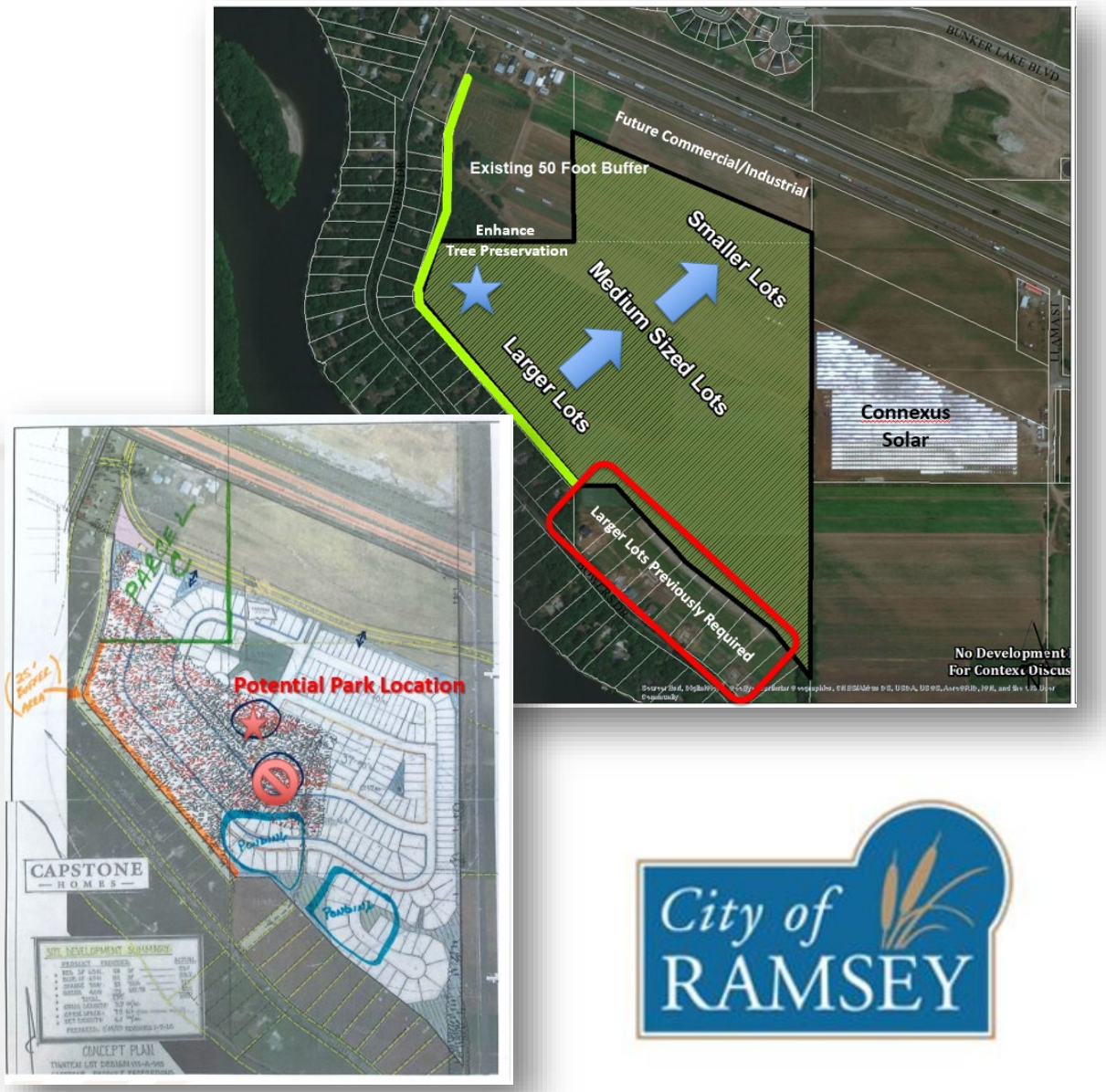
Open Space Preservation Funding Options

- Park Dedication Credit
- Trust for Public Land
- Anoka Conservation District
- Minnesota Department of Natural Resources
- Great River Greening

Implementation Plan

Implementation Plan

1. Allow mix of lot sizes in exchange for the following:
   - Enhanced tree preservation above and beyond minimum code requirements
2. Require a second connection to Bowers Drive in existing City-Owned Corridor
   1. Final design as full public roadway or reduced design for public safety to be evaluated with next steps
3. Require Riverdale Drive Extension
   1. Explore 2 options for connection to Highway 10/169



City of RAMSEY

Resolution #20-065: Riverdale Drive Funding

- 1/3 Cost Share of Pearson Frontage
- 1/3 Cost Share of Anoka County Frontage Funding Gap

	Pearson Frontage	Anoka County Frontage	Total
City/Public*	$388,000	$39,250	$427,250
Capstone	$339,125	$39,250	$378,375
Pearson	$339,125	$39,250	$378,375
Total	**$1,066,250**	**$117,750**	**$1,184,000**

*Includes both City Contribution and MnDOT Grant

City of RAMSEY

Legislative-Citizen Commission on Minnesota Resources

2022 ENRTF Request for Proposal

Minnesota's Environment and Natural Resources Trust Fund *Minnesota Constitution Art. XI, Sec.14:* "The assets of the fund shall be appropriated by law for the public purpose of protection, conservation, preservation, and enhancement of the state's air, water, land, fish, wildlife, and other natural resources."

SUMMARY

The Legislative-Citizen Commission on Minnesota Resources (LCCMR) welcomes proposals for projects of all sizes that address the priorities and requirements described within this RFP and that aim to protect, conserve, preserve, and enhance Minnesota's air, water, land, fish, wildlife, and other natural resources. The LCCMR reviews applications and makes funding recommendations to the Minnesota Legislature from the Environment and Natural Resources Trust Fund (ENRTF). Approximately $70 million is anticipated to be available from the Trust Fund through this RFP for projects beginning July 1, 2022. Most projects funded are two to three years in duration. Proposals must be submitted online at https://lccmrprojectmgmt.leg.mn by April 2, 2021 at 4:30PM.

Funding Available

Approximately $70 million is anticipated to be available through this RFP for projects beginning July 1, 2022. The LCCMR makes recommendations to the Minnesota Legislature for funding from the Environment and Natural Resources Trust Fund. Recommended projects must be approved by the 2022 Legislature through an appropriation, signed into law by the Governor, and have a work plan approved by LCCMR before funds can be spent. For non-state entities, payment is made by reimbursement for expenses incurred and fiscal oversight is provided through a grant agreement with the Minnesota Department of Natural Resources. Most projects are two to three years long, however more or less time can be requested.

Amount of Request

There is no minimum or maximum request amount. All proposals should strive to maximize efficiency and return on investment for the proposed expenditures.

Applicant Eligibility

The RFP is open to all who want to apply and who have demonstrated fiscal capacity. Applicants must be available to make a formal presentation to LCCMR if selected and to be available for staff or commission member questions.

Online Proposal System

LCCMR launched an online proposal submission system last year. All proposals must be submitted through the online system. Early account registrations and proposal submissions are strongly encouraged.

Deadline for Submission

Final proposals must be submitted online by April 2, 2021 at 4:30PM.

Information from this document may be copied and distributed to others. This publication can be made available in alternate formats, such as large print or audio format, upon request.

Legislative-Citizen Commission on Minnesota Resources
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Issued January 2021

Proposal and Appropriation Timeline

LCCMR MEMBERS

(as of 12/31/20)

Sen. Gary Dahms
Sen. Kari Dziedzic
Rep. Rob Ecklund
William Faber
Rep. Josh Heintzeman
Nicole Kessler
Denny McNamara
Norman Moody
Mike Reese
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Rep. Tama Theis
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Diana Griffith
Commission Assistant

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Up-to-date information on deadlines and meetings can be found on the calendar page of our website.

December 17, 2020	Funding priorities determined and 2022 RFP adopted
January 11, 2021	2022 RFP issued
April 2, 2021	**Final submission deadline for proposals responding to 2022 RFP**
May 2021	All submitted proposals distributed to LCCMR members for review, evaluation, and ranking
June 16-17, 2021	A subset of high-ranking proposals selected for further consideration and invited to give presentations before the LCCMR
July 6-8, 2021 July 13-15, 2021	**Selected proposals present before the LCCMR**
July 28-29, 2021	Subset of proposals selected for recommendation to the Legislature for funding
August - October 2021	Projects recommended for funding begin submitting work plans for LCCMR staff review and research projects recommended for funding undergo peer review
November - December 2021	Funding recommendations are adopted by the LCCMR in legislative bill format, as they will be presented to the Legislature
January - May 2022	LCCMR recommendations presented to the Legislature for consideration via introduction as an appropriations bill Bill is considered and acted upon by the Minnesota House and Senate Upon passage, the bill goes before the governor to be signed into law
June 2022	LCCMR approves work plans for projects funded
July 2022	Minnesota DNR sends grant agreements to non- state agencies receiving ENRTF funds
July 1, 2022	Money from the Environment and Natural Resources Trust Fund becomes available for expenditure and approved projects can begin

About LCCMR

The LCCMR is made up of 17 members: 5 Senators, 5 Representatives, 5 citizens appointed by the governor, 1 citizen appointed by the Senate, and 1 citizen appointed by the House. The function of the LCCMR is to make funding recommendations to the Legislature for special environment and natural resource projects, primarily from the Environment and Natural Resources Trust Fund.

2022 Funding Priorities

All proposals must meet the constitutional aim to protect, conserve, preserve, and enhance Minnesota's air, water, land, fish, wildlife, and other natural resources, especially those that may be substantially impaired or destroyed in any area of the state.

Proposals are strongly encouraged that address prevention strategies for protecting natural resources, that include citizen and community involvement in scientific efforts, and that implement or identify clear strategies for implementing research results.

Proposals should also address one or more of the priorities described in the categories below; however, proposals pertaining to new or emerging environmental or natural resource issues not directly addressed below may also be eligible for consideration. Priorities are listed by category and not in order of importance.

A. Foundational Natural Resource Data and Information

1. Data acquisition, information management, research, or analysis to develop foundational natural resource, wildlife, pollinator, or plant data and information.
2. Coordination, facilitation, or training pertaining to statewide sharing, distribution, or innovative application of natural resource data (e.g., maps, inventories, and surveys) and information tools (e.g., Geographic Information Systems (GIS), Light Detection and Ranging (LiDAR), and other remote sensing techniques).
3. Quantification and analysis pertaining to the economic value of services provided by natural resources and conservation, including analysis that quantifies public savings and costs of water or air pollution prevention.

B. Water Resources

1. Research, monitoring, or evaluation to increase protection, conservation, and sustainability of the quality, quantity, or function of water resources. This includes, but is not limited to, efforts pertaining to:
    I. Ground and surface water interaction, including stream flow and groundwater flow;
    II. Aquifer recharge;
    III. Wetland, river, and lake ecosystems, including Lake Superior;
    IV. Mitigation of impacts resulting from artificial hydrological modifications in both urban and agricultural areas;
    V. Effects of climate change on water resources;
    VI. Drinking Water.
2. Research, evaluation, technology development, or engineering design pertaining to regulated, unregulated, or emerging water contaminants, including sources, fates, movements, or effects of these contaminants within ground or surface waters or across ecological communities. Contaminants of interest include, but are not limited to, nitrates, phosphates, estrogenic compounds, pharmaceuticals, personal care products, chlorides, PAHs (polycyclic aromatic hydrocarbons), and pesticides. Efforts pertaining to the following are of particular interest:
    I. Understanding the impacts of contaminants on the health of humans or terrestrial or aquatic species;
    II. Preventing or reducing levels of contaminants in ground and surface waters;
    III. Advancing development or implementation of standards for contaminants.

2022 Funding Priorities (Continued)

C. Environmental Education

Proposals must address education, information dissemination, and training efforts that will increase the knowledge and skills of students or the public to cultivate a sustainable lifestyle, improve and maintain water quality, reduce and monitor energy and water consumption, or restore and maintain a healthy and biodiverse natural environment. Funding for capital projects (e.g., buildings or building infrastructure) will not be considered in this category. Of particular interest are projects that address one or more of the following:

1. Efforts that involve broad-based partnerships, engage diverse and changing demographics, provide outdoor experiences, or are committed to building a long-lasting and action-based conservation ethic in a community.
2. Efforts that deliver and implement existing curriculum, especially integration of environmental education into school curriculum. Proposals to develop new curriculum will not be considered.

D. Aquatic and Terrestrial Invasive Species

"Invasive species" includes any plants, animals, worms, insects, microbes, and diseases that are non-native, introduced species in the state and that are currently having, or pose a threat to have, significant adverse impacts on Minnesota's native ecosystems and biodiversity. All research proposals related to invasive species research must consider the research priorities established by the University of Minnesota's (UMN) Minnesota Invasive Terrestrial Plants and Pests Center or Minnesota Aquatic Invasive Species Center. All UMN proposals and others should apply to the Centers when applicable. The Centers will keep the LCCMR updated on the status of proposals received. Projects must propose to do one or more of the following:

1. Prevent introduction or provide early detection of new invasive species.
2. Reduce the spread of invasive species with best management practices along streams, rivers, land transportation routes, and other vectors.
3. Develop or demonstrate alternative control techniques—particularly involving biocontrol, integrated pest management, or minimization of non-target effects including pollinators—for containing or suppressing invasive species already present in Minnesota. Standard control, removal, and maintenance activities of invasive species will not be considered.
4. Restore lands with native vegetation as practicable following implementation of invasive species control techniques on disturbed lands where a native seed bank no longer exists.
5. Inform and educate landowners about all invasive species threats to their land and offer actions they can take in response.

E. Air Quality, Climate Change, and Renewable Energy

Funding for capital projects (e.g., buildings or building infrastructure) will not be considered in this category.

1. Innovative approaches to air quality improvement that reduce impacts on human health, the environment, or natural resources, such as by preventing, reducing, or mitigating airborne contaminants including PAHs (polycyclic aromatic hydrocarbons).
2. Acquisition of data at a scale appropriate to assess natural resource changes attributable to climate change.
3. Research to help understand how to mitigate, adapt, or make Minnesota's ecosystems more resilient to climate change impacts, including drought and extreme weather events.
4. Implementation of innovative efforts aimed at mitigating, adapting, or making Minnesota's ecosystems more resilient to climate change impacts, including drought and extreme weather events.
5. Reduction of greenhouse gas emissions through new and innovative approaches to waste reduction or energy efficiency. Standard, required, and ongoing efforts will not be considered.

2022 Funding Priorities (Continued)

F. Methods to Protect or Restore Land, Water, and Habitat

Please review "Additional Requirements for Land Acquisition, Easements, and Restoration Projects." (see page 6)

1. Innovative protection or restoration of lands with high-quality natural resources, ecological value, water protection value, or habitat, particularly for pollinators.
2. Long term preservation of native forest, wetland, or prairie plant genetics and viability.
3. Technical assistance for stewardship of prairies, forests, wetlands, or other habitat, or technical assistance for agricultural land management in order to protect water quality and aquatic habitat or to improve pollinator habitat.
4. Planning and implementation of community-based efforts to permanently conserve natural resources and reduce habitat fragmentation impacts on natural resources, including the impacts of transportation and other infrastructure.

G. Land Acquisition, Habitat, and Recreation

Please review "Additional Requirements for Land Acquisition, Easements, and Restoration Projects." (see page 6)

1. The Reinvest in Minnesota program as provided in M.S. section 84.95, subdivision 2.
2. Acquisition or development of strategic lands with high quality natural resources, ecological value, recreational value, water protection value, or habitat, particularly for pollinators.
3. Acquisition or development of lands that have the greatest capacity to contribute multiple conservation benefits to wildlife, humans, and ground and surface water quality.
4. Efforts based on precision conservation methods and analysis that quantifiably identify the lands most critical to acquire. Precision conservation is a practice that considers lands in terms of the interconnected systems of which they are a part. As a practice, precision conservation compiles and integrates multiple types of available data layers and analysis (e.g., terrain analysis, soil productivity, habitat potential, economic analysis, erosion potential, proximity to surface water) to identify and guide efforts that will maximize conservation benefits.
5. Efforts involving Scientific and Natural Areas (SNA) or other areas that aim to protect unique ecosystems, such as native prairie as defined in M.S. 84.02, Subd. 5, or rare, endangered, or threatened species. Areas of these types that may not presently qualify as a priority for other State of Minnesota funds directed toward land acquisition for habitat or recreation are of particular interest.
6. Efforts that enhance habitat connectivity, benefit ground or surface water quality, improve access for natural resource management, or increase public access for recreation, particularly in areas of the state with limited protected public lands.
7. Efforts expanding outdoor recreational opportunities through additions and connections to state, regional, or local parks and trails.

H. Small Projects

The LCCMR encourages proposals under $200,000, especially from local government units and non-profits, to quickly and efficiently provide environment and natural resource benefits in Minnesota. Proposals should address one or more of the priorities listed in the above categories A through G.

Funding May Be Available Through Other Programs

Projects eligible for established, topic-specific state agency grant programs - such as for renewable energy, sustainable agriculture, clean water implementation, regional and local parks and trails, and habitat acquisition and restoration - are encouraged to apply directly to the particular state agency grant program as funds may be available in a timelier manner.

Requirements

Project Requirements

All projects must comply with Article XI, Section 14 of the Minnesota Constitution, Minnesota Statute 116P, and other requirements provided in the following summary document:

- Environment and Natural Resources Trust Fund (ENRTF) Project Requirements

Professional, Technical, and Services Contracts

- State contracting and competitive bidding requirements apply.

Financial Capacity

To help us evaluate financial capacity, non-profit organizations and for-profit businesses with an annual income:

- over $750,000 should submit their most recent certified financial audit
- between $50,000 and $750,000 must provide their most recent IRS Form 990.
- under $50,000 or that have not been in existence long enough to have completed IRS Form 990 or an audit must submit their most recent board-reviewed financial statements

Work Plan and Progress Reports

Project managers of recommended projects must submit a work plan. Successfully funded projects must have an approved work plan and the project manager must submit annual or semiannual progress reports. Modifications to the approved work plan and budget expenditures must be made through the LCCMR amendment process.

Additional Requirements for Land Acquisitions, Easements, and Restorations

All fee title and conservation easement acquisition proposals must include funding for development and implementation of a management and restoration plan. If no funding is requested, your proposal must address why funding for this work is not needed to achieve a high quality restoration.

All acquisition and restoration applicants must read and understand the following summary documents:

- Environment and Natural Resources Trust Fund (ENRTF) Fee Title Acquisition Project Requirements
- Environment and Natural Resources Trust Fund (ENRTF) Conservation Easement Acquisition Project Requirements
- Environment and Natural Resources Trust Fund (ENRTF) Restoration Project Requirements

A map must be submitted with your proposal that shows the site specific location of your proposed fee title or conservation easement acquisition or restorations within the city, county, region, and/or state. The map must be legible as black and white and include a north arrow and scale.

A parcel list must be provided with your proposal that identifies proposed fee title and conservation easement acquisitions and restorations by parcel name, estimated cost, county, ecological significance, activity description, proposed number of acres, proposed shoreline or trail miles, type of landowner, and proposed title/easement holder (if applicable).

Additional information for acquisitions, easements, and restorations must be provided with your proposal that describes, among other things, how restoration, future management, and easement enforcement requirements will be met.

Guidance on Allowable Expenses

Eligible Expenses

Eligible expenses are those expenses solely incurred through project activities that are directly related to and necessary for producing the project outcomes described in the proposal. All proposed expenses must be specified in the proposal submitted. Please note that for non-state entities all funds are awarded on a reimbursement basis, unless otherwise authorized, and all eligible expenses will need to be documented. Eligible expenses may include:

a. Eligible expenditures incurred only after the effective date as approved by LCCMR.
b. Wages and expenses of salaried Recipient employees if specified, documented, and approved. For State Agencies: use of unclassified staff only OR request approval for the use of classified staff accompanied by an explanation of how the agency will backfill that part of the classified staff salary proposed to be paid for with these funds. This is subject to specific discussion and approval by LCCMR.
c. Fringe benefit expenses, such as FICA/Medicare, retirement, and health insurance of Recipient's employees, if specified.
d. Professional and technical services specified in the approved Work Plan that are rendered by individuals or organizations not a part of the Recipient;
e. Equipment, tools, materials, and supplies specific to the project and incoming freight charges for them.
f. Capital expenditures for facilities, equipment, and other capital assets as expressly approved. For expenditures greater than $5,000, the Recipient must provide an explanation as to how all the equipment purchased with the appropriation will continue to be used for the same program through its useful life, or, if the use changes, a commitment to pay back to the Environment and Natural Resources Trust Fund an amount equal to either the cash value received or a residual value approved by the director of the LCCMR if it is not sold.
g. Publication and printing/copying expenses necessary for contract administration, work products production, and semi-annual reports relating to accomplishments.
h. In-state transportation and travel expenses such as lodging, meals, and mileage of personnel directly involved in the Project in the same manner and in no greater amount than provided for in the current "Commissioner's Plan" promulgated by the Commissioner of Management of Budget and as provided by LCCMR or, for University of Minnesota projects, the University of Minnesota plan. Allowable meal and lodging expenses are for employees only. Purchasing meals or providing lodging for others is not an allowable expense.

Generally Ineligible Expenses—Unless Explicitly Approved

Generally ineligible expenses for reimbursement mean all expenses not defined as eligible expenses, but for which an explicit exception can be sought from LCCMR if the expenses can be clearly justified and individually documented as directly related to and necessary for a project. No broad allocations for costs in either dollars or percentages are allowed. In deciding whether to seek exception for these costs consider that cash and in-kind leverage are criteria considered in proposal evaluation. Generally ineligible expenses include but are not limited to:

a. General operations, overhead, and other indirect expenses, including office maintenance, office utility expenses, and office materials and supplies.
b. Office rental fees (including storage space rental).
c. Communication expenses incurred for telephone calls, web access, postage, and similar services.
d. Insurance, except title insurance.
e. Attorney fees, except to acquire and clear title to land.
f. Purchase of communication devices such as pagers, cell phones, or smart phones.
g. Purchase of computers, tablets, or audiovisual equipment.
h. Generally available food and refreshments, except if explicitly approved for certain types of events.
i. Conference attendance and associated costs and fees, except if to participate in formal presentation of project findings.
j. Out of state transportation and travel expenses.
k. Single-source contracts. Justification for an exception must also include the specific entity by name, why the single source is needed, and how the recipient is ensuring a competitive price for the contracted work.

Prohibited Expenses

Prohibited expenses for reimbursement mean all expenses indicated below, including but not limited to:

a. Any expenses incurred before the project is authorized, before July 1, 2022, or before LCCMR work plan approval—whichever is latest.
b. Fundraising.
c. Taxes, except sales tax on goods and services.
d. Lobbyists or political contributions.
e. Advertising and marketing expenses.
f. Loans, grants, or subsidies to persons or entities for development.
g. Bad debts, late payment fees, finance charges, or contingency funds.
h. Interest or investment management fees.
i. Directors or officers salary.
j. Merit awards and bonuses.
k. Memberships (including subscriptions and dues).
l. Publications, periodicals, and subscriptions.
m. Employee workplace parking.
n. Entertainment, decorations, gifts, and prizes.

Environment and Natural Resources Trust Fund: MN Constitution and Statutory Expenditures

Minnesota Constitution Art. XI, Sec.14: Environment and Natural Resources Trust Fund Established

A permanent environment and natural resources trust fund is established in the state treasury. Loans may be made of up to five percent of the principal of the fund for water system improvements as provided by law. The assets of the fund shall be appropriated by law for the public purpose of protection, conservation, preservation, and enhancement of the state's air, water, land, fish, wildlife, and other natural resources. The amount appropriated each year of a biennium, commencing on July 1 in each odd-numbered year and ending on and including June 30 in the next odd-numbered year, may be up to 5-1/2 percent of the market value of the fund on June 30 one year before the start of the biennium. Not less than 40 percent of the net proceeds from any state-operated lottery must be credited to the fund until the year 2025. [Adopted, November 8, 1988; Amended, November 6, 1990; November 3, 1998]

M.S. 116P.08 Environment and Natural Resources Trust Fund Expenditures and Exceptions

Subdivision 1. **Expenditures.** (a) Money in the trust fund may be spent ONLY for:

(1) the reinvest in Minnesota program as provided in section 84.95, subd. 2;

(2) research that contributes to increasing the effectiveness of protecting or managing the state's environment or natural resources;

(3) collection and analysis of information that assists in developing the state's environmental and natural resources policies;

(4) enhancement of public education, awareness, and understanding necessary for the protection, conservation, restoration, and enhancement of air, land, water, forests, fish, wildlife, and other natural resources;

(5) capital projects for the preservation and protection of unique natural resources;

(6) activities that preserve or enhance fish, wildlife, land, air, water, and other natural resources that otherwise may be substantially impaired or destroyed in any area of the state;

(7) administrative and investment expenses incurred by the state board of investment in investing deposits to the trust fund; and

(8) administrative expenses subject to the limits in section 116P.09.

(b) In making recommendations for expenditures from the trust fund, the commission shall give priority to funding programs and projects under paragraph (a), clause (1) and (6). Any request for proposals issued by the commission shall clearly indicate these priorities.

Subdivision 2. **Exceptions.** Money from the trust fund may not be spent for:

(1) purposes of environmental compensation and liability under chapter 115B and response action under chapter 115C;

(2) purposes of municipal water pollution control in municipalities with a population of 5,000 or more under the authority of chapters 115 and 116;

(3) costs associated with the decommissioning of nuclear power plants;

(4) hazardous waste disposal facilities;

(5) solid waste disposal facilities; or

(6) projects or purposes inconsistent with the strategic plan.

Evaluation Criteria

The following criteria, as applicable, will be considered in evaluating proposals:

- **Funding Priorities:** Responds to RFP funding priorities.
- **Multiple Benefits:** Delivers multiple benefits to Minnesota's environment and natural resources.
- **Outcomes:** Identifies clear objectives likely to result in measurable, demonstrated, and meaningful outcomes.
- **Knowledge Base:** Contributes to the knowledge base or disseminates information that will benefit other efforts.
- **Extent of Impact:** Results in broad, long-term impacts of statewide, regional, or local significance.
- **Innovation:** Employs or demonstrates innovative approaches to more effectively and efficiently solve specific environment and natural resources issues.
- **Scientific/Technical Basis:** Reflects current scientific and technical knowledge, standards, and best practices.
- **Urgency:** Addresses an issue for which immediate future action is urgent and critical to avoid undesirable consequences.
- **Capacity and Readiness:** Demonstrates capacity and readiness for efforts to be managed and completed in timely, accountable, and effective manner.
- **Leverage:** Leverages collaborative partnerships and additional efforts, resources, and non-state funds.

How To Apply

Proposals due by April 2, 2021 at 4:30PM

1. Register for an account on the LCCMR Proposal and Grant Management System.
2. Login and click "Create a New Proposal."
3. Follow the instructions for completing your proposal.
   If you would like to view blank sample proposals, you can find them on our 2022 Funding Process page.
4. Upload your completed attachments as required:
   - A. Visual component or map (1 page limit)
   - B. Letter or resolution from your governing board authorizing submission of the proposal (non-profits, tribes, and local units of government only)
   - C. 990 tax information, certified audit, or board-reviewed financial statements as required
5. Review all information and attachments.
6. Click "Submit." (Note: state and federal agencies, colleges, and universities must have an authorized representative submit the proposal).
7. Save or print the confirmation email. Please check your junk mail folder if the confirmation email does not appear in your inbox. Contact LCCMR if you did not receive a confirmation email or if your proposal status does not appear as "Final Submitted" on your dashboard.
8. To follow along with the 2022 funding process, visit our 2022 Funding Process page.

CC Regular Session **7. 7.**

Meeting Date: 02/08/2021

By: Tim Gladhill, Community Development

Information

Title

Authorize Staff to Submit Application to Legislative-Citizen Commission on Minnesota Resources, and Minnesota DNR for Tree Preservation for Riverstone South (Project No. 19-152); Case of Capstone Homes

Purpose/Background:

The purpose of this case is to authorize Staff to prepare 2 Applications pertaining to the planned Tree Preservation Area within the proposed Riverstone South Development.

As part of the early planning stages of the proposed Riverstone South project, the City Council agreed conceptually to seek outside, third-party funding to supplement the efforts to preserve up to 7-acres of the existing forest within the project. This was intended as a value-added opportunity on top of the trade-off for smaller lots, for the preservation of trees above the minimum requirements of City Code. Seeking additional funding to bring into the project, was viewed as a bonus and as a means to show the City's commitment to this project—while balancing neighborhood concerns, and in consideration for a Comprehensive Plan Amendment to allow for smaller lots. It may be further noted, that the proposed tree preservation area would also reduce the Developer's clearing, grading and infrastructure costs significantly, with a similar or greater number of net lots in the end.

Notification:

Notification is not required.

Observations/Alternatives:

Attached to this case is the approved Planning Framework that outlines the parameters for tree preservation amongst other policy topics.

From the Framework document's Purpose and Introduction: *"This is a visionary document to help guide policy discussions. This is not the official land use plan for the area nor carries any legal entitlements. This is not the official land use plan for the area nor carries any legal entitlements."*

The approved Planning Framework lays out seeking outside funding by the City, with the implied support of the Developer. An alternative would be be to acknowledge the de facto 'transfer of development rights' and the associated benefits to the Developer the tree preservation area provides, and not seek outside funding for the project. Approval of this case supports the intent of the Planning Framework.

Funding Source:

Funding for the Tree Preservation Area is a combination of 'transfer of development rights' in which the City traded smaller lots in exchange for tree preservation/density transitioning along with potential grant funding along with a cash contribution to the Developer.

Recommendation:

Staff recommends that the City Council authorize Staff to prepare and submit Grant Applications for either or both, Legislative-Citizen Commission on Minnesota Resources (LCCMR) and DNR Natural and Scenic Areas Grants.

Action:

Motion to authorize Staff to prepare and submit Grant Applications for LCCMR as well as DNR Natural and Scenic Areas Grants.

Attachments

LCCMR Information

DNR Natural and Scenic Areas Information

Planning Framework

Form Review

Inbox	Reviewed By	Date
Mark Riverblood	Mark Riverblood	02/02/2021 01:54 PM
Tim Gladhill (Originator)	Tim Gladhill	02/03/2021 10:01 AM
Kurt Ulrich	Kurt Ulrich	02/04/2021 02:28 PM
Form Started By: Tim Gladhill		Started On: 02/02/2021 09:48 AM
Final Approval Date: 02/04/2021		

7.07: Authorize Staff to Submit Application to Legislative-Citizen Commission on Minnesota Resources, and Minnesota DNR for Tree Preservation for Riverstone South (Project No. 19-152); Case of Capstone Homes

Deputy City Administrator Gladhill reviewed the staff report and recommendation to authorize staff to prepare and submit grant applications for either or both, Legislative-Citizen Commission on Minnesota Resources (LCCMR) and DNR Natural and Scenic Areas Grants.

Councilmember Riley stated that additional sources of funds were mentioned and asked if any of those would come from the lottery.

Deputy City Administrator Gladhill stated that some of those applications have a yearlong review process. He stated that these are competitive grants and go through a scoring process. He stated that the other opportunities are more for the 2023/2024 funding cycle.

Councilmember Howell asked what the City would be required to fund in a scenario that requires a 50 percent match.

Deputy City Administrator Gladhill estimated the cost of the property to be about $350,000, therefore 50 percent would be $175,000. He stated that if the timing does not work out, the City could continue discussions with the developer.

Councilmember Musgrove commented that there are a lot of restrictions that would be placed on the seven acres if the grant is obtained and asked if there has been discussion with the parks department to ensure that they are aware of the restrictions.

Deputy City Administrator Gladhill replied that Parks and Assistant Public Works Superintendent has been an integral part of this process. He noted that the seven acres is intended to be preserved in its natural state and this would not be developed into an active park. He stated that the one-acre park would be provided for recreational opportunity.

Councilmember Musgrove commented that forest is very special and therefore she would like to preserve that area to the extent possible, noting that it will also provide a barrier between the neighborhoods.

Councilmember Riley asked at what point the City could say the area does not need to be preserved if funding cannot be obtained.

Deputy City Administrator Gladhill replied that if the City is not successful in gaining funding, it would need to think about a contingency. He recognized that there are some variables but believed the City would be successful in gaining some type of funding. He stated that is a question the Council could discuss if it comes to that point.

Motion by Councilmember Specht, seconded by Councilmember Musgrove, to authorize staff to prepare and submit Grant Applications for LCCMR as well as DNR Natural and Scenic Areas Grants.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Specht, Musgrove, Howell, Riley, and Woestehoff. Voting No: None.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Specht thanked the Boy Scout Troops #3204 and #5204 for allowing him to speak to them recently about local government.

9. ADJOURNMENT

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to adjourn the meeting.

Motion carried.

The regular meeting of the City Council adjourned at 8:41 p.m.

Respectfully submitted,



Kurtis G. Ulrich
City Administrator

ATTEST:



Katie M. Schmidt
Deputy City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

A recording of this meeting is available for viewing online at www.qctv.org <http://www.qctv.org>. Recordings are available for 36 months after the date of the meeting.

CC Regular Session **5. 22.**

Meeting Date: 03/23/2021

By: Katie Schmidt, Administrative Services

Information

Title

Adopt Resolution #21-072 to Hire Temporary Non Benefit Eligible AFSCME Public Works Maintenance Workers

Purpose/Background:

The purpose of this case is to request authorization to hire two temporary non benefit eligible AFSCME Public Works Maintenance Workers to work up to seven months.

Annually, per the AFSCME union contract, the City may hire temporary non benefit eligible employees to work up to seven months. The minimum requirements for these positions are greater than entry level temporary seasonal employees. The Parks and Streets worker position requires a commercial driver's license and the Utilities worker requires advance training.

The process to fill these positions includes an open competitive recruitment, interviews, background checks, pre-employment testing, City Council approval to hire and on-boarding.

Per the AFSCME labor agreement, employees working for up to 7 months will earn 80% of the step one Public Works Maintenance Worker wage. Note, without contract language, employing longer term temporary employees (employees working greater than 67 or 100 days would violate Minnesota Statute 179A.03, subdivision 14 section 6.

Funding Source:

The funding required to fill these positions is included within the approved 2021 budget.

Recommendation:

To hire William Bellefeuille to work in the Parks Division at $18.94 per hour, effective on or near April 1, 2021, and to hire Tom Marks to work in the Utilities Division at $18.94 per hour, effective on or near April 5, 2021.

Action:

Motion to adopt resolution #20-053 to hire the following employees on or near the dates listed below:

1) William Bellefeuille to work in the Parks Division at $18.94 per hour, effective on or near April 1, 2021, and
2) Tom Marks to work in the Utilities Division at $18.94 per hour, effective on or near April 5, 2021

Attachments

Resolution #21-072

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	03/17/2021 03:50 PM
Kurt Ulrich	Kurt Ulrich	03/18/2021 01:39 PM
Form Started By: Katie Schmidt		Started On: 03/11/2021 02:34 PM
Final Approval Date: 03/18/2021		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-072

RESOLUTION TO HIRE TEMPORARY NON BENEFIT ELIGIBLE AFSCME PUBLIC WORKS MAINTENANCE WORKERS

WHEREAS, annually the City employs temporary non benefit eligible AFSCME Public Works Maintenance Workers; and

WHEREAS, Staff selected two qualified candidates; and

WHEREAS, all the candidates have passed the pre-employment screenings; and

WHEREAS, Staff recommends hiring the 2021 temporary non-benefit eligible employees to work up to seven months.

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

1) Motion to adopt resolution #21-072 to hire the following employees on or near the dates listed below:

   William Bellefeuille to work in the Parks Division at $18.94 per hour, effective on or near April 01, 2021; and Tom Marks to work in the Utilities Division at $18.94 per hour, effective on or near April 5, 2021.

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 23rd day of March, 2021.

_____

Mayor

ATTEST:

_____

City Clerk

CC Regular Session **5. 23.**

Meeting Date: 03/23/2021

By: Colleen Lasher, Administrative Services

Information

Title:

Adopt Resolution #21-078 to Hire a Zoning Code Enforcement Officer

Purpose/Background:

The purpose of this case is to authorize hiring a Zoning Code Enforcement Officer in the Community Development Department.

Background: As a result of multiple budget discussions and feedback from the public, the City Council included funds in the 2021 budget for a Zoning Code Enforcement Officer. Throughout the past several years, especially in 2020, the City began to respond to an increasing number of complaints about slow resolution to complaints. Based on this feedback, this position was added to the 2021 Budget.

The primary objective of this new position is to provide support duties to the Community Development department in the area of code enforcement. This position performs code enforcement inspections and follow-up on zoning and public nuisance related activities, but more importantly improves case management and conflict dispute resolution. Primary service goals include providing cost-effective means of enforcing city code as it relates to violations of the City's nuisance and zoning ordinances.

This staffing is necessary in order to keep up with the current volume of workload generated by complaints within the system currently established by the City Council. The Code Enforcement Program remains a complaint-based system. This staffing change would not change the program to a proactive-based approach.

Following the application period, staff conducted 16 first interviews and six second interviews. The interview panel included senior staff in both Community Development and Administrative Services.

Based on a written practical exam and other qualifications, Ms. Bria Raines was selected as the top candidate. Staff advanced her to the back grounding process which included the following pre-employment checks: professional reference check, employment verification, driving record check and a drug screen. Ms. Bria Raines has successfully passed the City’s back grounding process.

Funding Source:

The funding for this position has been accounted for within the 2021 budget and was estimated to be $75,265 with a March 1, 2021 hire date; the actual funding will be less given the delayed start date.

Previously, the City relied on a combination of contracted services and decentralized in-house staffing. The current proposal represents a cost savings from previous years/current approach.

Recommendation:

Staff recommends hiring Ms. Bria Raines as a Zoning Code Enforcement Officer, effective on or near April 12, 2021 at $32.21 per hour, which is Step 3 of the 2021 Zoning Code Enforcement Officer wage scale, with a credit of five (5) vacation days.

Action:

Motion to adopt resolution #21-078 to do the following:

Hire Ms. Bria Raines as a Zoning Code Enforcement Officer, effective on or near April 12, 2021 at $32.21 per hour, which is Step 3 of the 2021 Zoning Code Enforcement Officer wage scale, with a credit of five (5) vacation days.

Attachments

Resolution #21-078
Job Description
City Council Minutes dated October 23, 2018
City Council Minutes dated November 27, 2018
City Council Minutes dated December 11, 2018
City Council Minutes dated July 14. 2020
City Council Minutes dated July 28, 2020
City Council Minutes dated August 25, 2020
Current Enforcement Policies
Resolution #19-023
Resolution #19-034

Form Review

Inbox	Reviewed By	Date
Colleen Lasher (Originator)	Colleen Lasher	03/17/2021 04:10 PM
Tim Gladhill	Tim Gladhill	03/18/2021 08:49 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 01:37 PM
Form Started By: Colleen Lasher		Started On: 03/15/2021 04:13 PM
Final Approval Date: 03/18/2021		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-078

RESOLUTION TO HIRE A FULL-TIME ZONING CODE ENFORCEMENT OFFICER

WHEREAS, The City Council authorized funding for a full-time Zoning Code Enforcement Officer; and

WHEREAS, a recruitment process was conducted; and

WHEREAS, Ms. Bra Raines has been selected as the top candidate for the position; and

WHEREAS, Staff completed the necessary background checks and are recommending that Ms. Bria Raines be hired as a full-time Zoning Code Enforcement Officer, effective on or near April 12, 2021 at $32.21 per hour; and

WHEREAS, Ms. Raines will be subject to a 6-month probationary period; and

WHEREAS, Ms. Raines will be subject to the terms of the applicable labor agreement and the City's Personnel Policy.

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

1) Motion to adopt resolution #21-078 to hire Ms. Bris Raines as a full-time Zoning Code Enforcement Officer, effective on or near April 12, 2021, at $32.21 per hour, which is step 3 of the 2021 wage scale with a credit of five (5) vacation days.

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 23rd day of March, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

CITY OF RAMSEY
invites applications for the position of:

Zoning Code Enforcement Officer

SALARY:	$29.28 - $32.21 Hourly
OPENING DATE:	01/21/21
CLOSING DATE:	02/10/21 11:59 PM

PRIMARY OBJECTIVE OF POSITION:

The primary objective of this position is to provide support duties to the Community Development department in the area of code enforcement. This position performs code enforcement inspections and follow-up on zoning and public nuisance related activities. Primary service goals include providing cost-effective means of enforcing city code as it relates to violations of the City's nuisance and zoning ordinances.

The 2021 salary range for this position is: Step 1 - $29.277/hour through Step 6 - $36.596/hour

This is a full-time forty (40) hours per week position

This is an AFSCME union position

NOTE: You must upload a copy of your resume to this application packet

MINIMUM QUALIFICATIONS:

Minimum qualifications must include the following:

- Must be at least 18 years of age
- Must have a high school diploma or GED
- Must have a current MN driver's license in good standing
- Must have intermediate Microsoft Office knowledge and skills
- Must pass pre-employment drug screen and background investigation

DESIRED QUALIFICTIONS

- Associates degree
- Experience working with Code Enforcement software
- Experience reading City Codes
- Prior Code Enforcement or Customer Service experience

ESSENTIAL JOB FUNCTIONS:

- Enforce nuisance ordinances
- Assist with code enforcement inspection throughout the City of Ramsey
- Work with property owners to gain compliance
- Complete computer entries for violations, citations and follow-up

- Assist with rental licensing and rental license inspections
- Perform a wide range of tasks at the verbal or written direction (within the ability and resources of the Zoning Code Enforcement Officer) of the Assistant City Administrator, Senior Planner or their designee

KNOWLEDGE, SKILLS AND ABILITIES:

- Strong communication skills, both orally and in written form
- Ability to maintain effective working relationships with all levels of staff, residents, businesses, and personnel from other agencies
- Ability to cope with situations firmly, courteously, tactfully, and with respect to citizens' rights - even under stressful conditions
- Ability to maintain confidentiality, prioritize duties, and work independently
- Strong organizational skills
- Ability to manage multiple projects simultaneously
- Strong customer service skills and the ability to treat residents, business owners and property owners with respect during difficult situations

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APPLICATIONS MAY BE FILED ONLINE AT:
http://www.cityoframsey.com

Position #110174
ZONING CODE ENFORCEMENT OFFICER
SH

7550 Sunwood Drive NW
Ramsey, MN 55303

shurd@cityoframsey.com

Zoning Code Enforcement Officer Supplemental Questionnaire

* 1. Are you 18 years of age or older?

MQ

- ❑ Yes
- ❑ No

* 2. Do you have a high school diploma or GED?

MQ

- ❑ Yes
- ❑ No

* 3. Do you have a valid Minnesota driver's license in good standing?

MQ

- ❑ Yes
- ❑ I have a valid driver's license from another state
- ❑ No

* 4. Do you have intermediate Microsoft Office knowledge and skills?

MQ

- ❑ Yes
- ❑ No

* 5. Select your highest education level from the list below:

SP

- ❑ High School Diploma or GED 1
- ❑ Some college 2
- ❑ 2 Year Associates Degree 8
- ❑ 4 Year Bachelor's Degree 16
- ❑ Master's Degree Student or above 17

17

* 6. Describe your experience with MS Word.

SP
- ❑ Less than 1 year of experience 1
- ❑ 1 to 3 years of experience 2
- ❑ 4 to 6 years of experience 4
- ❑ 7+ years of experience 10
- ❑ No experience ~~0~~

(10)

* 7. Describe your experience with MS Excel.

SP
- ❑ Less than 1 year of experience 1
- ❑ 1 to 3 years of experience 2
- ❑ 4 to 6 years of experience ~~4~~
- ❑ 7+ years of experience 10
- ❑ No experience ~~0~~

(10)

* 8. Describe your experience with MS Outlook.

SP
- ❑ Less than 1 year of experience 1
- ❑ 1 to 3 years of experience 2
- ❑ 4 to 6 years of experience ~~4~~
- ❑ 7+ years of experience 10
- ❑ No experience ~~0~~

(10)

* 9. Do you have experience with Code Enforcement Software?

SP
- ❑ Yes 10
- ❑ No ~~0~~

(10)

10. If you answered yes, that you have experience with Code Enforcement Software, please tell us where you obtained this experience and type software program(s) you used.

* 11. Do you have experience reading city codes?

SP
- ❑ Yes 10
- ❑ No ~~0~~

(10)

12. If you answered yes, that you have experience reading city codes, please tell us where you obtained this experience and the number of years of experience you have.

* 13. Do you have any prior Code Enforcement or Customer Service experience?

SP
- ❑ Code Enforcement experience 9
- ❑ Customer Service experience 1
- ❑ Both Code Enforcement and Customer Service experience 12
- ❑ No experience in either catagory ~~0~~

(12)

* 14. Do you have any experience working in a county, state or municipal environment?

SP
- ❑ Yes 6
- ❑ No ~~0~~

(6)

15. If you answered that you have experience working in a county, state or municipal environment, please tell us where you obtained this experience, and the length of your employment.

* 16. Have you uploaded your current resume to this application packet?

MQ
- ❑ Yes
- ❑ I wasn't able to upload it
- ❑ No — Fail

* Required Question

85

CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, October 23, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Acting Mayor John LeTourneau
Councilmember Jill Johns
Councilmember Mark Kuzma
Councilmember Chris Riley
Councilmember Melody Shryock

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
City Planner Chloe McGuire Brigl
City Planner Chris Anderson

1. CALL TO ORDER

Acting Mayor LeTourneau called the regular meeting of the Ramsey City Council to order at 7:03 p.m., followed by the Pledge of Allegiance led by Acting Mayor LeTourneau.

2. PRESENTATION

There were none.

3. CITIZEN INPUT

Shauna Schwartz, 6998 170th Trail NW, requested to change some of the City's ordinances. She stated that her family has lived in Ramsey for 15 years and during that time, the community has gone through a number of changes. She stated that the old ordinances were designed for the old Ramsey and not the new more developed Ramsey. She provided a list of the ordinances to staff and summarized a list of benefits that would be provided to both staff and residents if these changes were made.

Acting Mayor LeTourneau thanked Ms. Schwartz for her input. He agreed that some of the ordinances that were created for the original rural Ramsey community may not fit as well with

the more developed and dense areas of the community. He stated that staff and the Council are willing to review the ordinances to improve the conditions that Ms. Schwartz is experiencing.

4. CONSENT AGENDA

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

4.01: Receive September 2018 Financial Reports – General Fund and Enterprise Funds
4.02: Note the Following Boards and Commissions Meeting Minutes:
- Environmental Policy Board Meeting Minutes dated August 20, 2018
- Park and Recreation Meeting Minutes dated September 13, 2018
- Economic Development Authority Meeting Minutes dated September 13, 2018

4.03: Approve the following Meeting Minutes:
1) City Council Work Session dated October 9, 2018
2) City Council Regular dated October 9, 2018

4.04: Approve Licenses:
4.05: Adopt Resolution #18-224 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 4, 2018 through October 17, 2018
4.06: Adopt Resolution #18-200 Site Plan and a Conditional Use Permit at 9500 156th Avenue NW Allowing Outdoor Storage as a Principle Use Contingent Upon Compliance with the Staff Review and City Engineer Approval
4.07: Adopt Resolution #18-225 Approving Lease Agreement with Todd Bialon (EZ Auto)
4.08: Adopt Resolution #18-226 Approving 2019 Municipal Recycling Funding Request to Anoka County

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

5. APPROVE AGENDA

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

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

6. PUBLIC HEARING

There were none.

Parks and Assistant Public Works Superintendent Riverblood provided background information on how the calculation was made to determine the maximum lifespan of equipment. He noted that the lifespan of equipment is weighed against maintenance costs and trade-in values.

Councilmember Musgrove stated that perhaps seasonal equipment could be rented at a lower cost.

Public Works Superintendent Riemer replied that some of those items would not be available for rent and stated that in the case where equipment has been rented, the cost is often higher.

Mayor LeTourneau stated that is an example of the level of thought that staff has put into the budget to optimize the lifespan of equipment.

City Administrator Ulrich stated that some adjustments will be made to the budget, noting that a higher-level police officer recently retired and therefore that adjustment will be made as an entry-level position will replace that position and would provide a cost savings.

Mayor LeTourneau acknowledged that two Council members are not present tonight and therefore while this has been a good discussion, those members will have input as well.

Finance Director Lund asked for clarity on what she should present at the December 11th meeting.

City Administrator Ulrich stated that he suggests that the staff recommended budget be presented, as it was tonight and if there are additional comments from the Council those could be made at the meeting.

Councilmember Riley stated that he believes that the increases are too much and the decisions in this budget will have an impact on next year's budget. He stated that the personnel increases and bond sales will be built into the budget for next year and will provide a sizable increase to the budget without even discussing additional items that may be requested.

Mayor LeTourneau stated that property values and additional homes and property constructed in the next year is also unknown.

Councilmember Riley stated that he would also like to see an option presented which removes the three positions and reduces the budget by an additional $47,000.

Mayor LeTourneau stated that the alternative should remain open and based on discussion rather than being that significant.

2.02: Review Administration of Enforcement of City Code Violations

Community Development Director Gladhill reviewed the staff report.

Councilmember Riley stated that he agrees with the recommendation of staff. He stated that he has not heard that the City's approach is poor in that the City is doing too little or too much. He stated that the only comment he has heard is the process and length of the process in that one specific case. He stated that if a problem has been identified and the property owner is aware of the problem, the process should be quicker.

Councilmember Shryock agreed that this is a good start but stated that she would like to have one more discussion on the topic. She stated that the one case that had been brought forward in the past had a concern with the length of the process. She stated that the City has taken the approach of primarily only addressing complaints and if prosecution is escalated too quickly in some cases, the City should be mindful of the complaint-based approach.

Mayor LeTourneau agreed that this is a good start, but further discussion will be needed.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:59 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CITY COUNCIL WORK SESSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a City Council Work Session on Tuesday, December 11, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor John LeTourneau
Councilmember Jill Johns
Councilmember Mark Kuzma
Councilmember Debra Musgrove
Councilmember Chris Riley
Councilmember Melody Shryock (arrived at 6:35 p.m.)

Also Present: City Administrator Kurtis Ulrich
Police Chief Jeff Katers
Administrative Services Director Colleen Lasher
Community Development Director Timothy Gladhill
Councilmember Elect Nadine Heinrich
Planning Commissioner Bruce Anderson

1. CALL TO ORDER

Mayor LeTourneau called the City Council Work Session to order at 5:31 p.m.

2. TOPICS FOR DISCUSSION

2.01: Consider Extension for Temporary Fulfilling Needed Building Inspection Services

Community Development Director Gladhill reviewed the staff report.

Councilmember Johns asked and received confirmation that the request for the engineering admin to transition from part-time to full-time is as of July 1, 2019.

Community Development Director Gladhill noted that this request will help the department to catch up and stay current with the demands that arise in the spring. He did not anticipate that additional assistance would be needed after June 2019. He simply asked for consensus from the Council.

Councilmember Riley stated that he likes the presentation of this case and believes it to be a flexible solution that he can support.

Councilmember Musgrove stated that there was a previous comment made about concern of burnout of engineering staff and asked if this would put additional stress on the engineering department.

Community Development Director Gladhill noted that transition to a full-time position for the engineering admin is not budgeted until July 1, 2019 and therefore this will not place additional burden on that department.

The consensus of the Council was to approve the extension for temporary fulfilling needed for building inspection services.

2.02: Discussion Regarding the Annual Performance Review of the City Administrator, an Individual Who is Subject to the City Council's Authority (May be closed to the public)

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to recess the meeting to Closed Session at 5:39 p.m.

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

The meeting reconvened to Open Session at 6:00 p.m.

Administrative Services Director Lasher noted that the City Council discussed the performance of the City Administrator in closed session and will take formal action at the next City Council meeting in January.

2.03: Review Administration and Enforcement of City Code Violations

Community Development Director Gladhill reviewed the staff report.

Councilmember Riley asked if it would carry more weight and authority for the police department to follow up on enforcement, as the comment was made that residents sometimes do not take the comments from planning staff as seriously. He noted that could be a poor use of the police staff.

Community Development Director Gladhill provided additional input on enforcement, noting that planning staff sometimes use the police Community Service Officer, but has more recently received assistance from the City Attorney in drafting letters, which has seemed to be more effective. He estimated that perhaps there are two to three cases per year in which planning asks for assistance from the police department. He noted that there are some types of cases that are handled by the police department.

Police Chief Katers estimated that the police department handles about 420 code enforcement cases per year, varying in degree from noise complaints to blight and other issues. He stated that 90 percent of the cases are resolved after the first contact by the police department but explained that the expenses are generated through the repeat offenders. He stated that the goal is compliance and agreed that assistance from the City Attorney is often helpful. He stated that there are problem properties that remain as offenders for multiple years.

Mayor LeTourneau asked how much of the cost can be recovered for problem properties that require abatement.

Police Chief Katers replied that abatement is included as a line item in the budget and will be assessed back to the offending property. He stated that the cost is recovered but it could span a few years before that cost is recovered. He stated that abatement is expensive. He explained that a contractor charges more because they already have contracts for service and therefore charge the City a higher rate because the properties are in a bad situation. He provided the example of long grass in which the grass is one to two feet high when abatement is actually completed.

City Administrator Ulrich stated that when there are hardship issues, staff is willing to work with property owners to get the help they need or provide them with the proper resources.

Community Development Director Gladhill stated that staff has the ability to grant extensions and looks for signs of progress. He recognized that not all property owners are aware of zoning code requirements. He explained that some property owners need additional time because of hardships and noted that there is another category where the homeowner simply keeps pushing the extension. He reviewed a proposed process for extensions that could provide a balance of being fair to homeowners but also ensuring that compliance is reached. He referenced the issue of blighted properties and noted that in cases where there is financial hardship, there are sometimes funds available through Anoka County to assist in providing funding assistance.

Councilmember Musgrove stated that sometimes church or community groups are willing to provide assistance as well for residents in the community that need help because of a hardship.

Community Development Director Gladhill stated that staff does have connections available for government agencies or non-profits, but stated that while there would be additional opportunities, City staff needs to be careful with which private groups they would recommend. He noted that in a case of financial hardship, it would not be the City's position to broadcast them to obtain offers of assistance.

Councilmember Kuzma recognized that staff is not proactively looking for violations. He agreed that the current method for the first notice would be sufficient but then believed that additional force could be placed on the second contact.

Community Development Director Gladhill further explained the process that staff follows for violations including administrative citations.

Councilmember Riley agreed that the focus should not be on the exceptions and extensions but on the property owners that are ignoring the notices and citations.

Councilmember Kuzma stated that if there is a bank that is not reacting on a foreclosed property, a letter from the City Attorney would probably provide more enforcement.

Community Development Director Gladhill noted that while that was a larger problem in 2008 when foreclosures where high, that has declined as an issue as the number of foreclosed properties has decreased.

Mayor LeTourneau used an example of a resident that expressed concerns with a neighboring property that has long grass and home occupation violations. He stated that was a rare example of one of those worst-case scenarios. He recognized how the community has changed over time as the development has continued to change from rural to more developing and the newer residents tend to have less tolerance for some of the violation issues. He stated that it seems as though the standards are more relaxed in the rural areas of the community and stricter in the developed areas because of the resident expectations. He stated that it often seems that some residents know how to "game the system" to get through an entire season without solving the problem.

Community Development Director Gladhill stated that originally, the City used certified mail, but residents determined that they could refuse the certified mail and therefore the City discontinued that method.

Councilmember Johns agreed that there is a problem on certain cases with the time that it takes to come into compliance, which can stretch over multiple seasons. She was unsure how that could be addressed, suggesting that perhaps the timeline to address the violation shrinks for repeat violations.

Community Development Director Gladhill agreed that if there is a reoccurring issue the trigger would be quicker, the ability to grant extensions would shrink, and the administrative fines would increase. He stated that in regards to the rural versus developed areas, the process needs to be equitable. He stated that some zoning standards are more relaxed in the rural areas but noted that some of the more complex violation cases occur in the rural areas.

Councilmember Johns stated that she would like staff to review what is allowed as she believes that some of the allowed issues are excessive.

Community Development Director Gladhill stated that staff will see how the new approach works in the next season, but noted that it would be dependent upon the development review that is needed in 2019 as well.

Councilmember Johns stated that she would perhaps support being more proactive on the main corridors but would support complaint-based reaction for residential areas. She noted that if there are repeat offenders, perhaps staff should continue to follow up on those properties to ensure that violations do not continue to occur.

Community Development Director Gladhill stated that there is not sufficient staff to switch to a proactive approach City-wide. He stated that there have been times when staff has done proactive violations on the main corridors, but there was a large pushback from the business community.

Ms. Heinrich stated that she has heard comments from the public that they appreciate that the City is not out proactively looking for violations. She stated that perhaps if the public is educated more and alerted that the system is complaint based, that would help to explain the process a bit better.

City Administrator Ulrich stated that once a violator is aware that the system is complaint based, they often bring in a list of violations that they have found in their neighborhood.

Police Chief Katers stated that for police enforcement, the complainant is kept confidential and therefore the police investigate the matter and the police would then become the complainant. He stated that the first question the police are asked when responding to a violation is who complained and because of a fear of retaliation, that information is kept confidential.

Councilmember Kuzma asked for information on whether the violation rates are proposed to change.

Community Development Director Gladhill reviewed the fee information, noting that it is not proposed to change, but noted that for problem properties the ladder could be climbed more quickly.

Community Development Director Gladhill confirmed that he has sufficient input from the Council.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

City Administrator Ulrich noted that January 15th has been set for the road maintenance discussion with the community. He stated that WSB staff will lead that discussion on the different funding options. He stated that the Council should begin to think of a date for a strategic planning session, which typically occurs in February or March. He stated that the annual organizational meeting will occur on January 8th, at which time Committee assignments and Board representation are designated. He stated that additional discussion will occur regarding funding for the public works facility. He noted that the historic townhall building will also need to be discussed as that building is deteriorating. He stated that the legislative priorities will be discussed at a future worksession with the City's representatives, potentially occurring in January.

Mayor LeTourneau advised of an annual cookie visit that the Council has done and noted that perhaps plates of cookies could be arranged and dropped off to each department, as a way of showing thanks.

Councilmember Riley stated that he would be in favor of giving the cookies, if the Council is welcome, but if the department would prefer not to receive the cookies, he would be fine with that as well.

Administrative Services Director Lasher explained that the public works trailer is already crowded and hot and perhaps it would be better to have the event held at City Hall rather than having the Council go to the trailer.

Ms. Heinrich stated that she believes that it would be important to show thanks to all departments and agreed that having the event at City Hall would be an opportunity for those that want to attend to attend. She stated that she would appreciate the ability to meet additional staff members.

It was the consensus of the Council to hold the annual cookie open house at City Hall with invitations open to all departments to occur on Monday, December 17th from 8:30 to 9:30 a.m. in an open house format.

Administrative Services Director Lasher stated that in terms of the budget, she would need to start the hiring process immediately as a position is set to start on January 1. She confirmed the consensus of the Council to begin that process for those positions, pending the outcome of the budget discussion at the regular meeting tonight.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:54 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, July 14, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor John LeTourneau
Councilmember Mark Kuzma
Councilmember Jeff Menth
Councilmember Debra Musgrove
Councilmember Chris Riley
Councilmember Dan Specht

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Police Chief Jeff Katers
Deputy City Administrator Timothy Gladhill
Communications and Events Coordinator Megan Thorstad (attended remotely)
City Attorney Joe Langel

1. CALL TO ORDER

Mayor LeTourneau called the regular meeting of the Ramsey City Council to order at 7:00 p.m., followed by the Pledge of Allegiance led by Mayor LeTourneau.

City Administrator Ulrich stated that all members of the Council are attending in person, but members of the public are invited to participate in person (in limited capacity) and virtually due to the COVID-19 pandemic.

2. PRESENTATION

None.

3. CITIZEN INPUT

Scott Newman, 16411 Dysprosium St NW, stated that he is present to speak about the ongoing code violations at 5431 164th Lane NW. He stated that he went around the neighborhood the previous day to speak with the neighbors and their concerns related to this property. He stated that there are vehicles, trash, a number of barking dogs, and other issues that have existed since 2012. He stated that the Council adopted a Resolution #19-187 last August in attempt to resolve the situation. He noted that a follow-up Resolution #20-025 was adopted by the Council in January.

He stated that has not done anything either. He stated that the neighbors repeatedly call staff and he has yet to see even one day of compliance. He noted that one day there were 12 vehicles/trailers on the property. He stated that the neighbors are very frustrated that there has not been any progress on this property. He noted that sometimes there are a few days when the number of vehicles is reduced to six, but the number of vehicles simply goes back up after a few days. He stated that staff has decided that eight vehicles could now be on the property due to the number of licensed drivers and yet the property still remains out of compliance. He stated that the neighbors are concerned that some of these issues could cause other problems, using the example of rodents coming because of the trash on the property or groundwater issues that could arise from the vehicles on the property. He stated that after two Resolutions adopted by the Council there is still no progress being made and the neighborhood simply wanted to express concern that it is still not being addressed.

Mayor LeTourneau thanked the resident for providing this input. He stated that this input is an important step for the nuisance case and noted that staff can work with the resident in another way. He recognized that there are cases in the City that continue to have Code violations and require more work.

Deputy City Administrator Gladhill stated that he can speak to the vehicles and items allowed, but not the barking dogs. He stated that he was told that the owner obtained the necessary licensure for the animals. He confirmed that there was a major issue with the vehicles and storage on the property, which was more noticeable when Community Development took on the case. He stated that there was more junk and debris in the backyard. He noted that the resident is a senior citizen and does not have much family in town, therefore staff was willing to work with the resident to provide additional time. He stated that there is an active abatement notice that was sent earlier this week with a ten-day compliance period. He noted that action would bring the total number of vehicles under the number of six. He provided an update on the fines and future abatement that could continue to occur for the property.

Mayor LeTourneau summarized that there was a period of time in which the property came into compliance and therefore that case was closed out. He noted that when the property had additional violations, that triggered a new enforcement case, which started the clock over again but now that the abatement process has begun, enforcement can continue on a more swift schedule.

Mr. Newman stated that he disagrees that the property came into compliance at any time during that period. He noted that the number of trailers continues to not be counted in the total number of items allowed on the property. He stated that there are five pitbulls on the property and if a kennel license was going to be issued, that would require a public hearing.

Greg Drahosh, 5451 164th Lane NW, stated that he is the neighbor to the west of the property in discussion. He asked if the dog licensure mentioned by staff was a kennel license. He stated that he was informed that a kennel license would require a public hearing and he would be notified of such action. He stated that he has yet to be notified of that request. He stated that the dogs bark at all times of the day and night and is a nuisance. He stated that this has been a frustrating issue that this property has not come into compliance.

Mayor LeTourneau encouraged the residents to call to voice their issues with the dogs in order to have those issues documented.

Deputy City Administrator Gladhill stated that he has yet to hear the dogs bark when he is on the site. He stated that there was flexibility given through the winter and due to COVID, but noted that enforcement will happen more quickly and aggressively going forward.

4. APPROVE AGENDA

Mayor LeTourneau noted that it has been requested to move Item 5.10 from the Consent Agenda to the regular Council Business for discussion.

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

Motion carried. Voting Yes: Mayor LeTourneau, Councilmembers Riley, Musgrove, Kuzma, Menth, and Specht. Voting No: None.

5. CONSENT AGENDA

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

5.01: Approve the following Meeting Minutes:
  1) City Council Work Session dated June 23, 2020
  2) City Council Regular dated June 23, 2020

5.02: Approve Business Licenses

5.03: Approve Rental Licenses

5.04: Approve Revisions to the Staff Allocation in Building Inspections

5.05: Adopt Resolution #20-145 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 18, 2020 through July 8, 2020

5.06: Adopt Resolution #20-139 Approving Corrections to the Plat Known as Pearson Place (Project No. 16-31a); Case of Otto Associates

5.07: Adopt Resolution #20-140 Appointing Election Judges for the Primary Election on August 11, 2020

5.08: Adopt Resolution #20-141 Authorizing Use of Anoka County Housing and Redevelopment Authority Funds for Puma Street Improvements, Improvement Project #20-04

5.09: Adopt Resolution #20-142 Authorizing Requests for Quotes to Relocate Sand Stockpiled on The COR Infiltration Basin Site to Municipal Plaza Park

~~5.10: Adopt Resolution #20-143 Approving Second Addendum to Lease with Youth First Community of Promise for Use of Outdoor Areas~~ This item was removed from the Consent Agenda and considered as Item 7.06

5.11: Adopt Resolution #20-147 Approving Expansion of Lawful, Non-Conforming Driveway at 15710 Saint Francis Boulevard NW

CITY COUNCIL WORK SESSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a City Council Work Session on Tuesday, July 28, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor John LeTourneau
Councilmember Mark Kuzma
Councilmember Jeff Menth
Councilmember Debra Musgrove
Councilmember Chris Riley
Councilmember Dan Specht

Also Present: City Administrator Kurtis Ulrich
Police Chief Jeff Katers
Public Works Superintendent Grant Riemer
Deputy City Administrator Timothy Gladhill
Senior Planner Chloe McGuire Brigl

1. CALL TO ORDER

Mayor LeTourneau called the City Council Work Session to order at 5:30 p.m.

2. TOPICS FOR DISCUSSION

2.01: Consider Options for Temporary Filling a Building Maintenance Vacancy

Public Works Superintendent Riemer provided an update to an upcoming vacancy in the Building Maintenance Worker Staff due to the retirement of an existing employee. Public Works Superintendent Riemer outlined a proposal for a temporary filling of this vacancy as soon as October.

Councilmember Menth asked for an overview of building maintenance needs and alternatives.

Discussion ensued about building maintenance needs and alternatives now and moving forward.

Consensus was to move forward with the Temporary Building Maintenance Worker.

2.02: Discuss 2020 Citizen Survey

City Administrator Ulrich presented the Staff Report. He highlighted changes from the previous Citizen Survey including remote meeting usage, updated Strategic Plan initiatives and road maintenance funding. He also reviewed response options including previous mailed surveys and options for online survey responses.

Councilmember Musgrove asked about the online survey option and thought that this would be a more cost-effective way to get more responses.

City Administrator Ulrich noted that by switching response options, the City would not be able to compare previous years' results and may not actually result in an increased response rate.

Councilmember Kuzma recommended to remove the road funding as the Council just agreed to a new franchise fee.

Councilmember Riley recommended that we revise the question to better reflect the final franchise fee amount and note the percentage property tax increase that this would reflect as an addition to the Property Tax Levy instead (15%).

Consensus was to continue the mailed survey format and bring back revised language pertaining to the road funding question for further discussion.

2.03: Receive Update on Code Enforcement Program

Deputy City Administrator Gladhill presented the Staff Report. He noted that current expectations of the community appear to exceed the current resources dedicated to this effort.

John Dehen, 14806 Bowers Dr NW, provided background on an issue he had with his neighbor. He advocated for a more proactive approach for repeat violations that did not require a complaint from a neighbor. He also advocated for better utilization of fines and citations.

Mayor LeTourneau outlined recent feedback received by the City Council from the community.

Councilmember Musgrove inquired if the current activity levels are normal or a result of the current COVID-19 Pandemic and more people staying home.

Deputy City Administrator Gladhill noted that it was probably both. While activity levels are extremely high this year in part to the COVID-19 pandemic, the expectations exceeding resources has been present for several years and is magnified by current conditions.

Police Chief Katers provided an overview of the Police Department's involvement in the enforcement side of the program. He expressed support for the utilization of the Police Department for enforcement but preferred that case management and code interpretation continue to be provided by the Community Development Department.

Councilmember Riley asked about recent changes to the program and if that had assisted in the program's effectiveness. He also supported looking at ways to improve the program based on tonight's discussion.

Councilmember Kuzma thanked Deputy City Administrator Gladhill for bringing this topic forward and encouraged Staff to bring feedback.

Consensus was to explore additional resources for the Code Enforcement Program as part of the draft 2021 Budget.

2.04: Discuss Public Input Plan for Ramsey Gateway Plan – US Highway 10/169 Improvements

Deputy City Administrator Gladhill provided an overview of upcoming planned public engagement opportunities in Anoka County's Preliminary Design Process for Highway 10.

Mayor LeTourneau noted that many stakeholders along the corridor are in need of an update to the process sooner rather than later as it has been some time since the City completed its study.

Consensus was to request that Anoka County schedule an interactive meeting in the next 60 days in consultation with City Staff in order to provide a status update to corridor design efforts.

2.05: Consider Funding Options for Public Works Facility and Pavement Management Program

Councilmember Musgrove presented an option that would utilize a lower Franchise Fee for the construction of the Public Works Campus and fund the Pavement Management Program through the general tax levy. She noted that she felt that this compromise would be more accepted by the Community.

Mayor LeTourneau thanked Councilmember Musgrove for her idea but felt that the Franchise Fee is better suited for the Pavement Management Program as it provided a dedicated, protected funding source for road reconstruction.

Councilmembers Kuzma, Menth and Riley agreed that the Franchise Fee is better suited as a dedicated funding source for road maintenance and not for funding the Public Works Campus.

There was no direction given to change the proposed funding sources for the Pavement Management Program nor the Public Works Campus.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

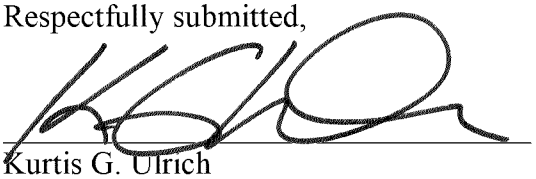
4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

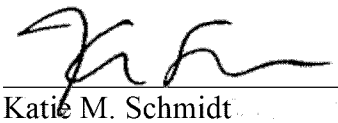
The Work Session of the City Council was adjourned at 6:55 p.m.

Respectfully submitted,



Kurtis G. Ulrich
City Administrator

ATTEST:



Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CITY COUNCIL WORK SESSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a City Council Work Session on Tuesday, August 25, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor John LeTourneau
Councilmember Mark Kuzma
Councilmember Jeff Menth
Councilmember Debra Musgrove
Councilmember Chris Riley
Councilmember Dan Specht

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Fire Chief Matt Kohner
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Administrative Services Director Colleen Lasher
City Engineer Bruce Westby
Senior Planner Chloe McGuire Brigl
Building Official Jesse Szykulski

1. CALL TO ORDER

Mayor LeTourneau called the City Council Work Session to order at 5:30 p.m.

2. TOPICS FOR DISCUSSION

2.01: 2021 General Fund/Lund Review – Continued Discussion

Finance Director Lund reviewed the staff report.

Councilmember Riley asked if CARES Funds should be used for the increase in the audit.

Finance Director Lund explained that the audit will take place in 2021 and the CARES funds need to be spent prior to 2021.

Councilmember Musgrove referenced the Community Development positions, which are budget neutral, and asked for details on how those positions are budget neutral.

Finance Director Lund provided additional explanation.

Councilmember Specht asked the estimated completion of the Public Works Facility.

Public Works Superintendent Riemer stated that it is scheduled to be completed in October 2021.

Councilmember Musgrove stated that she still would like to discuss the personnel positions. She commented that things are tough in the economy and she is not sure she could support all the positions.

Mayor LeTourneau commented that the property values in the City are increasing and the City is healthy.

Parks and Assistant Public Works Superintendent Riverblood explained that park staffing levels are the same as they were in 2006, even though the City has grown substantially since that time and maintenance demands have increased. He stated that the maintenance worker staffing is tracking below the trajectory of the needs. He stated that if they had additional maintenance staff that would get them above the level of 2006. He explained that they have not been able to find seasonal workers; therefore, they are using higher level staff to operate the mowers. He explained that they need a baseline of maintenance workers to allow the higher-level staff to concentrate on their duties. He stated that this position would help the City to maintain its existing level of service.

Public Works Superintendent Riemer stated that parks and maintenance rely heavily on seasonal workers. He noted that they placed an ad for seasonal workers for the fall and have not had one person apply. He stated that the maintenance worker does more than mowing and helps with snow plowing.

Councilmember Musgrove stated that perhaps some lesser priority items be identified, such as mowing. She stated that perhaps City staff can look at creative ways to advertise for the seasonal help positions.

Administrative Services Director Lasher explained how positions are listed for the City, noting that the City attempts to cast a wide net.

Councilmember Riley asked for some of things that are not getting done on time or at all due to staffing shortages.

Public Works Superintendent Riemer stated that weed whipping has fallen behind. He stated that there are hundreds or thousands of children using the fields and parks and people expect those to be mowed and the trash to be emptied.

Parks and Assistant Public Works Superintendent Riverblood stated that there are countless things that need attention in each park and noted that many of the City parks need landscaping work, which has fallen behind. He stated that they are just responding to the bigger items that occur and the basic items have fallen behind.

Councilmember Kuzma stated that he has heard comments that the maintenance of the parks is subpar, and he supports the maintenance worker position.

Councilmember Specht asked if there are parks that are not well utilized that could have lesser maintenance with focus on the more heavily used parks.

Parks and Assistant Public Works Superintendent Riverblood stated that there are a few small neighborhood parks on the outside of the community and there was a lot of pushback in the past when maintenance of those parks was lessened. He stated that he could bring forward a list of parks where maintenance could be discontinued or old equipment could be removed, but there will be pushback from the community.

Mayor LeTourneau stated that he receives comments from people that are not pleased when their neighbors do not mow their lawns and would caution against the City not following the same regulations it expects residents to follow.

Councilmember Musgrove stated that in a year of COVID and challenges to the economy, she believes that this is an ask two to three years too late as the service matrix are not being met. She stated that perhaps the service matrix should be adjusted higher.

Parks and Assistant Public Works Superintendent Riverblood stated that the projections had showed a maintenance person each year and agreed that this position would have been helpful earlier. He stated that in the first weeks of COVID, the parks and trails were used more heavily than ever before and are still being heavily used. He stated that there is a point where you cannot let mowing get too far behind. He stated that he would love to convert more of the parks space to natural landscaping which would create fewer landscaping needs.

City Administrator Ulrich asked how many acres could perhaps be turned back to natural landscaping.

Parks and Assistant Public Works Superintendent Riverblood estimated that perhaps 10 percent of the area could be converted to native landscaping.

Councilmember Menth stated that he was the worker in the construction field and was shocked when he went into the construction office and found out that they sent the workers to the job late with the expectation that they would work harder. He stated that method only works for so long as people get annoyed and depressed with that method. He stated that he supports the new parks worker as this position is three years behind and additional parks continue to be added and maintenance needs to continue.

Councilmember Riley stated that the parks are a face of the community and he is in favor of this position. He challenged staff to find more savings in the overall budget.

Councilmember Specht stated that after receiving the additional information he would support the parks position if additional savings can be found elsewhere.

Mayor LeTourneau stated that the City needs to take better care of its parks system and supports this position.

Councilmember Riley referenced the communications position and stated that he does not see a full-time job within the description and would like to talk about reducing that position or combining it with another. He recognized that communication is important for the City but would like to find a different way to meet that need.

Mayor LeTourneau stated that this position was added after discussions on how the world was changing and there was a need to be transparent and communicate the good work that is being done by the City with the residents. He stated that perhaps there is a future discussion on how the position could be reevaluated to ensure that the needs and expectations are being met.

Councilmember Kuzma commented that there is often false information circulating and it should be important to have something in place to counteract that. He stated that perhaps the position is needed as a part-time position.

Mayor LeTourneau stated that the communications person is in charge of ensuring that the messaging of the City is consistent throughout all departments.

Councilmember Musgrove noted that the newsletter is not prepared in-house and therefore is not a responsibility of this position.

City Administrator Ulrich stated that the communications position is responsible for editing the articles submitted by departments and placing them into the proper format. He stated that content is generated both by departments and the communications position. He stated that communication was and still is viewed as an important element. He explained that is not just the newsletter but also the website, press releases, and social media. He stated that the position could be scaled back, noting that communications is proactive and could instead be reactive. He noted that the position also handles events and the City could scale those back as well or not hold events.

Councilmember Musgrove asked how those duties were completed prior to this position.

City Administrator Ulrich explained how the newsletter duties occurred prior to this position. He explained how this position has been important in communicating news about COVID. He provided details on how the position duties are being handled at this time.

Administrative Services Director Lasher stated that the position is split between communications and events and provided additional details on the job description.

Councilmember Kuzma stated that while he agrees that the Council could review the scope of the position, he would not want to see it eliminated, as it is important for the City to have consistent messaging.

Police Chief Katers commented that it was important for the City to have this position during the recent challenges of COVID.

Councilmember Menth commented that the City can do the best job but if that is not communicated to the public, it will not be known. He stated that whatever the City does, it needs to be communicated to the public.

Councilmember Riley stated that his frustration is perhaps that the position should be better defined to ensure the desired results are being achieved.

Councilmember Musgrove stated that staff puts a lot into their communications and feels that the existing staff can meet that objective without the additional position.

Mayor LeTourneau stated that if that role is removed, it would become clear as to the void that would be created. He noted that the members of the Council that predate that position are aware of what that situation is like.

City Administrator Ulrich stated that it seems that there is consensus that there is work to do on better defining the position to meet the expectations of the Council.

Councilmember Specht stated that he would be interested in seeing the other side, as to what it would look like without that position.

Councilmember Musgrove asked for details on the public works equipment requests.

Public Works Superintendent Riemer provided additional details on that equipment.

Finance Director Lund asked if there is consensus on the preliminary budget for adoption at the proposed increase rate of 5.72 percent. She noted that the Council can continue to make reductions prior to the final adoption in December but that figure could not be increased.

City Administrator Ulrich explained that his preference would be to have the Council provide the direction on where it would like to be and staff could then come back with an explanation of which items/services could be cut to meet that goal. He stated that originally, the goal of six percent was provided from the Council and staff has met that goal.

Councilmember Musgrove asked if the police body cameras could be purchased in halves and the likelihood of receiving grants for the purchase.

Police Chief Katers replied that if the equipment is to be purchased, he would want all officers to have the body cameras and not half of the officers. He stated that the possibility of obtaining grants for that purchase is very low.

Councilmember Menth stated that he is comfortable with the proposed budget as staff met the goal provided by the Council and it would be unfair to continue to move that target.

Councilmember Musgrove commented that she would like to see the budget continue to be reduced. She stated that she would like to have additional discussion related to COLA.

Councilmember Riley stated that he did suggest the goal of six percent. He noted that since that time the City received CARES funds and would like to move the target. He believed that five percent could be the new target as new money was provided to the City that was not expected.

Councilmember Kuzma stated that he believes that the wants and needs should be better defined.

Councilmember Specht stated that people in the community are feeling strains and cuts in their own budgets and believed the City should do the same. He believed that additional cuts should be made.

City Administrator Ulrich stated that staff will examine how five percent could be met and the items/services that would need to be scaled back in order to meet that potential goal.

2.02: Discussion Regarding Union Contract Negotiations for AFSCME, LELS-Patrol, LELS-Sergeants & LELS-Captains (Discussion Closed to the Public)

Item not discussed.

2.03: Discuss 2020 Citizen Survey

Item not discussed.

2.04: Discuss Council Committee Appointments Due to the Ward 1 Vacancy

Item not discussed.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

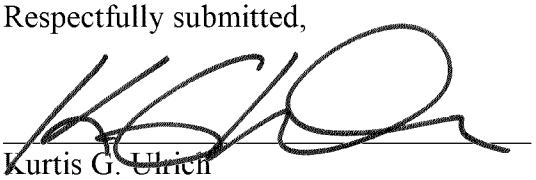
4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

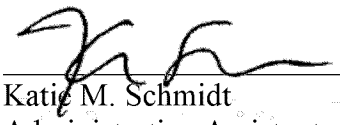
The Work Session of the City Council was adjourned at 7:03 p.m.

Respectfully submitted,



Kurtis G. Ulrich
City Administrator

ATTEST:



Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

Code Enforcement Program Overview

Lead with Compassion

Climb the Ladder Faster

Code Enforcement Standard Process

Notice of Violation
- 14 days to comply*
- Administrative Fines for Repeat Offenses

Voluntary Compliance
- Owner performs corrective actions
- No further action needed

Civil Enforcement
- Abatement (when applicable)
- Injunction/Restraining Order (when applicable)

Prosecution
- Criminal Prosecution
- Can Skip to This Step

City of RAMSEY

Extension Policy
1ST Offense

Extension Request	Required Authorization
1st 14 Day Extension	Case Manager
2nd 14 Day Extension	Case Manager
3rd 14 Day Extension	Department Head
4th 14 Day Extension	City Administrator
Additional Extensions	City Council

Extension Policy
Repeat Offense

Extension Request	Required Authorization
1st 14 Day Extension	Department Head
2nd 14 Day Extension	City Administrator
Additional Extensions	City Council

Administrative Fine Policy

Action	Administrative Fine
First Notice, 1st Violation	None
Second Notice, 1st Violation, No Progress	$75
Each Additional Notice, 1st Violation, No Progress	$75
First Notice, 2nd Violation	$250
Second Notice, 2nd Violation	$250
Each Additional Notice, 2nd Violation	$250
First Notice, 3rd Violation	$500
Second Notice, 3rd Violation	$500
Each Additional Notice, 3rd Violation	$500

City of RAMSEY

Abatable

Violation Type	Abatable?
Long Grass	Yes
Off-Street Parking	Yes
Home Occupations	Council Approval, Likely Proceed to Prosecution
Commercial/Industrial Districts	Council Approval
Blighted (Safe) Structures	No, Proceed to Prosecution
Unsafe/Hazardous Structures	Council Approval

City of RAMSEY

Councilmember Riley introduced the following resolution and moved for its adoption:

RESOLUTION # 19-023

RESOLUTION APPROVING POLICY CHANGES TO THE CITY'S CODE ENFORCEMENT PROGRAM

WHEREAS, throughout 2018, the City Council responded to multiple inquiries regarding the length of time it takes to resolve nuisance properties; and

WHEREAS, the City Council discussed options for improvement while maintaining the current complaint-based approach on November 27, 2018 and December 11, 2018.

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

1) Approval of policy changes to the City's Code Enforcement Program as indicated in Exhibit A attached hereto.
2) Staff is not authorized to be proactive in code enforcement along Highway 10 and Highway 47.
3) Staff is authorized to be proactive in code enforcement along the Mississippi River and Rum River.

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

Mayor LeTourneau
Councilmember Riley
Councilmember Kuzma
Councilmember Heinrich
Councilmember Musgrove
Councilmember Shryock

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of January, 2019.

Mayor

ATTEST:

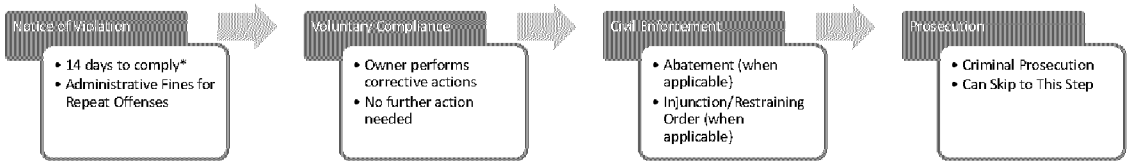
City Clerk

Exhibit A
Outline of Policy Changes to Code Enforcement Program

CODE ENFORCEMENT PROGRAM OVERVIEW

Lead with Compassion
Climb the Ladder Faster

CODE ENFORCEMENT STANDARD PROCESS



EXTENSION POLICY
1ST OFFENSE

Extension Request	Required Authorization
1st 14 Day Extension	Case Manager
2nd 14 Day Extension	Case Manager
3rd 14 Day Extension	Department Head
4th 14 Day Extension	City Administrator
Additional Extensions	City Council

EXTENSION POLICY
REPEAT OFFENSE

Extension Request	Required Authorization
1st 14 Day Extension	Department Head
2nd 14 Day Extension	City Administrator
Additional Extensions	City Council

ADMINISTRATIVE FINE POLICY

Action	Administrative Fine
First Notice, 1st Violation	None
Second Notice, 1st Violation, No Progress	$75
Each Additional Notice, 1st Violation, No Progress	$75
First Notice, 2nd Violation	$250
Second Notice, 2nd Violation	$250
Each Additional Notice, 2nd Violation	$250
First Notice, 3rd Violation	$500
Second Notice, 3rd Violation	$500
Each Additional Notice, 3rd Violation	$500

ABATABLE

Violation Type	Abatable?
Long Grass	Yes
Off-Street Parking	Yes
Home Occupations	Council Approval, Likely Proceed to Prosecution
Commercial/Industrial Districts	Council Approval
Blighted (Safe) Structures	No, Proceed to Prosecution
Unsafe/Hazardous Structures	Council Approval

Councilmember Kuzma introduced the following resolution and moved for its adoption:

RESOLUTION #19-034

RESOLUTION CLARIFYING DEFINITION OF COMPLAINT BASED CODE ENFORCEMENT

WHEREAS, City Code Chapter 2, Article VII, Chapter 30, and Chapter 117 identify certain property restrictions and a process to correct violations of said City Code provisions; and,

WHEREAS, the City currently operates on a complaint-based system when identifying violations of City Code to be corrected.

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

1) The City Council hereby defines Complaint Based Code Enforcement as "a formal complaint submitted to City Staff or an observation of a violation by City Staff in the course of their normal duties; complaint-based does not include a proactive sweep of the community or dispatching City Staff for the specific purpose of finding code violations."

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

Mayor LeTourneau
Councilmember Kuzma
Councilmember Shryock
Councilmember Heinrich
Councilmember Musgrove

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Councilmember Riley
Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 22nd day of January 2019.

Mayor

ATTEST:

City Clerk

CC Regular Session **5. 24.**

Meeting Date: 03/23/2021

By: Katie Schmidt, Administrative Services

Information

Title:

Adopt Resolution #21-079 to Hire a Building Inspector in Community Development

Purpose/Background:

The purpose of this case is to authorize hiring a Building Inspector in the Community Development Department.

Background: As a result of multiple budget discussions and feedback from the community, the City Council included funds in the 2021 budget for Building Inspector. The primary objective of this position is to assist the Building Official in ensuring that all new and existing residential and commercial/industrial development in the City complies with all applicable portions of the Minnesota Building Codes and applicable City Codes.

Staff generally uses the following metrics to determine effectiveness of our resources. Please note that customers often expect quicker response than what has previously been allowed by City Council as indicated below.

Return Phone Call/Email Inquiry	Same Day (may not be immediate response) Final Answer/Determination may come later
Plan Review (Residential)	2 Weeks
Plan Review (Commercial)	4 Weeks
Inspection Window	2 Days

The City uses (and will continue to use) a balance of in-house Building Inspectors hired directly by the City and contracted services for overflow inspections. Current work volume indicates that additional City Staff should be added to address work volumes that continue throughout the entirety of the year (not seasonal variations). In 2020, the City issued over 3,500 permits that resulted in nearly 9,500 inspections. A key driver of activity is new single-family growth that averages approximately 150 to 175 new single-family homes each year. Preliminary indications are that this trend will not slow in the near future and that 2021 will likely be even busier with a similar level of residential growth in addition to several commercial/industrial projects.

Over the past few years, customers have begun to express frustration about the timeframe to get a permit. Staff has been able to manage some of this administratively, but a few complaints have escalated to the City Council. This conversion of some of our contracted inspections to a City Staff Member will provide necessary stability and reliability while also potentially resulting in some cost savings.

Following the application period, staff conducted three first interviews and two second interviews. The interview panel included senior staff in both Community Development and Administrative Services.

Based on a written plan review and other qualifications, a candidate was selected as the top candidate. Staff advanced him to the back grounding process which included the following pre-employment checks: professional reference check, employment verification, driving record check and a preemployment exam and drug screen.

Funding Source:

The funding for this position has been accounted for within the 2021 budget and was estimated to be $80,792 with a March 1, 2021 hire date; the actual funding will be less given the delayed start date.

Recommendation:

To approve resolution #20-079, hiring Hire Mr. David Rankin as the City's new Building Inspector, effective on or near April 12, 2021 at $35.35 per hour, which is Step 3 of the 2021 Building Inspector wage scale with a credit of five vacation days.

Action:

Motion to adopt resolution #21-079 to do the following:

Hire Mr. David Rankin as the City's new Building Inspector, effective on or near April 12, 2021 at $35.35 per hour, which is Step 3 of the 2021 Building Inspector wage scale with a credit of five vacation days.

Attachments

Resolution 20-079

Job Description

City Council Minutes dated August 10, 2020

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	03/17/2021 04:05 PM
Tim Gladhill	Tim Gladhill	03/18/2021 09:12 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 01:49 PM
Kurt Ulrich	Kathy Schmitz	03/19/2021 11:44 AM
Colleen Lasher	Colleen Lasher	03/19/2021 12:06 PM
Colleen Lasher	Colleen Lasher	03/19/2021 12:07 PM
Tim Gladhill	Kathy Schmitz	03/19/2021 12:09 PM
Kurt Ulrich	Kathy Schmitz	03/19/2021 12:10 PM
Form Started By: Katie Schmidt		Started On: 03/16/2021 09:15 AM
Final Approval Date: 03/19/2021		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-079

RESOLUTION TO HIRE A FULL-TIME BUILDING INSPECTOR

WHEREAS, The City Council authorized funding for a full-time Building Inspector; and

WHEREAS, a recruitment process was conducted; and

WHEREAS, Mr. David Rankin has been selected as the top candidate for the position; and

WHEREAS, Staff completed the necessary background checks and are recommending that Mr. Rankin be hired as a full-time Building Inspector, effective on or near April 12, 2021 at $35.35 per hour; and

WHEREAS, Mr. Rankin will be subject to a 6-month probationary period; and

WHEREAS, Mr. Rankin will be subject to the terms of the applicable labor agreement and the City's Personnel Policy.

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

1) Motion to adopt resolution #21-079 to hire Mr. David Rankin as a full-time Building Inspector, effective on or near April 12, 2021, at $35.35 per hour, which is step 3 of the 2021 wage scale with a credit of five (5) vacation days.

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 23rd day of March, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

CITY OF RAMSEY
invites applications for the position of:

Building Inspector

SALARY: $32.13 - $35.35 Hourly

OPENING DATE: 01/29/21

CLOSING DATE: 02/21/21 11:59 PM

PRIMARY OBJECTIVE OF POSITION:

The primary objective of this position is to assist the Building Official in ensuring that all new and existing residential and commercial/industrial development in the City complies with all applicable portions of the Minnesota Building Codes and applicable City Codes.

The 2021 salary range for this position is: Step 1 - $32.13/hour through Step 6 - $40.17/hour

This is a full-time forty (40) hours per week position

This is an AFSCME union position

NOTE: Resumes must be uploaded to your application materials

MINIMUM QUALIFICATIONS:

Minimum qualifications must include the following:

- Must be at least 18 years of age
- Must have a high school diploma or GED
- Must have a valid Minnesota driver's license in good standing
- Must have at least one (1) year of building inspections experience or two (2) years of building construction experience
- Must have a basic knowledge of building construction and requirements
- Must have basic Microsoft Office knowledge and skills

Desired Qualifications:

- Certification as a Building Official or Building Official Limited by the Minnesota Department of Labor & Industry
- Certification as a SSTS Inspector by the Minnesota Pollution Control Agency
- Graduate from an accredited technical school, and/or college or university in building inspection technology, structural engineering or architecture
- Experience with permitting software such as - Permit Information Management Software (PIMS) and ProjectDox

ESSENTIAL JOB FUNCTIONS:

- Assist the Building Official with the review of building, sewer/septic, mechanical and plumbing permits
- Conduct inspections to ensure applicable code compliance for all new and existing structures
- Collect, record and maintain plan review and inspection records as needed
- Perform administrative code compliance activities with direction from the Building Official
- Perform a wide range of tasks at the verbal or written direction (within the ability and resources of the Building Inspector) of the Assistant City Administrator/Community Development Director, Building Official or their designee

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of Minnesota Building Codes
- General knowledge of City of Ramsey zoning codes and ordinances
- Knowledge of soil conditions, construction methods and materials, building design, and the skills to apply them to the built environment
- Knowledge of safety standards, materials, techniques and code changes
- Knowledge of principles, practices, methods and techniques of conducting code related inspections
- Knowledge of applicable City codes
- Knowledge of methods, materials and equipment used in construction projects
- Knowledge and ability to interpret and apply pertinent Federal, state and local laws, codes and regulations
- Ability to perform inspection duties on a variety of construction projects
- Ability to read and interpret blueprints, plans and specifications
- Skills to apply technical knowledge and follow proper inspection techniques to examine workmanship and materials to detect deviations from plans, regulations and standard construction practices
- Ability to perform applicable mathematical computations rapidly and accurately
- Ability to read, write and understand English
- Ability to interpret information, reach conclusions, and use logic to solve problems
- Ability to work alone, be self-motivated, adapt to situations involving the interpretation of Codes in an objective manner
- Ability to demonstrate integrity, honesty and fairness in all transactions
- Ability to work with residents and contractors in a courteous, tactful, and professional manner
- Ability to maintain effective working relationships with co-workers and supervisors
- Ability to navigate self around inspection sites and adhere to safety requirements
- Ability to perform the physical requirements of the Building Inspector

---

APPLICATIONS MAY BE FILED ONLINE AT:
http://www.cityoframsey.com

Position #11016
BUILDING INSPECTOR
SH

7550 Sunwood Drive NW
Ramsey, MN 55303

shurd@cityoframsey.com

Building Inspector Supplemental Questionnaire

* 1. Are you 18 years of age or older?

MQ

- ❑ Yes
- ❑ No

* 2. Do you have a high school diploma or GED?

MQ

- ❑ Yes
- ❑ No

* 3. Do you have a valid Minnesota driver's license in good standing?

MQ

- ❑ Yes
- ❑ I have a valid driver's license from another state
- ❑ No

* 4. Do you have at least one (1) year of building inspections experience or two (2) years of building construction experience?

MQ

- ❑ I have at least one (1) year of building inspections experience and two (2) years of building construction experience
- ❑ At least one (1) year of building inspections experience
- ❑ At least two (2) years of building construction experience
- ❑ No

* 5. Do you have a basic knowledge of building construction and requirements?

MQ

- ❑ Yes
- ❑ No

* 6. Do you have basic Microsoft Office knowledge and skills?

MQ

- ❑ Yes
- ❑ No

* 7. Select your highest education level from the list below:

SP

- ❑ High School Diploma or GED 1
- ❑ Some college 2
- ❑ 2 Year Associate's Degree 6
- ❑ 4 Year Bachelor's Degree 7
- ❑ Master's Degree Student or above 8

8

8. If you answered that you have a college degree of some type, please tell us what field your degree is in.

---

* 9. Describe your experience with MS Word.

SP

- ❑ Less than 1 year of experience 1
- ❑ 1 to 3 years of experience 2
- ❑ 4 to 6 years of experience 3
- ❑ 7+ years of experience 4
- ❑ No experience ~~0~~

4

* 10. Describe your experience with MS Excel.

SP

- ❑ Less than 1 year of experience 1
- ❑ 1 to 3 years of experience 2
- ❑ 4 to 6 years of experience 3
- ❑ 7+ years of experience 4
- ❑ No experience 0

4

* 11. Describe your experience with MS Outlook.

SP

- ❑ Less than 1 year of experience 1
- ❑ 1 to 3 years of experience 2
- ❑ 4 to 6 years of experience 3
- ❑ 7+ years of experience 4
- ❑ No experience ~~0~~

4

* 12. Are you currently certified as a Building Official by the Minnesota Department of Labor & Industry?

SP

❑ Yes 12
❑ No ~~0~~

(12)

13. If you are certified as a Building Official by the Minnesota Department of Labor & Industry, please indicate your certification number and expiration date in the space below.

* 14. Are you currently certified as Building Official Limited by the Minnesota Department of Labor & Industry?

SP

❑ Yes 8
❑ No ~~0~~

(8)

15. If you are certified as a Building Official Limited by the Minnesota Department of Labor & Industry, please indicate your certification number and expiration date in the space below.

* 16. Are you currently certified as a SSTS Inspector by the Minnesota Pollution Control Agency?

SP

❑ Yes 8
❑ No ~~0~~

(8)

17. If you are certified as a SSTS Inspector by the Minnesota Pollution Control Agency, please indicate your certification number and expiration date in the space below.

* 18. Do you have experience working with Permit Information Management Software (PIMS) or another type of permitting software?

SP

❑ Less than 1 year of experience 1
❑ 1 to 3 years of experience 2
❑ 4 to 6 years of experience 3
❑ 7+ years of experience 8
❑ Not PIMS, but another type of permitting software 2
❑ No experience ~~0~~

(8)

19. If you answered not PIMS in the question above, please tell us what type of permitting software you have experience with and the number of years of experience you have with it.

* 20. Do you have experience working with ProjectDox or another type of electronic plan review software?

SP

❑ Less than 1 year of experience 1
❑ 1 to 3 years of experience 2
❑ 4 to 6 years of experience 3
❑ 7+ years of experience 7
❑ Not ProjectDox, but another electronic plan review software 2
❑ No experience ~~0~~

(7)

* 21. Do you have experience as a building code inspector?

SP

❑ Less than 1 year of experience 1
❑ 1 to 3 years of experience 2
❑ 4 to 6 years of experience 3
❑ 7+ years of experience 6
❑ No experience ~~0~~

(6)

* 22. Do you have experience in residential plan review?

SP

- ❑ Less than 1 year of experience 1
- ❑ 1 to 3 years of experience 2
- ❑ 4 to 6 years of experience 3
- ❑ 7+ years of experience 6
- ❑ No experience ~~0~~

(6)

* 23. Do you have experience in commercial plan review?

SP

- ❑ Less than 1 year of experience 1
- ❑ 1 to 3 years of experience 2
- ❑ 4 to 6 years of experience 3
- ❑ 7+ years of experience 6
- ❑ No experience ~~0~~

(6)

* 24. Do you have any experience working in a county, state or municipal environment?

SP

- ❑ Yes 4
- ❑ No ~~0~~

(4)

25. If you answered that you have experience working in a county, state or municipal environment, please tell us where you obtained this experience and the length of your employment there.

* 26. I have uploaded a copy of my current resume to this application.

MQ

- ❑ Yes
- ❑ I wasn't able to upload it
- ❑ No

* Required Question

85

CITY COUNCIL WORK SESSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a City Council Work Session on Monday, August 10, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor John LeTourneau
Councilmember Mark Kuzma
Councilmember Jeff Menth
Councilmember Debra Musgrove
Councilmember Chris Riley
Councilmember Dan Specht

Also Present: Deputy City Administrator Timothy Gladhill
Finance Director Diana Lund
Fire Chief Matt Kohner (attended remotely)
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Administrative Services Director Colleen Lasher
City Engineer Bruce Westby (attended remotely)

1. CALL TO ORDER

Mayor LeTourneau called the City Council Work Session to order at 5:30 p.m.

2. TOPICS FOR DISCUSSION

2.01: 2021 General Fund/Levy Review – Continued Discussion

Finance Director Lund reviewed the staff report.

Councilmember Menth asked and received confirmation that staff union contracts have not yet been negotiated.

Councilmember Musgrove asked the positives and negatives in reducing the fund balance account from 50 to 45 percent.

Finance Director Lund provided details on the Fund Balance Policy.

Councilmember Musgrove asked for details on the Train Station and final payment.

Finance Director Lund replied that the final payment was made in 2018 for the Train Station. She stated that TIF 1 and 2 dollars were used to pay for the Train Station. She stated that the remainder would be used for 116 improvements within those districts as those are committed projects with the County.

Councilmember Musgrove asked if the remaining funds in the TIF district would impact the budget.

Finance Director Lund confirmed that would not impact the budget.

Councilmember Musgrove referenced the proposed COLA, noting that negotiations with the unions has not yet begun. She stated that she would like to provide input.

Administrative Services Director Lasher stated that the union negotiations process is outlined by State Statute and begins with a notice of desire to negotiate, which must begin 60 days before the expiration of the contract. She stated that the process begins well before that time and stated that she does have all of the notices and negotiations will begin as of August 30th. She stated that the Council does discuss the negotiations, but it would be hard for the Council to provide comments without having the initial proposal from the unions. She noted that she and the City Administrator provide updates and gather input from the Council four to five times during that process.

Deputy City Administrator Gladhill noted that discussion does not need to occur prior to adoption of the preliminary levy and budget, as that figure can be reduced prior to final adoption. He commented that there will be time to discuss the negotiations and have that information back before the final adoption.

Councilmember Riley stated that perhaps there should be a closed session at some point for the Council to provide input on the negotiations. He also requested that a Councilmember be involved or present for the negotiation process.

Mayor LeTourneau stated that he would be open to the suggestion and asked staff for input.

Administrative Services Director Lasher stated that she has never worked under that scenario, noting that she has been involved since 2004. She stated that there are frequent closed meetings with the Council to provide updates and obtain input from the Council during the negotiations.

Deputy City Administrator Gladhill noted that the management team can discuss that option and bring a recommendation back to the Council.

Mayor LeTourneau stated that he would be interested in feedback but would not want to put pressure on the negotiations.

Councilmember Kuzma commented that there was a Personnel Committee and asked why that is no longer ongoing.

Administrative Services Director Lasher provided background information and noted that because each of the Council members want to provide input it was redundant to hold a Personnel Committee meeting and then present and discuss that same information with the full Council.

Councilmember Specht stated that he would have concern with even a two percent COLA due to the current economy.

Mayor LeTourneau asked for input on the personnel requests.

Councilmember Musgrove asked for input on which of the two Police Department requests would be higher prioritized.

Deputy City Administrator Gladhill noted that each of the department heads has prepared their own presentation and perhaps now would be a good time for those to occur, beginning with Police.

Police Chief Katers stated that he asked for both positions because he feels that the department needs both positions. He stated that the Patrol Officer is requested because of the increased calls for service. He stated that increased calls for service result in an increase amount of reporting and paperwork, which results in the Records Technician position. He reviewed the population and calls for service numbers that he uses to determine the number of Officers necessary. He stated that the Police run a tight ship and do not have extra personnel they can slide to cover other duties. He stated that these requests are to ensure that the department can continue to provide the same level of service. He stated that if he had to make a choice, he would want the Patrol Officer but noted that the Records Technician is also needed with the increased reporting and requests for data.

Councilmember Kuzma stated that if there is a potential to obtain outside funding down the road for body cameras, he would support waiting on that purchase. He stated that if body cameras are implemented, additional records staff would be needed for that duty as well.

Police Chief Katers confirmed that if body cameras are in effect and there are a lot of data requests related to body camera footage, additional staff would be needed. He stated that the position request in this budget cycle is based on the current needs of the department but confirmed that position could assist with body camera footage to begin.

Councilmember Riley stated that he believed the Records Technician position was related to body cameras and therefore if the body cameras are not included in the budget, he would believe the Records Technician would not be needed at this time.

Police Chief Katers reviewed the duties of the proposed position and noted that his request is based off of the current demands on the department.

Councilmember Musgrove thanked Police Chief Katers for the reductions that the department makes during these budget discussions. She stated that she would feel more comfortable with the Records Technician position starting January 1st as it sounds like the position is needed and the Patrol Officer is removed from the budget.

Mayor LeTourneau stated that while the COVID calls may be reduced in the future, the population continues to grow.

Councilmember Musgrove stated that she could support the Records Technician but does not believe she could support both positions.

Councilmember Menth stated that the population is growing and the calls for service have increased. He stated that the Officers are asking for body cameras due to current events but because the Council is attempting the squeeze the budget, that equipment is being taken out. He stated that Ramsey should be cautious about becoming Minneapolis. He stated that he likes the Ramsey Police Department, who can respond to calls within five minutes. He stated that he would have a huge concern with squeezing requests from Police or Fire.

Councilmember Musgrove asked the number of staff members within the parks department.

Public Works Superintendent Riemer reviewed the flowchart for the Public Works and Parks Department and the duties of each of those employees. He stated that the Parks Department relies heavily on seasonal workers, noting that they hired everyone that applied and still only had nine seasonal employees, three of whom have already left. He reviewed the duties that those seasonal employees handle. He reviewed the number of work orders that have been completed and noted that Parks Maintenance Workers also assist with winter snow removal on sidewalks, trails, and skating rinks. He stated that he believes it is warranted to add another Parks Maintenance Worker as they have not requested additional staff for that position for the past 14 years, although the City has grown significantly during that time. He provided a list of the contracted work the City has for some of the duties.

Councilmember Musgrove asked for details on the use of contractors for certain duties and confirmed that as the population has grown, the use of contractors has increased. She stated that she favors the use of contractors as the relationship can be easily terminated and the cost can be negotiated through bidding. She stated that she cannot see the justification of another Parks worker this year due to COVID and the state of the economy.

Mayor LeTourneau asked why the City does not contract for this service.

Public Works Superintendent Riemer replied that not all services can be contracted for in a timely manner and have to be reacted to when they happen.

Deputy City Administrator Gladhill stated that staff has reviewed the effectiveness and cost efficiency of contracted services to determine which elements add value.

Parks and Assistant Public Works Superintendent Riverblood stated that staff reviews that closely and scrutinizes the ability to complete duties in-house compared to contracting. He stated that they contract the maintenance duties they can, but mowing is always more beneficial to complete in-house. He provided examples of troubles they have had with hiring mowing contractors. He

stated that they use contracted help whenever they can. He stated that the public infrastructure and parks are aging and in need of maintenance along with the increased population.

Councilmember Kuzma asked and received confirmation that this additional staff member would assist with snow removal. He stated that as the City grows and additional miles of roads are added, he would want to ensure that staff can keep up with the demands.

Mayor LeTourneau asked if staff has sufficient direction to move forward.

Deputy City Administrator Gladhill reviewed the direction received from the Council and additional discussions that will occur related to personnel and employee union contract negotiations.

Councilmember Riley stated that he has struggled with the need for the communications position and would like to have the Council discuss the need for that position, noting that his comments are related to the position not the person.

Deputy City Administrator Gladhill stated that communication is a huge need, noting that if the Council would like to have that discussion staff would bring that forward.

Mayor LeTourneau stated that he appreciates Councilmember Riley bringing that forward and asked him to put more thought into the topic.

Councilmember Riley commented that he has had trouble with the communications position since it was approved and reapproved. He stated that the City newsletter is not done by this position, and does not believe that the communications position is necessarily responsible for the City website, or Facebook. He stated that the City has also not held events this year and is then unsure what the position is responsible for. He stated that he would like to have that position looked at.

Administrative Services Director Lasher stated that this position is a split position, partly communications and partly events and recognized that this year is very different than other years. She stated that staff could bring forward the job description and percentage of time spent on each duty. She stated that some of the things that were mentioned as being unsure of what the position does, she is confident about and would like to explain, but to be prepared for a good discussion she stated that she could bring that information forward for further discussion at another meeting.

Councilmember Musgrove asked if the Building Maintenance Worker position could have any carryover with parks. She stated that she is uncertain on that position as it is unknown when the Public Works Facility would be completed and therefore would think that position would be better suited in 2022.

Councilmember Specht stated that he would support the discussion on the communications position. He also supported the idea of the Building Maintenance Worker splitting time between public works and parks.

Finance Director Lund stated that there are two more meetings before the adoption of the preliminary levy and budget in September, therefore the focus of the next two worksessions will be on the budget.

2.02: Receive Update on Purmort Home Complaints and Current Permit Metrics

Deputy City Administrator Gladhill reviewed the staff report.

Councilmember Menth asked the last name of the inspector.

Deputy City Administrator Gladhill provided the name of the Building Inspector that was brought up at the last meeting. He confirmed that the position is a City employee and not a contractor. He stated that the true issue expressed by the residents at the last meeting were frustrations with the builder, Purmort Homes.

Councilmember Menth stated that the electrical workmanship matter is up to the review of the electric inspector and the City would not have much say in that. He also did not believe the City would have the authority to say a builder cannot build in Ramsey.

Deputy City Administrator Gladhill confirmed that the City would not be able to prohibit a builder if they held the proper licensure.

Councilmember Specht stated that the City cannot expect permit revenue at the same level each year, noting that this year may have been busier with people completing projects while they were at home more.

Deputy City Administrator Gladhill commented that the actual revenue over what is budgeted is much higher each year because the City budgets the projected revenue conservatively. He stated that the COVID environment did slow down responses, but this has been an ongoing concern. He commented that staff is working late and feels guilty taking breaks because things are coming in so fast and they are struggling to keep up.

Administrative Services Director Lasher stated that Community Development continues to become more modern and streamlined with technology. She stated that in 2008 there was a Building Official and four Inspectors and compared that to today when the City has one Building Official and contracted inspectors. She stated that perhaps the time has come for the City to expand that.

Councilmember Musgrove stated that she was under the impression that the City has an in-house Inspector and contracted when duties went above that level.

Deputy City Administrator Gladhill provided details on the staffing related to the Building Official and the contracted inspectors. He noted that these positions are paid for by the inspection fees that residents pay.

Councilmember Musgrove asked if there are unusual circumstances in the number of projects this year because of COVID.

Deputy City Administrator Gladhill stated that this year is unique, but a second contracted inspector was also needed. He stated that this need has been brewing for some time and there is a continued need. He stated that even with an economic downturn, there would be a need for the Building Official and Inspector to be in-house. He noted that if there is a slowdown, the contracted inspections can always be reduced.

Councilmember Musgrove asked if the City can provide input when a model home is constructed by a builder, as to whether it meets the City's standard, using the example of a 2 x 4 as a railing.

Deputy City Administrator Gladhill stated that the intent of plan review is to attempt to avoid field issues and determine whether the plans meet the required standards. He stated the field conditions change inevitably and those need to be reacted to. He stated that as proposed a railing was not required but the grade was not done according to plan and therefore a railing was required in order to keep the grade the same.

Deputy City Administrator Gladhill stated that his recommendation would be to convert a contract inspector position to an in-house Inspector position.

Councilmember Riley asked and received confirmation that this would be budget neutral and may even present a cost savings. He commented that the need has remained constant for the past few years.

Councilmember Kuzma confirmed that he would support the recommendation of staff.

Councilmember Musgrove asked if the need is during the months of May through October or all year.

Deputy City Administrator Gladhill explained that construction activity and reporting occur all year round and therefore this position would be warranted all year.

Councilmember Musgrove stated that she would like to see a cost-benefit of the employee versus the contracted service.

Councilmember Menth asked if this one employee change would be enough to get the City over the demand.

Deputy City Administrator Gladhill stated that this would be a more efficient use of resources. He commented that the City would never be ahead on this and would be responding to the level of requests. He explained that there would be better customer service and consistency through an in-house Inspector compared to a contracted position.

Councilmember Specht stated that he would be interested to know the number of inspectors for other cities when this comes back, for comparison purposes.

2.03: Discuss 2020 Citizen Survey

Item delayed to future agenda.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:50 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **5. 25.**

Meeting Date: 03/23/2021

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #21-080 to Update the Intern Wage Scale

Purpose/Background:

The purpose of this case is address the City's temporary intern wage scale. The current intern wage scale is $12.00 to $14.00 per hour, depending on qualifications.

As the Council may recall, temporary seasonal (public works maintenance worker) wages were increased in March last year due to difficulty attracting enough qualified candidates; that wage scale is now $13.00 to $15.00 per hour, and does not require candidates to possess a post secondary education.

However, the City's intern positions do require college coursework and/or a completed degree. The City has had a significantly poor response rate to both the 2020 and 2021 intern recruitment. A wage analysis was completed and it was determined that an increase is in order. The current average pay scale for internships is $14.34 to $17.72 per hour, with some municipal engineering internships paying up to $20.00 per hour. Additionally, many private sector internships are offering wages beyond these amounts. To be more competitive in the market, Staff proposes revising the intern wage scale to $13.00 to $18.00 per hour, depending on qualifications.

Funding Source:

The 2021 funding for interns is included in the general fund budget at $14.00 per hour. The amount budgeted for two Engineering Interns and one Admin Intern is $16,943 each, which is enough to allow for the increased hourly wage provided staff monitors and limits the hours worked rather than allow the interns to reach 1040 hours, as is currently in the budget. Due to school schedules, etc., historically, interns have not stayed on long enough to reach the 1040 hours. If approved, Staff will monitor the costs on a bi-weekly basis and will not exceed the 2021 intern budget.

Recommendation:

Staff recommends adoption resolution #21-080 increasing the intern wage scale to a range of $13.00 to $18.00 per hour.

Action:

Motion to adoption resolution #21-080 increasing the intern wage scale to a range of $13.00 to $18.00 per hour.

Attachments

Resolution 20-080

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/18/2021 04:41 PM
Kurt Ulrich	Kathy Schmitz	03/19/2021 11:43 AM
Colleen Lasher (Originator)	Colleen Lasher	03/19/2021 12:02 PM

Colleen Lasher (Originator)	Colleen Lasher	03/19/2021 12:07 PM
Kurt Ulrich	Kathy Schmitz	03/19/2021 12:10 PM
Form Started By: Colleen Lasher		Started On: 03/16/2021 12:22 PM
Final Approval Date: 03/19/2021		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-080

AUTHORIZATION TO UPDATE THE INTERN WAGE SCALE

WHEREAS, the City employs temporary interns to assist City departments; and

WHEREAS, the current starting wage for interns is $12.00 to $14.00 per hour; and

WHEREAS, Staff is requesting to update the wage scale to a hiring range of $13.00 per hour to $18.00 per hour, depending on job requirements and qualifications.

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

1) Motion to update the Intern Wage Scale to $13.00 per hour to $18.00 per hour, depending on job requirements and qualifications.

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 23rd day of March 2021.

_____
Mayor

ATTEST:

City Clerk

CC Regular Session **5. 26.**

Meeting Date: 03/23/2021

By: Colleen Lasher, Administrative Services

Information

Title:

Adopt Resolution #21-081 Appointing and Re-appointing Board and Commission Members

Purpose/Background:

The purpose of this case is to appoint and re-appoint members to the City's Boards and Commissions.

The City Council is responsible for appointing board and commission members to the Economic Development Authority (EDA), the Environmental Policy Board (EPB), the Park and Recreation Commission and the Planning Commission. It should be noted that the Mayor, per Minnesota Statute 469.095 has authority over the EDA appointment.

Staff conducted the annual boards and commissions recruitment process for terms beginning April 1, 2021. Vacancies were advertised in the Ramsey Resident, the Anoka County Union, on the City's website, on QCTV, on the City's Facebook, and via the City's email notification system.

Board or commission members with terms set to expire on March 31, 2021, were contacted and asked if they desired reappointment or not. If yes, each member submitted a letter of interest and the Chair, Vice-chair or senior member of the respective commission was invited to submit their recommendations.

The City Council reviewed the incumbents' materials and it was the consensus of the City Council to re-appoint the following incumbent members to new terms beginning April 1, 2021.

• Jane Covart to the Environmental Policy Board for a 4-year full term
• Jennifer Leistico to the Park and Recreation Commission for a 4-year full term
• Cheri Gengler to the Planning Commission for a 4-year full term

Nine new candidates were interviewed by City Council. By consensus, the Mayor and City Council recommend the following individuals be appointed to the City's boards and commissions.

• William MacLennan to the Economic Development Authority for a 6-year full term
• Rachal Johnson to the Economic Development Authority for a 3-year partial term
• Michael Olson to the Economic Development Authority for a 2-year partial term

• Dean Olson to the Park and Recreation Commission for a 4-year full term
• Brian Walker to the Park and Recreation Commission for a 2-year partial term
• Andrew Dunaway to the Planning Commission for a 4-year full term
• Brian Walker to the Planning Commission for a 2-year partial term

Funding Source:

Funding for the City's boards and commissions is included in the 2021 General Fund Budget; therefore, there are no additional budgetary implications associated with making the recommended appointments.

Recommendation:

To appoint the following members, effective April 1, 2021:
1) to the Economic Development Authority, Mr. William MacLennan to a term ending March 31, 2027; and
2) to the Economic Development Authority, Ms. Rachal Johnson to a term ending March 31, 2024; and
3) to the Economic Development Authority, Mr. Michael Olson to a term ending March 31, 2023; and
4) to the Park and Rec.Commission, Mr. Dean Olson to a term ending March 31, 2025; and
5) to the Park and Rec. Commission, Mr. Brian Walker to a term ending March 31, 2023; and
6) to the Planning Commission, Mr. Andrew Dunaway to a term ending March 31, 2025; and
7) to the Planning Commission, Mr. Brian Walker to a term ending March 31, 2023.

Action:

Motion to adopt resolution #21-081 appointing the following board and commission members, effective April 1, 2021:
1) to the Economic Development Authority, Mr. William MacLennan to a term ending March 31, 2027; and
2) to the Economic Development Authority, Ms. Rachal Johnson to a term ending March 31, 2024; and
3) to the Economic Development Authority, Mr. Michael Olson to a term ending March 31, 2023; and
4) to the Park and Rec.Commission, Mr. Dean Olson to a term ending March 31, 2025; and
5) to the Park and Rec. Commission, Mr. Brian Walker to a term ending March 31, 2023; and
6) to the Planning Commission, Mr. Andrew Dunaway to a term ending March 31, 2025; and
7) to the Planning Commission, Mr. Brian Walker to a term ending March 31, 2023.

Attachments

Resolution #21-081

Statute 469.095

Form Review

Inbox	Reviewed By	Date
Colleen Lasher (Originator)	Colleen Lasher	03/18/2021 11:37 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 03:17 PM
Form Started By: Colleen Lasher		Started On: 03/16/2021 02:53 PM
Final Approval Date: 03/18/2021		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-081

RESOLUTION APPOINTING AND RE-APPOINTING BOARD AND COMMISSION MEMBERS

WHEREAS, there are open seats on the City's boards and commissions as of April 1, 2021; and

WHEREAS, the vacancies were advertised in the Ramsey Resident, the Anoka County Union, on the City's website, on QCTV, on the City's Facebook, and via the city's email notification system; and

WHEREAS, the City Council conducted interviews on March 16, 2021; and

WHEREAS, per Minnesota Statue 469.095, pertaining to the Mayor's authority to appoint members to the Economic Development Authority (EDA), Mayor Kuzma indicated that he will select Mr. William MacLennan, Ms. Rachal Johnson, and Mr. Michael Olson to be appointed to the EDA; and the City Council indicated approval with the Mayor's selection, as follows:

Economic Development Authority:

William MacLennan 6-year full term (04-01-21 to 03-31-27);
Rachal Johnson 3-year partial term (4-01-21 to 3-31-24);
Michael Olson 2-year partial term (4-01-21 to 3-31-23);

WHEREAS, the City Council agreed by consensus to the following remaining appointments to the boards and commissions, as follows:

Environmental Policy Board	*Jane Covart	4-year full term (04-01-21 to 03-31-25)
Park and Recreation Commission	*Jennifer Leistico	4-year full term (04-01-21 to 03-31-25)
	Dean Olson	4-year full term (04-01-21 to 03-31-25)
	Brian Walker	2-year partial term (04-01-21 to 03-31-23)
Planning Commission	*Cheri Gengler	4-year full term (04-01-21 to 03-31-25)
	Andrew Dunaway	4-year full term (04-01-21 to 03-31-25)
	Brian Walker	2-year partial term (04-01-21 to 03-31-23)

*Indicates a re-appointment

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

1) Motion to adopt resolution #21-081 as follows: 1) appointing and re-appointing the following board and commission members effective April 1, 2021: to the Economic

Development Authority, Mr. William MacLennan to a 6-year full term, Ms. Rachal Johnson to a 3-year partial term, Mr. Michael Olson to a 2-year partial term; and to the Environmental Policy Board, Ms. Jane Covart to a 4-year full term; and to the Park and Recreation Commission, Ms. Jennifer Leistico to a 4-year full term, Mr. Dean Olson to a 4-year full term, Mr. Brian Walker to a 2-year partial term; and to the Planning Commission, Ms. Cheri Gengler to a 4-year full term, Mr. Andrew Dunaway to a 4-year full term, and Mr. Brian Walker to a 2-year partial term.

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 23rd day of March 2021.

_____
Mayor

ATTEST:

_____
City Clerk

469.095 COMMISSIONERS; APPOINTMENT, TERMS, VACANCIES, PAY, REMOVAL.

Subdivision 1. **Commissioners.** Except as provided in subdivision 2, paragraph (d), an economic development authority shall consist of either three, five, or seven commissioners who shall be appointed after the enabling resolution provided for in section 469.093 becomes effective. The resolution must indicate the number of commissioners constituting the authority.

Subd. 2. **Appointment, terms; vacancies.** (a) Three-member authority: the commissioners constituting a three-member authority, one of whom must be a member of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of two, four, and six years, respectively. Thereafter all commissioners shall be appointed for six-year terms.

(b) Five-member authority: the commissioners constituting a five-member authority, two of whom must be members of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of two, three, four, five, and six years respectively. Thereafter all commissioners shall be appointed for six-year terms.

(c) Seven-member authority: the commissioners constituting a seven-member authority, two of whom must be members of the city council, shall be appointed by the mayor with the approval of the city council. Those initially appointed shall be appointed for terms of one, two, three, four, and five years respectively and two members for six years. Thereafter all commissioners shall be appointed for six-year terms.

(d) The enabling resolution may provide that the members of the city council shall serve as the commissioners.

(e) The enabling resolution may provide for the appointment of members of the city council in excess of the number required in paragraphs (a), (b), and (c).

(f) A vacancy is created in the membership of an authority when a city council member of the authority ends council membership. A vacancy for this or another reason must be filled for the balance of the unexpired term, in the manner in which the original appointment was made. The city council may set the term of the commissioners who are members of the city council to coincide with their term of office as members of the city council.

Subd. 3. **Increase in commission members.** An authority may be increased from three to five or seven members, or from five to seven members by a resolution adopted by the city council following the procedure provided for modifying the enabling resolution in section 469.093.

Subd. 4. **Compensation and reimbursement.** A commissioner, including the president, shall be paid for attending each regular or special meeting of the authority in an amount to be determined by the city council. In addition to receiving pay for meetings, the commissioners may be reimbursed for actual expenses incurred in doing official business of the authority. All money paid for compensation or reimbursement must be paid out of the authority's budget.

Subd. 5. **Removal for cause.** A commissioner may be removed by the city council for inefficiency, neglect of duty, or misconduct in office. A commissioner shall be removed only after a hearing. A copy of the charges must be given to the commissioner at least ten days before the hearing. The commissioner must be given an opportunity to be heard in person or by counsel at the hearing. When written charges have been submitted against a commissioner, the city council may temporarily suspend the commissioner. If the city council finds that those charges have not been substantiated, the commissioner shall be immediately reinstated.

If a commissioner is removed, a record of the proceedings, together with the charges and findings, shall be filed in the office of the city clerk.

History: *1987 c 291 s 96*

CC Regular Session **7. 0.**

Meeting Date: 03/23/2021

By: Chloe McGuire Brigl, Community Development

Information

Title:

Receive Update on Sketch Plan for Trott Brook Property, Makowksy Addition, Case of the Excelsior Group (Project 20-103) **This case was moved from the Consent Agenda - Case 5.2**

Purpose/Background:

The purpose of this case is to update the City Council on a sketch plan application from The Excelsior Group (the "Applicant") on the project generally known as "Trott Brook North" which is the area between Variolite St and Nowthen Blvd NW, north of Trott Brook. The Applicant previously proposed 55, 65, and 75 foot lots onsite, a request which was denied. The Applicant has proposed 80 foot wide lots to conform with City Council direction and City Code requirements.

The Planning Commission met on March 4, 2021 to discuss the Sketch Plan. The project aligns with all City Code requirements and the Applicant has been directed to move forward with developing a Preliminary Plat that does not deviate from any City Code standards. This case is meant as an update to City Council as it is a larger project that previously included significant public engagement and input.

Notification:

No notification is required per the City Code for Sketch Plans; however, the City attempted to notify property owners within 700 feet of the Subject Property, as reflected in the Anoka County Property Records, of the March 4, 2021 meeting. The City received one written response for that meeting, which is attached. A few residents attended the public hearing to ask clarifying questions, the minutes of the meeting are attached.

Observations/Alternatives:

Summary

- Number of Lots: 270
- Developable Acreages: 124 Acres
- Zoning: R-1 MUSA (Single Family Homes)
    - 80 Foot Wide Lots
- Comprehensive Plan: Low Density Residential
- Net Density: 2.2 Units/Acre
- Dedicated Park Area: 13.4 Acres

Does it meet requirements?

- Zoning -- Yes. Minor changes are needed, but in general, all lots meet requirements.
- Comprehensive Plan -- Yes. No changes are requested.
- Parks/Trails -- Yes. The Applicant has proposed a large space with existing building, per the Parks Department request, for a large public park to generally serve the northern area of the City.

Since the proposal meets the requirements of the City Code, Staff recommends moving the project to the next step.

Staff does note that during the previous review of the project that requested smaller lots, some neighbors suggested that this area be guided for 1 Acre Lots on private well and septic. While the City can change the Comprehensive Plan and Zoning Map for the area, the City has spent considerable time with this Property Owner and the

community back in 2008 to establish the current land use vision. The Owner is currently entitled to apply for this project and develop consistent with current Zoning. The City may be at some legal and financial risk if the City were to now 'downzone' the property after previously approving zoning for quarter-acre lots (80 foot wide) on municipal services.

Next Steps

- Preliminary Plat -- Construction documents, grading plan, park and trail plan, stormwater plan. Approvals give entitlement to the project.
- Final Plat -- Legal documents that are recorded at the County. Typically only a small number of the lots onsite (for phasing), allows for permits to be applied for.

Funding Source:

The Applicant is responsible for all costs associated with project review.

Recommendation:

The Planning Commission directed the Applicant to move forward with developing a formal preliminary plat, compliant with all City Code standards, which is consistent with process as laid out in City Code. Staff's review outlines minor adjustments to the plan that shall be required in order to achieve full compliance with Zoning Code. The overall project complies with Zoning Code.

Action:

No formal action required. This case is meant as an update only.

Attachments

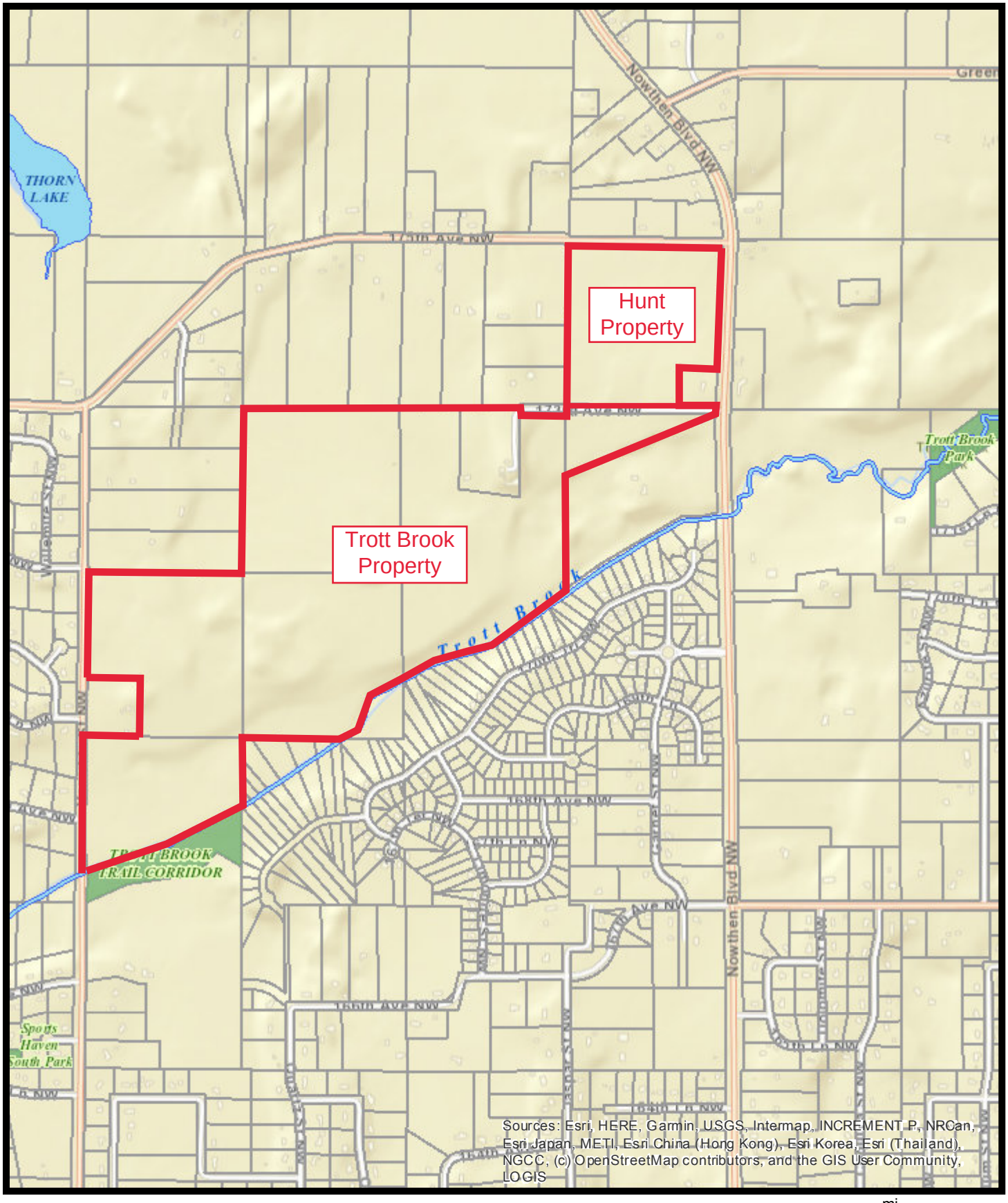
Site Location Map
Makowsky 80 Foot Lot Concept
Preliminary Staff Review
Preliminary Zoning Memo
Commission Letter Received
DRAFT March Planning Commission Minutes

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	03/17/2021 11:25 AM
Form Started By: Chloe McGuire Brigl		Started On: 03/09/2021 12:24 PM
Final Approval Date: 03/25/2021		

Subject Properties

Trott Brook and Hunt Properties



March 18, 2020

SITE DATA:

GROSS AREA: ±200 ACRES
DELINEATED WETLAND: 58.7 ACRES (INCLUDING ±1 ACRE OF "POTENTIAL FARMED WETLANDS")
FLOODWAY (OUTSIDE OF WETLAND): ±3.1 ACRES
VARIOLITE STREET ROW: 1.4 ACRES
DEDICATED PARK (UPLAND): ±13.4 ACRES
NET DEVELOPABLE AREA: ±123.4 ACRES

EXISTING ZONING: R-1 (SOUTHWEST PIECE IS ZONED R-1 RURAL)
COMP PLAN: LOW DENSITY RESIDENTIAL- 3-4 UNITS/ACRE (SOUTHWEST PIECE IS GUIDED RURAL)
PROPOSED ZONING: PUD

PROPOSED 80' LOTS: 270

NET DENSITY: ±2.2 UNITS/ACRE

PROPOSED TRAIL CONNECTION
EXISTING TRAIL
DEDICATED PARK AREA
SHORELAND OVERLAY
FLOODWAY

PROPOSED PUBLIC PARK DEDICATION (GREEN OUTLINE): ±21.4 ACRES
WETLANDS WITHIN PUBLIC PARK DEDICATION: ±8 ACRES
UPLAND PARK AREA: ±13.4 ACRES

PROPOSED ROW LENGTH: 15,300 LF

A PORTION OF THE SITE FALLS WITHIN THE 300' SHORELAND OVERLAY (FROM FLOODWAY) FOR TROTT BROOK SHOWN AS YELLOW DASHED LINE.

N

0 100 200 400
GRAPHIC SCALE IN FEET

PIONEER engineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS
2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota
Name Jennifer L. Thompson
Reg. No. 44763 Date xx

Revisions

Date 10-19-2020
Designed JLT
Drawn JLT

CONCEPT PLAN 9

EXCELSIOR GROUP
1660 HIGHWAY 100 SOUTH, SUITE 400
SAINT LOUIS PARK, MINNESOTA 55416

TROTT BROOK PROPERTY
RAMSEY, MINNESOTA

1 OF 3

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ProjectDox

Department Review Status Report

Project Name: Trott Brook North - Excelsior Group

Workflow Started: 02/11/2021 11:38 AM

Report Generated: 02/25/2021 01:20 PM

Cycle	Department	Reviewer	Email	Status	Reviewer Comments	Applicant Comments
1	Civil Engineer IV	Len Linton	llinton@cityoframsey.com	Corrections Required	Corrections are required. Plan must reserve room for workable infiltration basin to meet Lower Rum River Watershed Management Organization requirements. Infiltration must be addressed before receiving Preliminary Plat approval.	
	Engineering Tech	Logan Czech	lczech@cityoframsey.com	Approved		
	Environmental Review	Chris Anderson	canderson@cityoframsey.com	Corrections Required	Density transitioning is required for some of the lots (see comments on sheet). Also, please note that at the next stage (Pre Plat), a Tree Inventory and Preservation Plan, prepared by an ISA Certified Arborist, is required. Also, there are small portions of Flood Fringe that need to be included on the plan sheets (not just the floodway). Attempts should be made to preserve quality woodland areas as part of this project.	
	City Planner	Chloe McGuire Brigl	cmcguire@cityoframsey.com	Corrections Required	Appears we have a couple lots slightly under the minimum.	
	Community Development Director					
	Civil Engineer II	Joe Feriancek	jferiancek@cityoframsey.com	Approved	Only issue with needing right of way for cul-de-sac on street going north off property, other than planning division comments.	
	Lead Engineering Tech					

Memorandum

To: Tim Gladhill, Deputy City Administrator
Chloe McGuire, Senior Planner

From: Kristin Moen, Planning Consultant

Date: February 18, 2021

Re: Trott Brook North Sketch Plan Zoning Compliance Review
City Project Number XX-XXX
WSB Project No. 017243-000 Phase 03

Overview
The purpose of this memo is to provide an analysis of Comprehensive Plan and Zoning Code compliance for the Trott Brook North development project (subject property).

General
The subject property is currently unplatted and unaddressed. It is approximately 197 acres, with 123.4 acres of residential development, 13.4 acres of dedicated public park area, 58.7 acres of wetland preservation area, 3.1 acres of floodway area, and 1.4 acres of right-of-way (Variolite Street). The applicant has proposed 270 80-foot lots. The proposed project is located east of Variolite Street NW, between 170th Trail NW and 175th Ave NW. The project is located in PIDs 09-32-25-42-0003, 09-32-25-13-0001, 09-32-25-14-0001, 09-32-25-11-0001, 10-32-25-22-0003, 10-32-25-22-0002, 10-32-25-21-0002.

Comprehensive Plan
The Ramsey 2040 Comprehensive Plan guides the subject property as Low Density Residential (LDR), and a small portion of the site in the southwest corner is guided as Rural Developing (RD).

Zoning
The site is currently zoned R-1 Residential (MUSA). A small portion of the subject property in the southwest corner is zoned R-1: Rural Developing (outside MUSA).

Bulk Standards

R-1 Residential (MUSA) District		
Standard	**Required**	**Compliance**
Minimum Lot Size	0.25 acres	Appears all lots can meet standard. Calculation should be provided with pre plat.
Density Range	2.5 to 3 units per acre (4 units per acre with PUD net maximum)	Slightly under. Aligns with previous Council feedback (less density preferred over more)
Minimum Lot Width	80 feet (90 corner lot)	Y
Front yard setback	30 feet	Not noted but must meet requirement

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Rear yard setback	30 feet	Not noted but must meet requirement
Side yard setback	5 feet	Not noted but must meet requirement
Maximum Lot Coverage (All buildings, excludes paving)	35%	Not noted but must meet requirement
Maximum Driveway Width at Street	30 feet; 24 feet on cul-de-sac	Not noted but must meet requirement
Driveway Surface	Bituminous or Concrete	Not noted but must meet requirement
Maximum Height	35 feet	Not noted but must meet requirement

Floodplains: Floodplains exist on a portion of the site. Proposed improvements appear to comply with applicable floodplain regulations.

Wetlands: Wetlands are present onsite and will be required to be identified during the preliminary plat process via survey and delineation.

Streets and Access: The Applicant has proposed several 30-foot-wide streets running through the site, and 7 cul-de-sacs. The required 60-foot right of way has been met. Ramsey Public Works and Public Safety generally prefer 32-foot-wide streets. However, 29-foot-wide streets with restricted parking on one side of the street is acceptable to Ramsey City Code and was allowed in the Riverstone Neighborhood. Staff has directed the Developer that given the number of lots, these shall be public streets.

Landscape Plan: A landscape plan will be required with preliminary plat, which needs to include a tree survey of the site.

Parking: As proposed, parking would only be allowed on one side of the street. Driveways should be paired up to maximize open area along the street. Mailboxes must be clustered.

Lighting: The applicant should submit a lighting plan as part of site plan review with preliminary plat for any street lighting.

Grading: A grading plan will be required with preliminary plat.

Utilities and Municipal Services: The property is proposed to be connected to City Utilities. A Utility Plan will be required with preliminary plat.

Development Fees: The Applicant will be responsible for paying development fees at time of final plat. The Applicant will also be responsible for signing a development agreement with the City prior to recording and releasing final plat.

March 3, 2021

Attention Planning Commission Members,

Our names are Jake & Jon Packer, we're writing to express our support for the Trott Brook North Sketch Plan and Development proposal being presented by the Excelsior Group. We're the seller's brokers in this transaction, and are also the Great, Great, Grandsons of William Makowsky Senior, who originally purchased this land in 1914. We are writing this letter not only to express our support but also to express the support of more than 60 members of the Makowsky & Petersen families who are all in favor of this development. To the best of our knowledge this sketch plan is in compliance with all of Ramsey's zoning ordinances and we are hopeful that this plan will be approved by the planning commission and council so that we may move forward. If you have questions or if you would like further information on why we support this plan feel free to call or email us anytime. Thank you.

Respectfully,
Jonathan Packer
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PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, March 4, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Eric Peters Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Senior Planner Chloe McGuire Brigl Deputy City Administrator Tim Gladhill Police Chief Jeff Katers City Council Liaison Debra Musgrove City Councilmember Matt Woestehoff

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Chairperson Bauer led the group in the Pledge of Allegiance.

3. CITIZEN INPUT

None.

4. APPROVAL OF AGENDA

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye

Chairperson Bauer aye
Motion carried.

5. CONSENT AGENDA

5.01: Approve the February 4, 2021 Planning Commission Meeting Minutes
5.02: Approve the February 11, 2021 Planning Commission Work Session Minutes

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

A roll call vote was performed:

Commissioner Peters aye
Commissioner Anderson aye
Commissioner Gengler aye
Commissioner VanScoy aye
Chairperson Bauer aye

Motion carried.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider Resolution #21-058 Approving Variance for Deviation from Street Name Grid for Riverstone South; Case of Capstone Homes, LLC

Public Hearing

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

Presentation

Senior Planner McGuire Brigl presented the staff report stating that the City's Public Works and Public Safety teams are not supportive of the requested deviation for public safety reason; however, the Public Works Committee has recommended moving away from Unicorn Street and allowing one deviation from the standard grid as they feel Unicorn Street may be difficult to market.

Commissioner VanScoy commented that he appreciates the attempt to honor the Pearson name and asked if there had been consideration to name the park after the Pearson family.

Senior Planner McGuire Brigl commented that the City already has a Pearson Park in another area of Ramsey.

Citizen Input

Tom Bakritges, Capstone Homes, commented that he provided a more comprehensive presentation to the City Council and Public Works Committee. He stated that the Pearson family has been at the homestead property for 75 years and therefore they would like to honor the family with one of the street names. He noted that Pearson Place and Pearson Park have already been named after the family on other property they owned that has been developed. He commented that unicorn is not a good name in terms of marketing homes and Capstone does not feel that would be a good fit for the neighborhood. He asked that the Commission approve of the request.

Commissioner VanScoy commented that there is already a Unicorn Street in Ramsey and it is part of the County grid. He asked why it is a bad name in the opinion of Capstone.

Mr. Bakritges commented that a unicorn is a mythical figure and not a real animal, therefore it does not technically fit within the grid. He stated that some people do not like those types of names for their street, noting that the City approved a change from Sloth Street to Snowy Owl Street in Riverstone North.

Chairperson Bauer stated that he lives in Riverstone North on Quintana and asked what type of animal that is.

Mr. Bakritges stated that he is not sure of how that name came to be.

Deputy City Administrator Gladhill commented that Quintana is not an animal and came about in a similar discussion on the street name. He stated that the Public Works Committee did make this recommendation for the compromise on street naming.

Police Chief Katers commented that public safety and public works provided input at the Public Works Committee noting that police and fire oppose changes to the street name grid as it follows the County grid. He noted that the County grid ensures that public safety can easily respond to calls for service within their own community and in situations of mutual aid as all the communities follow the County grid. He stated that there are 18 addresses on the north end of Ramsey that are on Unicorn Street already. He noted that public safety wants to remain with the logical naming system and therefore oppose deviation from the naming system. He commented that in times of emergency when GPS service is not available, public safety would be able to respond within their own community and neighboring communities based on the County grid system. He stated that public safety also opposed the changes requested by the applicant for Riverstone North in 2017, which were ultimately approved by the City. He asked that the Commission follow the grid system for street names.

Commissioner VanScoy referenced the comment from Police Chief Katers that public works opposes the change, but the case stated that the Public Works Committee supports the change and asked for clarification.

Deputy City Administrator Gladhill commented that the Public Works Committee is composed of three City Council members. He noted that meeting of the Public Works Committee was the same night as a special City Council workshop meeting, therefore all six members of the Council as well as the Councilmember Elect were present and there were no comments of opposition.

Councilmember Musgrove commented that after discussion, the Committee supported this compromise to border the development with Pearson Street, similar to the Bowers Drive border on the other side of the development with the other roads inside of the development following the naming grid. He stated that the Committee felt that this was a good compromise to honor the Pearson family and follow the naming grid in the remainder of the development.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:22 p.m.

Commission Business

Commissioner VanScoy commented that he has been concerned that other factors have been placed over the opinion of public safety in previous considerations. He commented that a marketing concern versus a safety concern does not seem to pose question, noting that public safety should rank above marketing.

Commissioner Peters agreed that public safety should rank above marketing.

Motion by Commissioner VanScoy, seconded by Commissioner Peters, to deny the variance requesting deviation from City Code street name grid requirements for Riverstone South.

Further discussion

Senior Planner McGuire Brigl commented that if the variance is denied there is a process of which the applicant can appeal the decision to the City Council.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

Deputy City Administrator Gladhill commented that the record should reflect that the denial was based on the decision that the public safety element outweighs a marketing concern for the street name.

6.02: Public Hearing: Review Resolution #21-055 Approving Java Properties Concept Plan (Project 21-105)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:25 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating staff recommends approval of the site plan as drafted in the proposed resolution.

Chairperson Bauer noted that the Commission did review this at its February worksession.

Citizen Input

Mark Crow, Java Companies, commented that staff has been great to work with and all the recommendations thus far have been reasonable. He stated that they would like to begin construction this summer and they are excited to become a part of the community.

Commissioner Gengler referenced a previous comment made by the Commission about adding a bike rack to the property and asked for input.

Mr. Crow stated that they will be adding the bike rack component when updating the plans before this moves forward to the City Council.

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

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:30 p.m.

Commission Business

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #21-055 Approving the Site Plan and CUP for Java Properties.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

6.03: Public Hearing: Consider Resolution #21-008 for Site Plan and Final Plat for GiGi's Salon and Spa (Project #20-140)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:32 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff is supportive of the project and recommends approval of Resolution #21-008.

Chairperson Bauer recalled that there was previous discussion that the building did not run parallel to Sunwood Drive but was instead parallel to the buildings to the east.

Senior Planner McGuire Brigl confirmed that the application would like to more align the building with Veterans Drive because of the trapezoidal shape of the property. She noted that the building is within the built to setback line of the COR area, closer to Sunwood than the daycare center.

Chairperson Bauer noted that the Commission previously reviewed a request for a hotel for the property between the salon and daycare and asked how that property aligned.

Senior Planner McGuire Brigl commented that the proposed hotel would run parallel to the salon and daycare, noting that the applicants worked together to ensure alignment would be gained and shared parking could be provided.

Commissioner VanScoy commented that he understands the rational with not directly aligning with Sunwood, although he would have preferred that. He stated that in reviewing the floorplan,

the COR framework states that the front of the building should be at Sunwood, but it does not appear that is the front.

Senior Planner McGuire Brigl commented that similar to the other properties along Sunwood, the façade along Sunwood is more of a faux façade with parking and the main entrance along the auxiliary street. She stated that has become the common practice as long as the design standards can be met for the Sunwood facing side. She commented that it would be consistent with the surrounding uses.

Chairperson Bauer noted that there was a similar discussion with the daycare center, to have the Sunwood side not have the appearance of the back of the building, while allowing the entrance off the other side of the building.

Commissioner VanScoy commented that the other businesses still have an entrance on the Sunwood side whereas this would not have that entrance. He stated that this is a corner lot and therefore in the framework it states that it should be situated in the corner of the lot. He was unsure that this building would fit within that build to zone.

Chairperson Bauer noted that there are two doors on the north elevation which would face Sunwood.

Senior Planner McGuire Brigl confirmed that one of the doors is for the staff patio and the other would be an exit door.

Commissioner VanScoy stated that there will be parking along Zeolite and confirmed that bushes and trees would be used for screening. He commented that there would be some potential issues with equipment screening but believed that was covered within the project documents. He asked for details on the structure shown in the northeast corner.

Senior Planner McGuire Brigl commented that is the fenced in area.

Commissioner VanScoy commented that it appears in the floorplan there would be a hot tub in that area. He was unsure that wood fencing would be allowed.

Senior Planner McGuire Brigl commented that staff discussed whether alternate materials would be more appropriate for the fencing.

Commissioner Anderson asked where the wellhead is located relative to the property.

Senior Planner McGuire Brigl identified the well, which is on the adjacent property that will remain an outlot.

Citizen Input

Curt Strandland, Classic Construction, spoke on behalf of the applicant. He referenced the doors on the north elevation noting that one door would exit to the patio. He stated that they would be

open to different types of fencing for the hot tub area but did not believe wrought iron would provide adequate fencing but would be open to other materials. He noted that the cedar fencing would match the proposed pergola. He stated that they have worked with staff to meet the requirements of the COR but are open to other suggestions from the Commission.

Commissioner VanScoy commented that there are two doors on the north side, noting that the other door appears to go to a mechanical room.

Mr. Strandland confirmed that the mechanical room door would not be used for access. He confirmed that the second door on the north would be used for staff to reach the patio area.

Commissioner VanScoy commented that there appear to be four egress doors on the plan and received confirmation. He asked and received confirmation that the staff patio would not be fenced.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:51 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Peters, to recommend that City Council adopt Resolution #21-008 Approving the Site Plan and Final Plat for GiGi's Salon and Spa.

Further discussion

Commissioner VanScoy noted on page 52 of the amended COR framework it states that the main entrance of each principal building must face the street. He stated that the Commission has been working around that with the intent to have an entrance on Sunwood. He noted that this would not be an entrance. He understood that the main entrance ends up being where people park. He noted that he would be opposing this request based on that factor. He believed that the Commission should review the COR framework as the applications continue to get further from that intent.

Chairperson Bauer commented that the intent of that language is to provide walkability within the COR. He noted that thus far there has been a focus more on automobile access and perhaps that is something that needs to be revisited as to whether the intent is to focus on pedestrian or vehicle access. He agreed that there should be continued discussion on the vision for the COR.

Commissioner Anderson stated that he understands and agrees with those comments but noted that this is a unique lot in that there is no parking on Zeolite or Veterans Drive and therefore the only option for parking is within the parking lot. He noted that it would be hard for this property to meet that intent of the framework.

Commissioner VanScoy commented that he understands the change in nature and the unique character of the lot but believes that the Commission needs to review the framework in order to make better decisions on current conditions. He stated that other businesses have a customer entrance on Sunwood. He stated that he reviewed the floorplan in detail and commented that this is an interesting and exciting concept that he would like to see be successful. He believed that it could work as proposed and believed the issue of street edging has been addressed. He noted that his vote in opposition will be strictly based on the verbiage of the COR framework.

Deputy City Administrator Gladhill commented that the COR framework was intended to be flexible. He stated that flexibility has been shown on other properties within the COR such as Casey's and Allina. He stated that the walkable feel of the COR will take some time. He noted that the building is proposed to the build to line with a door off Sunwood, although this user will not be using that door for access. He noted that the COR framework was intended to be flexible in order to allow for more creative projects that come forward.

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner VanScoy	nay
Chairperson Bauer	aye

Motion carried.

6.04: Public Hearing: Consider Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure for the Church of St. Katharine Drexel

Public Hearing

Chairperson Bauer stated that he and Commissioner VanScoy do not have financial interest in the church but are very involved, noting that he signed the application on behalf of the church. He noted that he and Commissioner VanScoy will not be participating in this discussion as members of the Commission but instead as representatives of the applicant.

Acting Chairperson Anderson called the public hearing to order at 8:02 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends approval of Resolution #21-054 for an Interim Use Permit for a storage building on the subject property.

Citizen Input

Randy Bauer, Saint Katherine Drexel, commented that the church is experiencing problems with having sufficient storage space. He noted that this building would be used for lawn maintenance and storage of items that are used for seasonal decoration. He stated that the storage space would be larger than the current need but is being built to sustain the future needs. He noted that once the primary building is constructed the accessory building would not require an Interim Use Permit. He noted that the church hopes to begin construction in the next few years but that would be dependent on the capital campaign. He noted that the City has sometimes linked an IUP to an event rather than a timeframe. He stated that he would prefer the IUP be linked to the construction of the primary building rather than placing a five-year period on the permit. He stated that they provided some sketches as to where the primary building could be located but noted that could shift as they are currently working with the City on its desire for land to expand Central Park as well as a residential developer that is interested in purchasing some of the land.

Gary VanScoy, representing the applicant, commented that they do have a concept for the building and are working to gain the funds necessary. He stated that they are running out of room for storage at this time.

Acting Chairperson Anderson referenced the comment that the applicant would prefer to link the IUP to the construction of the building rather than five years. He noted that IUPs are typically provided for five years, noting that if that is not sufficient the applicant could request an extension as mentioned by staff.

Mr. Bauer noted that some IUPs along Highway 10 have been linked to specific events, such as interchange construction. He stated that they would prefer that the IUP be linked to the construction of the primary building as once that building is constructed the IUP would no longer be needed.

Acting Chairperson Anderson noted that if there is not a timeline, the IUP could then run indefinitely.

Mr. Bauer stated that the accessory building will continue to be needed and is the first step in progressing forward.

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

A roll call vote was performed:

Commissioner Peters aye

Commissioner Gengler aye
Acting Chairperson Anderson aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 8:12 p.m.

Commission Business

Motion by Commissioner Peters, seconded by Commissioner Gengler, to recommend that City Council adopt Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure on the subject property for a term of five years.

Further discussion

Councilmember Musgrove asked for details on the foundation for the accessory building.

Mr. Bauer replied that there would be a cement slab.

Councilmember Musgrove commented that she would like the five-year period for the IUP, recognizing that an extension could be granted, or perhaps additional storage space would be needed.

Mr. Bauer commented that the accessory structure is being built to fit future needs, therefore a larger size will not be needed. He noted that the draft resolution states a period of two years and asked for clarification on the desired length.

Commissioner Peters stated that his intention was to allow a five-year time period.

Commissioner Gengler confirmed that she would support five years.

A roll call vote was performed:

Commissioner Peters aye
Commissioner Gengler aye
Acting Chairperson Anderson aye

Motion carried.

Chairperson Bauer and Commissioner VanScoy rejoined the meeting as Commission members.

7. COMMISSION BUSINESS

7.01: Review Sketch Plan for Trott Brook Property, Makowsky Addition, Case of the Excelsior Group (Project 20-103)

Presentation

Senior Planner McGuire Brigl presented the Staff Report stating that staff recommends that the Planning Commission direct the applicant to move forward with developing a formal preliminary plat, compliant with all City Code standards. The review by staff outlines minor adjustments to the plan that shall be required in order to achieve full compliance with Zoning Code. The overall project complies with the Zoning Code.

Commission Business

Commissioner Gengler asked for input on the accesses that would be provided into the development, noting there appear to be two entrances on 173rd and one on Variolite.

Senior Planner McGuire Brigl commented that there is one proposed entrance from Nowthen onto 173rd, which is currently a dirt driveway that would be upgraded to a public road. She stated that there would be one entrance off Variolite. She stated that improvements would likely be necessary on Nowthen Boulevard, such as a turn lane, to support this development.

Commissioner VanScoy asked if there would be a conservation easement as part of this development.

Senior Planner McGuire Brigl commented that staff learned that conservation easements are extremely difficult to enforce, therefore required buffer would be taken through outlot or the City would take fee title of.

Deputy City Administrator Gladhill stated that the discussion has not reached that level yet, noting that it would depend upon whether the development would have an HOA that maintains ownership of outlots, or whether the City would take ownership of the outlots.

Councilmember Musgrove referenced the potential number of lots that may not meet the minimum size standards and asked if that could change the layout and ultimate number of lots.

Senior Planner McGuire Brigl replied that staff flagged some lots that will need to be double checked in terms of size. She stated that the wetland delineation has the most potential to change the ultimate number of lots because of required buffers. She stated that perhaps five to ten lots could be lost if this moves forward.

Ben Schmidt, Excelsior Group, commented that they have been working on this for over one year and they believe they can move forward meeting all the minimum requirements. He recognized that this is high level but believed that they would be able to provide the minimum lot sizes. He agreed that the wetland delineation would be the factor that could impact the ultimate number of lots. He believed that this would be a great project for the City, and they are excited about the new park area that would be brought to the northern area of Ramsey.

Commissioner VanScoy commented that he noticed a lot of ponds and asked if those are wetlands or whether those would be created.

Mr. Schmidt replied that those would be infiltration basins to be used for stormwater management.

Commissioner Anderson commented that he plows snow for the City and cul-de-sacs take about 15 minutes each to plow. He noted that this sketch has nine cul-de-sacs which would equate to a few hours of plowing just for this development. He stated that the City would then most likely have to hire another staff member to plow and additional equipment would be needed. He asked if some of the cul-de-sacs could be eliminated.

Mr. Schmidt recognized that cul-de-sacs are not desired by public works. He stated that he is sensitive to that but noted that from a marketing standpoint, people like to live on cul-de-sacs because it slows traffic and increases safety. He stated that there could be a negotiation but felt that the value of the homes could create a tax base that would help to offset the additional public works time. He noted that they would be willing to work with staff on that detail.

Senior Planner McGuire Brigl stated that she presented the sketch plan to the Public Works Director, who agreed that cul-de-sacs require additional time but believed that some planning could assist in offsetting that time. She stated that the driveway locations will be run by public works during each phase in attempt to make it easier for plows.

Commissioner Anderson commented that typically the smaller trucks do cul-de-sacs, and the larger trucks do the main road. He commented that public works and public safety vehicles should continue to be a part of the cul-de-sac discussion.

Kim Ksaloka asked when buffer zones between the proposed development and existing properties would be discussed.

Senior Planner McGuire Brigl commented that staff noted that the density transitioning would be required at a level two, which would be a 35-foot berm or 45-foot planted buffer. She stated that buffer would be required against the existing rural lots.

Commissioner VanScoy commented that he likes the proposal and noted that the applicant has done a great job reacting to previous input. He noted that this is a much more preferable design to the original sketch plan.

Chairperson Bauer noted that in previous review the Commission was comfortable with some smaller interior lots but recognized that the Council did not support those lot sizes.

Councilmember Musgrove confirmed that this submission is more in line with the previous direction from the City Council. She recognized that she has not yet seen much community input on the new design.

Chairperson Bauer noted that this seems on track with the desire of the developer and the previous direction from the City Council.

Senior Planner McGuire Brigl confirmed the consensus of the Commission to direct the applicant to move forward towards preliminary plat. She noted that this will go forward to the City Council on the March 23rd agenda.

Councilmember Musgrove asked if the description for parcel B is accurate in the letter submitted.

Deputy City Administrator Gladhill commented that it is very common to have this type of description in a metes and bounds division therefore this is accurate.

8. COMMISSION / STAFF INPUT

Chairperson Bauer noted that he and Commissioner VanScoy have conflicts with the April meeting date and suggested postponing that meeting by one week.

Councilmember Musgrove noted that the Park and Recreation Commission meets on that night. She suggested moving to the third Thursday.

Chairperson Bauer noted that he and Commissioner VanScoy have a conflict with that date as well. It was confirmed that the Planning Commission meeting for April would be held the second Thursday in April. He noted that some members of the Commission attended a City Council worksession where a pause on multifamily housing development was discussed for City owned property. He noted that the Commission members expressed concern for the rational in pausing that development when the properties are zoned for that type of development. He stated that perhaps a joint worksession with the Council, EDA, and Planning Commission be held to review the plan for the COR to ensure everyone is on the same page.

The Commission members agreed that it would be helpful to have a joint discussion to discuss the general land use vision of the COR and multifamily housing.

Chairperson Bauer asked if Councilmembers Musgrove and Woestehoff would be open to making the request to the Council for a joint meeting.

Councilmember Musgrove asked if that would be the only way for this type of joint meeting to occur.

Deputy City Administrator Gladhill stated that the multifamily discussion has come forward a few times and therefore he would prefer this be a broader discussion. He noted that staff could bring forward the suggestion for a joint worksession but urged the focus to be on the land use plan for the COR.

Councilmember Musgrove commented that the Council had the discussion related to multifamily housing and indicated support for a pause on that development as well as focusing on attracting retail development to support the residents that have come into the COR. She felt that the minutes from that meeting reflect that direction. She commented that a lot of rooftops have been added and the Council wants to focus more on bringing businesses to support the needs of those residents.

Chairperson Bauer stated that he was looking at discussing the overall plan for the COR and land along Highway 10. He stated that he suggested bringing in the EDA because it has been stated that retailers look for a population of 30,000, which Ramsey has not yet reached that level. He stated that the quickest way to reach that population is with multifamily development and therefore that may need to be a factor in reaching the goal to bring more businesses. He believed that involving the EDA would be critical to ensure all factors are considered and everyone moves forward in the same way to reach the ultimate vision of the COR.

Deputy City Administrator Gladhill commented that staff would need to be careful how to navigate this as there has been direction from the Council on multifamily housing. He stated that the Commission could request a joint meeting to focus on overall land use in the COR and the Council would then make the decision whether to hold that meeting.

Councilmember Woestehoff commented that from his perspective collaboration with the different Boards is an important function. He stated that members of the Commission can reach out to Councilmembers from their Ward or the At-Large members to express their comments as residents. He noted that while the decision was not unanimous, the Council did make the decision to pause multifamily development on City owned property. He recognized that retail may not bounce back as quick as desired following COVID, but perhaps it will.

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to request a joint meeting with the Planning Commission, City Council and Economic Development Authority to discuss the land use plan for the COR and Highway 10 corridor.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

9. ADJOURNMENT

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner VanScoy	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

The regular meeting of the Planning Commission adjourned at 9:00 p.m.

Respectfully submitted,

_____
Chloe McGuire Brigl
Senior Planner

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **7. 1.**

Meeting Date: 03/23/2021

By: Mark Riverblood, Engineering/Public Works

Information

Title:

Center Street Area Framework and Policy Plan

Purpose/Background:

This case is to acknowledge the ***Center Street Area Framework and Policy Plan*** as an update to ***The COR Design Guidelines and Framework***. (This first, new 2021 Center Street framework and plan, only for the *Downtown District* portion of this second established planning document, The COR Design Guidelines and Framework approved in 2012.)

Approval of this update and addition to The COR Design Guidelines and Framework (the second attachment below), does not approve any single project, nor does it obligate the City to any specific detail with respect to any future improvement or project. These design guides and framework plans are however, valuable planning tools that allow developers, residents and stakeholder's in Ramsey's downtown to envision the cityscape they would be investing in.

The Center Street Area Framework and Policy Plan (the first attachment below) details streetscapes, future stormwater elements (water reuse), sidewalks, aspects of Municipal Plaza, the Regional Trail and other pedestrian elements/walkability. The plan also describes facade and area improvements to Pump house #3.

The Park & Recreation Commission acknowledged the Center Street Area Framework and Policy Plan at their November 2020 regular meeting; the Planning Commission on January 7th, 2021, EDA on January 14, and the Environmental Policy Board on January 25th 2021.

As indicated, the purpose of this case is to establish the Center Street Area Framework and Policy Plan as an update to The COR Guidelines and Framework, so as to inform planning activity for several interrelated projects around Center Street—some of which having timelines that require or allow the work to commence soon (separately from this case).

A summary of these projects (and a brief description of the interrelatedness) is as follows:

<u>Center Street sidewalk(s) in front of the Sapphire Apartments</u>

The City has the obligation to construct the Center Street public sidewalk/streetscape improvements for a city-lead construction project. The developer has the Sapphire apartment building substantially complete and ready for these improvements. The specific design work for matching the public realm (sidewalk and streetscape) to the adjoining and parallel private sidewalk and building is underway, and should be constructed in the Spring of 2021.

<u>Center Street Streetscape/Trail (west side) near the interface of the Affinity at Ramsey Senior Apartments and Municipal Plaza:</u>

East of the Affinity building is a narrow area of park, south of a new segment of Ramsey Parkway. This is also the

Central Anoka County Regional Trail which consists of a temporary section of bituminous, with the plan to convert it to concrete, (like the finished 10' foot concrete trail immediately to the south, parallel to Center Street). The 2021 Parks Capital Improvement Plan (CIP) includes a proposed project page for this, with some of the preliminary conceptual work done.

Municipal Plaza at the interface with Affinity at Ramsey Senior Apartments:

This area is to grade, with turf established in the Fall of 2020, but with no irrigation or other improvements. The preliminary concept plans for the park, show a plaza-like extension of the streetscape/trail blending into the park for a usable, programmable space. The final design (to include public furniture, hearth, landscape, for the narrow north portion of the park) should be considered for completion in 2021 to match the Affinity project's finished edge. This project would allow for the irrigation system to be designed for larger area of this park area as well. Additionally, the city has the obligation to 'take over' the irrigation for the median swale within the Ramsey Parkway, (this city property is presently being served by the Affinity building at their expense). Completing this specific park area would be of benefit to the future residents who will reside on either side of this space as well as other park patrons, including for Happy Days' programming—and improve the marketability of the city-owned vacant lot West of Municipal Plaza.

Municipal Plaza, south of the above (the larger, Happy Days site):

The fill from the 2019 COR Infiltration Basin was placed in the park as referenced above. The city may also consider an underground irrigation for the park as the first phase of development, as large scale park improvements may be a few or more years out. This flat, turfed area would function as a lush park space until the final improvements to the park are funded and complete.

Pump House Plaza:

The area immediately surrounding the small Pump House No. #3 is unimproved and consists of sand-burs and weedy grasses. As part of the 2019 Metropolitan Council Local Community Development grant exploration, the Pump House site was evaluated and found that its grounds can bring significant value to Ramsey's downtown by functioning as a plaza and practical extension of the sidewalk and connected park (especially when Center Street may be closed for public events). The cost and design of adding a public restroom to this site to serve the the area parks and trails will be evaluated as planning around the Center Street area may occur.

Pump House Exterior completion:

The facade treatment was withheld from the Pump House when it was constructed over a decade and a half ago. This was deliberate, so as to match the building with the municipal architecture in Ramsey's downtown at such time as this would be known. It is believed that this project is timely, in that the city has made the investments in civic place and architecture, and the other related improvements (Municipal Plaza and the future Waterfront) can be considered along with this endeavor—each informing the other, thus setting forth the civic architecture for establishing the sense of place, in the very center of Ramsey's walkable downtown. Additionally, the Pump House is stark in appearance (without the architectural cladding), and finishing the building will meet with the same standards as other private projects are held to in The COR, raising property values, and at the same time the site's utility (discussed above). The city's Capital Improvement Plan (CIP) shows this project occurring in 2020-21. (The Pump house exterior completion is the subject of the next City Council case.)

145th Avenue sidewalk:

As of the Fall of 2020, the Sapphire project site is substantially complete, including a widened sidewalk from Sapphire Street, westerly along 145th Avenue to the Pump House site. The city is required to complete approximately 100' feet of sidewalk on the south side of the Pump House to make the connection to Center Street. The planning for this sidewalk will occur alongside the above Pump House Plaza planning activity.

Notification:

Observations/Alternatives:

Additional detail will be presented at the meeting.

Funding Source:

Funding for the various capital improvements (all of which would be approved outside the scope of this case) are identified within the respective portions of the City's CIP, or other separate Council authorization.

Recommendation:

Staff will highlight the ***Center Street Area Framework and Policy Plan*** for the meeting, and recommends adding the plan as a supplement and update to the *The COR Design Guidelines and Framework*.

Action:

Motion to acknowledge the ***Center Street Area Framework and Policy Plan*** as an update to *The COR Design Guidelines and Framework*.

Attachments

Center Street Area Framework and Policy Plan

The COR Design Framework

Streetscape pages fm The COR Design Framework

The COR Interim Plan

Site Context

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kathy Schmitz	03/17/2021 02:22 PM
Kurt Ulrich	Kathy Schmitz	03/17/2021 02:22 PM
Tim Gladhill	Tim Gladhill	03/17/2021 04:09 PM
Kurt Ulrich	Kurt Ulrich	03/18/2021 04:38 PM
Form Started By: Mark Riverblood		Started On: 02/18/2021 10:51 AM
Final Approval Date: 03/18/2021		

CENTER STREET AREA FRAMEWORK + POLICY PLAN



Pump House Plaza + Pump House Building + Municipal Plaza + Center Street

City of Ramsey, Minnesota
November, 2020

ACKNOWLEDGMENTS

This Framework and Policy Plan focuses on the very center of The Center of Ramsey's 320 acre downtown referred to as The COR. The fact that the community is succeeding in the primary vision of having its own downtown and identity cannot be understated. The COR is over half built-out according to plan, with favorable progress continuing even within and through the Great Recession. This is attributable to Ramsey residents, and leadership, holding to the original vision for a pedestrian oriented, successful, vibrant downtown–this Center Street Area Framework and Policy Plan is an implementation strategy that supports the vison and objectives of The COR Design Framework which cites an 'implied responsibility' to carry forth the goals in site planning and design:

"All participants in the development of The COR recognize the local and regional impacts of this project and the various systems that play an important role. Each parcel and each building must fit within the context of the entire plan. Individual projects must complement, not compete with, adjacent development in terms of public green space, walk and trail connections, stormwater management solutions, street layout, parking strategies, land use mix and building design." The Center Street Area Framework and Policy Plan does just this, by integrating and interrelating the above tenets.

The COR Design Framework goes on to list the three Objectives:

- *Overall COR design (and all new private development within The COR) will accommodate stormwater from new projects and from off-site, and highlight stormwater features as an amenity.*
- *Bikeways and pedestrian routes into The COR from adjacent neighborhoods must be designed for safety and ease of access, suggesting that a person on a bicycle has an equally accessible route to [and within] downtown.*
- *Parks and open space will be easily accessible to all COR residents, visitors, people who work here and also for the citizens of Ramsey and the surrounding area. *This connected green system is reminiscent of the world renowned 'Grand Rounds' of Minneapolis.*

* The above is also mirrored in The Circle of Ramsey Greenway, of which The COR, is an integral part and a destination within.

The COR was an organic, citizen led movement in delivering an urban downtown with its amenities for the whole community, while also 'taking some of the development pressure off' the more rural areas of the city. The success in finding that balance has been due to thoughtful, reasoned residents–unified in mission and vision. Future Ramsey residents can thank today's residents and Planning Commission, Economic Development Authority, the Park and Recreation Commission, and City Council for coming together in their collective service to the community.

Parks & Assist. Public Works Superintendent,
Mark Riverblood

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Sapphire Apartment Frontage (Location/Site Plan/Project Description/Design Program)....18

Center Street (Location/Site Plan/Project Description/Design Program)....22

Central Anoka County Regional Trail (Location/Site Plan/Project Description/Design Program)....24

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Background + Purpose

Overview

The purpose of the Center Street Area Framework + Policy Plan is to advance the planning activity for several interrelated projects within this district. Several of these project have timelines that require the work to commence as soon as possible. A summary list of current and potential future projects includes:

- Center Street sidewalk(s) in front of the Sapphire building;
- Center Street streetscape/trail (west side) near the interface of the Affinity and Municipal Plaza;
- Municipal Plaza (north) at the interface with Affinity;
- Municipal Plaza (south) the larger Happy Days site;
- Pump House Plaza the area immediately surrounding the small Pump House No. #3;
- Pump House Exterior potential facade improvements;
- 145th Avenue sidewalk connecting to Center Street.

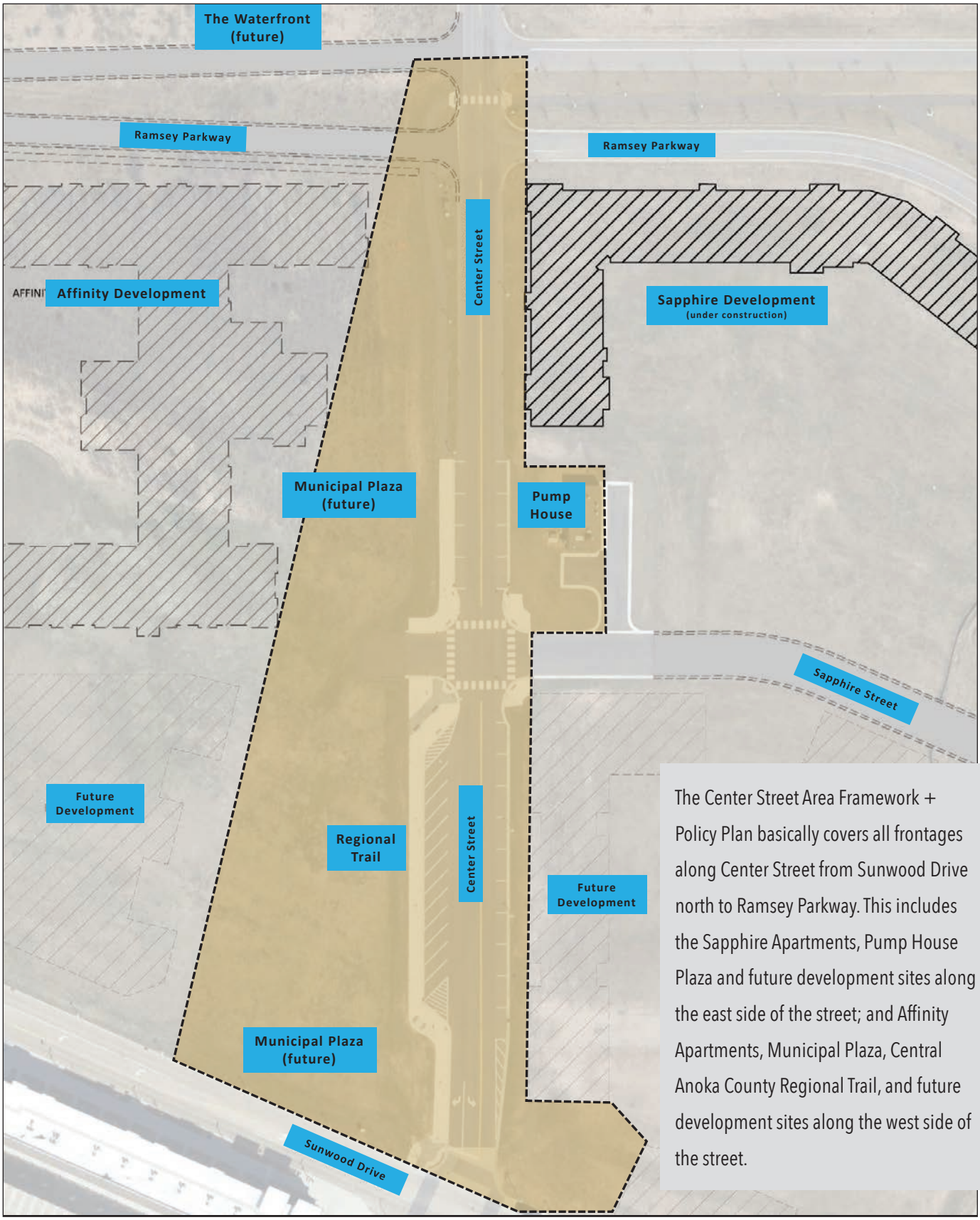


Outcomes + Deliverables

As indicated, the above project listing is merely a summary outline of the work to be performed; the detailed Scope of Services (provided by the Consultant Team), will result in design guidelines to allow the city to develop specifications (cross-sections with details) such that quotations may be sought for work that must be completed like the sidewalk/streetscape adjoining the Sapphire building. Additionally, the scope and cost of other features may be better understood, and accordingly, will result in the ability to proceed with improvements to Municipal Plaza, and the Pump House site (plaza, concrete, landscaping and conceivably an attached public restroom), at such time it is authorized by City Council, (in 2021 or thereafter).

Further, the above referenced Scope of Services will develop the design for the Pump House facade and related architectural treatments, and result in a Design-build RFP that will provide City Council with the cost and contractor (upon approval) that can complete the 2020 Capital Improvement Project for Municipal Pump House #3.

Coverage Diagram



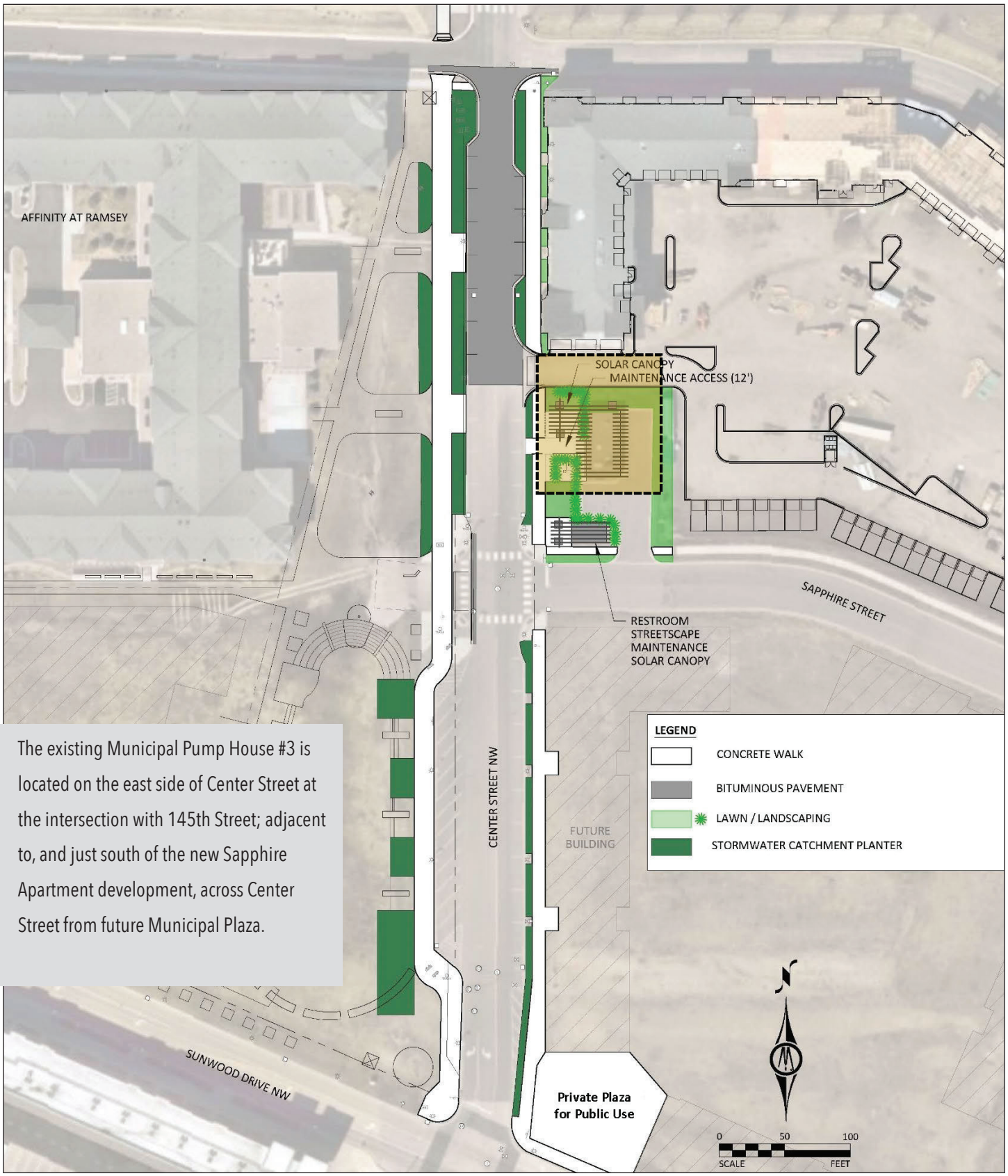
The Center Street Area Framework + Policy Plan basically covers all frontages along Center Street from Sunwood Drive north to Ramsey Parkway. This includes the Sapphire Apartments, Pump House Plaza and future development sites along the east side of the street; and Affinity Apartments, Municipal Plaza, Central Anoka County Regional Trail, and future development sites along the west side of the street.

Components Diagram



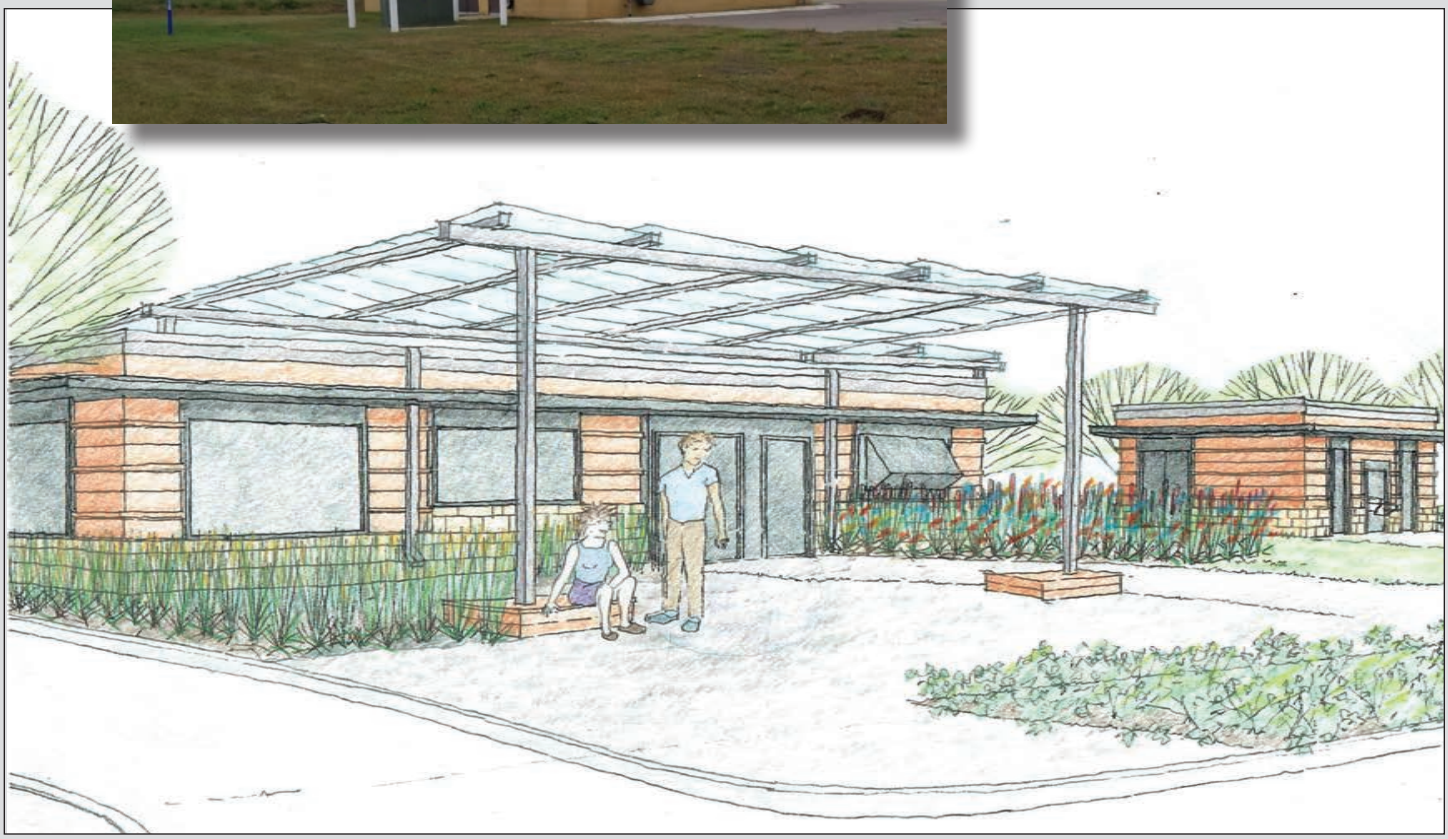
As introduced earlier, the Center Street Area promotes the idea that a variety of individual projects, when designed and built as part of an integrated whole, will create the desired character and connections that make Center Street a crucial crossroads and activity center for the Center of Ramsey. The projects listed on the Components Diagram provide the outline/organization for the rest of this Framework + Policy Plan. Each of the following sections will include project location, site plan, site details, preliminary cost evaluation, and other graphic/narrative description as needed to clarify design intent.

Pump House Building Location Map



The existing Municipal Pump House #3 is located on the east side of Center Street at the intersection with 145th Street; adjacent to, and just south of the new Sapphire Apartment development, across Center Street from future Municipal Plaza.





Pump House Building

PROJECT DESCRIPTION

Since the time of its construction, Municipal Pump House #3 has been a simple concrete masonry building. As new development occurs around it, Pump House #3's appearance can contribute to the character of surrounding buildings and the proposed plaza by applying new exterior finishes to the existing building. Stone, wood, and metal finishes and colors compliment other civic buildings in Ramsey Downtown District.

Note: the sequence of project design and construction will begin with Pump House Building facade improvements, followed by Pump House Plaza site and landscape improvements, and then additional project feasibility evaluation and detailed design related to the Rest Room + Maintenance Building.

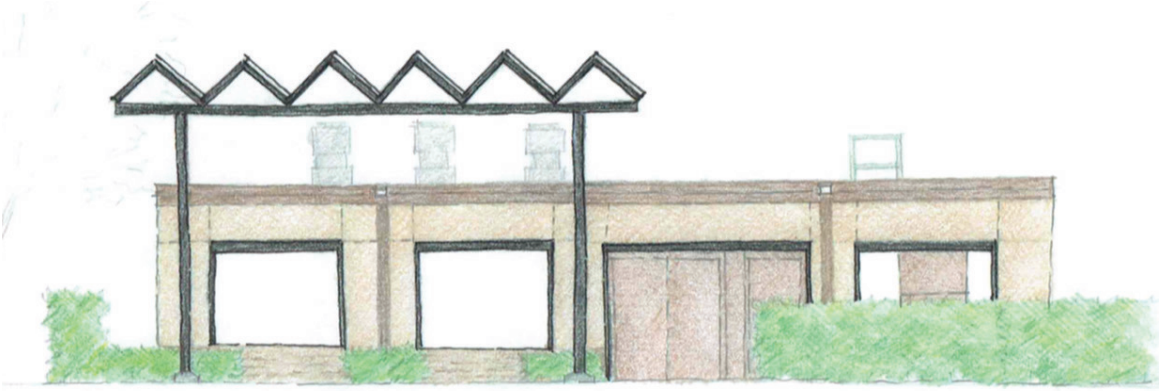
Preliminary estimate of potential construction cost: $175,000 - 190,000



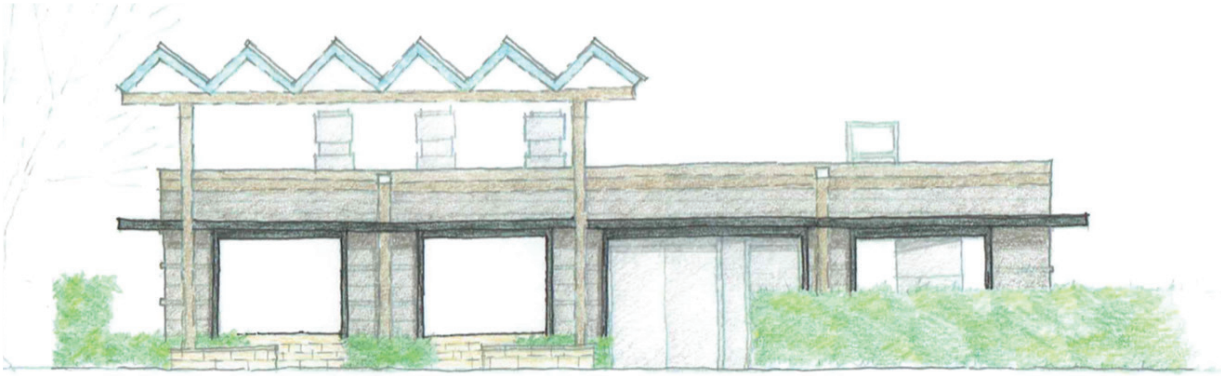
The feasibility of adding photo-voltaic array over Pump House #3 and the adjacent plaza, shall be evaluated based upon additional cost estimates and pay-back timeline.

Pump House Building Project Elements

Three alternative exterior façade treatments have been considered:



- Concept A: Split-faced concrete masonry & cement board siding



- Concept B: Limestone & wood siding

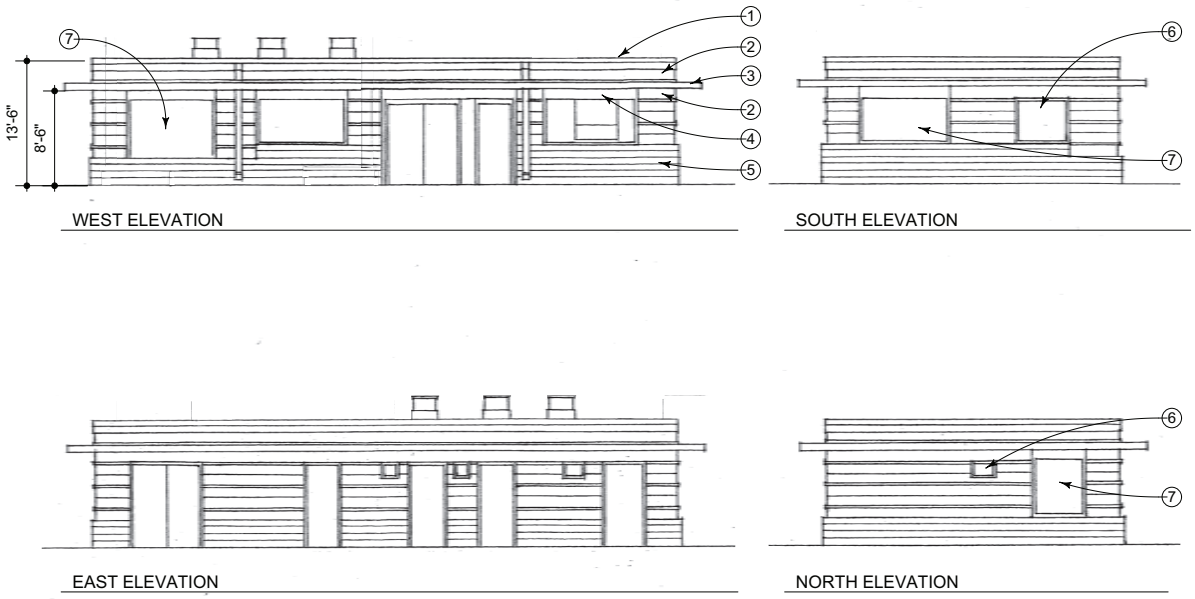


- Concept C: Limestone & brick

Based on design refinements, cost considerations, the limestone and wood siding alternative has been selected for design development.

Pump House Building Project Elements

Concept B Developed Design.

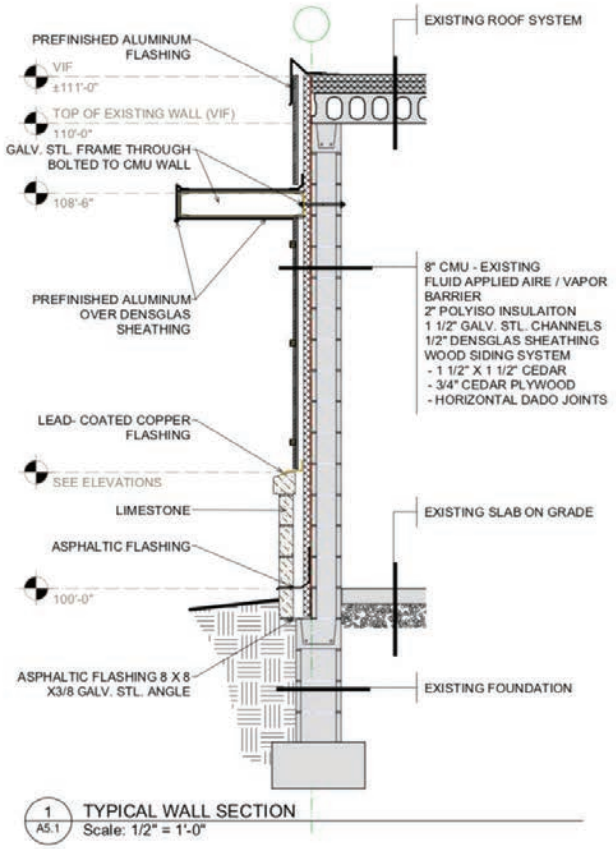


BUILDING ELEVATIONS AT PUMP HOUSE- CONCEPT B.1

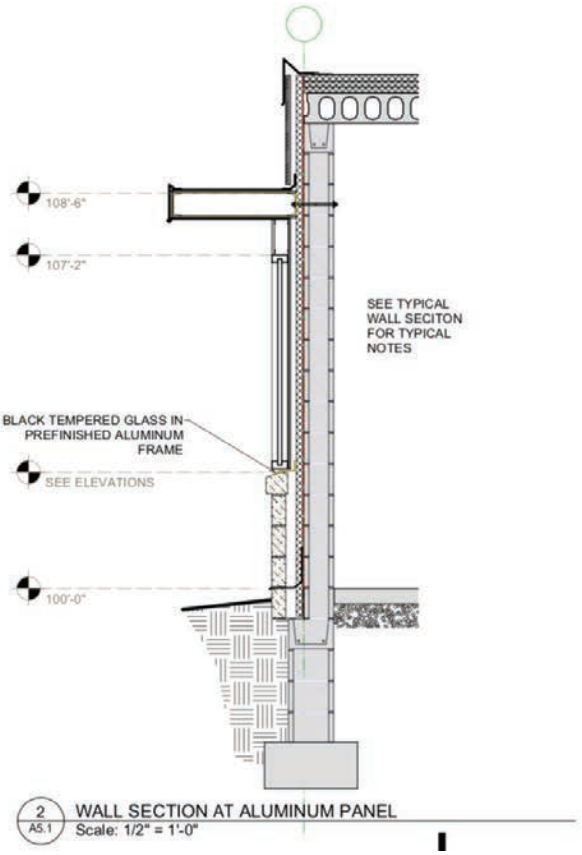
SCALE: 1/8" = 1'-0"

NOTES

1 ALUMNINUM CAP FLASHING
2 WOOD SIDING
3 ALUMINUM EYEBROW
4 ALUMINUM FRAME
5 LIMESTONE BASE
6 EXISTING VENT
7 SMOKED GLASS WITH ALUMINUM FRAME

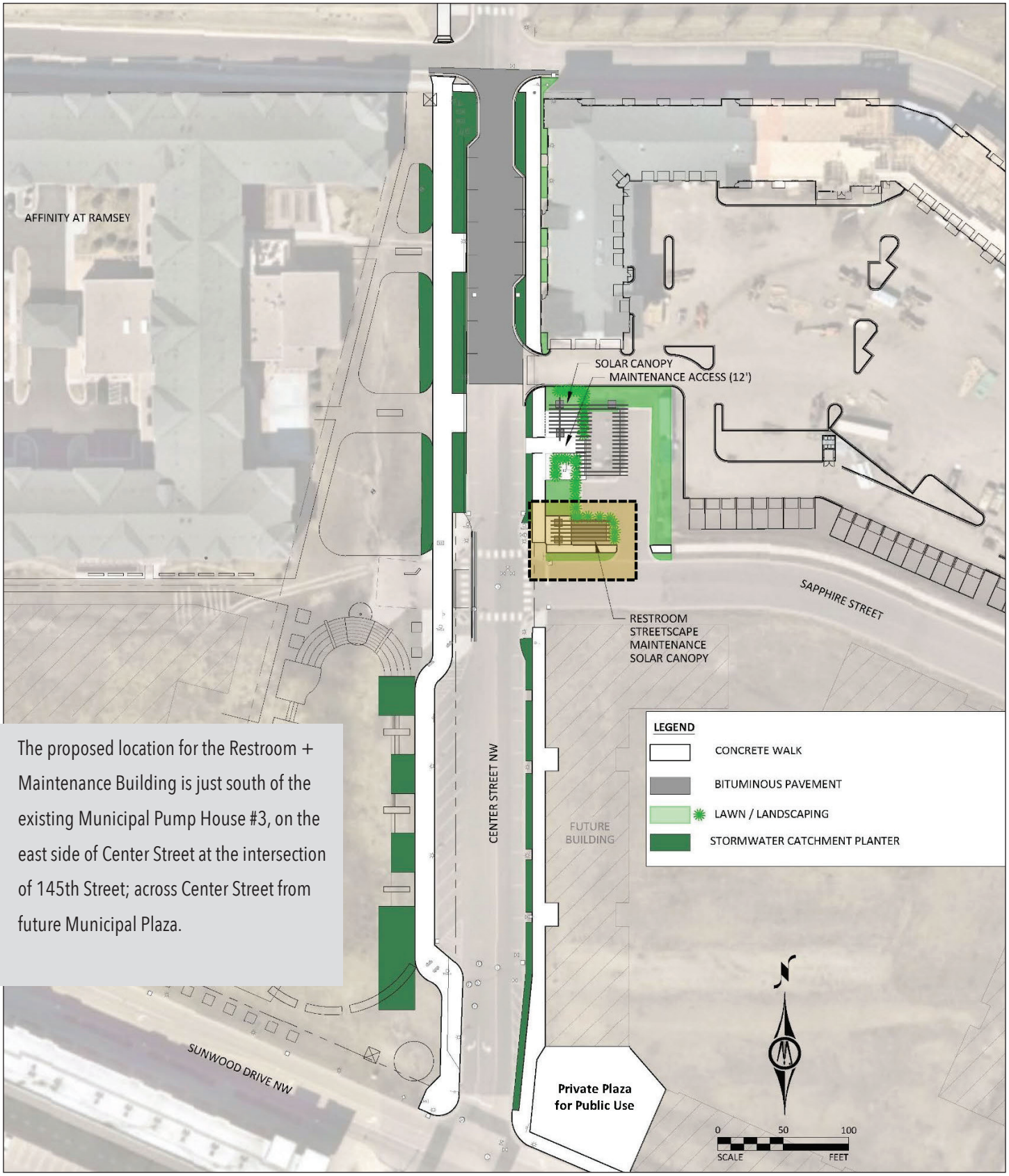


1 A5.1 TYPICAL WALL SECTION
Scale: 1/2" = 1'-0"



2 A5.1 WALL SECTION AT ALUMINUM PANEL
Scale: 1/2" = 1'-0"

Restroom + Maintenance Building Location Map



The proposed location for the Restroom + Maintenance Building is just south of the existing Municipal Pump House #3, on the east side of Center Street at the intersection of 145th Street; across Center Street from future Municipal Plaza.



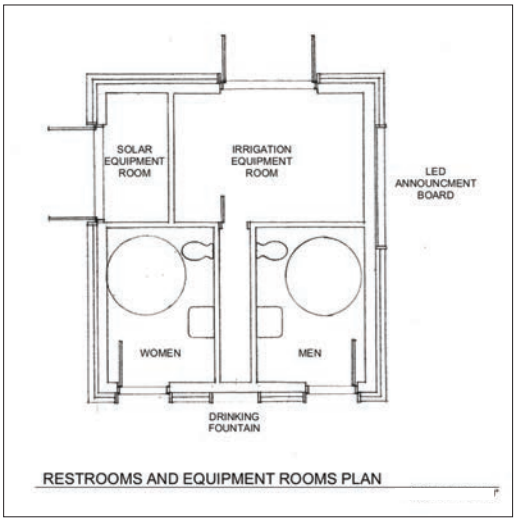
Restroom + Maintenance Bldg

PROJECT DESCRIPTION

A proposed Restroom + Maintenance Building will be sided with the same materials as the adjacent Pump House #3. This building will support community activities at Center Street's Municipal Plaza. It will also house equipment for the plaza's irrigation system and for the solar array at the Pump House building.

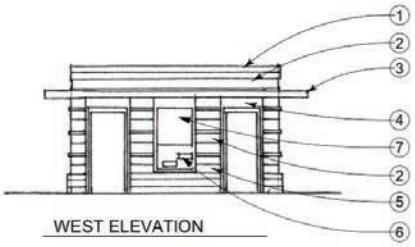
Note: the sequence of project design and construction will begin with Pump House Building facade improvements, followed by Pump House Plaza site and landscape improvements, and then additional project feasibility evaluation and detailed design related to the Rest Room + Maintenance Building.

Potential construction cost included in preliminary estimate for the Stormwater Management System described on page 27.

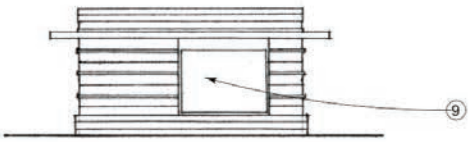


RESTROOMS AND EQUIPMENT ROOMS PLAN

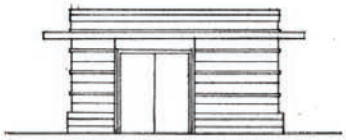
Restroom + Maintenance Bldg Project Elements



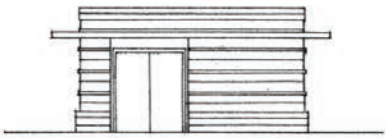
WEST ELEVATION



SOUTH ELEVATION



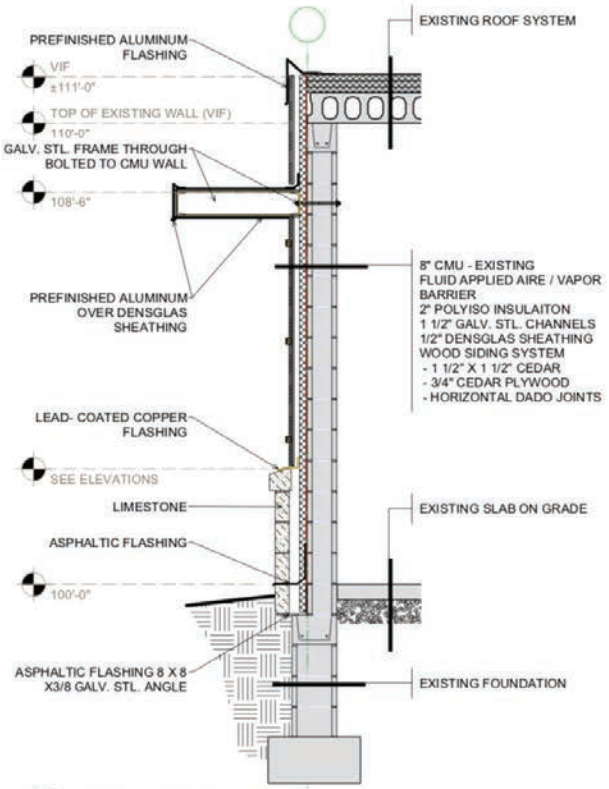
EAST ELEVATION



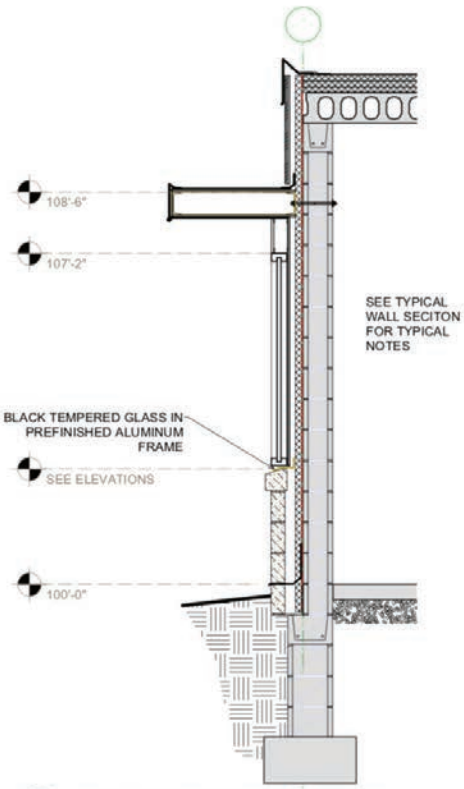
NORTH ELEVATION

NOTES

1 ALUMNINUM CAP FLASHING
2 WOOD SIDING
3 ALUMINUM EYEBROW
4 ALUMINUM FRAME
5 LIMESTONE BASE
6 DRINKING FOUNTAIN
7 LED DISPLAY
8 EXISTING VENT
9 SMOKED GLASS WITH ALUMINUM FRAME



1 A5.1 TYPICAL WALL SECTION
Scale: 1/2" = 1'-0"



2 A5.1 WALL SECTION AT ALUMINUM PANEL
Scale: 1/2" = 1'-0"

Restroom + Maintenance Bldg Project Elements

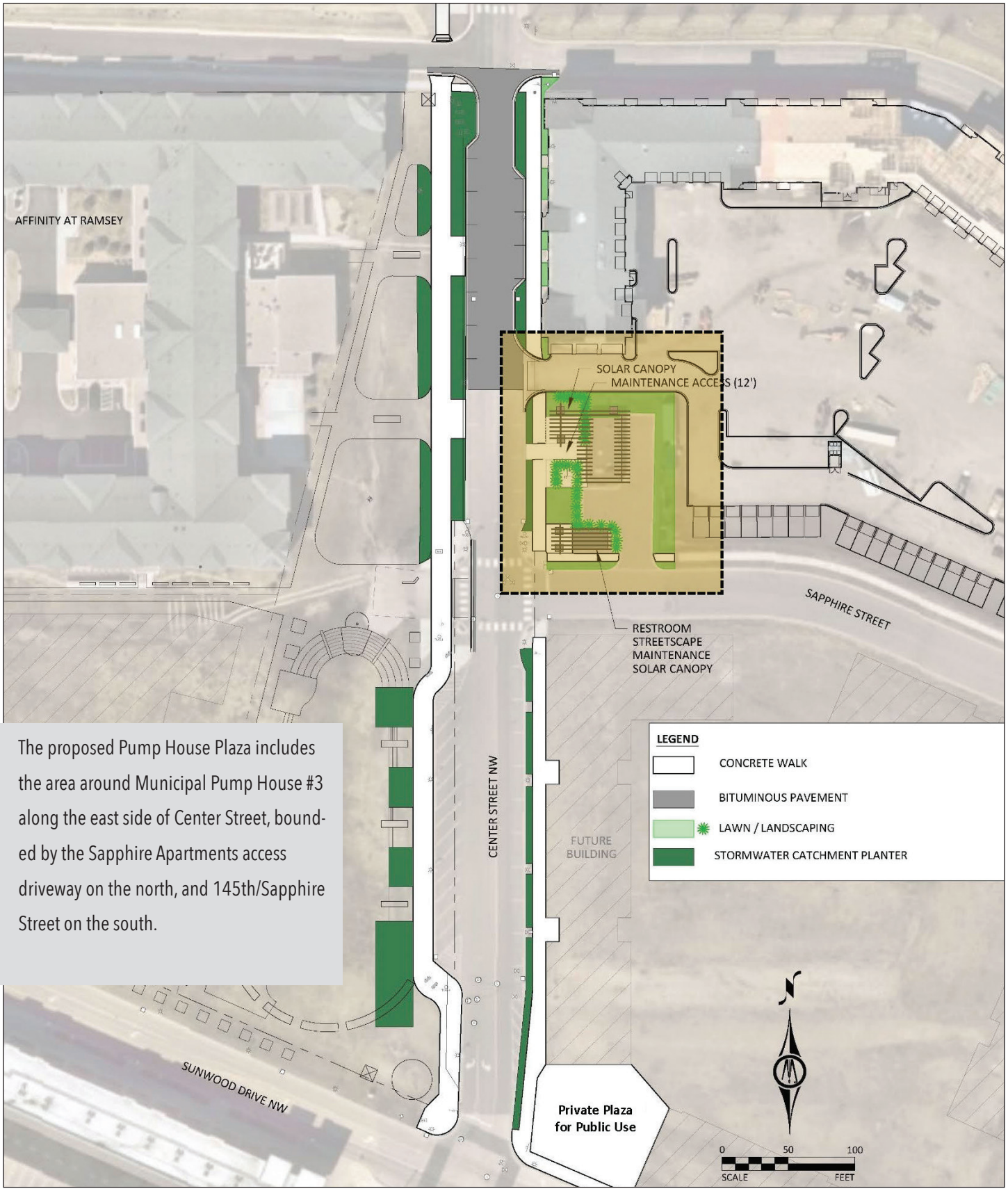




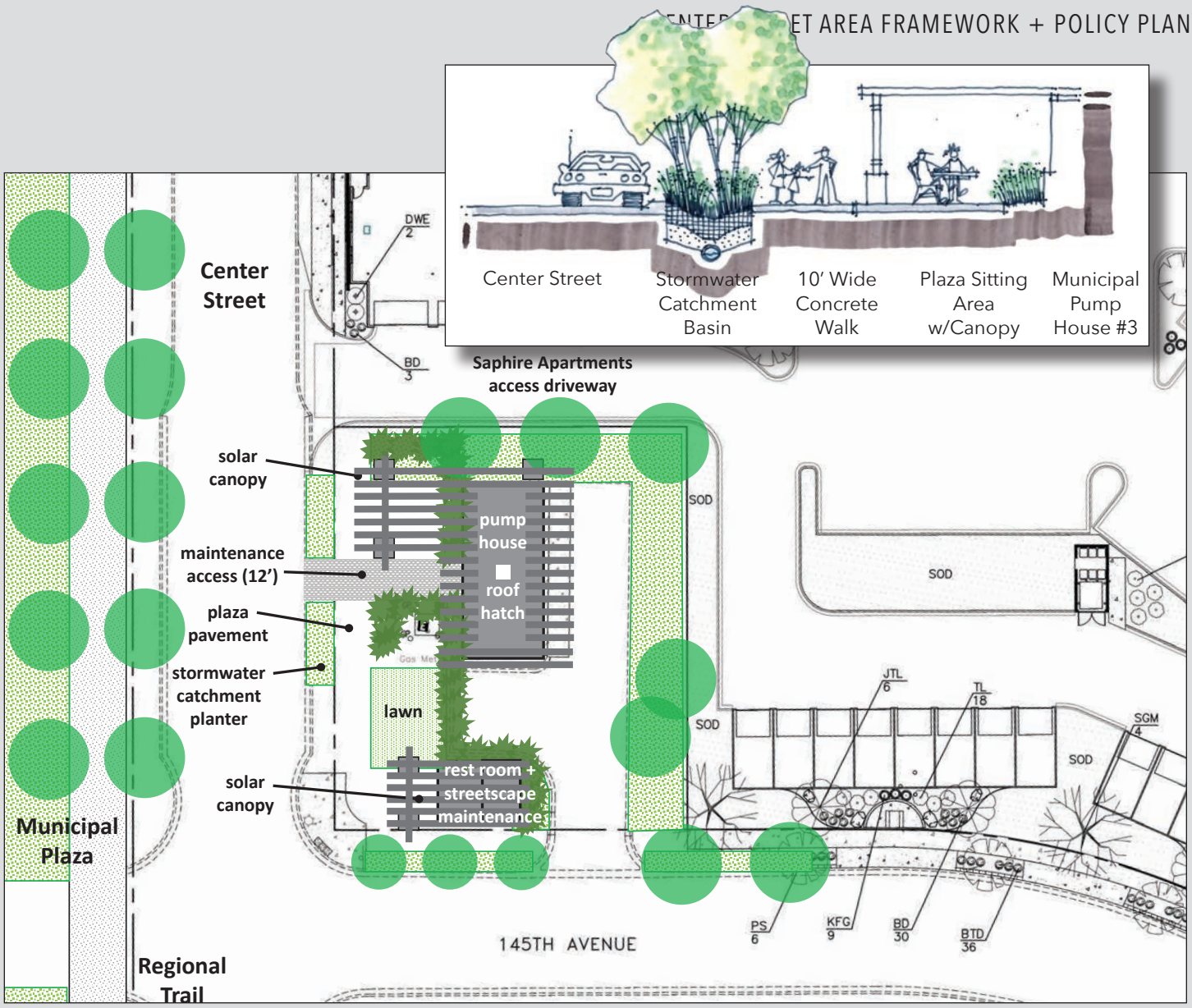


A LED Community Information Board is proposed for the Sapphire Street façade of the Restroom + Maintenance Building. This LED display panel can be used to announce events of community interest, to present the schedule for Municipal Plaza activities, display digital art, etc.(These images shows the capabilities of LED panels.)

Pump House Plaza Location Map



The proposed Pump House Plaza includes the area around Municipal Pump House #3 along the east side of Center Street, bounded by the Sapphire Apartments access driveway on the north, and 145th/Sapphire Street on the south.



Pump House Plaza

PROJECT DESCRIPTION

The Conceptual Site Plan for Pump House Plaza includes the following elements:

- Paved plaza/sitting area along east façade of the Pump House Building;
- Solar canopy/shade structure over the plaza/sitting area;
- Paved (10' minimum width) north/south pedestrian walkway;
- Stormwater catchment basin/planters between pedestrian walk and Center Street;
- Small open lawn/flex space for information/crafts/food tent and other uses;
- Variety of landscape plantings to provide shade, color, screening.

Note: the sequence of project design and construction will begin with Pump House Building facade improvements, followed by Pump House Plaza site and landscape improvements, and then additional project feasibility evaluation and detailed design related to the Rest Room + Maintenance Building.

Preliminary estimate of potential construction cost: $70,000 - 90,000

The primary objective is to create a series of smaller, pedestrian-scaled public spaces along the east side of Center Street to complement and enhance Municipal Plaza, especially for various events that include the temporary closure of the street.

All three of these major elements (Municipal Plaza, Center Street, east frontage public spaces) will seamlessly fit together, including consistent materials, finishes and furnishings to create a unique identity and inviting destination crossroads in the heart of the COR District.

Pump House Plaza Project Elements

Pavement





Concrete plaza with broom finish and tooled joints to create interesting pattern is preferred; color additives, acid tints or etching, and exposed aggregate are other acceptable options.

Furniture





Light weight (moveable) and stackable furniture in a variety of colors is preferred; many choices available, but should consider consistent or complimentary 'family' of furniture for all COR public places.

Stormwater Basins





Curb-cuts on both street side and plaza side of each basin direct surface water flow, but still create a physical/visual separation for pedestrian circulation, snowplowing and other maintenance operations.

Pump House Plaza Project Elements

Water Feature

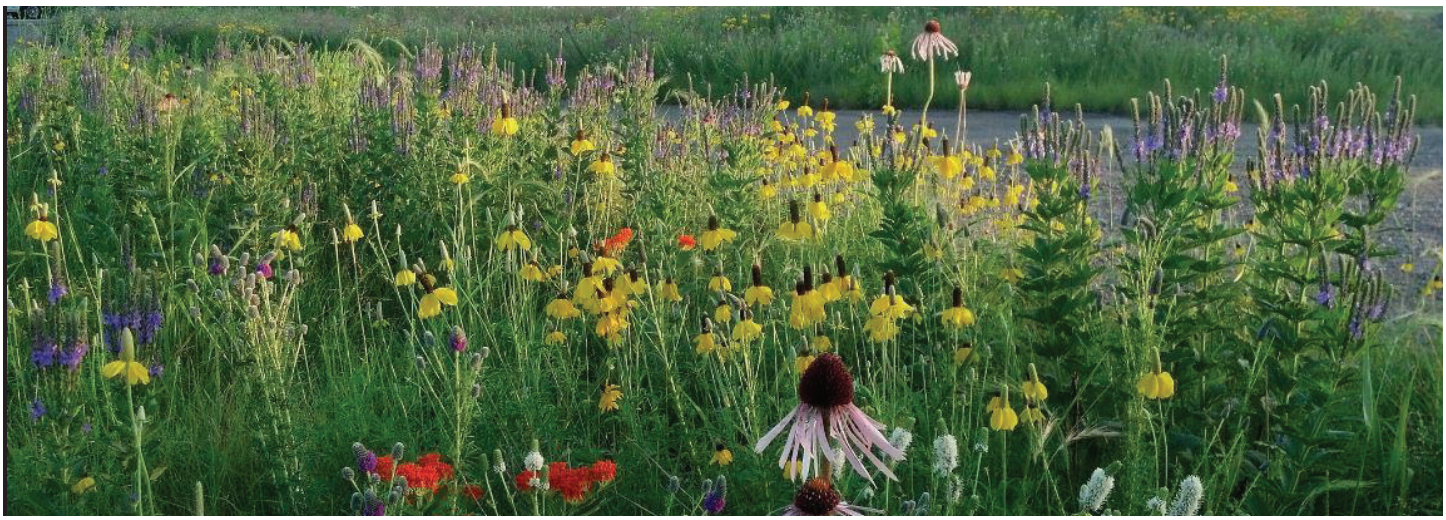




The soothing sound of water can be an important element in the design of public places; small, self-contained water features are preferred, for ease of maintenance, winter shut-down and other considerations.

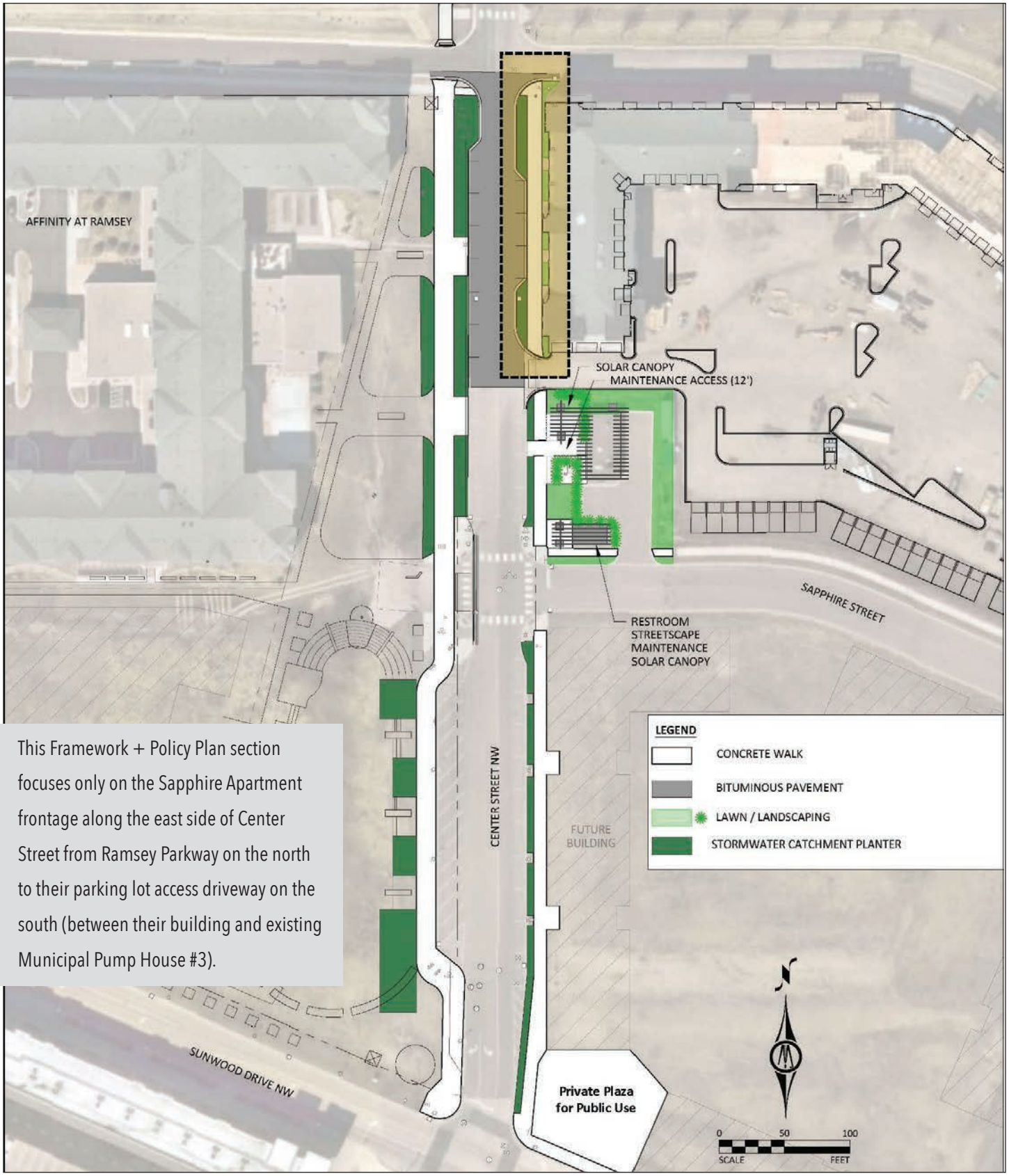
Landscape



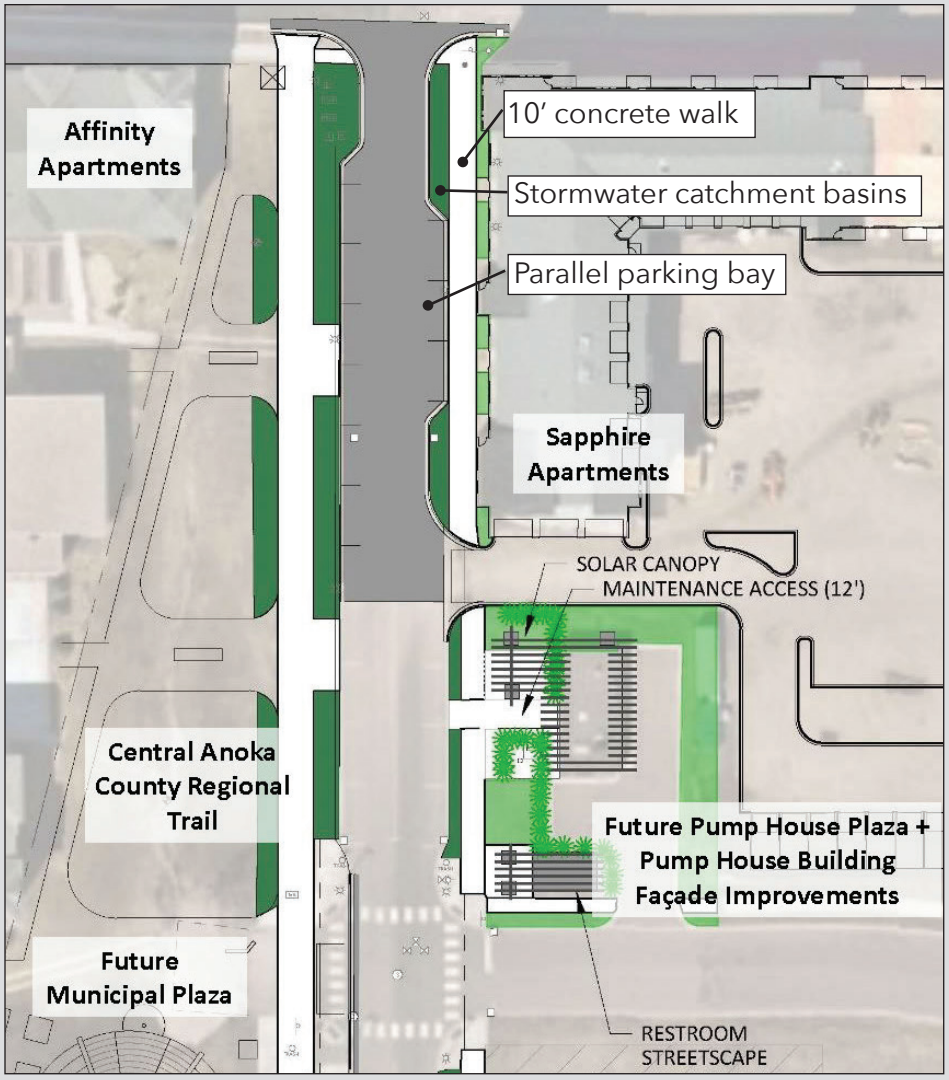



Landscape elements should reflect, or compliment, existing streetscape plantings, and further promote a consistent COR District identity and character; a simple landscape palette provides shade, seasonal color, screening (parking areas/utility boxes), and softens building elevations.

Sapphire Apartment Frontage Location Map



This Framework + Policy Plan section focuses only on the Sapphire Apartment frontage along the east side of Center Street from Ramsey Parkway on the north to their parking lot access driveway on the south (between their building and existing Municipal Pump House #3).



Sappphire Apartment Frontage

PROJECT DESCRIPTION

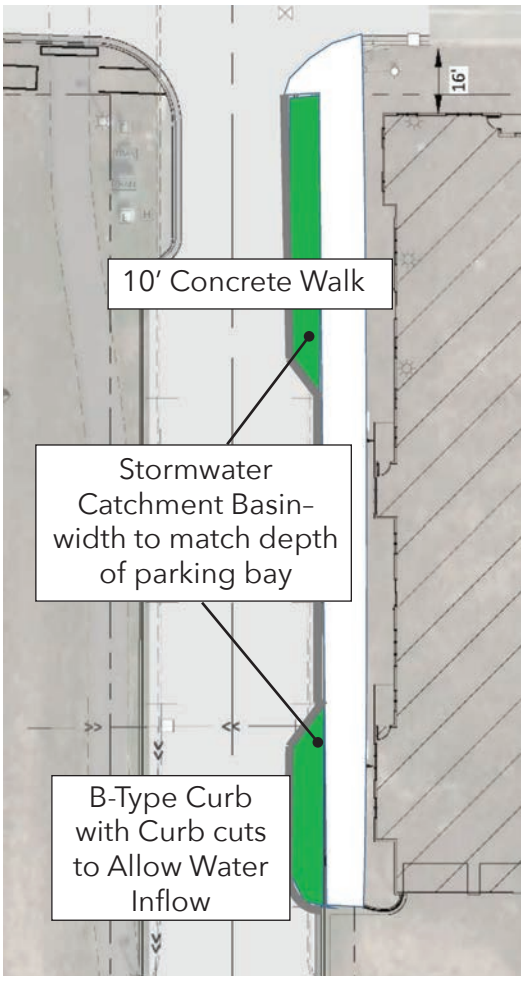
The Concept Site Plan for the Sapphire Apartment Frontage along the east side of Center Street includes three primary elements:

- A 10' wide concrete walk;
- Stormwater catchment basins;
- Parallel parking bay.

Preliminary estimate of potential construction cost: $65,000 - 80,000

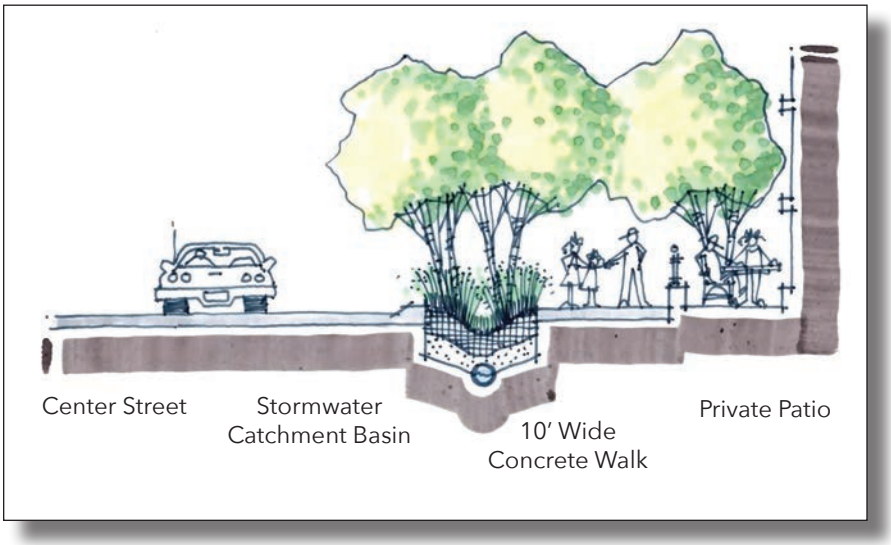
The Sapphire Apartment Frontage will be the first segment of public (pedestrian) realm to be completed, and as such plays an important role in establishing these elements as the benchmark for future projects along the east side of Center Street. A gracious walkway width (10'), connected stormwater basins, and landscape plantings that complement existing streetscape, will not only further enhance the desired Downtown District street character, but also set design expectations for Pump House Plaza and the now-vacant development site at Sunwood Drive.

Sapphire Apartment Frontage Project Elements



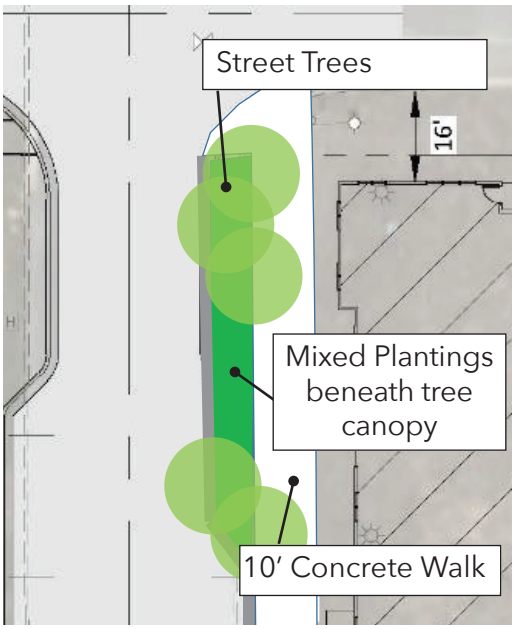
Stormwater catchment basins will be connected to existing storm sewer located in Center Street – future phases will route this water to underground cisterns in Municipal Plaza for irrigation and other re-use purposes.



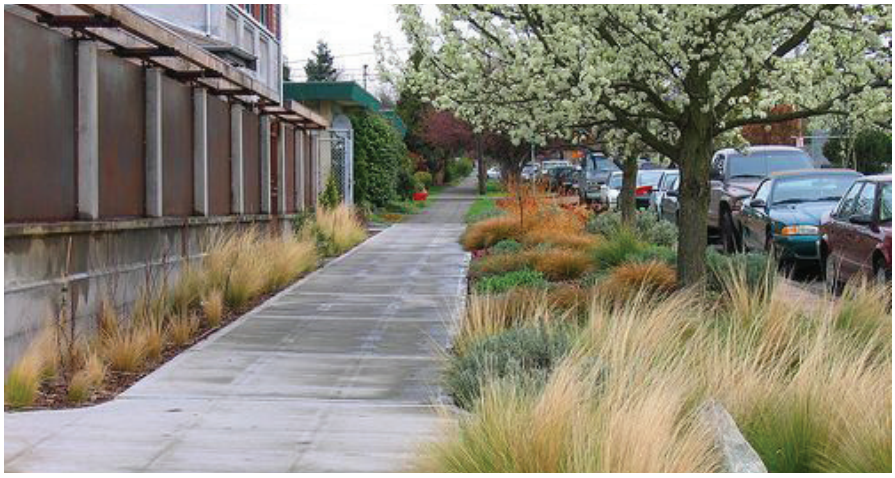


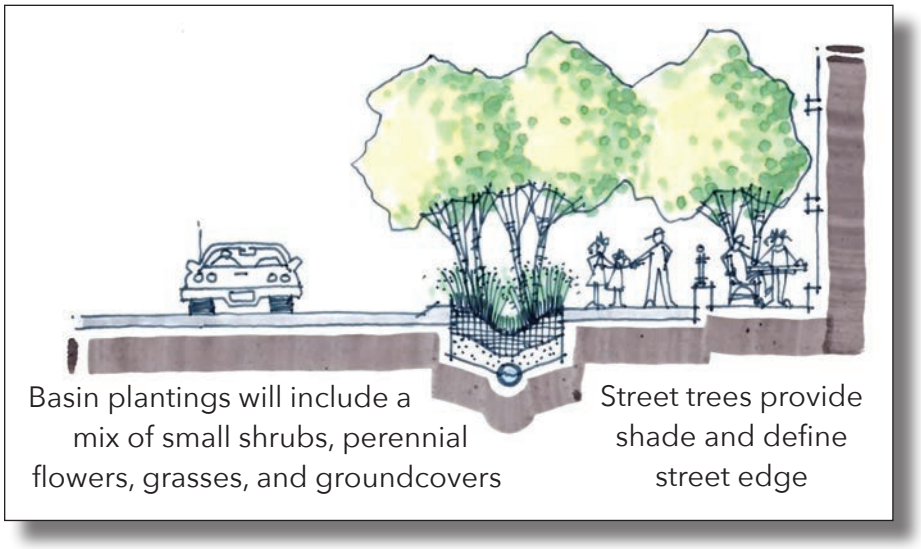


Sapphire Apartment Frontage Project Elements

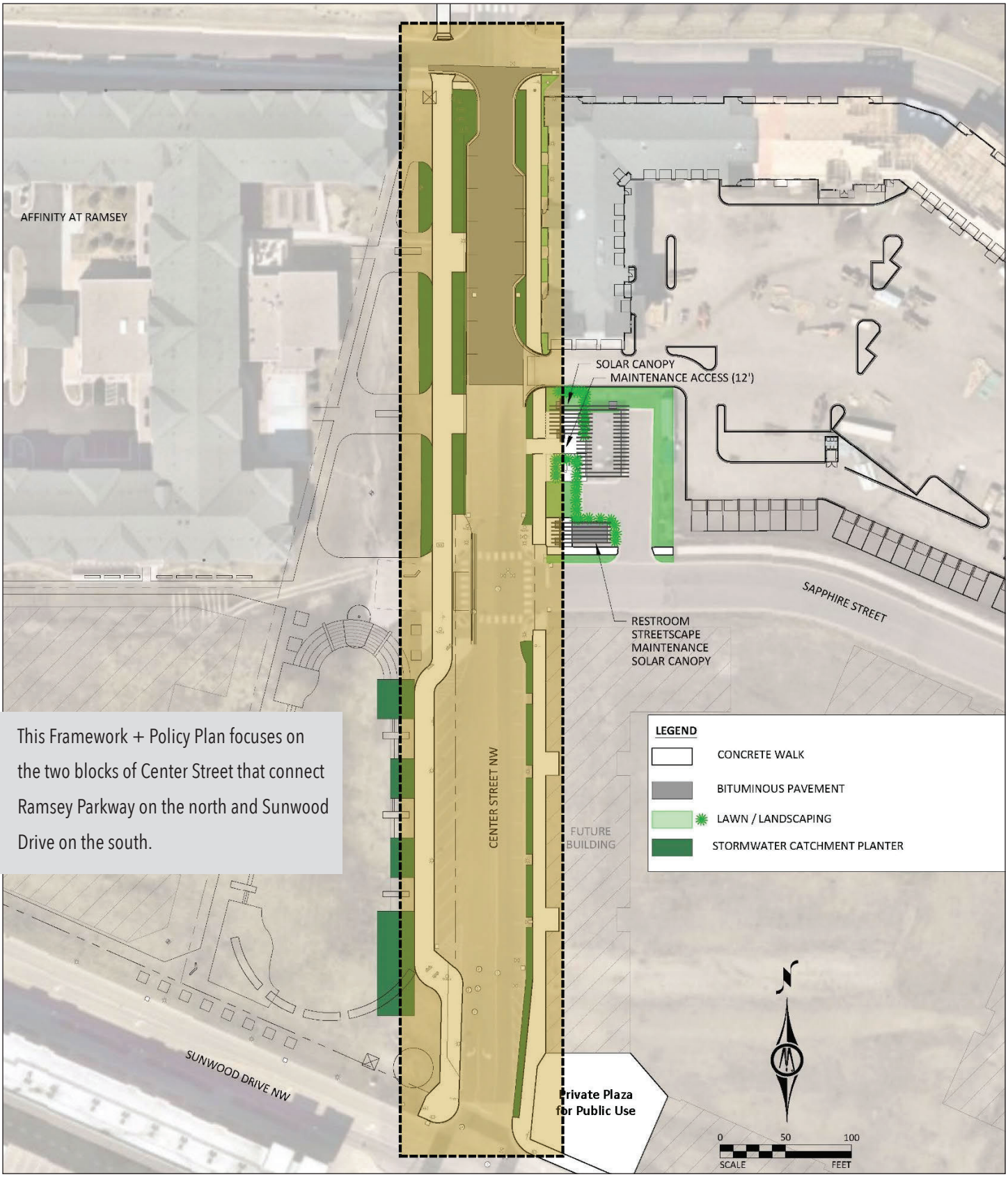




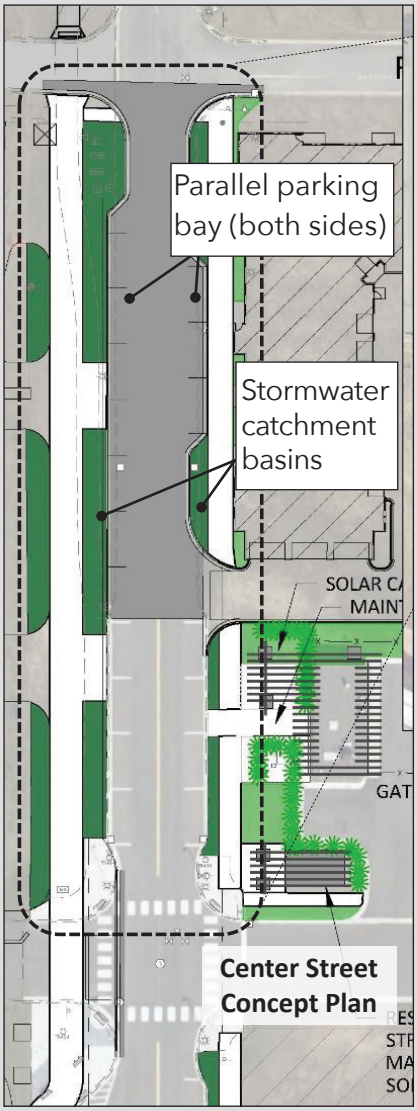


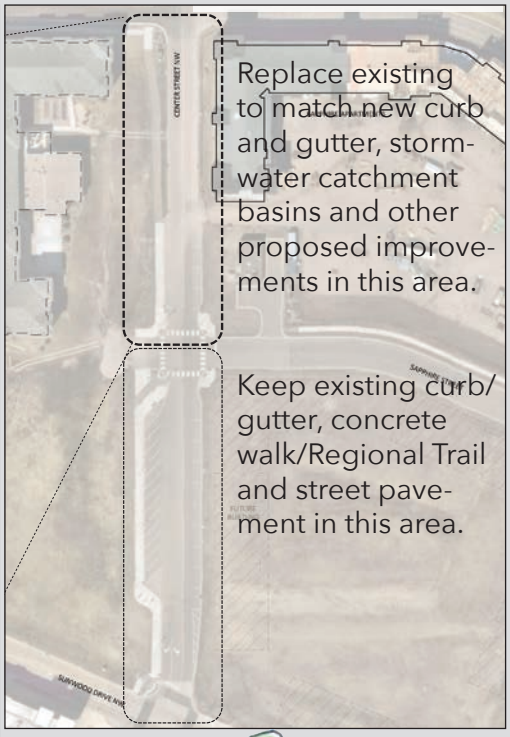


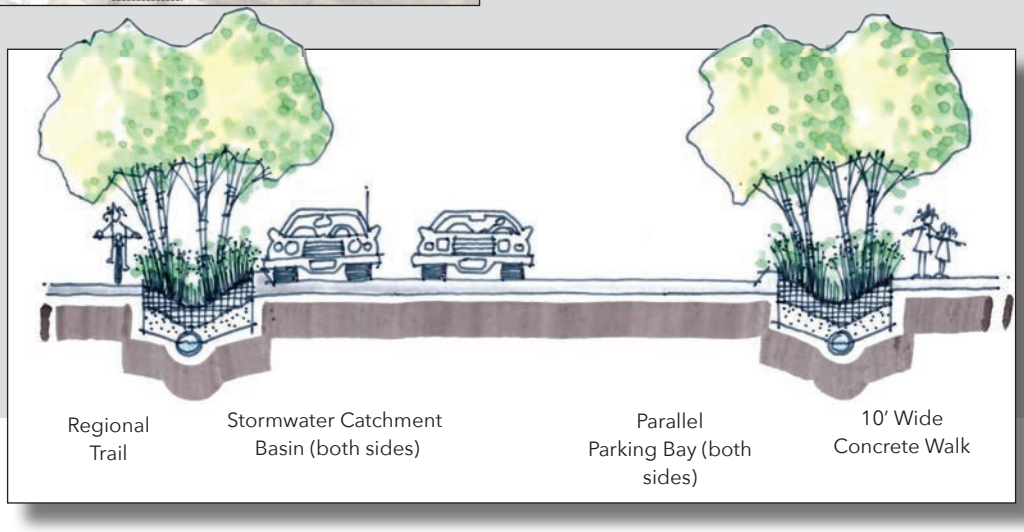
Center Street Location Map



This Framework + Policy Plan focuses on the two blocks of Center Street that connect Ramsey Parkway on the north and Sunwood Drive on the south.







Center Street

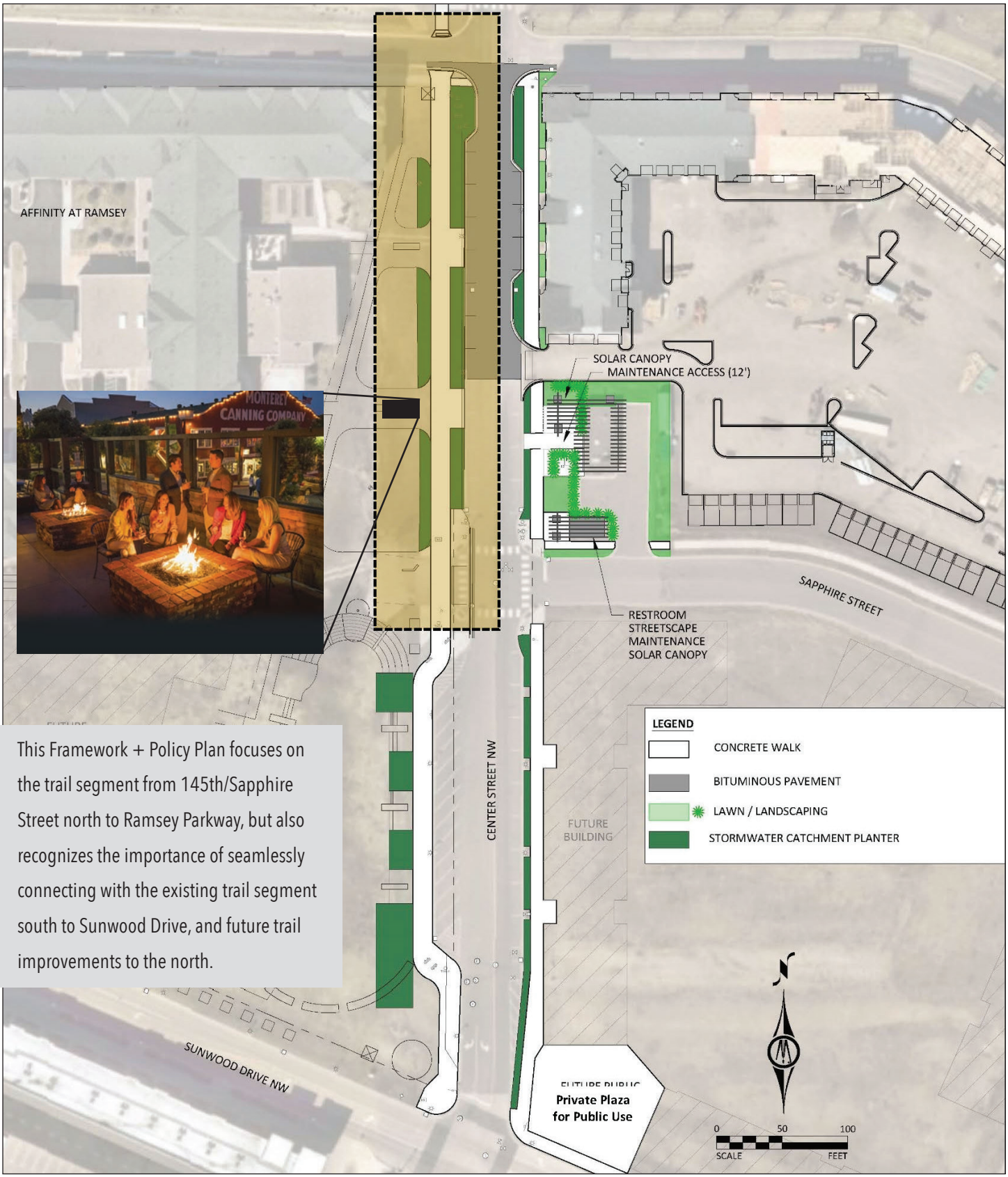
PROJECT DESCRIPTION

The primary purpose of the Conceptual Site Plan for Center Street is to illustrate how this key north/south connector ties together all the other pieces of this Framework + Policy Plan. At the same time, it also promotes various opportunities for innovative district infrastructure as an integral part of current and proposed street, park, trail and private development project design – suggesting shared systems for stormwater capture/reuse, energy production/distribution, waste handling/recycling and other technologies.

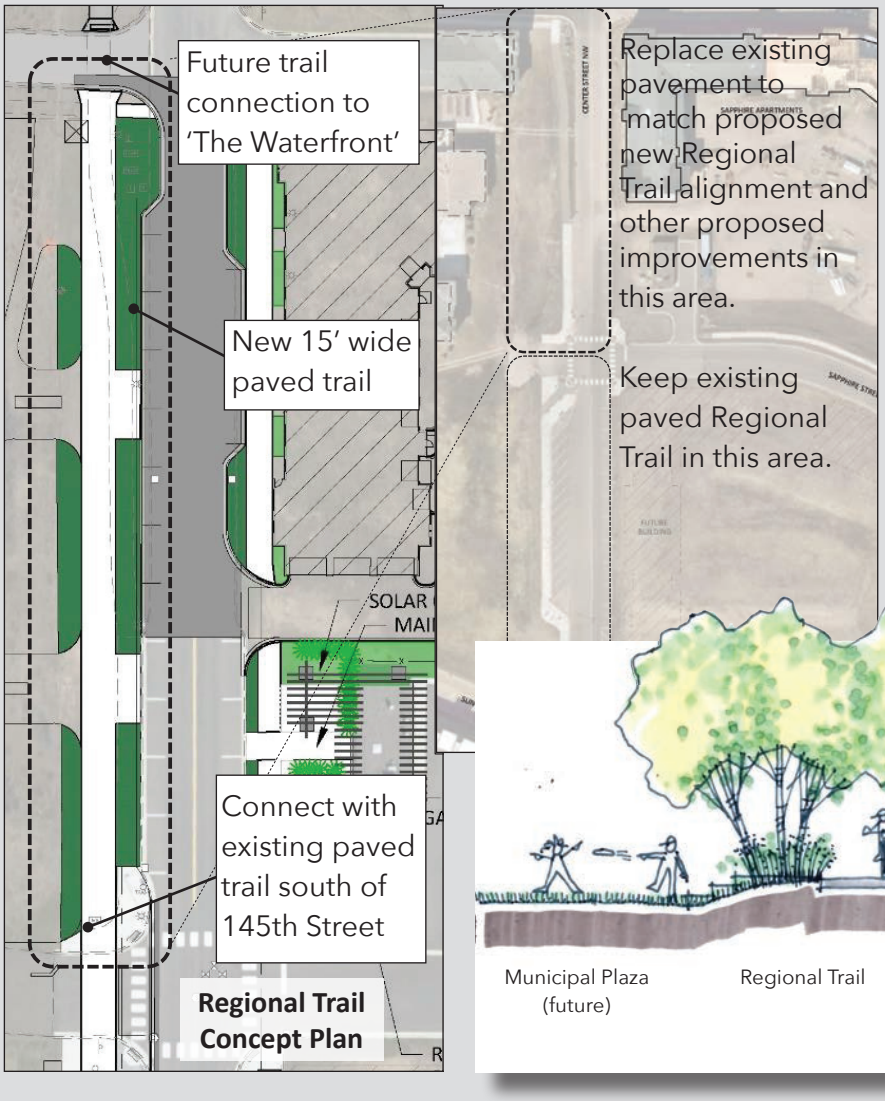
Potential construction cost to be determined as part of other Center Street projects.

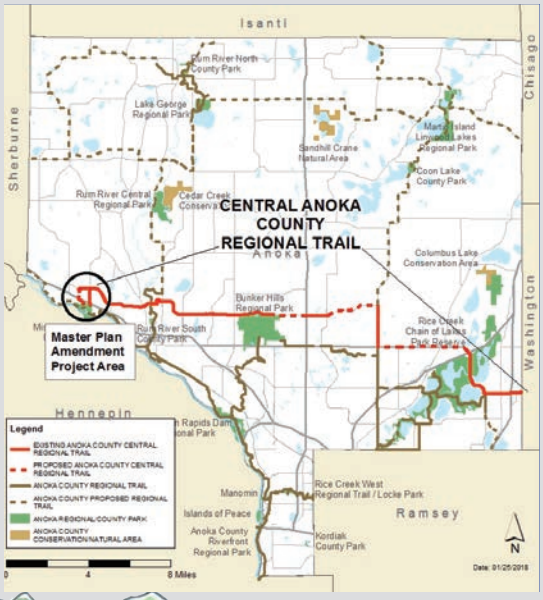
It's important to note however, that this document also presents a somewhat cautious approach, seeking to minimize disruption to existing Center Street improvements. The basic objective is to work with existing curb lines, parking bays and other pavement dimensions as the starting point for completing street construction to Ramsey Parkway and northward to Bunker Lake Boulevard. (Also refer to the Sapphire Apartments Frontage and Central Anoka County Regional Trail information in this Plan)

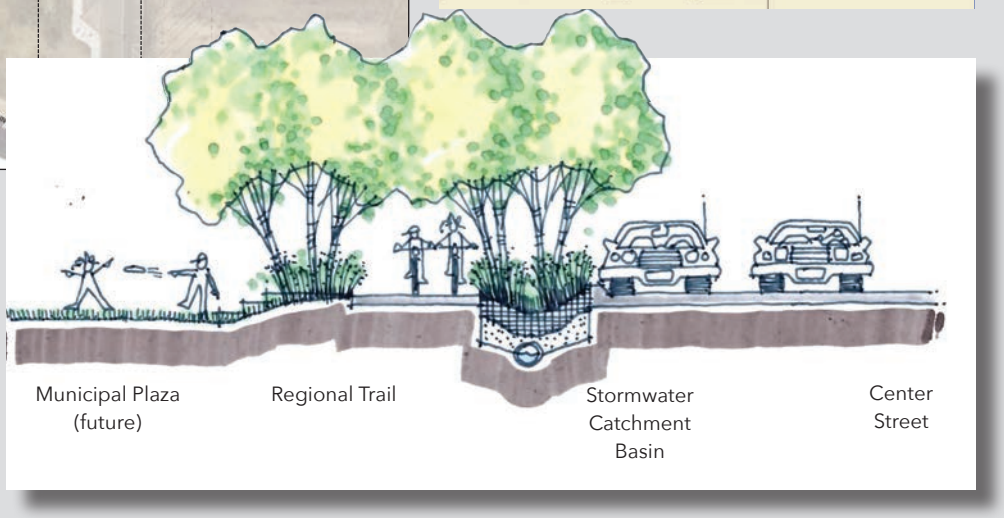
Regional Trail + Municipal Plaza Location Map



This Framework + Policy Plan focuses on the trail segment from 145th/Sapphire Street north to Ramsey Parkway, but also recognizes the importance of seamlessly connecting with the existing trail segment south to Sunwood Drive, and future trail improvements to the north.







Regional Trail + Municipal Plaza

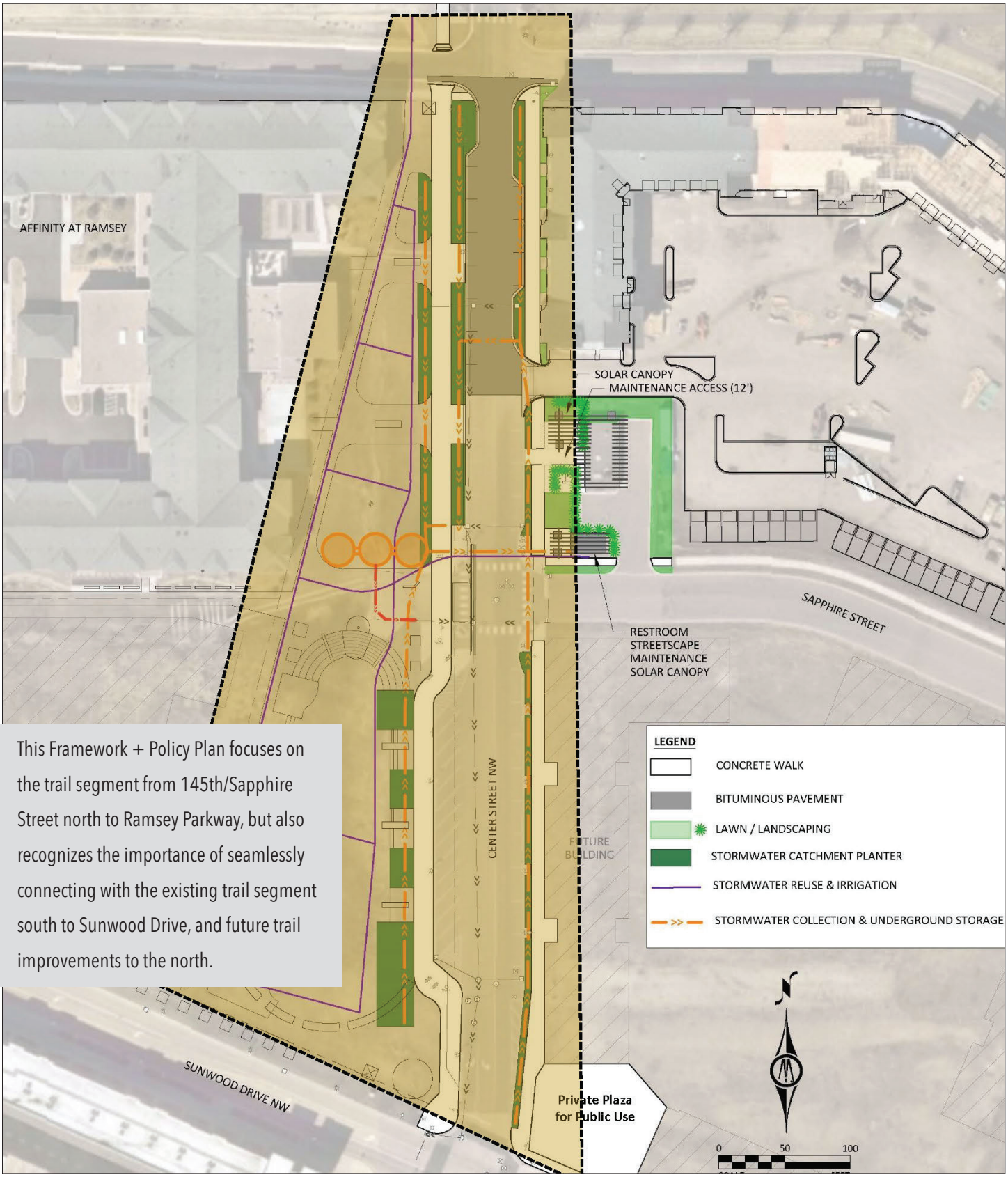
PROJECT DESCRIPTION

The Central Anoka County Regional Trail is a 26 - mile paved regional trail that traverses the middle of the county connecting Mississippi West Regional Park in Ramsey, to Bunker Lake Regional Park, on to the Rice Creek Chain of Lakes Park Reserve in Lino Lakes and Centerville, MN. All but a portion of this Regional Trail in Ham Lake is off-roadway, in place, and in use today, linking residents and trail users to many different destinations and facilities in the county–recreational, business, schools and residential. The trail will be an important connection to the Mississippi River and Mississippi West Regional Park once the remaining portions of the elevated pedestrian crossing over Hwy #10 are funded and the bridge is in place. This pedestrian and bicycle route links not only the isolated Mississippi Recreation District to the other of the 10 districts (and the rest of the city)–but also welcomes all the residents on the South side of Hwy #10, safely to Ramsey's downtown businesses and related recreational opportunities.

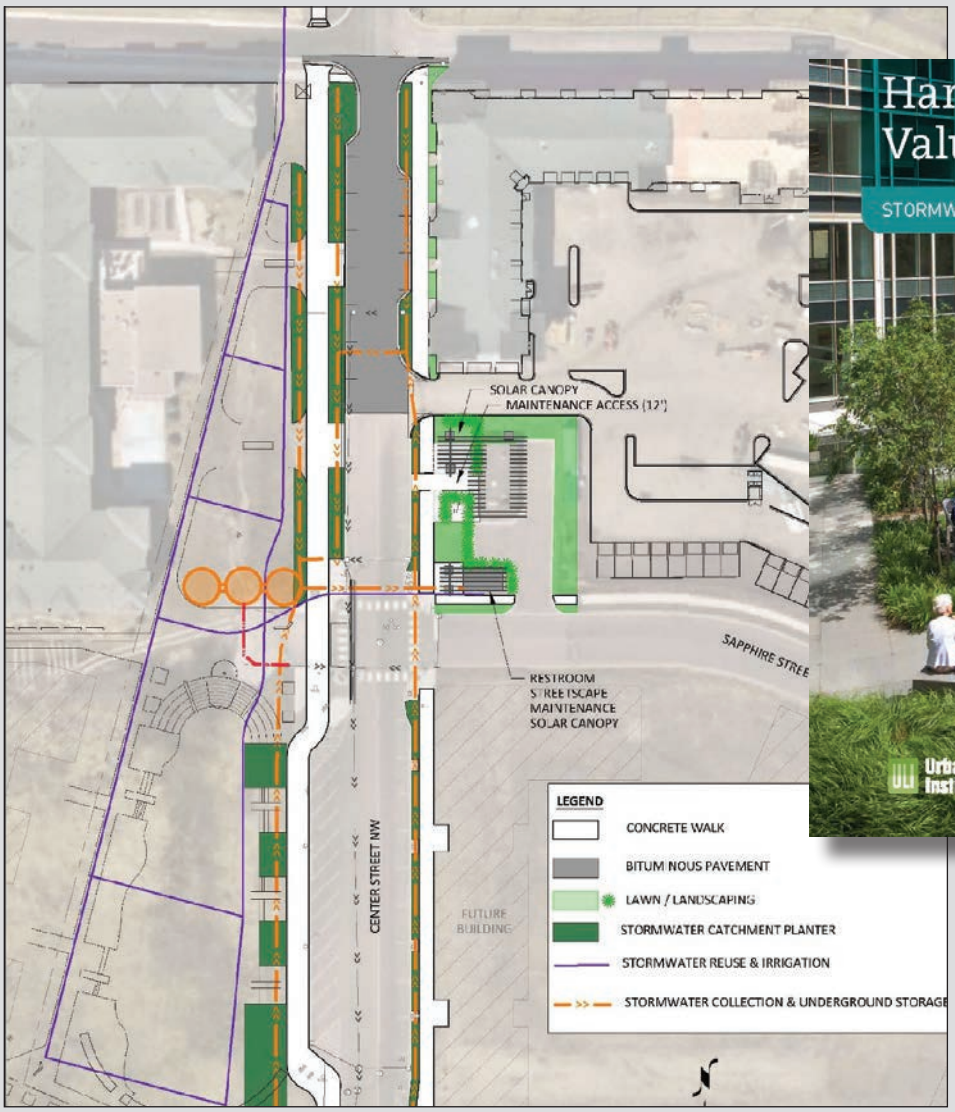
It may be noted, that this trail is an integral part of the Circle of Ramsey Greenway, and accordingly, this downtown area in Ramsey becomes both the nexus of the regional trail system, local trail system, as well as providing non-motorized opportunities in connecting the rest of Ramsey to The COR.

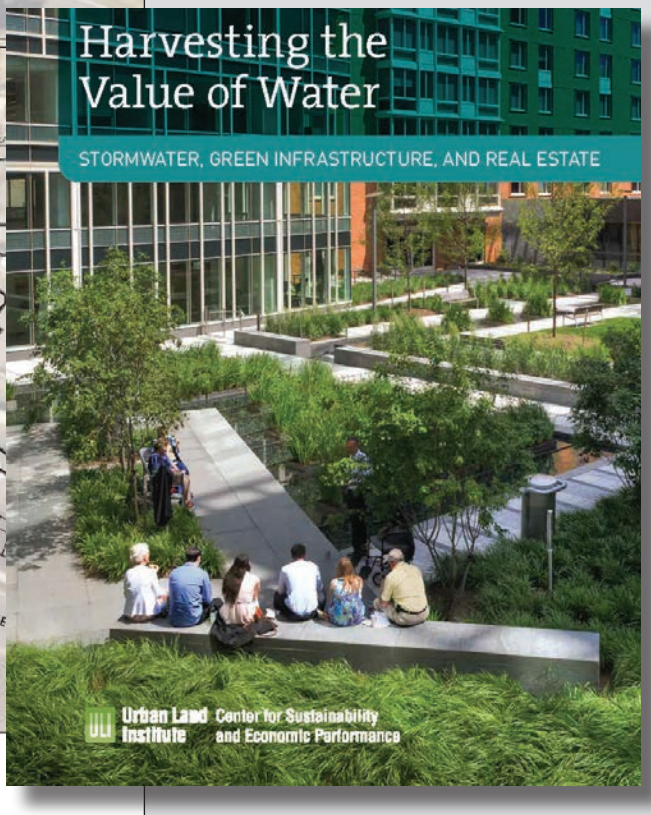
Preliminary estimate of potential construction cost: $80,000 - 100,000

Stormwater Management System Location Map



This Framework + Policy Plan focuses on the trail segment from 145th/Sapphire Street north to Ramsey Parkway, but also recognizes the importance of seamlessly connecting with the existing trail segment south to Sunwood Drive, and future trail improvements to the north.





Stormwater Management System

PROJECT DESCRIPTION

Bolton & Menk, has completed a preliminary study that analyzes the feasibility of integrating stormwater reuse for irrigation of the proposed Municipal Plaza and adjacent Center Street landscape improvements. The reuse system envisioned will include best management practices to collect and treat runoff, storage tanks to store the runoff, and a pump station and piping to convey reuse water to irrigation areas and surface water features. Most of the stormwater runoff will be generated from Center Street NW and the sidewalks on either side of the road. Stormwater runoff is proposed to be collected and treated by a combination of tree vaults and rain gardens located within the boulevard and parking 'bump-outs on both sides of the street. It is assumed that the runoff would drain directly into each of the rain gardens and tree vaults through surface capture systems (i.e.. curb cuts).

Water collected and stored within the storage tanks will discharge via gravity flow to the pump house wet well, where it will be filtered and treated. The Metropolitan Council Storm water Reuse Guide Water Balance Tool for Constant Irrigation Demand was used to determine the percent of time the stormwater reuse system would be functioning, and assumed 1" of water over the irrigable area per week is required for adequate vegetation growth and health. Preliminary estimate of potential construction cost: $800,000 - 950,000

Stormwater Management System Project Elements

SOURCE Site Data				
Impervious Area	83,417	square feet		
Impervious Area	1.91	acres		
USE Demand Data				
Irrigation Area	57,206	square feet		
Irrigation Area	1.31	acres		
Irrigation Season	13	39	week number	
Storage Data				
Storage Provided	150,000	gallons		
Total Storage Required	454,037	gallons		%
Weeks that Flows Must be Augmented	85	weeks		10.2%
Weeks that Reuse System will Meet Demand	752	weeks		89.8%

Exhibit 1: Excerpt from the Met Council Reuse Water Balance Tool.



Exhibit 2: Example concrete vault storage tank (Storm Trap).



Exhibit 3: Example underground fiberglass storage tanks (Xerxes).

Exhibit 1 summarizes the preliminary reuse system sizing. According to the reuse calculator, there will be enough captured stormwater water in approximately 90% of the pumping season weeks to apply I-inch per week of water over the area to be irrigated (a total of 454,000 gallons required). Since rainfall contributes to that total, as well as stored water in that tank, the total required volume per year does not translate to the size of the tank required. Instead, the volume of the tank can be modified to target an irrigation efficiency.

The storage volume could be a single concrete vault or multiple fiberglass underground units. Given the size of individual cisterns, plastic is not available. Fiberglass tanks generally are available up to 50,000 gallons in size. A 50,000-gallon tank has dimensions of approximately 68 feet long with a 12-foot diameter. Three tanks, with space between, could fill a footprint of approximately 5,000 square feet. Concrete vaults can be sized to fit multiple footprint sizes.

Stormwater Management System Project Elements

Rainfall Event	Rainfall Depth (IN)	Runoff Volume (CF)	Runoff Volume (GA)
1" Event	1.00	5,500	41,140
1-Year	2.46	14,700	109,956
2-Year	2.86	17,600	131,648
5-Year	3.58	22,700	169,796
10-Year	4.26	27,500	205,700

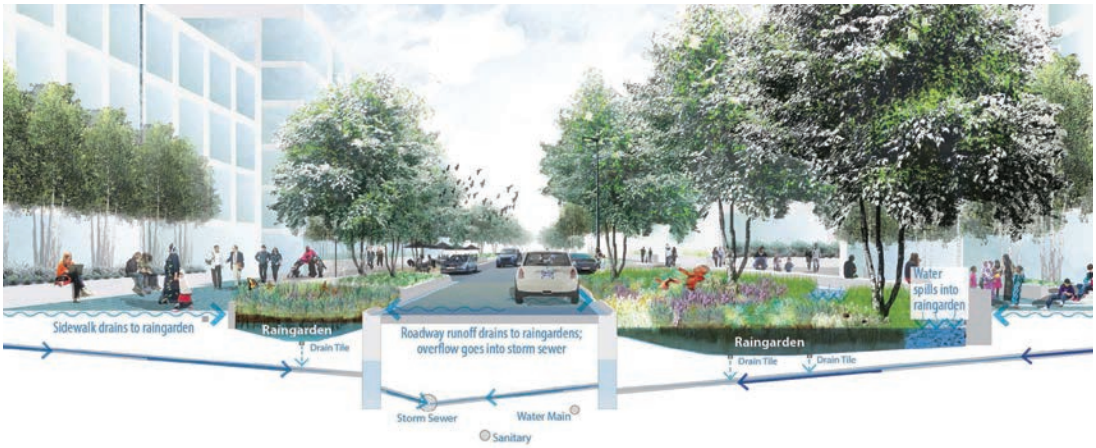
Table 1: Summary of expected runoff volumes.

Additional Considerations

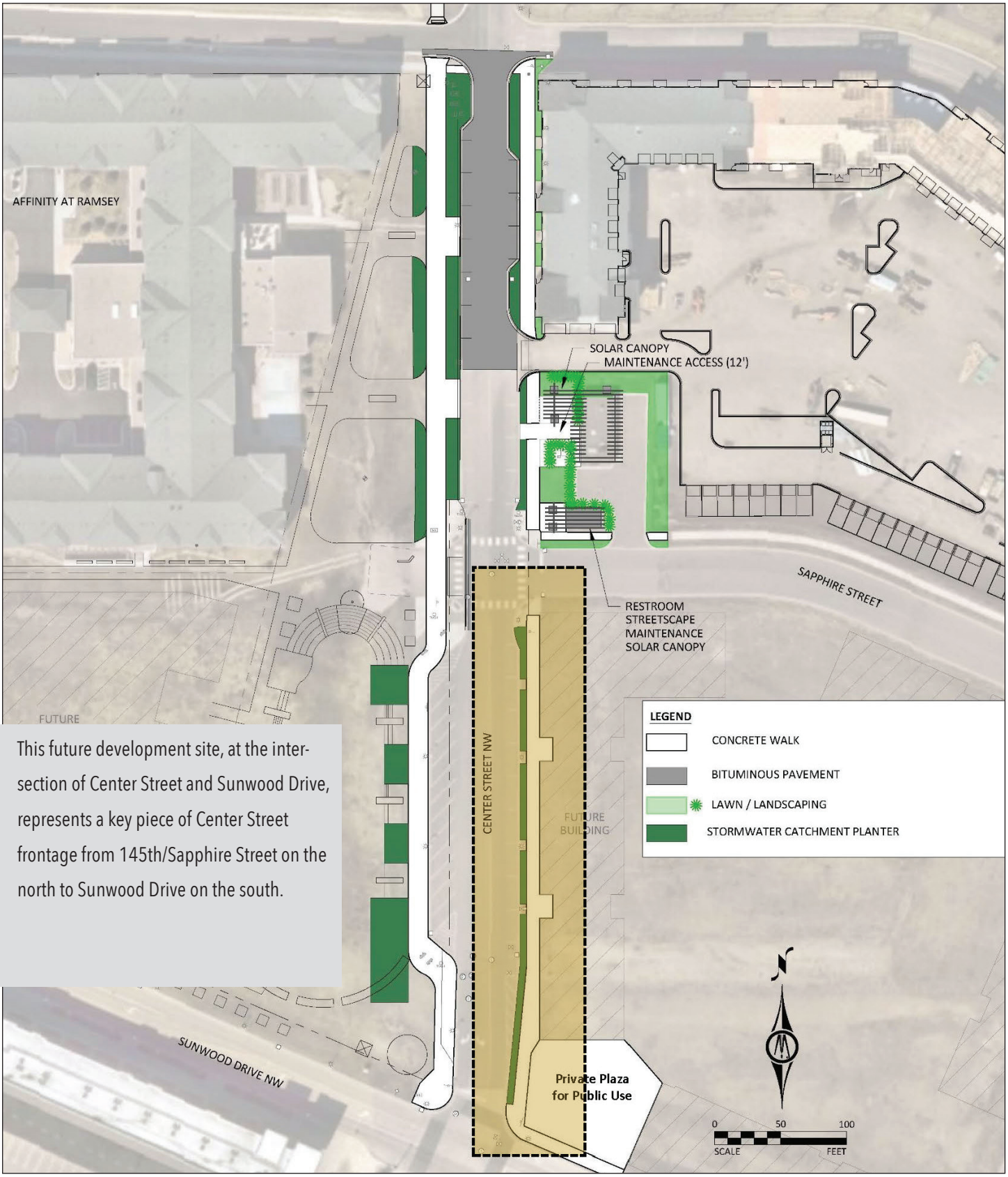
A simplified estimate of stormwater runoff expected from the street section was assembled to ensure the watershed can produce enough runoff to adequately fill the tanks. Table 1 is a summary of expected runoff volumes for a variety of events. A rainfall event producing between 3.6 and 4.3 inches in 24 hours (5-year to IO-year return interval) can completely fill the tank.

During final design, additional hydraulic information will be provided to provide an effective high flow bypass system. In other words, if the tank is full and the City experiences a 100-year rainfall event, there will be adequate bypass capacity to reduce local flooding and protect the tank(s). Also, since the COR trunk storm sewer system is already designed to accommodate a 100-year rainfall event with discharge to regional flood storage areas, the bypass system will effectively mimic the originally designed scenario. In between events when irrigation is occurring, or the tanks is being filled, there will be hydraulic relief on the trunk system and volume control provided.

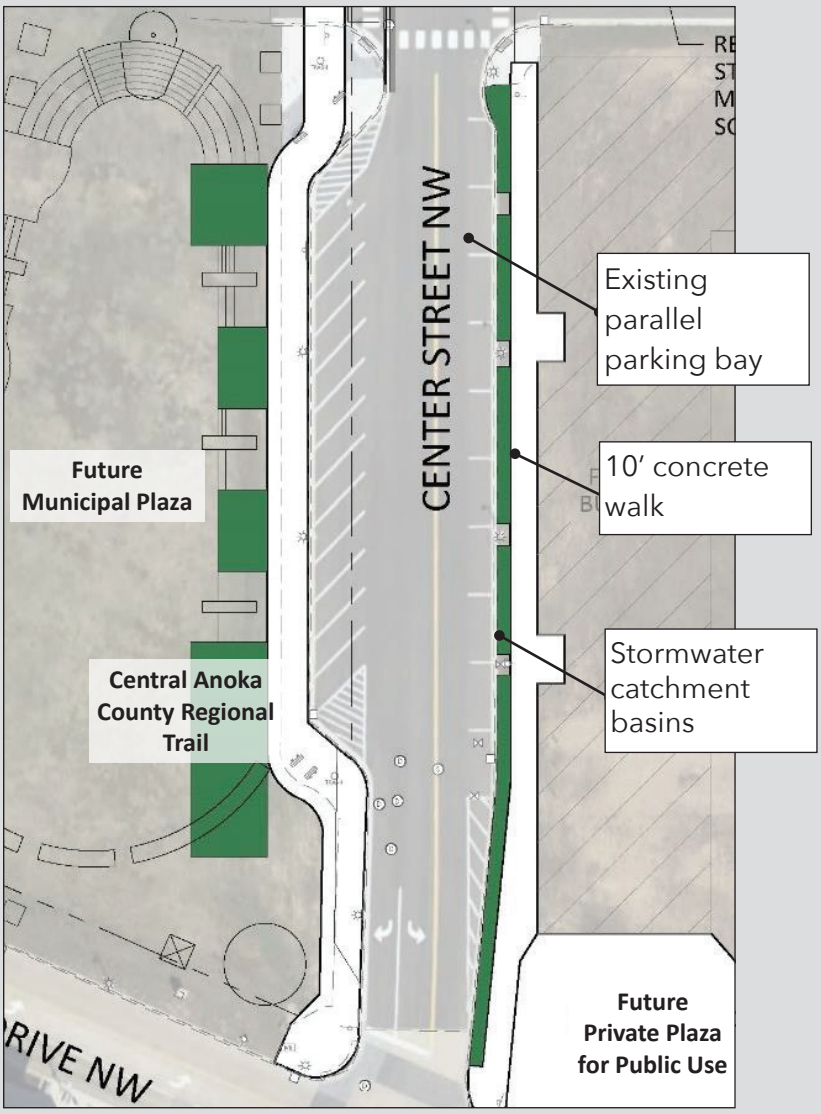
Since the reuse water will pass through a filter and potentially other treatment methods, the impact to groundwater resources through the infiltration of irrigation water is expected to be very minimal. Impacts to groundwater resources in the Downtown District are not anticipated.



Future Development Site Frontage Location Map



This future development site, at the intersection of Center Street and Sunwood Drive, represents a key piece of Center Street frontage from 145th/Sapphire Street on the north to Sunwood Drive on the south.



Future Development Site Frontage

PROJECT DESCRIPTION

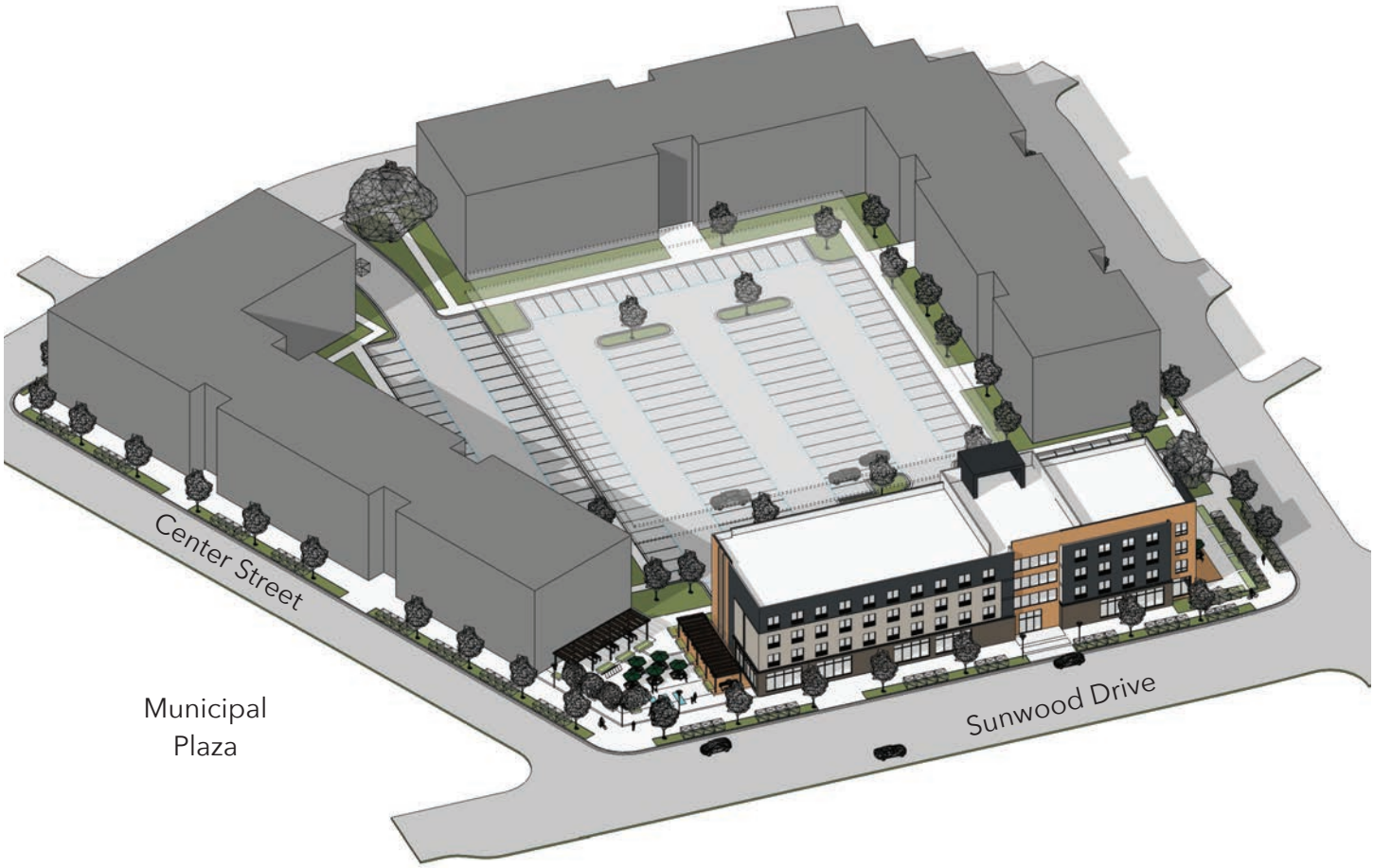
The Concept Site Plan for the Future Development Site Frontage along the east side of Center Street matches recommendations for Sapphire Apartment Frontage and Pump House Plaza to the north, including three primary elements:

- A 10' wide concrete walk;
- Stormwater catchment basins;
- Parallel parking bay.

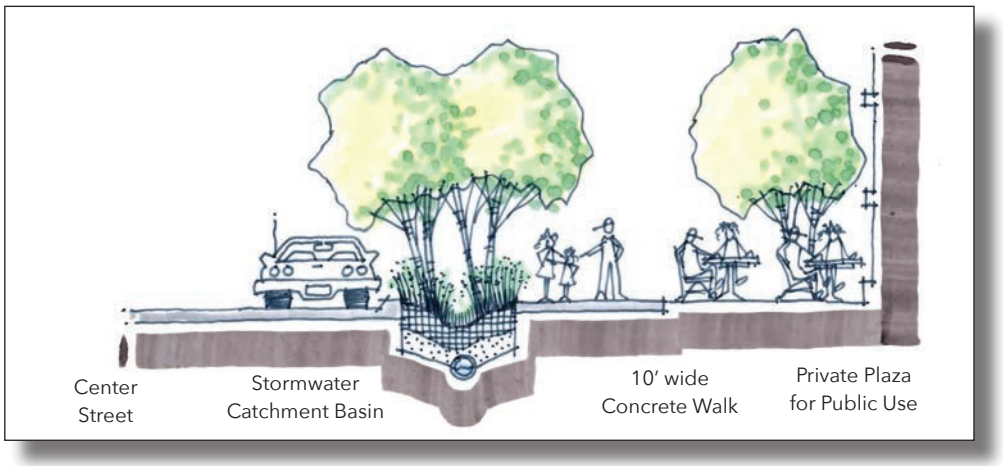
Preliminary estimate of potential construction cost: $80,000 - 100,000

Following in the footsteps of the Sapphire Apartment project, future development of this site will also include a gracious pedestrian walkway (10' width), connected stormwater basins, and landscape plantings that complement existing streetscape, further enhancing the desired Downtown District street character as a welcoming local and regional destination.

Future Development Site Frontage Project Elements

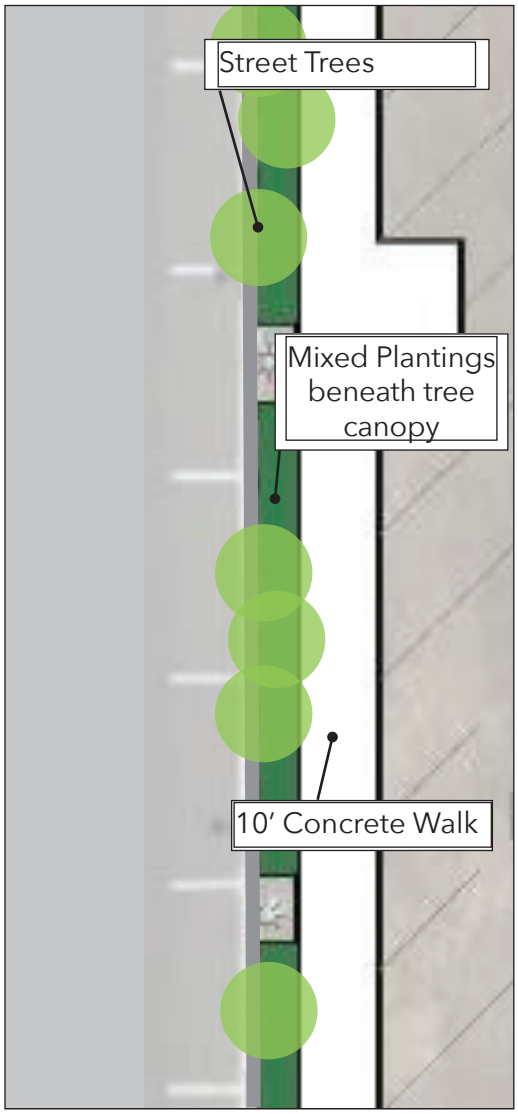


Stormwater catchment basins will be connected to existing storm sewer located in Center Street – future phases will route this water to underground cisterns in Municipal Plaza for irrigation and other re-use purposes.





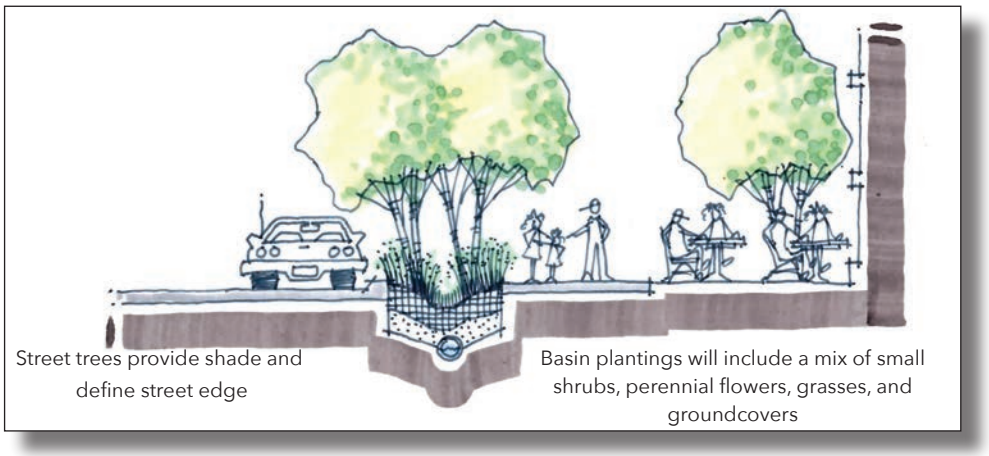
Future Development Site Frontage Project Elements







Example of private plaza for public use



Design Framework

THE COR

AT RAMSEY

February 28, 2012

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Appendix A: Specifications and Details

Design Framework – The COR

Purpose

The primary purpose of Design Framework is to set basic parameters, describe preferences and illustrate design intent. These framework standards serve as a framework within which creative design can and should occur – there is no one solution, but many options that meet the basic requirements of this document.

Application

The format and content of this framework are specifically tailored for use as a supplement to the Zoning Ordinance. This document is organized into two sections. The first section outlines issues and recommendations that apply to the entire COR. The second section highlights specific framework that apply to each sub-district within The COR. The City of Ramsey has adopted Development Plan 5.03 as the Master Plan for The COR. This master plan provides illustrative guidance for building locations and orientation. Any changes to this approved master plan must be reviewed and approved by the City Council as part of the development application. This Development Plan will be updated by the City as changes are approved.

Implied Responsibility

All participants in the development of The COR recognize the local and regional impacts of this project and the various systems that play an important role. Each parcel and each building must fit within the context of the entire plan. Individual projects must complement, not compete with, adjacent development in terms of public green space, walk and trail connections, stormwater management solutions, street layout, parking strategies, land use mix and building design.

Part One: Overall Framework

There are a number of framework standards that apply to the entire COR, including recommendations for stormwater management, parks, streets, land use, parking, transit and other development components. Many of these overall COR framework standards overlap, or are integrated with one another. For ease of discussion they are categorized according to the same list of 'layers' that formed the basic structure for the Master Framework:

- Context – local, city, regional
- Street Hierarchy--access, circulation, arrangement
- Streetscape—preferred design, location
- Parking -- quantity, location, type
- Building Design-- preferred uses, horizontal/vertical mixed use, built form, character of development
- Signage—design, location, quantity, type
- Stormwater Management-- surface water features, stormwater management
- Parks/Public Spaces – parks, trails and open space

It is essential that proposed design solutions for development projects and other improvements within The COR demonstrate an understanding of the interplay between these layers.

Overall Framework - Context

Overview

The COR is a unique area within the City; but it is a part of, and connected with, a variety of local, city-wide and regional systems (See Figure 1: Development Master Plan 5.03). Each development project, whether a single building, one lot, or a series of blocks, must provide reasonable links to these systems as a primary design objective.

Guideline Recommendations

To ensure that The COR takes full advantage of local and regional systems, development should:

- Provide safe, easily recognized connections to city, county and state trail corridors
- Make provisions for city and regional transit service and amenities (including the Northstar Line) and encourage their use
- Tie into, and improve, the Ramsey utility network
- Integrate with and complement the existing (and future) street framework
- Become an integral part of the city and county drainage/stormwater management plan

Objectives

- Overall COR design (and all new private development within The COR) will accommodate stormwater from new projects and from off-site, and highlight stormwater features as an amenity
- Bikeways and pedestrian routes into The COR from adjacent neighborhoods must be designed for safety and ease of access, suggesting that a person on a bicycle has an equally accessible route to downtown.
- Parks and open space will be easily accessible to all COR residents, visitors, people who work here and also for the citizens of Ramsey and the surrounding area. This connected green system is reminiscent of the world renowned 'Grand Rounds' of Minneapolis.

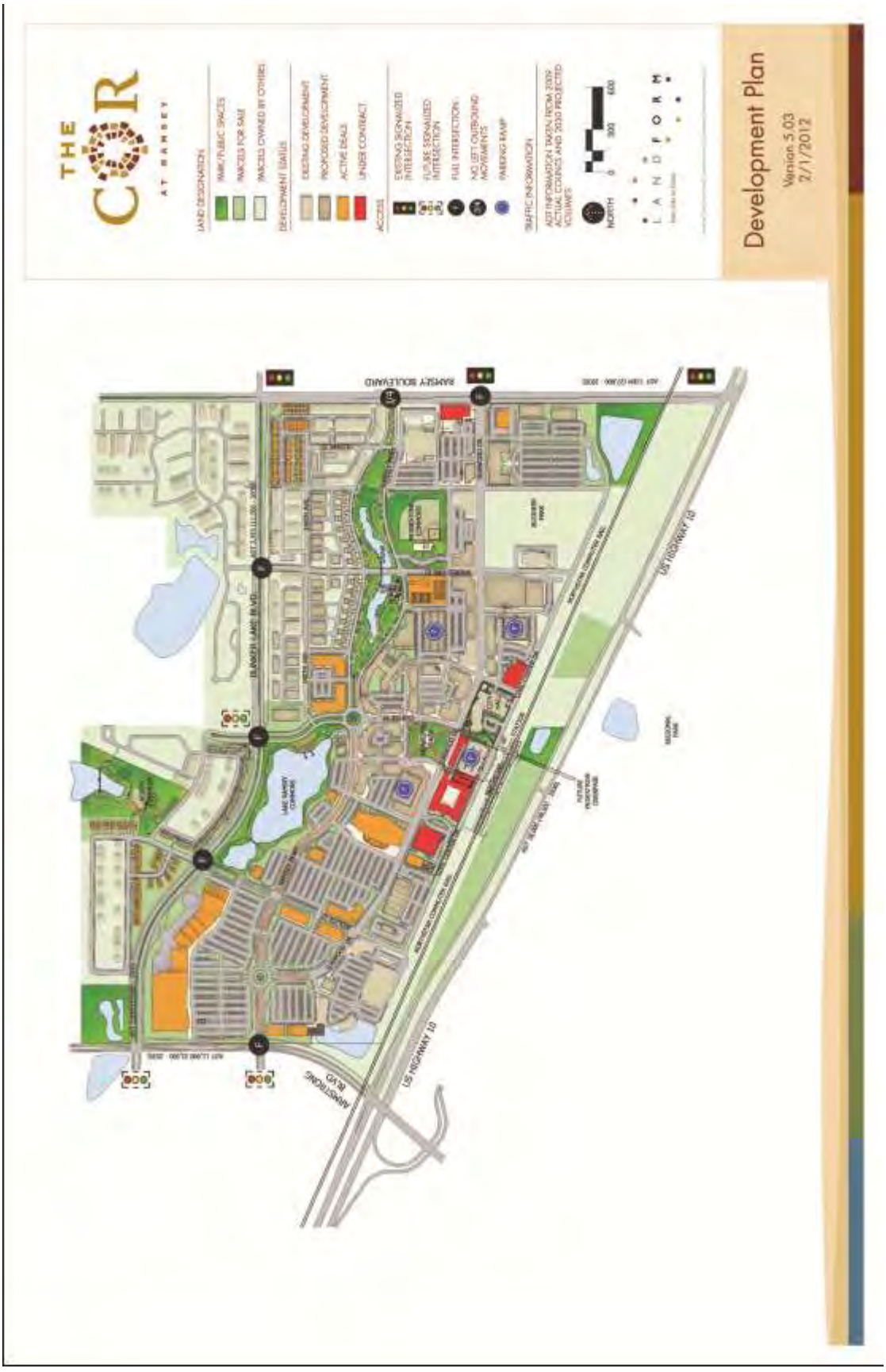


Figure 1: Development Master Plan 5.03

Overall Framework – Street Hierarchy

Overview

The Development Master Plan defines a specific strategy for the layout of streets and blocks within, and around The COR. The size, type and configuration of this street hierarchy (See Figure 2: Street Hierarchy) is based on a combination of projected traffic volume, level of service at intersections, proposed adjacent land use (destination commercial, residential, civic, recreation, etc.) and desired aesthetic character.

Great streets are essential components of an attractive and inviting public realm. These guidelines promote a street system that balances pedestrian and vehicular use. Providing streets that support traffic flow is important, but also creating ample space for street-side activities, strolling promenades, pockets of green and other amenities is critical to the success of The COR. Streets will promote convenient access by car – to storefronts, to parking lots and ramps, to entertainment attractions – but will also encourage foot traffic as a primary way to move about and conduct business in the core area.



Guideline Recommendations

The proposed street and block pattern reflects a compact urban character, not allowing dead end streets or cul-de-sacs, in favor of a traditional grid pattern and connected streets including the following:

- Provide a street network that distributes pedestrian and vehicular traffic throughout the various districts in The COR and encourages a more dispersed and less congested traffic flow (many choices or travel paths).
- Provide a clear hierarchy of streets resulting in a simple and understandable system for movement – easy access and convenient circulation throughout The COR.
- Work with Anoka County to convert primary perimeter streets (arterials such as Ramsey, Armstrong and Bunker Lake Boulevards) to urban street sections, providing sidewalks and street trees to replace roadside ditches.
- Promote improvements that invite pedestrian and bicycle use including wide sidewalks, streetscape amenities and designated bicycle trails (both on and off-street).

Objectives

Creative design solutions for public realm improvements should reflect these basic street classifications (street hierarchy) including:



- Arterial street – these streets provide the boundary of The COR and all access into The COR will be from one of these three streets:
  - Bunker Lake Boulevard
  - Armstrong Boulevard
  - Ramsey Boulevard
- Destination street – signature addresses for shopping, entertainment, services, work place and other primary amenities
  - Sunwood Drive

- Parkway – premier 'green streets' adjacent to primary public park / green space, with more landscaping than other streets in The COR
  - Ramsey Parkway
  - Center Street (north of the roundabout)
- Connector street – primary routes that link various districts within The COR, usually providing the most direct means of getting from point A to point B
  - Rhinestone Street
  - Zeolite Street
  - Veterans Drive
- Downtown street – the most urban of street sections where high pedestrian traffic is intended and traffic calming measures such as on street parking, bump outs and other methods will be employed
  - Center Street (south of the roundabout)
  - Sapphire Street (north of Sunwood)
  - Other streets as shown on the Street Hierarchy Map
- Local street – neither destination nor primary connector routes, these streets provide much of the rest of the street grid throughout The COR.





These street hierarchy classifications are intended to provide guidance regarding the streetscape, but it should be noted that within a street classification, there may be construction or design distinctions, based on the sub-district classification. For example, Sunwood Drive is defined as a destination street throughout The COR, but the design may be different between the COR1 and COR2 sub-districts. The Master Streetscape Map will provide design direction.

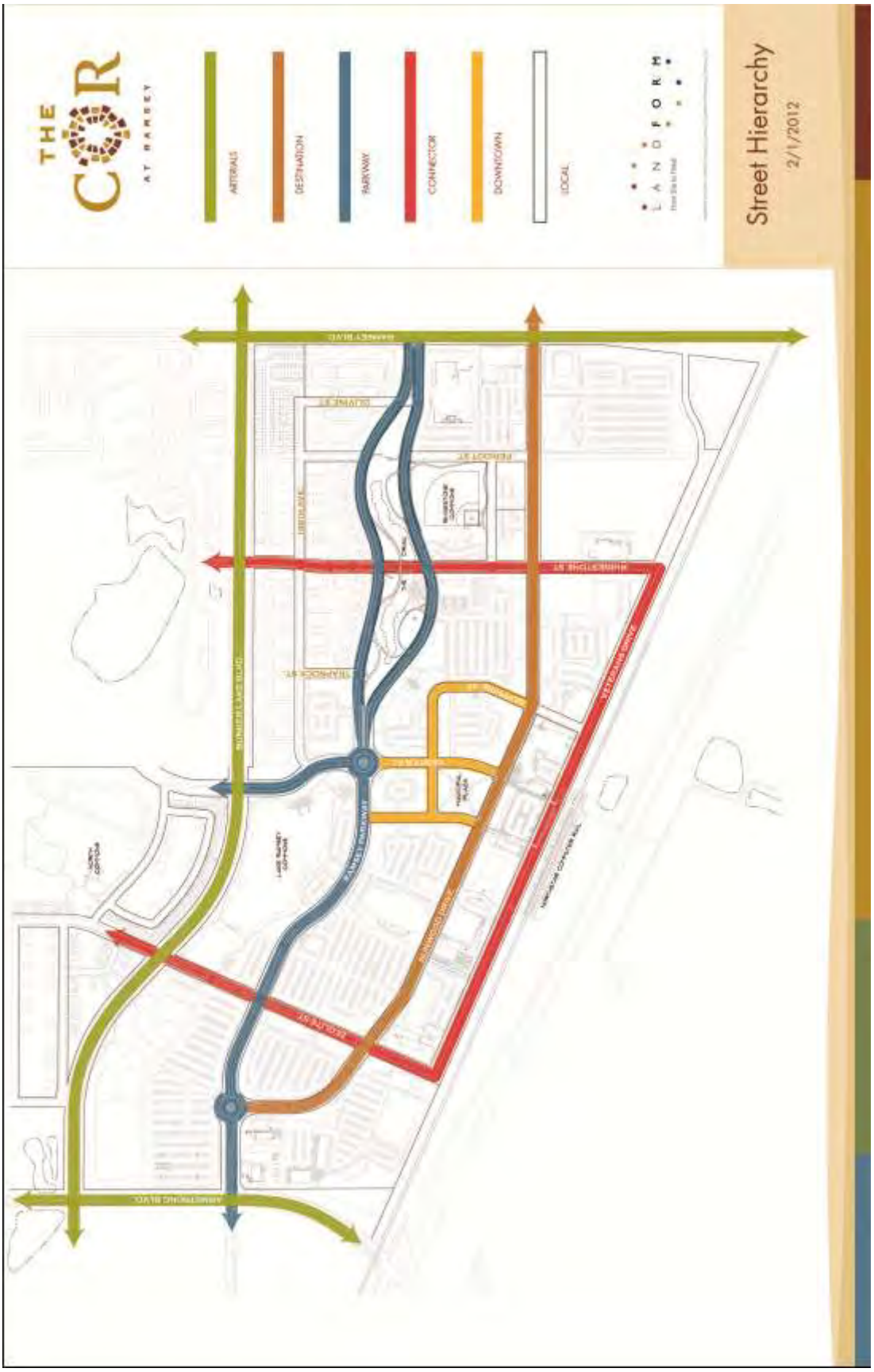


Figure 2: Street Hierarchy Map

Transit Overview

The COR is designed to be a Transit Oriented Development (TOD) in a variety of ways that go beyond providing a walkable public realm and connected street grid. The Master Plan also includes a multimodal transit station, with dedicated commuter parking, integrated with other uses at the heart of the retail, restaurant and entertainment district. This station functions as a hub where local circulator transit comes together with regional transit service and the Northstar Corridor. The COR is the Twin Cities' first and only transit-oriented development along the new Northstar Commuter Rail Line. Ramsey Station at The COR will open for riders boarding the train in November 2012. As Northstar's most visible station, The COR will immediately bolster the ridership on the line and continue to build recognition for this regional service.

Transit components include the following:

- Ramsey Star Express service provides peak period, peak direction bus service between downtown Minneapolis and Ramsey until the Northstar Commuter Rail station stop is complete
- Northstar Commuter Rail provides train service between Big Lake and downtown Minneapolis
- 350 park and ride parking spaces are provided for commuters adjacent to the transit station
- Pedestrian and bicycle connections are emphasized in the Master Plan as major links between the transit station, various districts within The COR and into the surrounding neighborhoods
- The COR can accommodate Metro Mobility, citywide circulator bus or town trolley connections as part of local and regional service to the transit station



The COR also encourages developers to participate in a Travel Demand Management (TDM) program to both assist and encourage residents and visitors to take advantage of the various modes available for their commuting and travel needs. The TDM program draws from incentives and services available through Anoka County and Metro Commuter Services that match riders with carpools and vanpools, provide discounted transit passes and manage work hours among other functions.

- Developers shall submit a TDM plan with their site plan application for new development and work with the City to implement their plans.

Transit Guideline Recommendations

Transit is an important component of the overall plan, with expectations for more ridership, using a greater range of transit options as they become available. More people, together with the mix of activities and amenities in The COR, encourages better designed, better connected transit service. It is a shared responsibility between city, county and developer to promote transit use, with both policy and bricks-and-mortar attention to the following framework:

- Understand and take advantage of opportunities to use existing and proposed transit components

- Provide transit related facilities specifically linked to uses and character within each COR district, including signage and lighting for way-finding and bicycle amenities
- Building future Northstar Commuter Rail riders through the Ramsey Star Express bus service

Transit Objectives

The primary objective is to provide a balance of transit service, bicycle and pedestrian connections and lanes to move traffic. The framework for The COR promotes public transportation as part of the solution and suggests a variety of street improvements and other amenities to invite increased use. Photographs throughout the framework suggest some of the many possibilities.

Overall Framework - Streetscape

Overview

The Master Plan defines a specific strategy for the layout of streets and blocks within and around The COR. The amenities within the public right-of-way -and immediately adjacent -play an important role in the aesthetics of The COR. Great streets are essential components of an attractive and inviting public realm. Developing a streetscape that is comfortable and inviting to pedestrians is important to realizing the vision for The COR. The framework will encourage interesting and inviting places for the public.

The Streetscape framework defines the visual character and physical improvements for all public spaces within The COR. The document also provides the general framework and examples for design of proposed quasi-public and private space located within each development parcel.



Public realm/streetscape framework focus on the following elements:

- Parks, plazas and other public gathering spaces
- Street/sidewalk character and streetscape elements
- Bicycle/pedestrian connections (on-street and off-street)
- Residential courts, pocket parks and other private green space

The goal is to foster a safe and interesting public realm that will invite pedestrian activity, promote traffic calming, increase transit use and encourage community gathering. Street trees, lighting and decorative fencing provide the backbone for streetscape improvements. Added detail, such as special pavements, street furniture, public art and layered plantings will highlight specific nodes or uses. The City has developed a series of street cross -sections to illustrate these design expectations. Typical street sections are provided in Appendix A as a reference.

Destination and Connector streets must balance a high level of service for the automobile with attractive and inviting amenities for the pedestrian including:

- Provide gracious sidewalk width to support intensity of pedestrian traffic in the core
- Install street trees to frame the street and provide shade
- Provide street lighting that meets all safety standards and design criteria, while creating a signature character for this district
- Explore a range of options for streetscape improvements including special pavements, interesting concrete tinting or scoring patterns, additional plantings, ornamental fencing and other features (note, however, that simpler is better and too much clutter is a negative)



The COR includes a network of bicycle/pedestrian trails and walkways (both on and off-street) that connect adjacent sub-districts to the Mixed Use Core. As you approach the core, these connections tend to become part of the shared right of way along the major streets, or become part of the urban park spaces. Bicycle riders may choose to share the street with vehicular traffic, or dismount and walk their bicycles along with the other pedestrians using the sidewalks. Providing and maintaining these bicycle and pedestrian connections should be a key component for all development projects in the core.



Figure 3: Master Lighting Plan

Guideline Recommendations



The proposed street and block pattern reflects a compact urban character, including the following:

- Bike racks interspersed throughout The COR to encourage cycling as an alternative mode of transportation.
- Benches on the public sidewalks to encourage people to linger in The COR
- Trees and planters along the streets to create an inviting space
- Wide sidewalks and both on- and off-street bicycle trails
- Kiosks and other way finding tools for visitors and residents in The COR
- Outdoor dining is encouraged on the street side of buildings within all districts.
- Public plaza space is strongly encouraged to be located adjacent to the streets

Objectives

Creative design solutions for streetscape improvements should include:

- Streetscape improvements that provide traffic calming, particularly along Destination and Downtown streets
- Inviting streets that draw you into and through The COR
- A marriage of building design and streetscape design that encourages active spaces near the streets



Street Trees and Plantings

Street trees and planter boxes are a critical element in the unique character of The COR and will be used to help distinguish between different street types and sub-districts within The COR. However, there may be variety within the same street when the street crosses into sub-districts.

- Street trees will be chosen to ensure that the species allow for clear pedestrian access along the streets and require minimal maintenance.
- Along Destination, Downtown, Parkway and Local streets, where regularly spaced blocks exists, one (1) tree species shall be provided per block. In order to provide variety and protect against disease, adjacent blocks shall not be allowed the same street tree. Initial development along a block shall establish the tree species for that block, subject to City review and approval.
- Along streets without regular block space or longer blocks, such as Connector and Arterial streets, the City may approve groupings of 3-6 trees of one (1) species in lieu of the regular block spacing.
- Alternatives to the above mentioned planting plan shall be subject to review and approval by the City Council.

Destination Street Trees:

- Autumn Blaze Maple (*Acer x freemanii* 'Jeffersed')
- Bicolor Oak (*Quercus bicolor*)
- Sienna Glenn Maple (*Acer x freemanii* 'Sienna')
- Skyline Honeylocust (*Gleditsia triacanthos var. inermis* 'Skyline')
- Ginko (*Gingko biloba)*
- Accolade Elm (*Ulmus x '*Accolade')

Parkway Street Trees:

- Valley Forge Elm (*Ulmus americana* 'Valley Forge')
- Bitternut Hickory (*Carya cordiformis)*
- Siouxland Poplar (*Populus deltoides* 'Siouxland')
- Sienna Glen Maple (*Acer x freemanii* 'Sienna')
- Boulevard Linden (*Tilia americana* 'Boulevard')
- Northern Catalpa (*Catalpa speciosa)*
- Spring Snow Crabapple (*Malus* 'Spring Snow')
- Kelsey Crabapple (*Malus* 'Kelsey')
- Korean Mountain Ash (*Sorbus alnifolia)*
- Ohio Buckeye (*Aesculus glabra)*
- Ginkgo (*Gingko biloba)*

Connector Street Trees:

- Bicolor Oak (*Quercus bicolor*)
- Northern Red Oak (*Quercus rubra)*
- Princeton Elm (*Ulmus americana* 'Princeton')
- Accolade Elm (*Ulmus x* 'Accolade')
- Autumn Blaze Maple (*Acer x freemanii* 'Jeffersed')
- Skyline Honeylocust (*Gleditsia triacanthos var. inermis* 'Skyline')
- Kentucky Coffeytree (male) (*Gymnocladus dioicus)*
- River Birch (single stem) (*Betula nigra)*
- Black Alder (*Alnus glutinosa)*
- Black Cherry (*Prunus serotina)*
- Spring Snow Crabapple (*Malus* 'Spring Snow')
- Kelsey Crabapple (*Malus* 'Kelsey')
- Japanese Tree Lilac (*Syringa reticulate)*
- Thornless Cockspur Hawthorne (*Crataegus crus-galli* var. inermis)

Downtown Street Trees:

- Princeton Elm (*Ulmus americana* 'Princeton')
- Accolade Elm (*Ulmus x* 'Accolade')
- Autumn Blaze Maple (*Acer x freemanii* 'Jeffersed')
- Skyline Honeylocust (*Gleditsia triacanthos var. inermis* 'Skyline')
- Kentucky Coffeytree (male) (*Gymnocladus dioicus)*
- River Birch (single stem) (*Betula nigra)*
- Black Alder (*Alnus glutinosa)*
- Black Cherry (*Prunus serotina)*
- Spring Snow Crabapple (*Malus* 'Spring Snow')
- Kelsey Crabapple (*Malus* 'Kelsey')
- Japanese Tree Lilac(*Syringa reticulate)*
- Thornless Cockspur Hawthorne (*Crataegus crus-galli* var. inermis)

Local and Arterial Street Trees:

Local and Arterial Street trees may be chosen from any species on the above lists.

Planter Beds/Boxes/Tree Grates

- Planter beds, tree grates and planters shall be as shown on the Streetscape Master Plan. Details and specification shall be added to Appendix A as developed and approved by the City. Appendix A shall be amended as needed.
- Irrigation shall be provided to ensure survival of plant materials. The City shall provide irrigation systems along the Parkway and Destination streets. Unless otherwise approved, all other irrigation shall be the responsibility of the landowner.

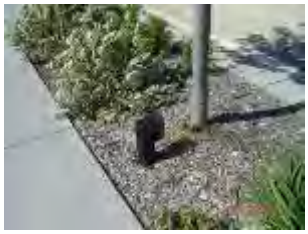
Street Furniture

Bike racks, trash enclosures and benches are encouraged on all streets, but will be required on Destination, Connector and Parkways and other streets as shown conceptually on the Streetscape Master Plan.

Bike racks shall be the standard bike rack (see Appendix A for specifications).

Trash enclosures shall be the standard trash enclosures (see Appendix A for specifications).

Benches shall be the standard bench (See Appendix A for specifications). Benches shall be grouped in twos that face each other and provide an opportunity for an outdoor conversation space.



Alternative bike rack, trash enclosures and bench designs will be considered on a case-by-case basis. The City will review alternative designs as part of the site plan review and will evaluate these alternatives based on the following:



- Does the design maintain the character of the district?
- Does the alternative design maintain the quality of the standard feature?
- Does the design provide a relationship between the public elements of the streetscape and the building that would not otherwise be possible?

Sidewalks and Boulevard

In the design framework, the term “boulevard” is defined as “the space between the sidewalk and the curb.” The boulevard area provides the required space for public features such as street lights, benches, fire hydrants, street signs, etc. The boulevard will have different characteristics based on the street hierarchy.

The street width and layout within different zones may affect the ability of a particular development to provide the minimum boulevard width and the minimum sidewalk width within the existing public right-of-way. In those cases, the landowner shall provide a permanent public easement over the portion of the sidewalk that is located on private property.

Street Lights

Street lights are owned and installed by Connexus Energy. The streetlight design was developed in conjunction with the City of Ramsey and Connexus (See Figure 3: Master Lighting Plan). The standard street lights are designed to accommodate banner arms should banner signage be desired. The banner arms should be the manufacturer's standard break-away banner arms to ensure safety and minimize maintenance costs. Connexus provides street light maintenance for the City. Connexus bills the City of Ramsey for the cost of installation and maintenance.

The choice of street light was intended to emphasis the pedestrian scale of The COR. Light poles within the public right-of-way should be planned to accommodate banners, flowers, hanging artwork and electrical outlets.

There are three (3) different streetlight types within The COR:

- 24-foot high poles at intersections
- 14-foot high poles at mid-block
- 12-foot high poles at The Draw



The City will ensure that the appropriate streetlights are installed on all public streets as described by the Design Framework. Private developers shall provide parking lot or other project lighting that retains these design objectives. All lighting shall comply with City Code performance standards for lighting. All lighting shall be reviewed by City staff to ensure compliance with the Design Framework and City Code standards described above.

Standards for Outdoor Dining.

Outdoor dining is encouraged as an attractive addition to a pedestrian- and retail-friendly, vital COR. Such dining is encouraged subject to the standards in Section 117-118 of the Zoning Ordinance.

Overall Framework - Parking

Overview

Balancing the realities of car-related necessities (streets, parking and so on) with future transit service and the desired character of The COR is a significant challenge. The goal is to provide adequate parking; both quantity and location, while promoting new strategies that support the overall needs of The COR. Parking will be provided through a combination of on street spaces, off-street surface lots, underground lots and structured ramps to support the mix of uses at the core.

Parking structures should contribute to the overall character and image of The COR. Ramp design should include elements, colors and materials that reflect, or complement surrounding buildings. Liner stores or other street level uses should be integrated into ramp design along important street frontages. The City also encourages developers to wrap the ramp with multi-story uses that will provide commercial and residential opportunities and help to define the street edge.

Guideline Recommendations

Parking guidelines encourage the following:

- Locate surface parking lots away from the major streets, either behind or to the side of primary buildings; surface parking lots along major street frontage are not allowed in the core area
- Minimize surface parking lots in favor of other solutions including underground parking to serve residential buildings, on-street parking to serve retail shops and parking ramps
- Provide a combination of fencing, landscaping and landform to screen parking areas from major streets and important views, soften parking area edges, provide shade, integrate native plantings, offset islands and reduce to 'sea of parking' image
- Create strategies for shared parking between adjacent uses, taking advantage of peak and off-peak cycles, business hours, nighttime activities, special events and other needs
- Provide alternative surfaces for secondary (less frequently used) parking areas including porous pavements, green pavements and so on
- Provide facilities or services that respond to and connect with future transit to reduce required parking, including shuttle/circulator bus, bicycle lockers
- Provide flexibility including hours for on-street parking, security and enforcement practices, permit or metering
- Provide parallel parking on both public and private streets throughout The COR, to add parking and create a traffic calming, pedestrian buffer; Bumpouts are encouraged as a traffic calming measure on all streets within the COR.
- Explore options to integrate stormwater management requirements into parking area design
- Provide parking spaces for typical daily use, satisfying both quantity and location needs through a mix of on street, small surface lot, underground and ramped parking solutions
- Provide options for additional/overflow parking to support holiday traffic and special events including porous pavements, turf parking areas (Netlon and other soil amendments) or shuttle service from nearby parking areas
- Encourage shared parking solutions that target around the clock shifts in destination, audience or take advantage of peak/off-peak hours of operation for various uses within the core area

- Promote municipal parking ramps as the primary facility to meet public parking needs within the core area
- Discourage driveway access to parking facilities along Arterial, Destination and Parkway streets, in favor of side streets.

Objectives



The primary objective is to provide a balance of surface lots, on-street and structured parking, with ample quantities and close proximity to serve the mix of uses in The COR. The Design Framework anticipates the construction of a total of 3 parking structures in COR1 to serve the needs of the area by providing structured parking that can be shared among users, allow developers to maximize the development on each individual lot. As discussed later in this section, sizing and timing of the structured parking will be finalized as the area develops and parking demand grows. In addition to providing adequate space, excellent design is a major factor as well. The framework for The COR encourages creativity, innovation, quality and attention to detail in every aspect of project development, including parking solutions. Photographs throughout the Design Framework suggest some of the many possibilities.

Figure 4: Streetscape Master Plan



Figure 5: Parking District Map

Minimum Standards

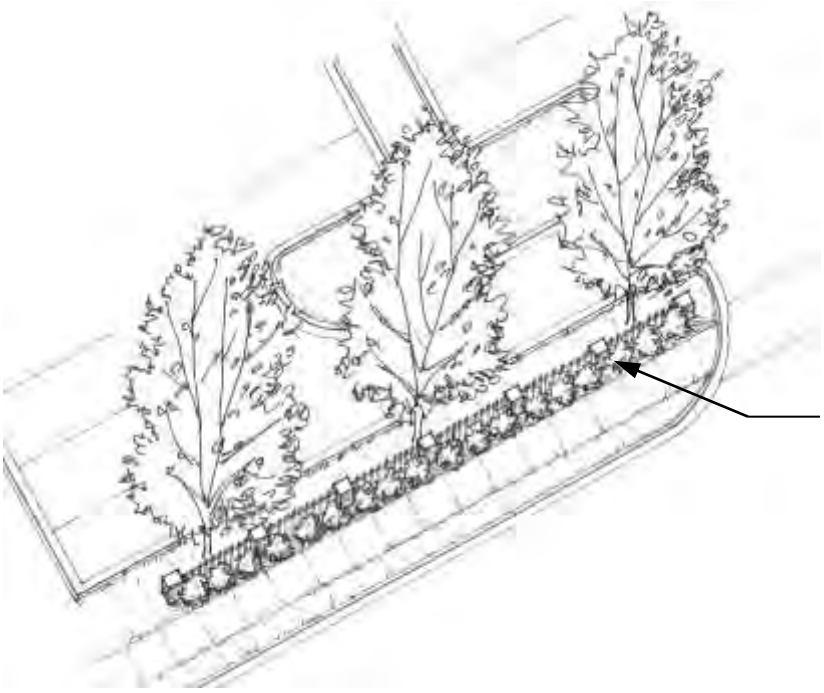
Parking in The COR is intended to be shared to the greatest extent practicable in all mixed-use areas. The parking standards are intended to provide a practical basis for providing adequate parking within the COR District through a careful analysis of uses, shared parking arrangements, use of public street parking and reduction allowances for the proximity to the transit station. A parking plan has been prepared to identify the planned number, location, sharing arrangements and public use (see Figure 4: Streetscape Master Plan and Figure 5: Parking District Map). The parking plan provides information that can be used to help address longer term parking arrangements where the possibility of use conversion or building expansion exists. Parking shall be provided under any of the following arrangements:

A. No parking shall be located between the front of the principal structure and the street on parcels abutting Destination and Downtown streets in COR1.

B. Not more than fifty (50%) percent of the parking shall be located in front of the principal structure and the street on parcels abutting Arterial, Parkway, Connector and Local streets.

    1. In the COR2 district, developments may be allowed more than fifty (50%) percent parking in the front yard, provided all other design standards have been met, including the use of a wall, railing, hedge or combination to create a street edge and screen parking.

C. Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line required for the property. The amount of required screening may vary by sub-district and street frontage and is described in Part Two of this document.



Landscaped edge that combines fence with trees, low shrubs and ground cover for parking lot screening and buffering along sidewalk to screen parking

D. No parking spaces shall be located on corner lots at the point of street intersections.

E. Shared parking in COR1 will be accomplished through a Parking Use and Maintenance Agreement (PUMA).

F. Off-street parking in the COR2 and COR3 sub-districts shall be secured for public use through parking easements and other appropriate conveyances. Shared parking arrangements between nearby uses are encouraged in both sub-districts.

1. The City may approve joint parking for one or more businesses where the total number of parking stalls provided for joint use is less than the sum of the total required for each business should they provide them separately. The applicant must demonstrate the feasibility of the arrangement in a written report. Such a permit shall not be granted except when the following conditions are found to exist:
    i. Proximity. The building or use for which application is being made to utilize the off-street parking facilities provided by another building or use shall be located within three hundred (300') feet of such parking facilities, excluding public rights-of-way.
    ii. Conflict in Hours. The applicant shall demonstrate in documented fashion that there is no substantial conflict in the principal operating hours of the two (2) buildings or uses for which joint use of off-street parking facilities is proposed.
    iii. Written Consent and Agreement. A legally binding instrument, executed by the parties concerned, for joint use of off-street parking facilities, duly approved as

to title of grantors or lessors, and in a form and manner of execution approved by the City Attorney, shall be filed with the City Clerk and recorded with the Anoka County Recorder or Registrar of Titles, and a certified copy of the recorded document shall be filed with the City within sixty (60) days after approval of the joint parking use by the City or the interim use permit shall be considered null and void.

G. On-street parking adjacent to buildings shall not be used for the purposes of calculating parking requirements.

H. Within the COR-4 sub-district, parking on individual parcels serving individual uses may be provided if designated and approved as part of the master plan.

I. Within all sub-districts, a minimum driveway length of twenty-five (25') feet is required to limit conflicts between vehicles parked in the driveway and street or sidewalk users.

J. In order to ensure the pedestrian orientation of the COR Districts, minimum/maximum on-site parking standards are set based on the following table:

Table 1

Use		Minimum number of parking stalls	Maximum number of parking stalls*
Retail		2 per 1,000 sq. ft.	4 per 1,000 sq. ft.
Restaurants		3 per 1,000 sq. ft.	5 per 1,000 sq. ft.
Offices		2 per 1,000 sq. ft.	3 per 1,000 sq. ft.
Medical offices, clinics		2 per 1,000 sq. ft.	4 per 1,000 sq. ft.
Health clubs		3 per 1,000 sq. ft.	5 per 1,000 sq. ft.
Theaters, places of assembly		1 per 5 seats	1 per 3 seats
Residential			
	Attached or detached	1 per unit	2 per unit
	Multifamily units	1 per unit	2 per unit

*If a parking structure is provided on site, maximum parking stalls do not apply.

K. Non-Specified Uses. For uses not specifically listed above, off-street parking requirements shall be computed by the Zoning Administrator on the same basis as required for the most similar listed uses. In such cases, the Zoning Administrator shall also consult off-street parking reference materials including, but not limited to, manuals prepared by the American Planning Association and Institute of Transportation Engineers.

L. Handicap Parking. The size, number, and location of stalls reserved for handicapped parking shall be provided and identified as required by applicable regulations. These spaces are included in the computation for the minimum parking space requirement.

M. Change in Land Use. When the site intensity or use of a building and/or property is increased with consequential effect upon the parking requirements as prescribed in this Section, the

parking requirements as prescribed herein shall be used to provide for such increase in the site intensity and/or use.

N. Use of required parking spaces. Required parking spaces must be available for the use of residents, customers or employees of the use. Fees may be charged for the use of required parking spaces. Required parking spaces may not be assigned in any way to a use on another site, except for joint parking situations. Also, required parking spaces may not be used for the parking of equipment or storage of goods or inoperable vehicles.

O. Transit Service Reduction. The minimum number of parking stalls required on site may be reduced by 10% for any parcel located within ¼ mile of a transit stop. To qualify for this reduction, the transit stop must provide regular service on all days of the week and direct pedestrian access must be provided between the building and the transit stop.

P. Bike Racks. In addition to the bike racks provided as part of the streetscape, individual businesses are encouraged to provide bike racks for customers. Bike rack locations will be reviewed and approved by the City as part of the site plan review.

Q. Increase to Maximum Required Parking. If additional parking is sought to exceed these maximum requirements, a conditional use permit can be sought to increase maximums up to twenty-five (25%) percent.

    1. In the COR-2 sub-district, an increase of twenty-five (25%) percent in the maximum number of parking stalls is permitted without the issuance of a conditional use permit if approved as part of the site plan.

R. In the COR1 sub-district, a PUMA (Parking Use and Maintenance Agreement) shall be applied to all development as follows:

    1. It is the City's intent to maximize development on individual lots. In order to help landowners accomplish this goal, the City will develop public parking ramps, which will be available for public parking within The COR. In order to minimize the amount of the site required for parking, the landowner may choose to enter into the PUMA for utilization of the public parking ramps to meet all or a portion of their minimum parking requirements.

    2. Each development shall be subject to a PUMA that specifies that each property in the COR1 shall be financially responsible for its proportionate share of a shared parking facility. The proportionate share shall be determined on the basis of the property's off-street parking needs, as determined by the parking requirements of Item J above.

3. The City shall establish fees by ordinance. The developer shall be responsible for payment in an amount equal to the value of the required parking on a per-stall price basis for ramp parking through the PUMA. The City will determine the appropriate contribution.

4. Funds collected by the City shall be deposited in a special fund used only to acquire and/or develop off-street parking facilities for the COR. Financial responsibility shall cover the construction and continuing maintenance of the parking facility.

5. The parking facility may be constructed and maintained by the City or by a private management entity acceptable to the City.

Private Streets

Private streets may be allowed within residential subdivisions, subject to the standards in Section 117-112 (e)3.b. of the Zoning Ordinance.

Loading Areas

A. Loading areas and docks shall be located in the rear of the building.

B. Loading areas shall not be located in the front yard and shall be fully screened from public streets, public parks and residential areas through landscaping and building design measures.



Overall Framework – Building Design

Overview

The COR Development Plan 5.03 identifies the preferred mix and approximate location of a variety of land use types. Together with the Zoning Code, this Design Framework focuses on the following overall objectives:

- Promote vertical and horizontal mixed use (within a building, within a block, within a district)
- Provide a variety of housing types, styles, pricing
- Encourage increased density in and around the central core area
- Promote an interesting mix of building styles, scales and massing for each sub-district
- Support creative, innovative, high quality design solutions as the benchmark for success
- Integrate mix of uses with public green space within each district
- Provide a variety of commercial types
- Mix residential and commercial uses to promote street-level activity throughout the day

Guideline Recommendations

The mix of land uses in The COR will encourage activity during the day and into the evening and nighttime hours. As a focus of commerce, employment, recreation and housing, The COR resembles a small to medium size Midwestern downtown in scale and character. Land uses are intentionally mixed, to bring shoppers and workers into the area during the day and attract new residents and visitors to entertainment venues in the evening.

The civic component of The COR, anchored by City Hall, Police Station and variety of public spaces and squares, adds an important element to the land use mix and brings a level of authenticity to the district.

Objectives

- Encourage vertical mixed-use in the core with housing and office space over retail uses along the street, particularly in the center of the district.
- In residential districts, particularly closer to the core, a limited amount of retail uses will be encouraged to service residents and provide nearby places to gather.
- Promote innovative models for housing that include a mix of townhomes, flats and lofts within single buildings or on the same block.
- Accommodate larger, 'big box' retailing and auto-oriented uses within the COR2 sub-district only if innovative design approaches are used including two story buildings, use of liner stores facing the street, minimal blank walls, creative parking strategies, etc.
- Where similar uses create a 'family' or campus of buildings (e.g. medical campus), buildings should reinforce the street edge and parking should be set within the core of the block.
- Uses shall promote pedestrian friendly streets, contributing to street level activities and overall visual character of each district.
- All uses should reinforce the street edge.





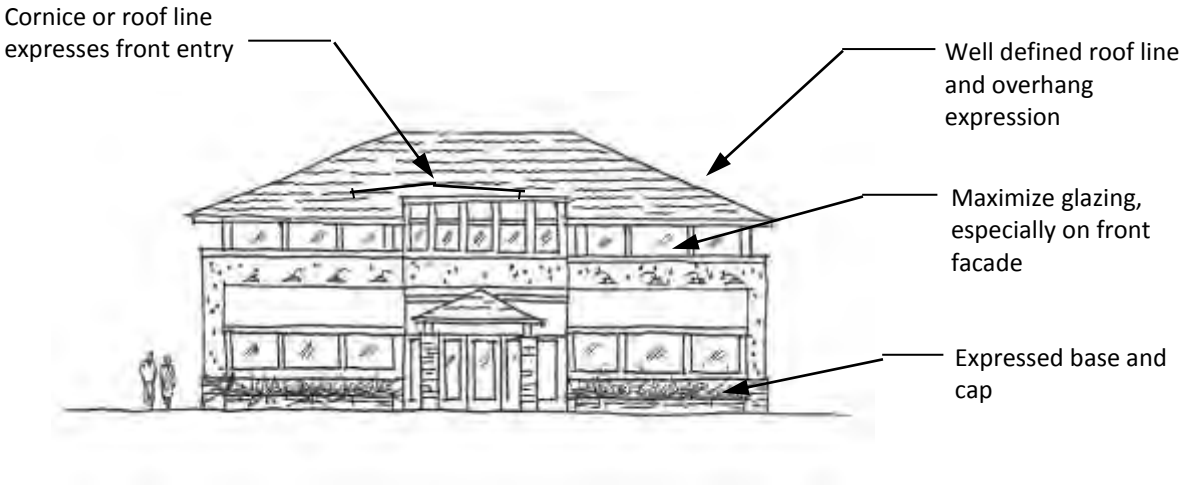
Architectural Overview

High quality architecture is an essential component in fulfilling the objectives of the Design Framework. Rather than prescribing a particular style, these architectural guidelines are intended to encourage an integration of both traditional and contemporary design. Architectural designs should provide a consistent quality, measured, to a great degree, by the pedestrian experience along the street and by an architectural expression that provides character without being thematic, obtrusive, or artificial. Architectural character should strive to be authentic and varied, but not 'thematic'.

Architecture Recommendations

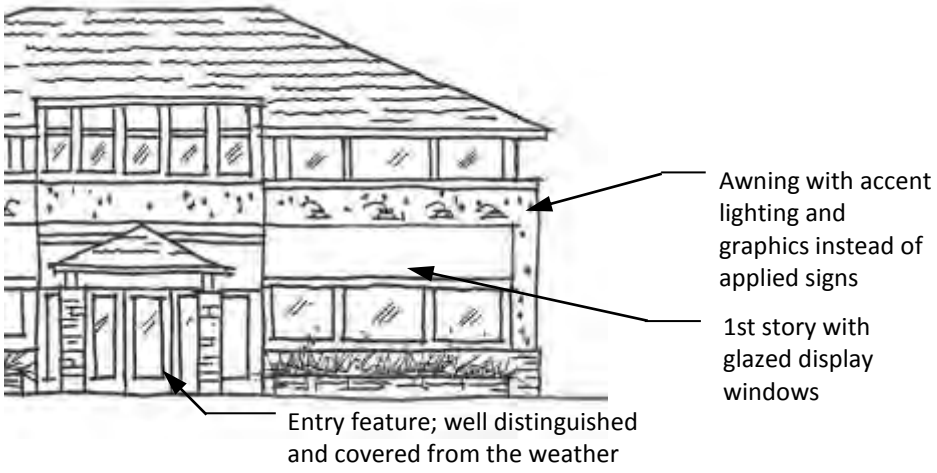
Of all the layers that combine to form The COR Development Plan, architecture will typically be the most prominent development component. Both visually and physically, architecture will play a major role in defining the overall design character and mix of uses for The COR. It is crucial that the design and location of buildings address these architectural guidelines, with specific emphasis on the following:

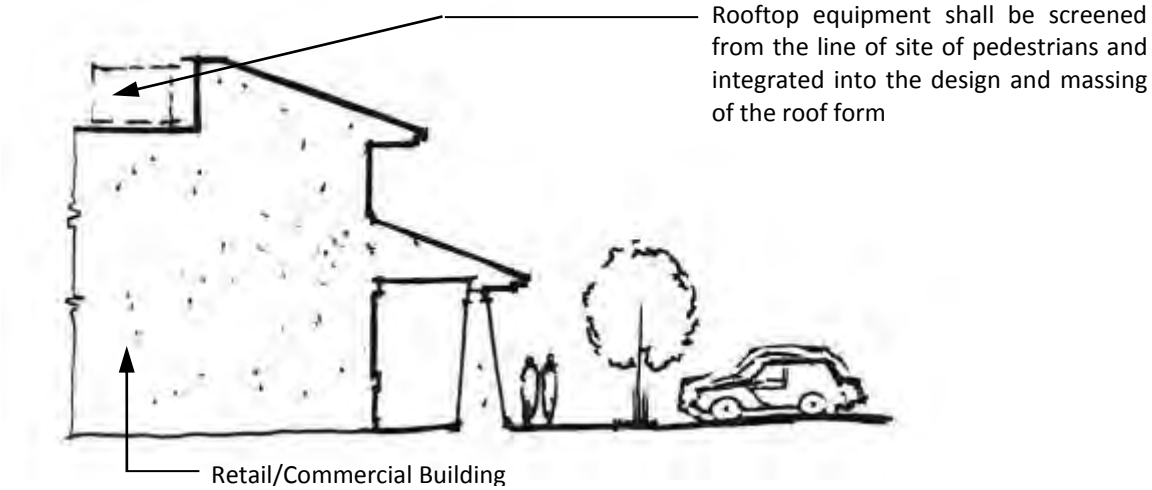
- An animated street presence with a mix of street-level uses, interesting building façades, many doors and windows on the street, careful design of lighting, awnings, signage and other elements that animate the pedestrian experience



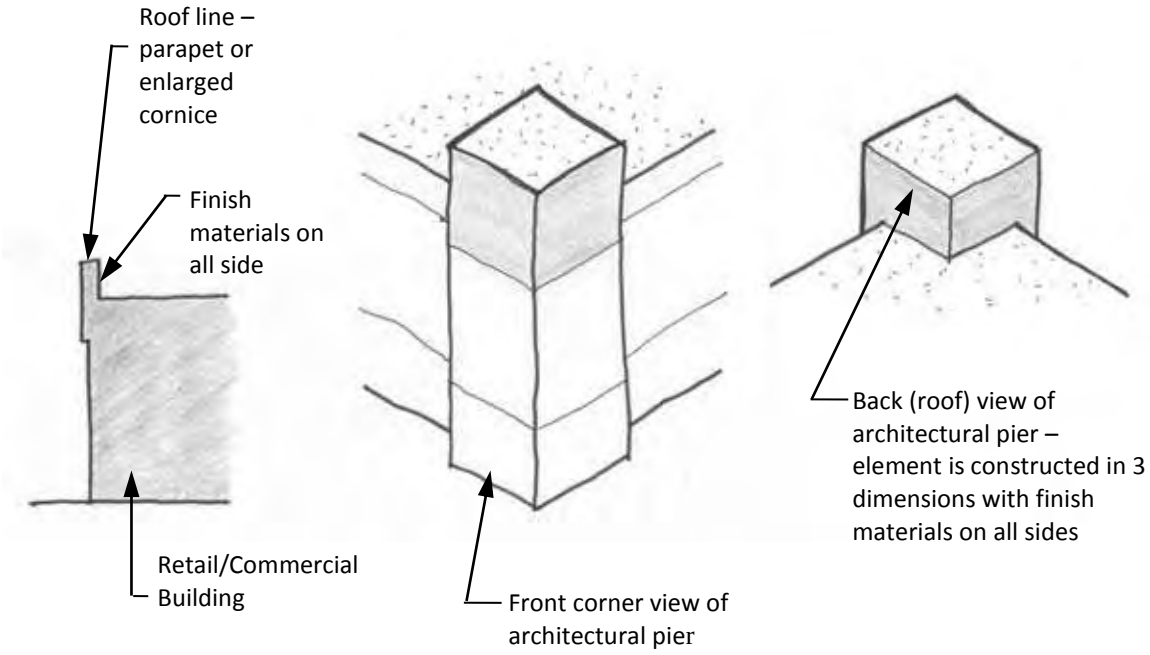
- Variety in building design, character and expression; not one theme or building style, but a thoughtful integration of many design solutions
- Variety of building types including a range of height, scale and proportion, that support an integrated mix of housing options, shopping destinations, entertainment venues, civic structures and other COR uses
- Use of high quality materials, suggesting a preference toward native materials and masonry elements, with respect for local building techniques
- Building location is as important as building style; special architectural elements, character, transparency and a higher level of materials and detailing should be used to highlight key streets and important crossroads throughout The COR
- Buildings should always be located at all four corners of intersections.
    - In the COR2 sub-district, if the City finds that there are unique circumstances where buildings cannot be located on the corner, the City may approve the use of fences, walls or other design elements to create that "street edge"

- Buildings will be located at the street right-of-way line (zero setback), but also allow recessed space for outdoor dining and other street level activities providing some minor deviation for variety
- Greater emphasis should be given to architectural elements, materials and other design features for buildings located at primary intersections, or where streets intersect with parks, such as the streets that front on or end near the Municipal Plaza. These locations can often be seen from several directions, perhaps terminate a view from a distance down the street or sit at a prominent node; They will likely become future landmarks or helpful orientation/wayfinding icons as The COR develops
- Encourage both vertical mixed use (within each building) and horizontal mixed use (within each block) throughout this district
- Include a mix of housing, civic, retail, restaurant, entertainment, performance and other uses that encourage a variety of activities throughout the day.
- Minimize openings between buildings, although limited driveway access and some provision for pedestrian connections through blocks are encouraged – gaps between buildings to accommodate surface parking lots, greater building setbacks or other purposes are discouraged
- Use recessed entries and windows to create street-level interest, variety and enhance pedestrian scale along street frontage





- Equipment, mechanical systems, transformers, etc. must be screened from view in a way that is integral to the architecture of the building. Screening should be accomplished with materials similar to or compatible with materials used on the main structure; metal fencing or mechanical vent screens alone are not sufficient.
- Roof lines and cornice details shall be completed in a 3-dimensional manner so that the back of roof features or similar unfinished areas are not visible.



Overall Framework - Signage

Overview

Signage within The COR should provide a system for clear wayfinding for all modes of transportation and should ensure successful business operation while maintaining the design aesthetic of this unique project. These sign standards are intended to allow flexibility and creativity while maintaining the design concepts of The COR. Due to the distinctive nature of The COR, the sign standards from the City Code are not applicable and signage shall be allowed as prescribed by the Design Framework. A Master Sign Plan identifies the location of key sign locations (see Figure 6: Signage Plan).

Guideline Recommendations

The COR development manager shall prepare a Master Sign Plan for the public elements of the project, which are in compliance with the design framework and will be adopted by reference. The Master Sign Plan will specifically address public signs including:



- The three (3) off-site community signs
- Banner signs on light poles
- Signage for public parks
- Signage for public parking ramps
- Signage for public buildings
- Community kiosks

Objectives

Signage should be used as a tool to help identify businesses and neighborhoods with The COR and should have elements that are focused on the pedestrian nature of The COR as well as the signage needs for businesses.

- Signage and lighting which is integrated into the design of the building is encouraged.

Definitions

Awning Sign means a sign incorporated into or attached to an awning.

Community sign means an off-site sign identifying the development name and key tenants. Community signs may also include public information. Reader boards are allowed to be incorporated into community signs within The COR.

Temporary Sign means a sign which is erected or displayed for a limited period of time and not affixed to a Minnesota State Building Code approved structure.

Project sign means a freestanding area identification sign which identifies a single-family or multifamily residential subdivision, a commercial development or an industrial park or office park and which is located on the same parcel as the development it identifies.

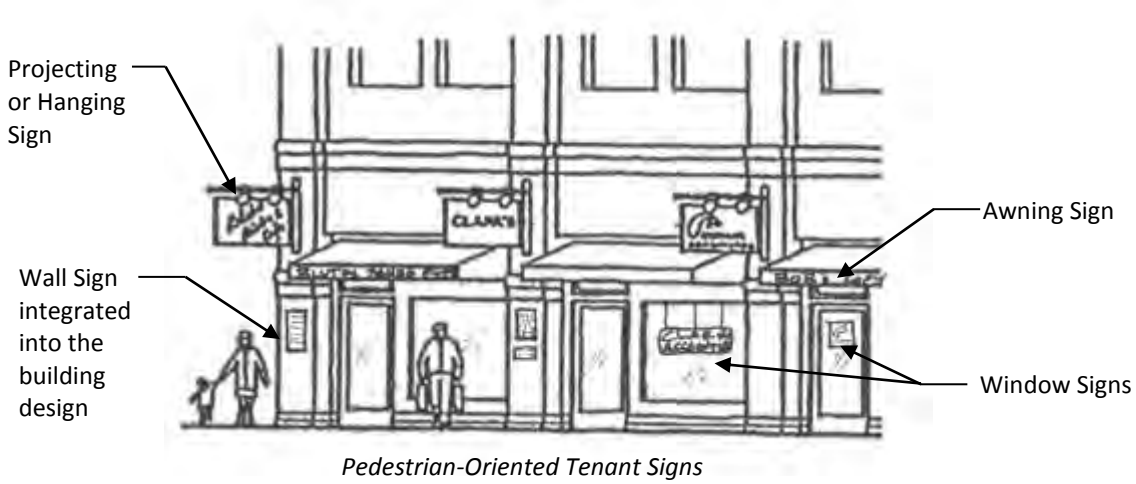
Projecting sign means any sign, all or any part of which extends beyond the surface of the building or wall by more than 16 inches.

Public Realm/Streetscape sign means any sign erected and maintained by public officials or public agencies, or approved and authorized for use by state or local governmental authorities.

*Sandwich Board Sign*s means a self-supporting, freestanding temporary sign with only two (2) sides that are situated adjacent to a business with the intent to attract pedestrian traffic to businesses. Sandwich board signs are not meant to be read by vehicular traffic.

Wall sign means any sign which is affixed to a wall of any building. This definition includes individual letter signs and signs on mansards.

Window sign means a sign installed inside a window, or any sign placed within a building for the purpose of being visible from the public right-of-way. This does not include merchandise on display.



Pedestrian-Oriented Tenant Signs

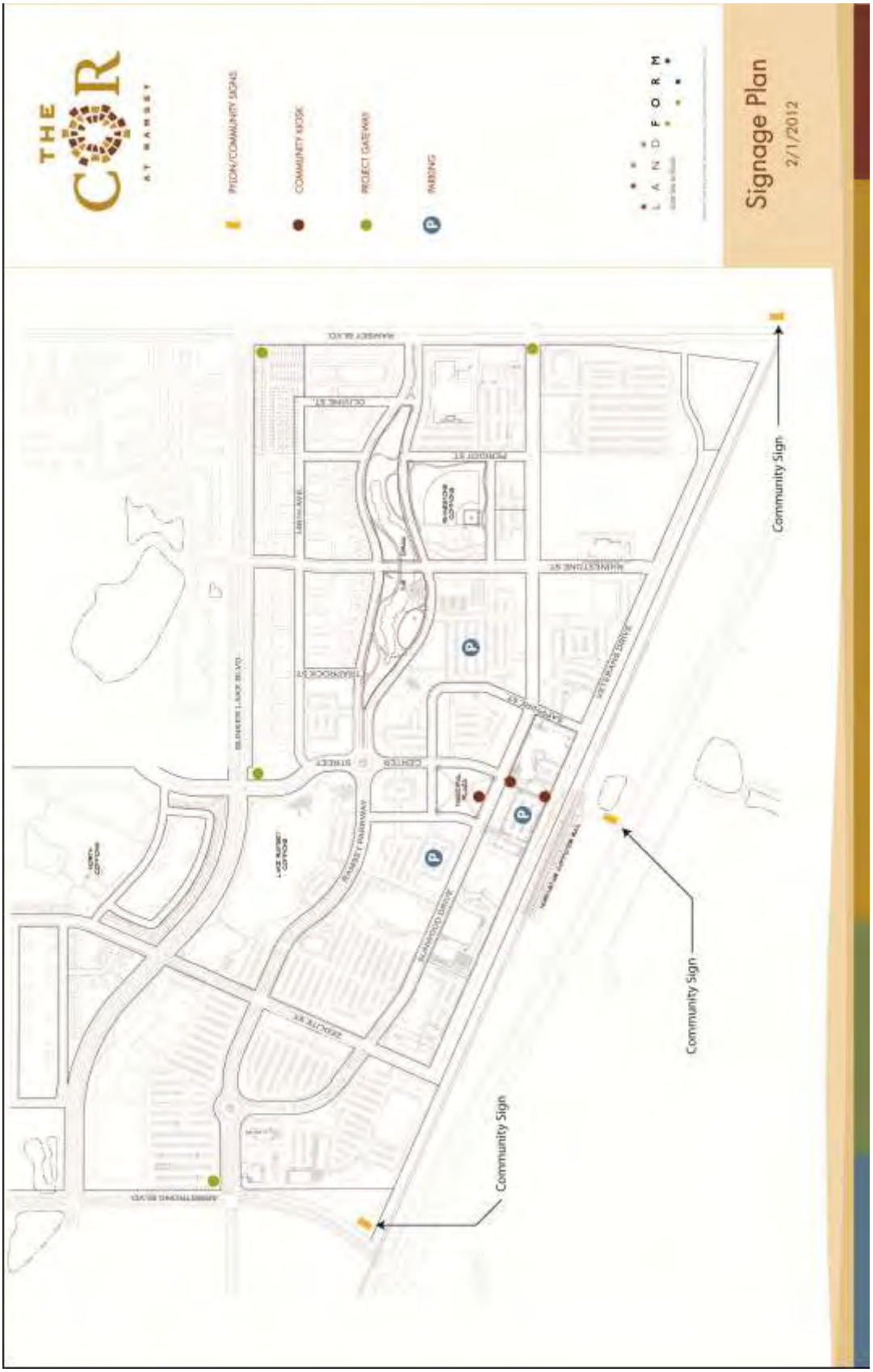


Figure 6: Signage Plan

Standards

Public Realm/Streetscape Signs

The pedestrian oriented nature of The COR requires unique signage the will build on the design concepts for The COR. These types of signs in include banner signs on the streetlights, kiosks, street signs, wayfinding signs, signage for public parking ramps, etc. As the design concept for The COR has been refined, so has the signage plan. The COR development manager shall develop standards for these public realm signs as part of the Master Sign Plan. The Master Sign Plan shall be incorporated by reference and may be updated from time to time. Such signage shall be allowed on public spaces as needed to provide information and wayfinding. No advertising shall be allowed on Public Realm/Streetscape Signs except for community events.

Community signs

Community signs include are planned to include three (3) signs on Highway 10, as shown on the Signage Plan (see Figure 6: Signage Plan). The signs include the existing Community Sign near the future transit plaza, the sign at the northwest corner of Highway 10 and Ramsey Boulevard and the planned sign at the northwest corner of Highway 10 and Armstrong Boulevard.

These off-site signs are allowed as shown on the signage plan and shall have consistent materials and colors. The Master Sign Plan shall detail the materials, colors and standards for these three (3) community signs. The Master Sign Plan shall include standards for which tenants shall be allowed on the community signs.



Desirable signs are designed to be architecturally compatible with buildings within the development and other signage within the development

Project Signs

Project signs are permitted within all COR sub-districts.

One (1) freestanding sign is allowed per building, provided that the following standards are met:

A. The building in which the advertising business is located, shall be set back a minimum of six (6) feet from a public street right-of-way.

B. The area of each face of the signboard shall not exceed six (6) square feet and the signboard shall not have more than two (2) readable faces

C. The height of the top of the signboard, or of any posts, brackets, or other supporting elements shall not exceed six (6') feet from the ground.

D. The signboard shall be constructed of wood, acrylic, aluminum or metal and shall be architecturally compatible with the style, composition, materials, colors and details of the building.

E. No part of the sign shall encroach on the right-of-way and its location shall not interfere with pedestrian or vehicular circulation.

F. Limited to one (1) sign per building and shall not be in addition to wall-mounted, applied letter or projecting signs.

G. The readable faces of the sign shall be perpendicular to the adjacent street.

In the COR2 District, the following signage shall be allowed:

A. Ground sign. There shall not be more than one (1) ground sign for each parcel. The gross surface area of a ground sign shall not exceed one hundred (100) square feet for each exposed face nor exceed an aggregate gross surface area of two hundred (200) square feet.

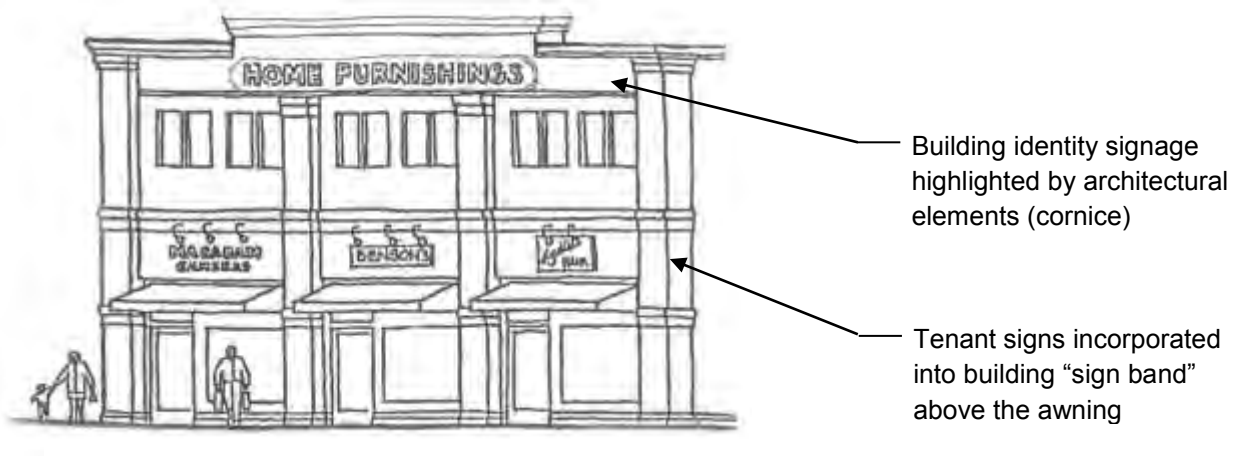
B. Menu board. One (1) on-site menu board per drive-up or walk-up lane of a drive-in restaurant up to a maximum of thirty-two (32) square feet each and a maximum height of three (3) feet. Menu boards are allowed a message on one (1) side only and cannot contain an advertising message.

C. Directional signs.

1. Directional or instructional signs are permitted in accordance with Section 117-463(l).

2. Parking lot directional signs designating parking area entrances and exits are limited to one (1) sign for each entrance and/or exit and shall not exceed four (4) square feet for each exposed face. Parking lot directional signs shall not project higher than five feet (5') in height, as measured from the established grade of the parking area to which such signs are accessory.

3. Parking lot instructional signs designating the conditions of use or identification parking areas shall not exceed eight (8) square feet and shall not project higher than ten (10) feet in height for wall signs and seven (7) feet in height for ground signs, as measured from the established grade of the parking area to which such signs are accessory.



Wall Signs

Wall signs are permitted within all COR sub-districts.

Wall signs shall be permitted on one (1) wall, except that lots with frontage on more than one (1) street may have signage on one (1) wall per street frontage.

Within the COR1, COR3, COR4 and COR5 districts, the following standards apply:

A. Wall-mounted or painted signs, provided the following standards are met:

1. The sign shall be affixed to the front facade of the building, and shall project outward from the wall to which it is attached no more than six inches (6").

2. Single Tenant Buildings. Each building shall be allowed one (1) wall sign per street frontage. Signage must be located on the street elevation. The area of the sign shall not exceed five (5%) percent of the ground floor building facade area or fifty (50) square feet, whichever is less.

3. Multi-Tenant Buildings.

    a. Each building shall be allowed wall signage on the street frontage elevation. For buildings with multiple street frontages, the allowable signage is per street frontage. Signage must be located on the street elevation.
    b. Each building is allowed wall signage that shall not exceed 5% of the wall area of the building façade adjacent to the street or 50 square feet, whichever is less.
    c. Tenant signage must be located on the tenant lease space.
    d. At least fifty (50%) percent of the allowed signage must be allocated to ground floor tenants and located on the ground floor.
    e. Signage is limited to a maximum of one (1) sign per business/tenant, except that tenants with frontage on multiple streets may be permitted to have signage on each street frontage.
    f. Multi-tenant buildings must have wall signs of similar design. Sign permits for tenants in multi-tenant buildings shall only be permitted by the City after the

building owner has submitted a comprehensive sign plan approved by the Zoning Administrator. The comprehensive sign plan for the building shall include similar design standards including sign material, color, style, spacing and size.

4. Signs for buildings facing Highway 10. Single or multi-tenant buildings that have frontage on Highway 10 or are separated from Highway 10 only by other public right-of-way, shall be allowed to have signage on that street elevation that is up to five (5%) percent of the wall area of that building façade with no maximum square footage.

B. Wall-mounted building directory signs identifying the occupants of a commercial building, including upper story business uses, provided the following standards are met:

1. The sign is located next to the entrance.

2. The sign shall project outward from the wall to which it is attached no more than six inches (6”).

3. The sign shall not extend above the parapet, eave, or building facade.

4. The area of the signboard shall not exceed three (3) square feet, with each tenant limited to one (1) square foot.

5. The height of the lettering, numbers, or graphics shall not exceed four inches (4”).

6. One (1) such sign is allowed per public building entrance and is allowed in addition to other permitted wall signage.

C. Applied letters may substitute for wall-mounted signs, if constructed of painted wood, painted cast metal, bronze, brass, acrylic or black anodized aluminum. The height of applied letters shall not exceed 12 inches.

D. Logos are considered signs and shall be included in the maximum allowable sign area.

E. Window or door signs, provided that the following standards are met:

1. The sign shall not exceed ten percent of the window or door area or four (4) square feet, whichever is less.

2. The sign shall be silk screened, hand painted, applied letters/graphics, neon tubing or other sign technologies that meet these standards.

3. Limited to one (1) sign per business, applied on either the window or the door, but not on both.

4. The sign shall not have an opaque backing of any type although smoked glass is allowed.

5. Window signage (includes graphics) shall be permitted on the same building walls that have, or are allowed to have, wall signage pursuant to Item A above. Window signage shall be deducted from the allowable wall signage area.

Within the COR2 district, where more conventional suburban development is expected, rather than the neo-traditional development planned for the other COR sub-districts, the following standards apply:

A. Wall, canopy or marquee sign. Total sign area may not exceed 15 percent of the front building facade. At least 50 percent of the signage area must be placed on the measured wall with remaining signage area, if desired, distributed on any other wall. Sign height shall not exceed the top of the parapet wall or, if no parapet wall, sign height shall not exceed the height of the eaves. The gross surface area of a wall, canopy or marquee sign may be increased by ten percent if such wall sign:

   1. Consists only of individual, outlined alphabetic, numeric and/or symbolic characters without background except that provided by the building surface to which the sign is to be affixed;

   2. Illumination, if any, is achieved through shielded illumination, shielded silhouette lighting, or shielded spot lighting but not any lighting where the light source is visible or exposed on the face or sides of the characters; and

   3. A wall, canopy or marquee sign may be located on the outermost wall of any principle building but shall not project more than 16 inches from the wall to which the sign is to be affixed. A wall sign shall not project higher than the parapet line of the wall to which the sign is to be affixed.

B. Window signs are restricted to 30 percent of the area of the window in which the sign is to be displayed.

In all COR sub-districts, restaurants and cafes shall be permitted one (1) wall-mounted display featuring the actual menu as used at the dining table, to be contained within a shallow wood or metal case and clearly visible through a glass front. The display case shall be attached to the building wall, next to the main entrance, at a height of approximately five feet (5'), shall not exceed a total area of two square feet, and may be lighted. This signage is allowed in addition to other permitted wall signage.

Projecting Signs

Projecting signs are permitted within all COR sub-districts.



Projecting signs, including graphics or icon signs, mounted perpendicular to the building wall, are encouraged in all sub-districts, provided the following standards are met:

A. The sign area shall not exceed six (6) square feet.

B. The distance from the ground to the lower edge of the signboard shall be ten feet or greater.

C. The height of the top edge of the signboard shall not exceed the height of the wall from which the sign projects, if attached to a single story building, or the height of the sill or bottom of any second story window, if attached to a multistory building.

D. The distance from the building wall to the signboard shall not exceed six inches (6”).

E. The width of the signboard shall not exceed three (3) feet.

F. Limited to one (1) sign per business. Projecting sign area shall be deducted from the allowable wall signage area.

G. Granted to ground floor commercial uses only.

Awning Signs

Awning signs are allowed in all COR sub-districts. Awning signs are allowed for ground floor uses only, provided that the following standards are met:

A. If acting as the main business sign, it shall not exceed 24 square feet in area, and the height of the lettering, numbers, or graphics shall not exceed 12 inches.

B. If acting as an auxiliary business sign, it shall be located on the valance only, shall not exceed four (4) square feet in area, and the height of the lettering, numbers, or graphics shall not exceed four inches (4”).

C. Limited to two such signs per business.

D. If acting as the main business sign, it shall not be in addition to a wall-mounted or applied letter sign.

Sandwich Board Signs



Sandwich board signs are permitted within all COR sub-districts.

A. One (1) sandwich board sign per business is permitted in any business, commercial and mixed use district and shall be located within five feet (5’) of the main building entrance to the business it advertises.

B. Sandwich board signs shall be displayed only during open business hours and must be removed daily.

C. Sandwich board signs shall be no more than a total of two feet (2’) in width and three feet (3’) in height

D. Sandwich board signs must leave a minimum of five feet (5') of clearance for pedestrian access if placed on a public or private sidewalk. Sandwich board signs may not hinder the ability of persons to access vehicles parked at the curb and/or access to a building.

E. Acceptable materials for sandwich board signs shall include the following: metal, wood synthetic materials such as a chalk board and whiteboard. Sandwich board signs shall not be illuminated, nor shall they contain moving parts, or have balloons, streamers, stringers, pennants or similar adornments attached to them. Sandwich board signs shall be maintained in a good appearance at all times.

F. No sandwich board sign shall be secured, tethered or installed on traffic devices, utility equipment, street furniture, street lights, or any other public fixture.

G. Sandwich board signs are temporary signs and shall not be counted towards the total sign area of the site for permanent signage.

Temporary Signs

Temporary signs are allowed per Section 117-465 (Temporary signs) of the Zoning Ordinance, except as noted below:

A. Freestanding temporary signs shall only be allowed in the COR1 District.

B. In all other COR districts, temporary signs shall be limited to temporary sandwich board signs or temporary wall signage.

Off-Site Signs

Off-site signs are prohibited except for wayfinding and community signage specifically allowed by the Design Framework.

Table 2

Sign Standards					
Development Standard	**COR1**	**COR2**	**COR3**	**COR4**	**COR5**
Project Signs					
Number of signs allowed	1*	1*	1*	1*	1*
Size of Sign (maximum)	6 sq. ft./6 feet high	100 sq. ft./6 feet high	6 sq. ft./6 feet high	6 sq. ft./6 feet high	6 sq. ft./6 feet high
Menu Board**	N/A	1 per drive-through/36 sq. ft. max.	N/A	N/A	N/A
Directional Sign	N/A	Per 117-463(I)	N/A	N/A	N/A
Wall Sign					
Number of signs allowed	1*	1*	1*	1*	1*
Size of Sign					
Single Tenant Building	50 sq. ft. or 5% of the ground floor façade area, whichever is less	15% of façade area	50 sq. ft. or 5% of the ground floor façade area, whichever is less	50 sq. ft. or 5% of the ground floor façade area, whichever is less	50 sq. ft. or 5% of the ground floor façade area, whichever is less
Multi-Tenant Buildings	50 sq. ft. or 5% of the façade area, whichever is less	15% of façade area	50 sq. ft. or 5% of the façade area, whichever is less	50 sq. ft. or 5% of the façade area, whichever is less	50 sq. ft. or 5% of the façade area, whichever is less
Building Facing Highway 10	5% of the façade area	15% of façade area	5% of the façade area	5% of the façade area	5% of the façade area
Window Sign					
Number of signs allowed	1	1	1	1	1
Size of Sign	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.	30% of area of window. Deducted from allowable wall sign area.	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.
Directory Sign					
Number of signs allowed	1 per building entrance	1 per building entrance	1 per building entrance	1 per building entrance	1 per building entrance
Size of Sign	3 sq. ft. maximum	3 sq. ft. maximum	3 sq. ft. maximum	3 sq. ft. maximum	3 sq. ft. maximum
Projecting Sign					
Number of signs allowed	1*	1*	1*	1*	1*
Size of Sign	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide
Awning Sign					
Number of signs allowed	2 per business	2 per business	2 per business	2 per business	2 per business
Size of Sign	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.

*One (1) sign is allowed per street frontage (either wall or project)

**Restaurants and cafes in all districts are allowed one (1) wall mounted menu board not to exceed 2 sq. ft. in addition to other permitted wall signage.

Additional standards

A. Businesses with service entrances may identify these with one (1) wall-mounted or applied letter sign not exceeding two square feet.

B. One (1) directional sign, facing a rear parking lot. This sign may be any type of permitted sign other than a freestanding sign, but shall be limited to four (4) square feet in area.

Creative Sign Standards

A. *Purpose.* This section establishes standards and procedures for the design, review, and approval of creative signs. The purposes of this creative sign program are to:

1. Encourage signs of unique design, and that exhibit a high degree of thoughtfulness, imagination, inventiveness, and spirit; and

2. Provide a process for the application of sign regulations in ways that will allow creatively designed signs that make a positive visual contribution to the overall image of the city, while mitigating the impacts of large or unusually designed signs.

B. *Applicability.* An applicant may request approval of a sign permit for a creative sign to authorize onsite signs that employ standards that differ from the other provisions of this chapter but comply with the provisions of this section.

C. *Application Requirements.* A sign permit application for a creative sign shall include all information and materials required by the City.

D. *Procedure.* A sign permit application for a creative sign shall be subject to review and approval by the City as part of the Site Plan review process. When the creative sign is proposed after site plan review is complete, a creative sign may be approved by the Zoning Administrator when the proposed sign is fifty square feet or less, and shall be approved by the City Council when the sign is larger than fifty square feet.

E. *Design Criteria.* In approving an application for a creative sign, the review authority shall ensure that a proposed sign meets the following design criteria:
   1. Design Quality. The sign shall:
      a. Constitute a substantial aesthetic improvement to the site and shall have a positive visual impact on the surrounding area;
      b. Be of unique design, and exhibit a high degree of thoughtfulness, imagination, inventiveness, and spirit; and
      c. Provide strong graphic character through the imaginative use of graphics, color, texture, quality materials, scale, and proportion.

   2. Contextual Criteria. The sign shall contain at least one (1) of the following elements:
      a. Classic historic design style;
      b. Creative image reflecting current or historic character of the City;
      c. Inventive representation of the use, name, or logo of the structure or business.

3. Architectural Criteria. The sign shall:
    a. Utilize or enhance the architectural elements of the building; and
    b. Be placed in a logical location in relation to the overall composition of the building's façade and not cover any key architectural features and details of the façade.

4. Neighborhood Impacts. The sign shall be located and designed not to cause light and glare impacts on neighboring residential uses.

Prohibited signs

The following signs are prohibited:

A. Box signs or cabinet signs, whether on a wall, projecting or on canopies are prohibited except for logo signs permitted as part of an overall sign plan.

B. Signs employing mercury vapor, low pressure and high pressure sodium and metal halide lighting; plastic panel rear-lighted signs.

C. Signs on roofs, dormers, and balconies.

D. Billboards.

E. Signs painted or mounted upon the exterior side or rear walls on any principle or accessory building or structure, except as otherwise permitted hereunder.

F. Free standing pylon signs over six (6) feet in height, except community signs.

G. Back-lit awnings.

H. Interchangeable letter boards or panels.

I. Flashing signs.

J. Off-premises signs, except community signs.

Overall Framework – Stormwater Management

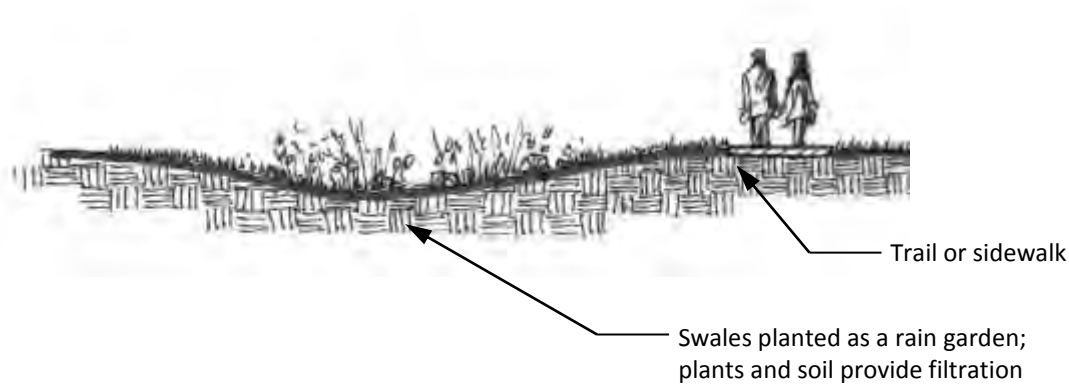
Overview

Water features and drainage systems are essential components of The COR Master Plan. The mix of ponds, streams, fountains and other water elements will provide focal amenities and year round activities within the framework of an environmentally responsible, visually pleasing strategy to manage stormwater. Because the Mississippi River is a restricted discharge water of the state, and because we are creating a new discharge from this development, each sub-district and each site has a responsibility to utilize 'best management practices' (BMP) to pretreat run-off, reduce erosion and encourage infiltration, with the understanding that regional treatment will be provided. Water elements are not intended to be separate stand-alone features, but instead should be integrated with the variety of parks, trails and public open space proposed for The COR. Water and landscape should be designed and utilized within multipurpose areas that accommodate both active and passive recreational use.

Objectives

Integration of water and landscape, design creativity, use of high quality materials and safety concerns are the critical objectives to be met – the following examples illustrate only a few of many possibilities:

- Innovative new products, such as special soil systems (Netlon, structural soils), pervious pavements for parking areas, storm ceptors, underground storage and other creative techniques should be used to BMP standards
- 'Green architecture', expressed through green roofs, gray water recycling and other techniques should be included to reduce the impact of new development on stormwater systems
- Water feature design should include both formal elements (such as reflecting pools or fountains) and natural/informal forms (such as ponds, streams, waterfalls) and should explore creative ways to integrate wetland/rain garden landscapes with active, urban spaces.



Guideline Recommendations

This framework not only defines the overall role and character of The COR, but also encourages each development parcel to address the following:

- **Create** signature water features (ponds, pools, fountains, waterfalls, etc.) as major visual amenities throughout The COR
- **Promote** high quality, creative and appealing aesthetics for all system elements
- **Integrate** stormwater management components (meeting both water quality and quantity requirements)

A great deal of time and effort has gone into the calculation and design of a 'watershed-based' stormwater management plan to support COR development. While this overall strategy addresses the water quantity issue for the entire COR by providing storage and conveyance facilities for storm events, individual development projects (block-by-block) have an equal responsibility to meet water quality standards as a primary goal. Each project should integrate a variety of techniques, materials and methods to promote multiple use, maximum flexibility, improved aesthetics for parking areas, park spaces, drainage swales and other site features.

Overall Framework – Parks/Public Spaces

Overview

The overall design framework of The COR is based on a system of linked parks, trails and open space. The City of Ramsey, Anoka County, and to some extent, the State of Minnesota all play a role in local and regional parks programming, design review, construction sequencing, implementation and ultimately maintenance and operation of key public spaces within this framework. The goal is to link existing and proposed parks and trails defined in regional park plans with proposed new parks and trails within The COR. Of equal importance is the contribution from each block and each development project to this network of green, adding a variety of private, semi-private, and perhaps some additional public space throughout The COR. Private development will share the responsibility to provide inviting, innovative and useable green space as integral parts of individual parcel site design.

Guideline Recommendations

The Design Framework encourages the following:



- Work with the City to create an integrated, comprehensive open space system that links with existing city and county trails and open space networks
- Encourage private development (block-by-block) to share in the responsibility to provide inviting, innovative and useable green space as integral parts of each development project
- Integrate stormwater management components (meeting water quality and quantity requirements) within both public / private park and open space improvements

Together, the system of public and semi-public green space will result in a welcoming public realm throughout the new community.

Objectives

Based on the Development Master Plan for The COR, a variety of public and private green space is proposed including:

- Each block and each project will provide intentional, creative, innovative, useable green areas as integral components of site development and building design.
- At the individual block scale, small squares and greens will provide places for gathering and relaxation, especially targeted to meet the demands of adjacent, or nearby buildings. Elements such as gardens, gazebos and fountains should characterize these more intimate public spaces.
- At the neighborhood scale, parks will provide space for more active recreation, and should be flexible enough to accommodate a variety of recreational activities.
- Playgrounds, game fields and park buildings are park amenities that will target a wider user demand from the surrounding community.



- The Municipal Plaza will connect with all other parks and open space elements, providing a focal point for activity and a sense of place. Gardens, public pavilions and shelters, play lots and open play fields are amenities that will provide built-in flexibility to meet the demands of both the local population and regional visitors to The COR.

Part Two: Sub-district Framework

Overview

The Master Plan and Zoning Ordinance identify five (5) distinct sub-districts within The COR. Each of these sub-districts is defined by a unique mix of uses, specific site development patterns and perhaps a distinctive character or image. The sub-districts complement one another as part of the overall plan. The sub-districts are shown the attached Sub-district Map (Figure 7: Sub-district Map). They include:

- **COR1 Mixed Use Core** – provides the broadest variety, highest density and greatest intensity of development, encouraging both vertical and horizontal mixed use
- **COR2 Commercial** – provides a location for larger scale retail and other auto-orientated commercial uses
- **COR3 Workplace** – provides a location for uses with high concentrations of employees, such as medical/technology related office, and other corporate or institutional uses
- **COR4 Neighborhood** – provides opportunities for a range of housing types from small lot single family to townhouse, to high density senior or rental apartment
- **COR5 Park and Open Space** – preserves environmental features and provides neighborhood/community amenities throughout The COR

Development plans must respond to the overall COR Design Framework described in Part One of this document, but also must address the following detailed framework standards for each sub-district. To further clarify and illustrate proposed features in the Master Plan, these sub-district guidelines are organized under the following categories:

- Public Realm / Streetscape Framework
- Site Design Framework
- Architectural Framework

In all cases, the sub-district framework must be applied in harmony with the overall COR framework and with other existing city, county, state codes, design criteria, plans and studies that support broader goals for regional growth and development. However, within each district, development standards shall be based, in part, on the street hierarchy established in The COR.

Public Realm/Streetscape

A. The developer shall be responsible for construction of all streetscape improvements along adjacent streets. These improvements include all hardscape improvements, such as trails, sidewalks, benches, bike racks, etc., as well as street trees and other greenscape.

B. The landowner shall be responsible for maintenance of the streetscape improvements along adjacent streets. Such maintenance may be managed as part of a Special Service District (SSD) or similar.

Plazas

A. All properties with principal buildings in excess of 30,000 square feet shall be required to have a public plaza space.

B. The public plaza space shall include benches, bike racks trash receptacles, lighting fixtures and other amenities to create a welcoming space for tenants of the building and members of the public.

C. These plaza spaces should be visible from the public street.

Architecture

These architectural framework standards provide an important balance between design continuity, desirable variety and the notion that buildings should complement, and perhaps contrast, but not compete with one another. The lasting appeal of the final outcome must be grounded in the authenticity of the design and the acceptable level of 'messiness' that comes with creating a real downtown over time; 'faux' second floors, stage set or themed solutions, and large faceless buildings are not acceptable.





Auto Versus Human Design: Providing rear alleys or side loaded garages enables the home to present itself to the street, which promotes sociability and walkability.

Minimum Standards

Definitions

Build to line: The line at which construction of a building facade is to occur on a lot. The build to line provides a maximum setback for all building facades from the right-of-way or inside edge of the sidewalk, whichever is greater. The build to line applies to all facades abutting a street right of way. Build to line standards are based on the sub-district the parcel is located and the street in which the building is located upon.

Setback: The minimum required distance between a parking lot or the vertical wall of a building and a lot line. Setbacks are typically more flexible than build to lines and allow a building to be set further back from the lot line and street right-of-way.

Requirements:

A. Additional development standards shall be defined within each sub-district.

B. Provide a diverse mix of materials, applied in a variety of proportions, exposures and detailing within a block, or along a street.

C. Buildings should be articulated to break up the mass of the building façade on all elevations. Large blank exterior walls shall be prohibited. Windows are encouraged to be used to break up the mass of the building. Rooflines and building elevations should be articulated to break up the mass of buildings. Buildings must be broken at a minimum of every fifty (50) feet. This variation can be accomplished through one (1) or more of the following:

1. Wall face variations (minimum depth of two (2) feet)
2. Pilasters or columns (minimum depth of two (2) feet)
3. Upper wall break in color and/or materials (minimum of 2/3 up the height of the wall)
4. Wainscot (minimum of four (4) feet high)
5. Canopies (minimum four (4) foot width)
6. Corner and demising wall or building separations



More Desirable

D. Each development application must list building materials, roofing materials and building colors on the plans. Building articulation, mechanical screening by architectural elements and design elements on all building elevations must be identified on the plans. The plans shall be subject to City review and approval to ensure that the design intent of the Framework has been met.



Less Desirable

E. Building materials shall be high-quality durable materials, such as glass, stone, brick, windows, canvas awnings, etc.
   1. Use local sources if available
   2. Siding is not allowed (vinyl, metal, wood) except as a complimentary use
   3. Use clear or lightly tinted glass for all windows and doors – mirrored, reflective or highly tinted glazing is not acceptable
   4. Metal and wood components are acceptable as a complimentary, not primary, building material
   5. COR1 sub-district buildings shall be primarily brick or a comparable alternative and shall comprise a minimum of fifty (50%) percent of the non-glazed wall area

F. Residential development should provide variety within the subdivision to avoid monotony. Developers will include front porches and windows that face all streets. Corner units shall have more than one (1) window per side of building to help create a sense of place in the community and promote safety on the street.

G. Garage forward or “snout houses” are highly discouraged on all residential development as they dominate the view from the street and sidewalk.

H. All sides of buildings shall have an equal finish in terms of materials and general design.

I. The main entrance of each principal building must face the street. On corner lots, the main entrance may face either of the streets or be oriented to the corner. With buildings that have more than one (1) main entrance, only one (1) entrance must meet this requirement.





J. Building massing shall be oriented parallel to the street frontage of the lot.

K. Trash and recycling areas shall be designed internal to the building.

L. Provide recessed entries wherever possible.

M. Buildings shall have a base and top to the architecture.

N. Multi-story buildings are preferred in the COR1 sub-district, but occasional single story buildings are acceptable; single story buildings should not dominate any street frontage and should be a minimum of twenty (20) feet to the roofline.

O. Maximize glass openings for all ground level, street front façades – especially for retail, restaurant and other commercial uses – fifty (50%) minimum of total ground level façade, or demonstrate great design through other means.

P. Provide real window openings for all street facing façades above ground level in all districts–a minimum of forty (40%) percent of total façade.

Residential uses in COR4 and COR5 must also comply with the following:

A. Location of main entrance

1. A building must include a front porch or covered balcony/patio at all main entrances that face a street. The porch or stoop shall adjoin the main entrance and the main entrance shall be accessible from the porch.
2. The main entrance of each principal building must face the street. On corner lots, the main entrance may face either of the streets or be oriented to the corner. With buildings that have more than one (1) main entrance, only one (1) entrance must meet this requirement.



B. *Porches*: Porches used to satisfy the design criteria shall comply with the following:

1. Porches shall be covered by a solid roof. The roof shall not be located more than 12 feet above the floor of the porch. If the roof of a required porch is developed as a deck or balcony, it may be flat.
2. The porch shall have minimum dimensions of 6 feet by 6 feet. (6' x 6'). For single-family detached dwelling units, the covered area provided by the porch must be at least

forty-eight (48) square feet and a minimum of eight (8) feet wide. If the main entrance is for more than one (1) dwelling unit, the covered area provided by the porch must be at least sixty-three (63) square feet and a minimum of nine (9) feet wide.



C. *Covered balconies/patio:* The covered area must be at least forty-eight (48) square feet, a minimum of eight (8) feet wide, and no more than fifteen (15) feet above grade. The covered area must be accessible from the interior living space of the house.

D. *Openings between porch floor and ground:* Openings of more than one (1) foot between the porch floor and the ground must be covered with a solid material or lattice.

E. Roofs



1. *Slope:* Principal structures must have a roof that is sloped, with a pitch that is no flatter than six (6) units of horizontal run to twelve (12) units of horizontal rise.
2. *Architectural features:* The roof of a principal structure shall include the following architectural details:
   a. At least one (1) dormer facing the street. If only one (1) dormer is included, it shall be at least five (5) feet wide and shall be centered horizontally between each end of the front elevation. If more than one (1) dormer is provided, a dormer at least four (4) feet wide must be provided on each side of the front elevation; or
   b. A gabled end, or a gabled end of a roof projection, facing the street.
3. *Roof eaves:* Roof eaves must project from the building wall at least twelve (12) inches, measured horizontally, on at least the front and side elevations.

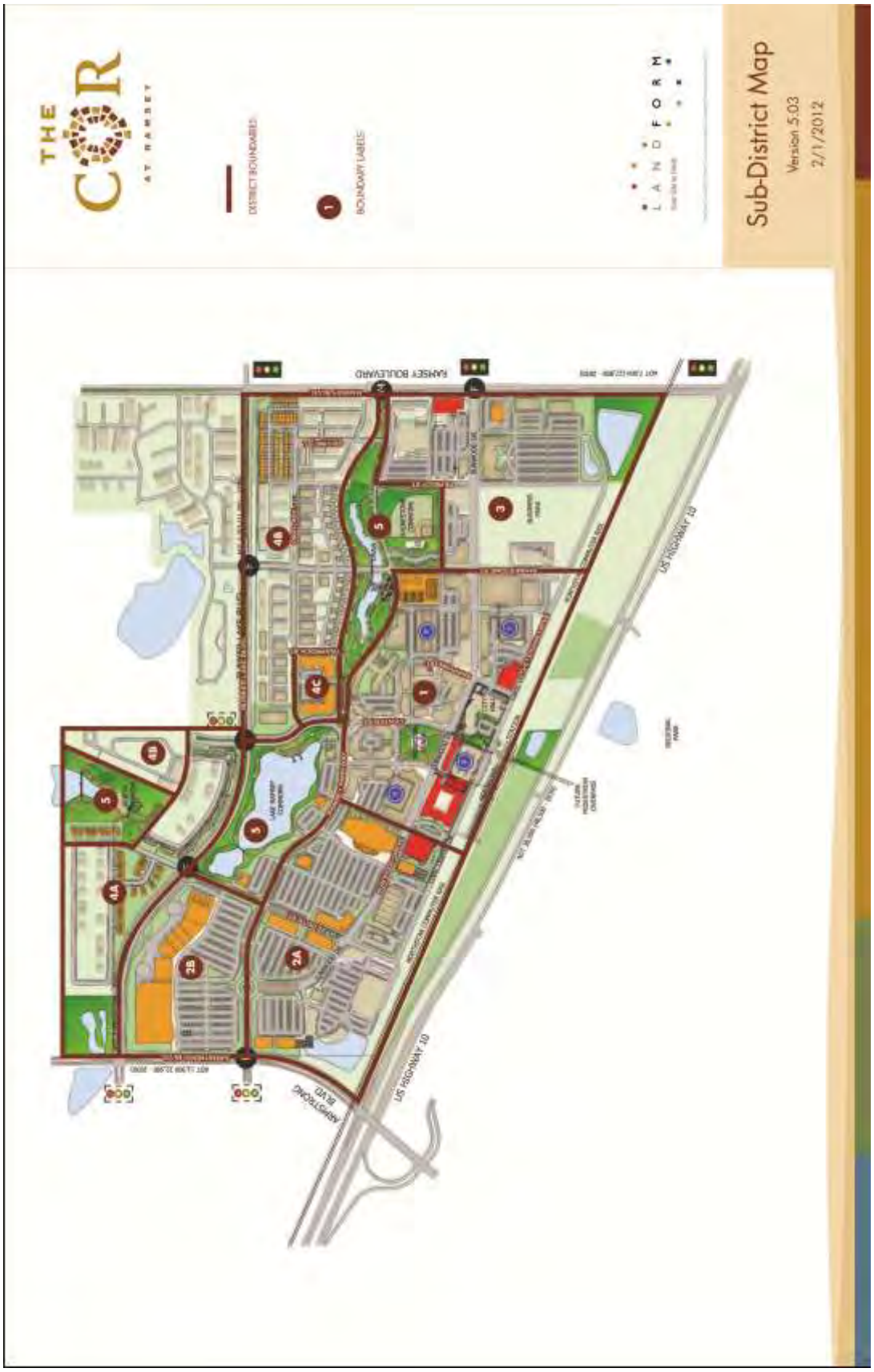


Figure 7: Sub-district Map

Sub-District Framework - COR1 Mixed Use Core

Public Realm / Streetscape

Public realm and streetscape improvements define the character of The COR and create a memorable signature for the Mixed Use Core sub-district. This is the most urban of all sub-districts in The COR and will be developed with a very urban pattern. Great parks and great streets, encourage intensified levels of activity, support the proposed mix of uses, invite community gathering and accommodate special events throughout the year.

Site Development

Framework standards that address building location, organization of space and parking options tend to focus on what can be measured – dimensions, setbacks, number of spaces and so on. But in addition to these issues, the Design Framework also describes the aesthetic qualities and design character of a preferred 'urban form' for the Mixed Use Core. The compact and higher density blocks that define this sub-district encourage a mix of uses, with a continuous built edge along street frontage. Innovative parking strategies support this mix, providing easy access to destination shopping, restaurant and entertainment venues. Together these elements will promote the core area as the center of activity – the place to see and be seen within The COR.

Architecture

Buildings in the Mixed Use Core will play a major role in defining the overall character of The COR. The proposed mix of uses for this signature destination suggests the potential for a variety of building types, demanding creativity and innovation to highlight unique architecture, while knitting the entire sub-district together as a coherent whole. Overall building design is an important consideration, but emphasis on first floor façade treatments is essential to encourage street-level activity and enhance the pedestrian experience. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 3

COR1 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	20 feet	20 feet	20 feet	20 feet	20 feet	20 feet
Minimum lot depth	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Allowable residential density in dwelling units per acre [1]	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	.75	.75	.75	.75	.75	.75
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.
Planter Style	N/A	Planter Bed	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	10 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. At least sixty (60%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the sixty (60%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Sub-District Framework - COR2 Commercial

Public Realm / Streetscape

While the Commercial Sub-district encourages a mix of large and small floor plates accommodating auto-oriented uses, this suggests even greater attention be paid to public realm and streetscape improvements that not only accommodate vehicles, but also invite bicycle and pedestrian traffic. Surface parking lots provide convenient access to storefronts, but present an additional challenge to the overall visual character and aesthetic appeal of this area. While no large public parks are identified for this sub-district, small pocket parks, squares or other gathering spaces are encouraged. A consistent, attractive streetscape is also essential.

Site Development

Site Design Framework for this sub-district focus on a unique opportunity to recast typical commercial development patterns into a contemporary and innovative strategy that responds to overall objectives for The COR. Specifically, this suggests that the majority of buildings front on the primary through streets, with parking and service areas on the side or in the back, away from view. However, the market realities suggest that the types of auto-oriented users in this district will have the potential for larger parking fields and drive-throughs that will make a true urban model challenging. The City will hold all users to this design vision while modifying the COR2 standards slightly to accommodate these types of more typical suburban land uses. A mix of uses within individual blocks, including retail, restaurant and residential, further enhances this model, addresses design character/aesthetics and promotes activity throughout much of the day and evening hours.

Architecture

Buildings in the Commercial Sub-district make a significant contribution to first impressions of The COR. Buildings form gateways at the major entries into the site, architectural elements and choice of materials convey a certain character and the scale or massing of structures begins to define the feel or experience of this place. These are not just 'commodity' buildings, but instead should raise the bar in terms of overall design and specific details that make The COR unique, inviting and memorable. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 4

COR2 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Minimum lot depth	100 feet	100 feet	100 feet	100 feet	100 feet	100 feet
Allowable residential density in dwelling units per acre [1]	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)	30 feet as measured from building front to right-of-way[2][3] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.
Planter Style	N/A	Boulevard Sod	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	6 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. At least forty (40%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply only to one (1) street frontage.
   1. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the forty (40%) percent street frontage requirement.
   2. The City may approve a variation from the required build to line if the applicant provides a street edge consisting of fencing, decorative wall and/or landscaping with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the forty (40%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the

level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the forty (40%) percent required on all street frontages.

Sub-District Framework - COR3 Workplace

Public Realm/Streetscape

The Workplace Sub-district also encourages a mix of large and small floor plate buildings, but instead of commercial or entertainment, this area of The COR is dominated by office and institutional uses. With opportunities for corporate or medical campus development comes the attendant auto-related infrastructure – easy access, bigger streets and large surface parking lots. Once again, this suggests that equal attention be paid to public realm and streetscape improvements that not only accommodate vehicles, but also invite bicycle and pedestrian traffic. The Draw, an active, neighborhood scale, recreational play space has been included in this sub-district, but small pocket parks, squares or other gathering places are also encouraged. In addition, streetscape improvements provide an important public amenity and inviting pedestrian connection to adjacent sub-districts.

Site Development

The mix of medical, office, institutional and other uses in this sub-district suggest the potential for a campus-like arrangement of buildings on some blocks. These blocks would tend to be more internally oriented than in other districts, with driveways, parking lots, courtyards and walkway connections in the center, ringed by buildings around the outside. Buildings would still face adjacent streets, with both primary and secondary entries provided to animate these important façades, particularly along Ramsey Boulevard, Sunwood Drive and Rhinestone Street. While the Workplace sub-district also encourages mixed use, this desired development objective will likely occur mostly within blocks, not within individual buildings as seen in other districts.

Architecture

Buildings in the Workplace Sub-district also make a significant contribution to first impressions as people enter The COR via Highway 10, Ramsey Boulevard and Sunwood Drive. Buildings form gateways at the major entries into the site, architectural elements and choice of materials convey quality and permanence, and the scale or massing of structures begins to define the feel and character of this place. The proposed mix of uses within this sub-district suggest a variety of potential building types – blending medical campus with small office, storefront and some housing -- demands design creativity and innovation to highlight unique architecture, and knit the entire sub-district together as a coherent whole. Architecture to be ‘4-sided’ at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 5

COR3 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	40 feet	40 feet	40 feet	40 feet	40 feet	40 feet
Minimum lot depth	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Allowable residential density in dwelling units per acre [1]	none	none	none	none	none	none
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	.25	.25	.25	.25	.25	.25
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.
Planter Style	N/A	Planter Bed	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	10 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. At least sixty (60%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the sixty (60%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Sub-District Framework - COR4 Neighborhood

Public Realm/Streetscape

Two prominent public parks supply much of the informal green space for The COR, and more specifically, provide the valuable park frontage and mix of amenities needed to support housing development within the Neighborhood Sub-district. North Commons surrounds an existing wetland and provides open space for year-round activities including a proposed sledding hill. The sub-district is adjacent to The Draw, which is characterized by wetlands, ponds and a meandering stream channel surrounded by gently sloping hills. Other park features include active and passive recreation areas, natural and manicured landscapes, education and interpretation opportunities, pedestrian and bicycle trails and many other amenities. Tree-lined streets connect these parks to surrounding residential neighborhoods and to nearby parks and amenities throughout The COR.

Site Development

The Neighborhood Sub-district emphasizes residential development. To support the proposed mix of housing, a framework of streets and blocks, based on the traditional grid system, encourages compact development patterns with increasing densities closer to the heart of The COR. Typical blocks either front onto signature parks or include some private green space within the site; many blocks have both. The arterial streets that frame this property, including Ramsey, Armstrong and Bunker Lake Boulevards, provide an important 'face' for this sub-district. Residential front doors will connect with public walks along each of these streets promoting the urban character of The COR.

Architecture

The largest in terms of overall acreage, the Neighborhood Sub-district will define the character and quality of the entire northern half of The COR property. With prominent street frontage along most of the major thoroughfares that serve this site, the variety of choices for building type, architectural style and design detailing are crucial decisions that together will promote a safe and attractive residential neighborhood. Integrating contemporary and traditional styles is also an important consideration, central to the notion that a unique and creative model for housing development will be a signature for The COR. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 6

COR4 Development Standards						
	Arterial Street	**Destination Street**	**Parkway**	**Connector Street**	**Downtown Street**	**Local Street**
Minimum lot size	None	None	None	None	None	None
Minimum lot width	20 feet	20 feet	20 feet	20 feet	20 feet	20 feet
Minimum lot depth	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Allowable residential density in dwelling units per acre [(1)]	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	.25	.25	.25	.25	.25	.25
Build to Line						
Front yard[(4)]	30 feet as measured from building front to right-of-way[(2)(3)] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.
Planter Style	N/A	Planter Bed	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	10 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Sub-District Framework - COR5 Parks & Open Space

Public Realm/Streetscape

The overall structure of The COR is based on a system of linked parks, trails and open space. This includes existing and proposed parks and trails defined in city and regional parks plans, joined with new parks and trails within The COR. Of equal importance is the contribution from each block and each development project to this green structure, adding a variety of private, semi-private and perhaps some additional public space throughout each sub-district. Great strolling streets provide connections between commercial, workplace, entertainment and residential neighborhoods and encourage shared use for cars, pedestrians and bicycles.

Site Development

The COR Master Plan illustrates a strong framework of green space, including a mix of public parks, destination amenities, courtyards, commons and other features. As a key component of the overall plan, this integrated system of parks, trails and open space provides the framework around which all other land uses are organized. Placemaking and connectivity are important site development considerations, linking each block and each sub-district with major public spaces nearby and with many other amenities and attractions in The COR.

Architecture

There are numerous opportunities to include buildings and other structures as significant design features within the proposed parks, trails and open space system for The COR. These could range from simple picnic shelters and landscaped arbors to more complex park buildings that might contain meeting rooms, rest rooms, storage areas and other facilities. Design of these important buildings should respond to the specific setting and landscape features in each park, and complement the overall character and quality of buildings located within surrounding blocks. Additionally, limited retail is planned along the perimeter of the park.

Table 7

COR5 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	0.5	N/A	0.5	0.5	0.5	0.5
Minimum lot width	N/A	N/A	N/A	N/A	N/A	N/A
Minimum lot depth	N/A	N/A	N/A	N/A	N/A	N/A
Allowable residential density in dwelling units per acre [(1)]	N/A	N/A	N/A	N/A	N/A	N/A
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	N/A	N/A	N/A	N/A	N/A	N/A
Build to Line						
Front yard[(4)]	30 feet as measured from building front to right-of-way[(2)(3)] (60% of front facade w/in max.)	N/A	10 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	10 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	10 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	10 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)
Side yard	no req.	N/A	no req.	no req.	no req.	no req.
Rear yard	no req.	N/A	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet	N/A	25 feet	25 feet	25 feet	25 feet
Building height (min. - max.)	1-2 stories.	N/A	1-2 stories.	1-2 stories.	1-2 stories.	1-2 stories.
Planter Style	N/A	N/A	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	N/A	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	N/A	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	N/A	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. Where commercial buildings are planned, at least sixty (60%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the sixty (60%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Implementation

Introduction

This framework provides distinct strategies for guiding The COR's form and appearance. This framework's vision for the COR will take several years to implement. Successful implementation will require consistent application of the Design Framework by City staff. Zoning enforcement and design framework standards will not succeed without the cooperation and commitment of landowners, development interests, and the rest of the community.

Design Review

The Design Framework will be administered by staff as part of the development review process. Staff will incorporate design review to ensure compliance with the Design Framework as a standard step in the development review process.

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SPECIFICATIONS AND DETAILS

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Appendix A: Specifications and Details

Design Framework – The COR

Purpose

The primary purpose of Design Framework is to set basic parameters, describe preferences and illustrate design intent. These framework standards serve as a framework within which creative design can and should occur – there is no one solution, but many options that meet the basic requirements of this document.

Application

The format and content of this framework are specifically tailored for use as a supplement to the Zoning Ordinance. This document is organized into two sections. The first section outlines issues and recommendations that apply to the entire COR. The second section highlights specific framework that apply to each sub-district within The COR. The City of Ramsey has adopted Development Plan 5.03 as the Master Plan for The COR. This master plan provides illustrative guidance for building locations and orientation. Any changes to this approved master plan must be reviewed and approved by the City Council as part of the development application. This Development Plan will be updated by the City as changes are approved.

Implied Responsibility

All participants in the development of The COR recognize the local and regional impacts of this project and the various systems that play an important role. Each parcel and each building must fit within the context of the entire plan. Individual projects must complement, not compete with, adjacent development in terms of public green space, walk and trail connections, stormwater management solutions, street layout, parking strategies, land use mix and building design.

Part One: Overall Framework

There are a number of framework standards that apply to the entire COR, including recommendations for stormwater management, parks, streets, land use, parking, transit and other development components. Many of these overall COR framework standards overlap, or are integrated with one another. For ease of discussion they are categorized according to the same list of 'layers' that formed the basic structure for the Master Framework:

- Context – local, city, regional
- Street Hierarchy--access, circulation, arrangement
- Streetscape—preferred design, location
- Parking -- quantity, location, type
- Building Design-- preferred uses, horizontal/vertical mixed use, built form, character of development
- Signage—design, location, quantity, type
- Stormwater Management-- surface water features, stormwater management
- Parks/Public Spaces – parks, trails and open space

It is essential that proposed design solutions for development projects and other improvements within The COR demonstrate an understanding of the interplay between these layers.

Overall Framework - Context

Overview

The COR is a unique area within the City; but it is a part of, and connected with, a variety of local, city-wide and regional systems Each development project, whether a single building, one lot, or a series of blocks, must provide reasonable links to these systems as a primary design objective.

Guideline Recommendations

To ensure that The COR takes full advantage of local and regional systems, development should:

- Provide safe, easily recognized connections to city, county and state trail corridors
- Make provisions for city and regional transit service and amenities (including the Northstar Line) and encourage their use
- Tie into, and improve, the Ramsey utility network
- Integrate with and complement the existing (and future) street framework
- Become an integral part of the city and county drainage/stormwater management plan

Objectives

- Overall COR design (and all new private development within The COR) will accommodate stormwater from new projects and from off-site, and highlight stormwater features as an amenity
- Bikeways and pedestrian routes into The COR from adjacent neighborhoods must be designed for safety and ease of access, suggesting that a person on a bicycle has an equally accessible route to downtown.
- Parks and open space will be easily accessible to all COR residents, visitors, people who work here and also for the citizens of Ramsey and the surrounding area. This connected green system is reminiscent of the world renowned 'Grand Rounds' of Minneapolis.

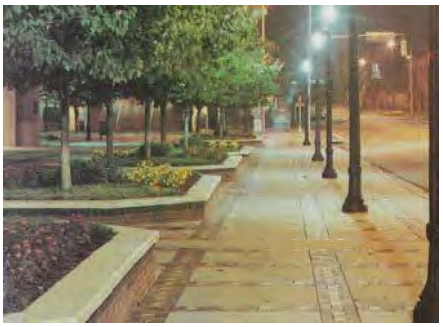
THE COR
RAMSEY, MINNESOTA
DEVELOPMENT STATUS
EXISTING DEVELOPMENT
PROPOSED DEVELOPMENT
ACTIVE DEALS
UNDER CONTRACT
COMPLETED
ACCESS
EXISTING SIGNALIZED INTERSECTION
FUTURE SIGNALIZED INTERSECTION
FULL INTERSECTION
NO LEFT OUTBOUND MOVEMENTS
PARKING RAMP
TRAFFIC INFORMATION
ADT INFORMATION TAKEN FROM 2009 ACTUAL COUNTS AND 2030 PROJECTED VOLUMES
NORTH
0
300
600
LANDFORM
From Site to Finish
DEVELOPMENT PLAN 6.1
09.06.2012
RAMSEY BOULEVARD
BUNKER LAKE BLVD.
ARMSTRONG BLVD
US HIGHWAY 10
NORTHSTAR COMMUTER RAIL
SUNWOOD DR.
RHINESTONE COMMONS
BUSINESS PARK
CITY HALL
REGIONAL PARK
FUTURE PEDESTRIAN OVERPASS
LAKE RAMSEY COMMONS
LEGACY CHRISTIAN ACADEMY
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Overall Framework – Street Hierarchy

Overview

The Development Master Plan defines a specific strategy for the layout of streets and blocks within, and around The COR. The size, type and configuration of this street hierarchy (See Figure 1: Street Hierarchy) is based on a combination of projected traffic volume, level of service at intersections, proposed adjacent land use (destination commercial, residential, civic, recreation, etc.) and desired aesthetic character.

Great streets are essential components of an attractive and inviting public realm. These guidelines promote a street system that balances pedestrian and vehicular use. Providing streets that support traffic flow is important, but also creating ample space for street-side activities, strolling promenades, pockets of green and other amenities is critical to the success of The COR. Streets will promote convenient access by car – to storefronts, to parking lots and ramps, to entertainment attractions – but will also encourage foot traffic as a primary way to move about and conduct business in the core area.



Guideline Recommendations

The proposed street and block pattern reflects a compact urban character, not allowing dead end streets or cul-de-sacs, in favor of a traditional grid pattern and connected streets including the following:

- Provide a street network that distributes pedestrian and vehicular traffic throughout the various districts in The COR and encourages a more dispersed and less congested traffic flow (many choices or travel paths).
- Provide a clear hierarchy of streets resulting in a simple and understandable system for movement – easy access and convenient circulation throughout The COR.
- Work with Anoka County to convert primary perimeter streets (arterials such as Ramsey, Armstrong and Bunker Lake Boulevards) to urban street sections, providing sidewalks and street trees to replace roadside ditches.
- Promote improvements that invite pedestrian and bicycle use including wide sidewalks, streetscape amenities and designated bicycle trails (both on and off-street).

Objectives

Creative design solutions for public realm improvements should reflect these basic street classifications (street hierarchy) including:



- Arterial street – these streets provide the boundary of The COR and all access into The COR will be from one of these three streets:
  - Bunker Lake Boulevard
  - Armstrong Boulevard
  - Ramsey Boulevard
- Destination street – signature addresses for shopping, entertainment, services, work place and other primary amenities
  - Sunwood Drive

- Parkway – premier 'green streets' adjacent to primary public park / green space, with more landscaping than other streets in The COR
  - Ramsey Parkway
  - Center Street (north of the roundabout)
- Connector street – primary routes that link various districts within The COR, usually providing the most direct means of getting from point A to point B
  - Rhinestone Street
  - Zeolite Street
  - Veterans Drive
- Downtown street – the most urban of street sections where high pedestrian traffic is intended and traffic calming measures such as on street parking, bump outs and other methods will be employed
  - Center Street (south of the roundabout)
  - Sapphire Street (north of Sunwood)
  - Other streets as shown on the Street Hierarchy Map
- Local street – neither destination nor primary connector routes, these streets provide much of the rest of the street grid throughout The COR.





These street hierarchy classifications are intended to provide guidance regarding the streetscape, but it should be noted that within a street classification, there may be construction or design distinctions, based on the sub-district classification. For example, Sunwood Drive is defined as a destination street throughout The COR, but the design may be different between the COR1 and COR2 sub-districts. The Master Streetscape Map will provide design direction.



Figure 1: Street Hierarchy Map

Transit Overview

The COR is designed to be a Transit Oriented Development (TOD) in a variety of ways that go beyond providing a walkable public realm and connected street grid. The Master Plan also includes a multimodal transit station, with dedicated commuter parking, integrated with other uses at the heart of the retail, restaurant and entertainment district. This station functions as a hub where local circulator transit comes together with regional transit service and the Northstar Corridor. The COR is the Twin Cities' first and only transit-oriented development along the new Northstar Commuter Rail Line. Ramsey Station at The COR will open for riders boarding the train in November 2012. As Northstar's most visible station, The COR will immediately bolster the ridership on the line and continue to build recognition for this regional service.

Transit components include the following:

- Ramsey Star Express service provides peak period, peak direction bus service between downtown Minneapolis and Ramsey until the Northstar Commuter Rail station stop is complete
- Northstar Commuter Rail provides train service between Big Lake and downtown Minneapolis
- 350 park and ride parking spaces are provided for commuters adjacent to the transit station
- Pedestrian and bicycle connections are emphasized in the Master Plan as major links between the transit station, various districts within The COR and into the surrounding neighborhoods
- The COR can accommodate Metro Mobility, citywide circulator bus or town trolley connections as part of local and regional service to the transit station



The COR also encourages developers to participate in a Travel Demand Management (TDM) program to both assist and encourage residents and visitors to take advantage of the various modes available for their commuting and travel needs. The TDM program draws from incentives and services available through Anoka County and Metro Commuter Services that match riders with carpools and vanpools, provide discounted transit passes and manage work hours among other functions.

- Developers shall submit a TDM plan with their site plan application for new development and work with the City to implement their plans.

Transit Guideline Recommendations

Transit is an important component of the overall plan, with expectations for more ridership, using a greater range of transit options as they become available. More people, together with the mix of activities and amenities in The COR, encourages better designed, better connected transit service. It is a shared responsibility between city, county and developer to promote transit use, with both policy and bricks-and-mortar attention to the following framework:

- Understand and take advantage of opportunities to use existing and proposed transit components

- Provide transit related facilities specifically linked to uses and character within each COR district, including signage and lighting for way-finding and bicycle amenities
- Building future Northstar Commuter Rail riders through the Ramsey Star Express bus service

Transit Objectives

The primary objective is to provide a balance of transit service, bicycle and pedestrian connections and lanes to move traffic. The framework for The COR promotes public transportation as part of the solution and suggests a variety of street improvements and other amenities to invite increased use. Photographs throughout the framework suggest some of the many possibilities.

Overall Framework - Streetscape

Overview

The Master Plan defines a specific strategy for the layout of streets and blocks within and around The COR. The amenities within the public right-of-way -and immediately adjacent -play an important role in the aesthetics of The COR. Great streets are essential components of an attractive and inviting public realm. Developing a streetscape that is comfortable and inviting to pedestrians is important to realizing the vision for The COR. The framework will encourage interesting and inviting places for the public.

The Streetscape framework defines the visual character and physical improvements for all public spaces within The COR. The document also provides the general framework and examples for design of proposed quasi-public and private space located within each development parcel.



Public realm/streetscape framework focus on the following elements:

- Parks, plazas and other public gathering spaces
- Street/sidewalk character and streetscape elements
- Bicycle/pedestrian connections (on-street and off-street)
- Residential courts, pocket parks and other private green space

The goal is to foster a safe and interesting public realm that will invite pedestrian activity, promote traffic calming, increase transit use and encourage community gathering. Street trees, lighting and decorative fencing provide the backbone for streetscape improvements. Added detail, such as special pavements, street furniture, public art and layered plantings will highlight specific nodes or uses. The City has developed a series of street cross -sections to illustrate these design expectations. Typical street sections are provided in Appendix A as a reference.

Destination and Connector streets must balance a high level of service for the automobile with attractive and inviting amenities for the pedestrian including:

- Provide gracious sidewalk width to support intensity of pedestrian traffic in the core
- Install street trees to frame the street and provide shade
- Provide street lighting that meets all safety standards and design criteria, while creating a signature character for this district
- Explore a range of options for streetscape improvements including special pavements, interesting concrete tinting or scoring patterns, additional plantings, ornamental fencing and other features (note, however, that simpler is better and too much clutter is a negative)



The COR includes a network of bicycle/pedestrian trails and walkways (both on and off-street) that connect adjacent sub-districts to the Mixed Use Core. As you approach the core, these connections tend to become part of the shared right of way along the major streets, or become part of the urban park spaces. Bicycle riders may choose to share the street with vehicular traffic, or dismount and walk their bicycles along with the other pedestrians using the sidewalks. Providing and maintaining these bicycle and pedestrian connections should be a key component for all development projects in the core.

Figure 2: Master Lighting Plan

Guideline Recommendations



The proposed street and block pattern reflects a compact urban character, including the following:

- Bike racks interspersed throughout The COR to encourage cycling as an alternative mode of transportation.
- Benches on the public sidewalks to encourage people to linger in The COR
- Trees and planters along the streets to create an inviting space
- Wide sidewalks and both on- and off-street bicycle trails
- Kiosks and other way finding tools for visitors and residents in The COR
- Outdoor dining is encouraged on the street side of buildings within all districts.
- Public plaza space is strongly encouraged to be located adjacent to the streets

Objectives

Creative design solutions for streetscape improvements should include:

- Streetscape improvements that provide traffic calming, particularly along Destination and Downtown streets
- Inviting streets that draw you into and through The COR
- A marriage of building design and streetscape design that encourages active spaces near the streets



Street Trees and Plantings

Street trees and planter boxes are a critical element in the unique character of The COR and will be used to help distinguish between different street types and sub-districts within The COR. However, there may be variety within the same street when the street crosses into sub-districts.

- Street trees will be chosen to ensure that the species allow for clear pedestrian access along the streets and require minimal maintenance.
- Along Destination, Downtown, Parkway and Local streets, where regularly spaced blocks exists, one (1) tree species shall be provided per block. In order to provide variety and protect against disease, adjacent blocks shall not be allowed the same street tree. Initial development along a block shall establish the tree species for that block, subject to City review and approval.
- Along streets without regular block space or longer blocks, such as Connector and Arterial streets, the City may approve groupings of 3-6 trees of one (1) species in lieu of the regular block spacing.
- Alternatives to the above mentioned planting plan shall be subject to review and approval by the City Council.

Destination Street Trees:

- Autumn Blaze Maple (*Acer x freemanii* 'Jeffersed')
- Bicolor Oak (*Quercus bicolor*)
- Sienna Glenn Maple (*Acer x freemanii* 'Sienna')
- Skyline Honeylocust (*Gleditsia triacanthos var. inermis* 'Skyline')
- Ginko (*Gingko biloba)*
- Accolade Elm (*Ulmus x '*Accolade')

Parkway Street Trees:

- Valley Forge Elm (*Ulmus americana* 'Valley Forge')
- Bitternut Hickory (*Carya cordiformis)*
- Siouxland Poplar (*Populus deltoides* 'Siouxland')
- Sienna Glen Maple (*Acer x freemanii* 'Sienna')
- Boulevard Linden (*Tilia americana* 'Boulevard')
- Northern Catalpa (*Catalpa speciosa)*
- Spring Snow Crabapple (*Malus* 'Spring Snow')
- Kelsey Crabapple (*Malus* 'Kelsey')
- Korean Mountain Ash (*Sorbus alnifolia)*
- Ohio Buckeye (*Aesculus glabra)*
- Ginkgo (*Gingko biloba)*

Connector Street Trees:

- Bicolor Oak (*Quercus bicolor*)
- Northern Red Oak (*Quercus rubra)*
- Princeton Elm (*Ulmus americana* 'Princeton')
- Accolade Elm (*Ulmus x* 'Accolade')
- Autumn Blaze Maple (*Acer x freemanii* 'Jeffersed')
- Skyline Honeylocust (*Gleditsia triacanthos var. inermis* 'Skyline')
- Kentucky Coffeytree (male) (*Gymnocladus dioicus)*
- River Birch (single stem) (*Betula nigra)*
- Black Alder (*Alnus glutinosa)*
- Black Cherry (*Prunus serotina)*
- Spring Snow Crabapple (*Malus* 'Spring Snow')
- Kelsey Crabapple (*Malus* 'Kelsey')
- Japanese Tree Lilac (*Syringa reticulate)*
- Thornless Cockspur Hawthorne (*Crataegus crus-galli* var. inermis)

Downtown Street Trees:

- Princeton Elm (*Ulmus americana* 'Princeton')
- Accolade Elm (*Ulmus x* 'Accolade')
- Autumn Blaze Maple (*Acer x freemanii* 'Jeffersed')
- Skyline Honeylocust (*Gleditsia triacanthos var. inermis* 'Skyline')
- Kentucky Coffeytree (male) (*Gymnocladus dioicus)*
- River Birch (single stem) (*Betula nigra)*
- Black Alder (*Alnus glutinosa)*
- Black Cherry (*Prunus serotina)*
- Spring Snow Crabapple (*Malus* 'Spring Snow')
- Kelsey Crabapple (*Malus* 'Kelsey')
- Japanese Tree Lilac(*Syringa reticulate)*
- Thornless Cockspur Hawthorne (*Crataegus crus-galli* var. inermis)

Local and Arterial Street Trees:

Local and Arterial Street trees may be chosen from any species on the above lists.

Planter Beds/Boxes/Tree Grates

- Planter beds, tree grates and planters shall be as shown on the Streetscape Master Plan. Details and specification shall be added to Appendix A as developed and approved by the City. Appendix A shall be amended as needed.
- Irrigation shall be provided to ensure survival of plant materials. The City shall provide irrigation systems along the Parkway and Destination streets. Unless otherwise approved, all other irrigation shall be the responsibility of the landowner.

Street Furniture

Bike racks, trash enclosures and benches are encouraged on all streets, but will be required on Destination, Connector and Parkways and other streets as shown conceptually on the Streetscape Master Plan.

Bike racks shall be the standard bike rack (see Appendix A for specifications).

Trash enclosures shall be the standard trash enclosures (see Appendix A for specifications).

Benches shall be the standard bench (See Appendix A for specifications). Benches shall be grouped in twos that face each other and provide an opportunity for an outdoor conversation space.



Alternative bike rack, trash enclosures and bench designs will be considered on a case-by-case basis. The City will review alternative designs as part of the site plan review and will evaluate these alternatives based on the following:



- Does the design maintain the character of the district?
- Does the alternative design maintain the quality of the standard feature?
- Does the design provide a relationship between the public elements of the streetscape and the building that would not otherwise be possible?

Sidewalks and Boulevard

In the design framework, the term “boulevard” is defined as “the space between the sidewalk and the curb.” The boulevard area provides the required space for public features such as street lights, benches, fire hydrants, street signs, etc. The boulevard will have different characteristics based on the street hierarchy.

The street width and layout within different zones may affect the ability of a particular development to provide the minimum boulevard width and the minimum sidewalk width within the existing public right-of-way. In those cases, the landowner shall provide a permanent public easement over the portion of the sidewalk that is located on private property.

Street Lights

Street lights are owned and installed by Connexus Energy. The streetlight design was developed in conjunction with the City of Ramsey and Connexus (See Figure 2: Master Lighting Plan). The standard street lights are designed to accommodate banner arms should banner signage be desired. The banner arms should be the manufacturer's standard break-away banner arms to ensure safety and minimize maintenance costs. Connexus provides street light maintenance for the City. Connexus bills the City of Ramsey for the cost of installation and maintenance.

The choice of street light was intended to emphasis the pedestrian scale of The COR. Light poles within the public right-of-way should be planned to accommodate banners, flowers, hanging artwork and electrical outlets.

There are three (3) different streetlight types within The COR:

- 24-foot high poles at intersections
- 14-foot high poles at mid-block
- 12-foot high poles at The Draw



The City will ensure that the appropriate streetlights are installed on all public streets as described by the Design Framework. Private developers shall provide parking lot or other project lighting that retains these design objectives. All lighting shall comply with City Code performance standards for lighting. All lighting shall be reviewed by City staff to ensure compliance with the Design Framework and City Code standards described above.

Standards for Outdoor Dining.

Outdoor dining is encouraged as an attractive addition to a pedestrian- and retail-friendly, vital COR. Such dining is encouraged subject to the standards in Section 117-118 of the Zoning Ordinance.

Overall Framework - Parking

Overview

Balancing the realities of car-related necessities (streets, parking and so on) with future transit service and the desired character of The COR is a significant challenge. The goal is to provide adequate parking; both quantity and location, while promoting new strategies that support the overall needs of The COR. Parking will be provided through a combination of on street spaces, off-street surface lots, underground lots and structured ramps to support the mix of uses at the core.

Parking structures should contribute to the overall character and image of The COR. Ramp design should include elements, colors and materials that reflect, or complement surrounding buildings. Liner stores or other street level uses should be integrated into ramp design along important street frontages. The City also encourages developers to wrap the ramp with multi-story uses that will provide commercial and residential opportunities and help to define the street edge.

Guideline Recommendations

Parking guidelines encourage the following:

- Locate surface parking lots away from the major streets, either behind or to the side of primary buildings; surface parking lots along major street frontage are not allowed in the core area
- Minimize surface parking lots in favor of other solutions including underground parking to serve residential buildings, on-street parking to serve retail shops and parking ramps
- Provide a combination of fencing, landscaping and landform to screen parking areas from major streets and important views, soften parking area edges, provide shade, integrate native plantings, offset islands and reduce to 'sea of parking' image
- Create strategies for shared parking between adjacent uses, taking advantage of peak and off-peak cycles, business hours, nighttime activities, special events and other needs
- Provide alternative surfaces for secondary (less frequently used) parking areas including porous pavements, green pavements and so on
- Provide facilities or services that respond to and connect with future transit to reduce required parking, including shuttle/circulator bus, bicycle lockers
- Provide flexibility including hours for on-street parking, security and enforcement practices, permit or metering
- Provide parallel parking on both public and private streets throughout The COR, to add parking and create a traffic calming, pedestrian buffer; Bumpouts are encouraged as a traffic calming measure on all streets within the COR.
- Explore options to integrate stormwater management requirements into parking area design
- Provide parking spaces for typical daily use, satisfying both quantity and location needs through a mix of on street, small surface lot, underground and ramped parking solutions
- Provide options for additional/overflow parking to support holiday traffic and special events including porous pavements, turf parking areas (Netlon and other soil amendments) or shuttle service from nearby parking areas
- Encourage shared parking solutions that target around the clock shifts in destination, audience or take advantage of peak/off-peak hours of operation for various uses within the core area

- Promote municipal parking ramps as the primary facility to meet public parking needs within the core area
- Discourage driveway access to parking facilities along Arterial, Destination and Parkway streets, in favor of side streets.

Objectives



The primary objective is to provide a balance of surface lots, on-street and structured parking, with ample quantities and close proximity to serve the mix of uses in The COR. The Design Framework anticipates the construction of a total of 3 parking structures in COR1 to serve the needs of the area by providing structured parking that can be shared among users, allow developers to maximize the development on each individual lot. As discussed later in this section, sizing and timing of the structured parking will be finalized as the area develops and parking demand grows. In addition to providing adequate space, excellent design is a major factor as well. The framework for The COR encourages creativity, innovation, quality and attention to detail in every aspect of project development, including parking solutions. Photographs throughout the Design Framework suggest some of the many possibilities.

Figure 3: Streetscape Master Plan

Figure 4: Parking District Map

Minimum Standards

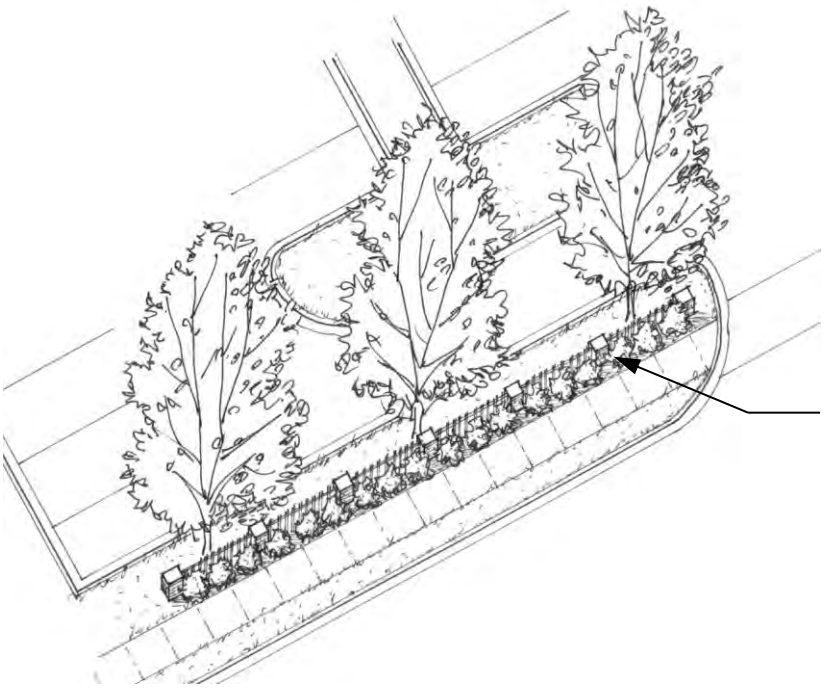
Parking in The COR is intended to be shared to the greatest extent practicable in all mixed-use areas. The parking standards are intended to provide a practical basis for providing adequate parking within the COR District through a careful analysis of uses, shared parking arrangements, use of public street parking and reduction allowances for the proximity to the transit station. A parking plan has been prepared to identify the planned number, location, sharing arrangements and public use (see Figure 3: Streetscape Master Plan and Figure 4: Parking District Map). The parking plan provides information that can be used to help address longer term parking arrangements where the possibility of use conversion or building expansion exists. Parking shall be provided under any of the following arrangements:

A. No parking shall be located between the front of the principal structure and the street on parcels abutting Destination and Downtown streets in COR1.

B. Not more than fifty (50%) percent of the parking shall be located in front of the principal structure and the street on parcels abutting Arterial, Parkway, Connector and Local streets.

    1. In the COR2 district, developments may be allowed more than fifty (50%) percent parking in the front yard, provided all other design standards have been met, including the use of a wall, railing, hedge or combination to create a street edge and screen parking.

C. Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line required for the property. The amount of required screening may vary by sub-district and street frontage and is described in Part Two of this document.



Landscaped edge that combines fence with trees, low shrubs and ground cover for parking lot screening and buffering along sidewalk to screen parking

D. No parking spaces shall be located on corner lots at the point of street intersections.

E. Shared parking in COR1 will be accomplished through a Parking Use and Maintenance Agreement (PUMA).

F. Off-street parking in the COR2 and COR3 sub-districts shall be secured for public use through parking easements and other appropriate conveyances. Shared parking arrangements between nearby uses are encouraged in both sub-districts.

1. The City may approve joint parking for one or more businesses where the total number of parking stalls provided for joint use is less than the sum of the total required for each business should they provide them separately. The applicant must demonstrate the feasibility of the arrangement in a written report. Such a permit shall not be granted except when the following conditions are found to exist:
    i. Proximity. The building or use for which application is being made to utilize the off-street parking facilities provided by another building or use shall be located within three hundred (300') feet of such parking facilities, excluding public rights-of-way.
    ii. Conflict in Hours. The applicant shall demonstrate in documented fashion that there is no substantial conflict in the principal operating hours of the two (2) buildings or uses for which joint use of off-street parking facilities is proposed.
    iii. Written Consent and Agreement. A legally binding instrument, executed by the parties concerned, for joint use of off-street parking facilities, duly approved as

to title of grantors or lessors, and in a form and manner of execution approved by the City Attorney, shall be filed with the City Clerk and recorded with the Anoka County Recorder or Registrar of Titles, and a certified copy of the recorded document shall be filed with the City within sixty (60) days after approval of the joint parking use by the City or the interim use permit shall be considered null and void.

G. On-street parking adjacent to buildings shall not be used for the purposes of calculating parking requirements.

H. Within the COR-4 sub-district, parking on individual parcels serving individual uses may be provided if designated and approved as part of the master plan.

I. Within all sub-districts, a minimum driveway length of twenty-five (25') feet is required to limit conflicts between vehicles parked in the driveway and street or sidewalk users.

J. In order to ensure the pedestrian orientation of the COR Districts, minimum/maximum on-site parking standards are set based on the following table:

Table 1

Use		Minimum number of parking stalls	Maximum number of parking stalls*
Retail		2 per 1,000 sq. ft.	4 per 1,000 sq. ft.
Restaurants		1 per each 2 seats	1 per each 1 seats.
Offices		2 per 1,000 sq. ft.	3 per 1,000 sq. ft.
Medical offices, clinics		2 per 1,000 sq. ft.	4 per 1,000 sq. ft.
Health clubs		3 per 1,000 sq. ft.	5 per 1,000 sq. ft.
Theaters, places of assembly		1 per 5 seats	1 per 3 seats
Residential			
	Attached or detached	1 per unit	2 per unit
	Multifamily units	1 per unit	2 per unit

*If a parking structure is provided on site, maximum parking stalls do not apply.

K. Non-Specified Uses. For uses not specifically listed above, off-street parking requirements shall be computed by the Zoning Administrator on the same basis as required for the most similar listed uses. In such cases, the Zoning Administrator shall also consult off-street parking reference materials including, but not limited to, manuals prepared by the American Planning Association and Institute of Transportation Engineers.

L. Handicap Parking. The size, number, and location of stalls reserved for handicapped parking shall be provided and identified as required by applicable regulations. These spaces are included in the computation for the minimum parking space requirement.

M. Change in Land Use. When the site intensity or use of a building and/or property is increased with consequential effect upon the parking requirements as prescribed in this Section, the

parking requirements as prescribed herein shall be used to provide for such increase in the site intensity and/or use.

N. Use of required parking spaces. Required parking spaces must be available for the use of residents, customers or employees of the use. Fees may be charged for the use of required parking spaces. Required parking spaces may not be assigned in any way to a use on another site, except for joint parking situations. Also, required parking spaces may not be used for the parking of equipment or storage of goods or inoperable vehicles.

O. Transit Service Reduction. The minimum number of parking stalls required on site may be reduced by 10% for any parcel located within ¼ mile of a transit stop. To qualify for this reduction, the transit stop must provide regular service on all days of the week and direct pedestrian access must be provided between the building and the transit stop.

P. Bike Racks. In addition to the bike racks provided as part of the streetscape, individual businesses are encouraged to provide bike racks for customers. Bike rack locations will be reviewed and approved by the City as part of the site plan review.

Q. Increase to Maximum Required Parking. If additional parking is sought to exceed these maximum requirements, a conditional use permit can be sought to increase maximums up to twenty-five (25%) percent.

    1. In the COR-2 sub-district, an increase of twenty-five (25%) percent in the maximum number of parking stalls is permitted without the issuance of a conditional use permit if approved as part of the site plan.

R. In the COR1 sub-district, a PUMA (Parking Use and Maintenance Agreement) shall be applied to all development as follows:

    1. It is the City's intent to maximize development on individual lots. In order to help landowners accomplish this goal, the City will develop public parking ramps, which will be available for public parking within The COR. In order to minimize the amount of the site required for parking, the landowner may choose to enter into the PUMA for utilization of the public parking ramps to meet all or a portion of their minimum parking requirements.

    2. Each development shall be subject to a PUMA that specifies that each property in the COR1 shall be financially responsible for its proportionate share of a shared parking facility. The proportionate share shall be determined on the basis of the property's off-street parking needs, as determined by the parking requirements of Item J above.

3. The City shall establish fees by ordinance. The developer shall be responsible for payment in an amount equal to the value of the required parking on a per-stall price basis for ramp parking through the PUMA. The City will determine the appropriate contribution.

4. Funds collected by the City shall be deposited in a special fund used only to acquire and/or develop off-street parking facilities for the COR. Financial responsibility shall cover the construction and continuing maintenance of the parking facility.

5. The parking facility may be constructed and maintained by the City or by a private management entity acceptable to the City.

Private Streets

Private streets may be allowed within residential subdivisions, subject to the standards in Section 117-112 (e)3.b. of the Zoning Ordinance.

Loading Areas

A. Loading areas and docks shall be located in the rear of the building.

B. Loading areas shall not be located in the front yard and shall be fully screened from public streets, public parks and residential areas through landscaping and building design measures.



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Overall Framework – Building Design

Overview

The COR Development Plan 5.03 identifies the preferred mix and approximate location of a variety of land use types. Together with the Zoning Code, this Design Framework focuses on the following overall objectives:

- Promote vertical and horizontal mixed use (within a building, within a block, within a district)
- Provide a variety of housing types, styles, pricing
- Encourage increased density in and around the central core area
- Promote an interesting mix of building styles, scales and massing for each sub-district
- Support creative, innovative, high quality design solutions as the benchmark for success
- Integrate mix of uses with public green space within each district
- Provide a variety of commercial types
- Mix residential and commercial uses to promote street-level activity throughout the day

Guideline Recommendations

The mix of land uses in The COR will encourage activity during the day and into the evening and nighttime hours. As a focus of commerce, employment, recreation and housing, The COR resembles a small to medium size Midwestern downtown in scale and character. Land uses are intentionally mixed, to bring shoppers and workers into the area during the day and attract new residents and visitors to entertainment venues in the evening.

The civic component of The COR, anchored by City Hall, Police Station and variety of public spaces and squares, adds an important element to the land use mix and brings a level of authenticity to the district.

Objectives

- Encourage vertical mixed-use in the core with housing and office space over retail uses along the street, particularly in the center of the district.
- In residential districts, particularly closer to the core, a limited amount of retail uses will be encouraged to service residents and provide nearby places to gather.
- Promote innovative models for housing that include a mix of townhomes, flats and lofts within single buildings or on the same block.
- Accommodate larger, 'big box' retailing and auto-oriented uses within the COR2 sub-district only if innovative design approaches are used including two story buildings, use of liner stores facing the street, minimal blank walls, creative parking strategies, etc.
- Where similar uses create a 'family' or campus of buildings (e.g. medical campus), buildings should reinforce the street edge and parking should be set within the core of the block.
- Uses shall promote pedestrian friendly streets, contributing to street level activities and overall visual character of each district.
- All uses should reinforce the street edge.





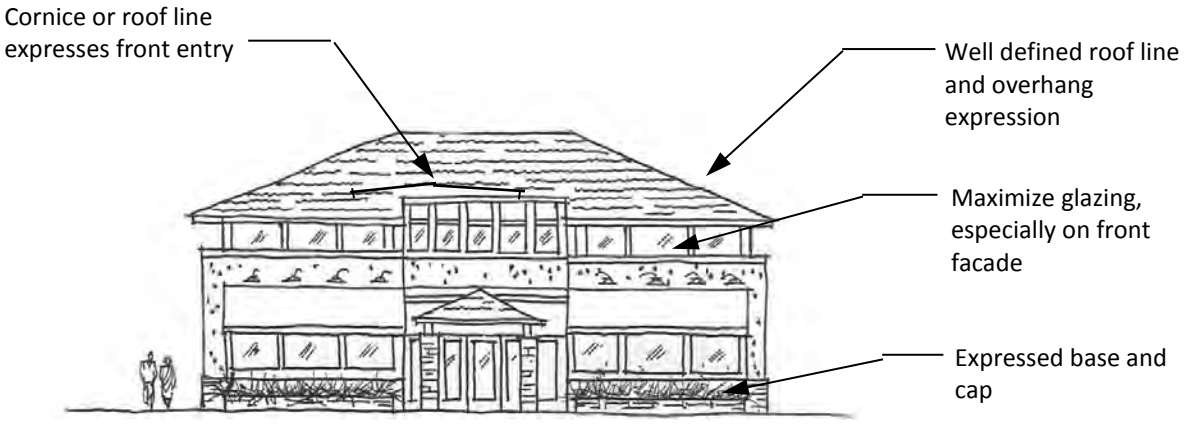
Architectural Overview

High quality architecture is an essential component in fulfilling the objectives of the Design Framework. Rather than prescribing a particular style, these architectural guidelines are intended to encourage an integration of both traditional and contemporary design. Architectural designs should provide a consistent quality, measured, to a great degree, by the pedestrian experience along the street and by an architectural expression that provides character without being thematic, obtrusive, or artificial. Architectural character should strive to be authentic and varied, but not 'thematic'.

Architecture Recommendations

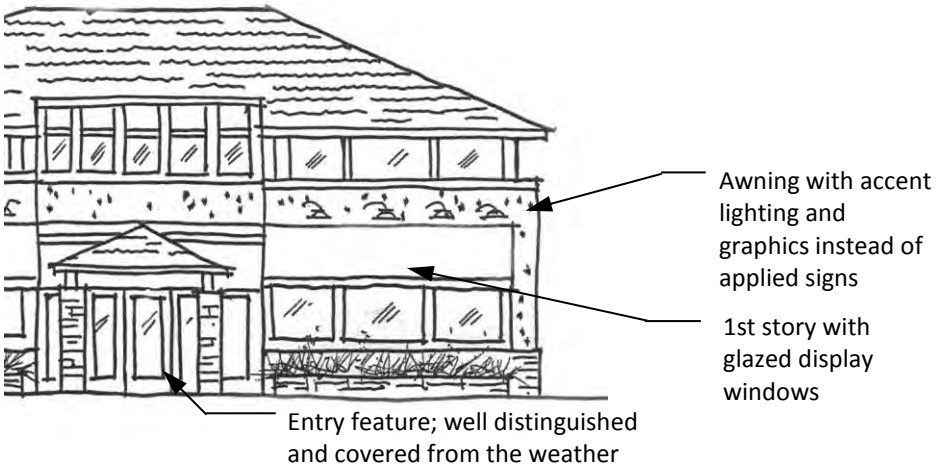
Of all the layers that combine to form The COR Development Plan, architecture will typically be the most prominent development component. Both visually and physically, architecture will play a major role in defining the overall design character and mix of uses for The COR. It is crucial that the design and location of buildings address these architectural guidelines, with specific emphasis on the following:

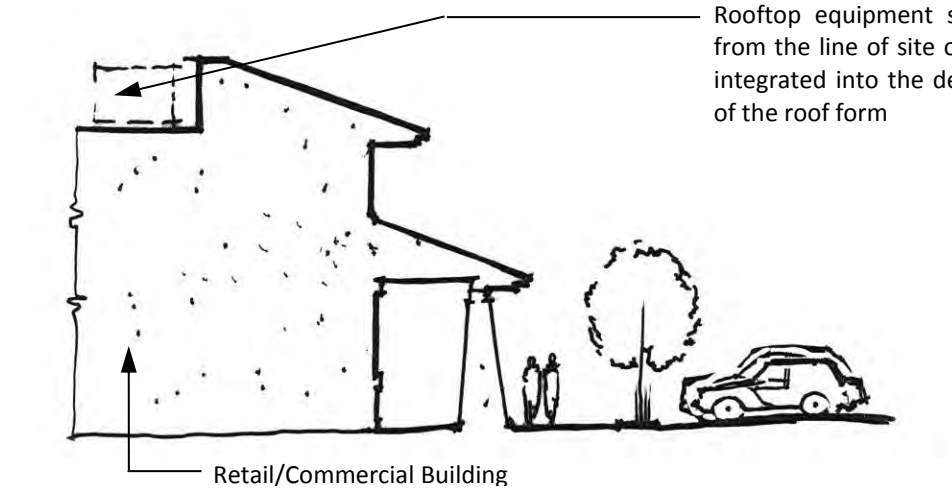
- An animated street presence with a mix of street-level uses, interesting building façades, many doors and windows on the street, careful design of lighting, awnings, signage and other elements that animate the pedestrian experience



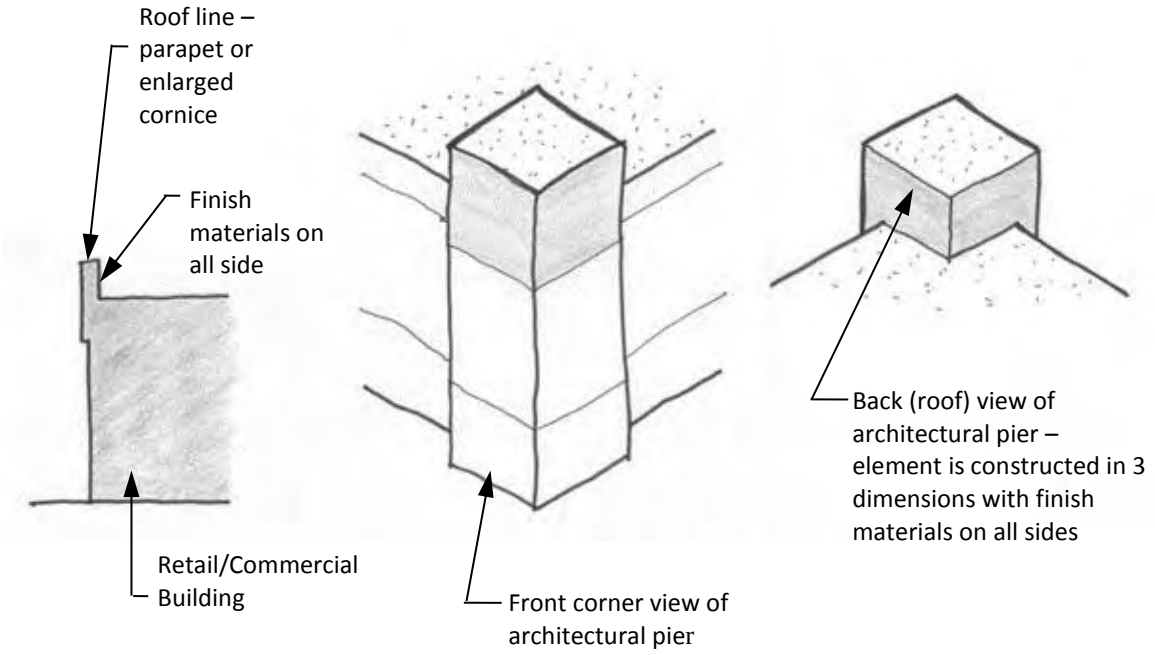
- Variety in building design, character and expression; not one theme or building style, but a thoughtful integration of many design solutions
- Variety of building types including a range of height, scale and proportion, that support an integrated mix of housing options, shopping destinations, entertainment venues, civic structures and other COR uses
- Use of high quality materials, suggesting a preference toward native materials and masonry elements, with respect for local building techniques
- Building location is as important as building style; special architectural elements, character, transparency and a higher level of materials and detailing should be used to highlight key streets and important crossroads throughout The COR
- Buildings should always be located at all four corners of intersections.
    - In the COR2 sub-district, if the City finds that there are unique circumstances where buildings cannot be located on the corner, the City may approve the use of fences, walls or other design elements to create that "street edge"

- Buildings will be located at the street right-of-way line (zero setback), but also allow recessed space for outdoor dining and other street level activities providing some minor deviation for variety
- Greater emphasis should be given to architectural elements, materials and other design features for buildings located at primary intersections, or where streets intersect with parks, such as the streets that front on or end near the Municipal Plaza. These locations can often be seen from several directions, perhaps terminate a view from a distance down the street or sit at a prominent node; They will likely become future landmarks or helpful orientation/wayfinding icons as The COR develops
- Encourage both vertical mixed use (within each building) and horizontal mixed use (within each block) throughout this district
- Include a mix of housing, civic, retail, restaurant, entertainment, performance and other uses that encourage a variety of activities throughout the day.
- Minimize openings between buildings, although limited driveway access and some provision for pedestrian connections through blocks are encouraged – gaps between buildings to accommodate surface parking lots, greater building setbacks or other purposes are discouraged
- Use recessed entries and windows to create street-level interest, variety and enhance pedestrian scale along street frontage





- Equipment, mechanical systems, transformers, etc. must be screened from view in a way that is integral to the architecture of the building. Screening should be accomplished with materials similar to or compatible with materials used on the main structure; metal fencing or mechanical vent screens alone are not sufficient.
- Roof lines and cornice details shall be completed in a 3-dimensional manner so that the back of roof features or similar unfinished areas are not visible.



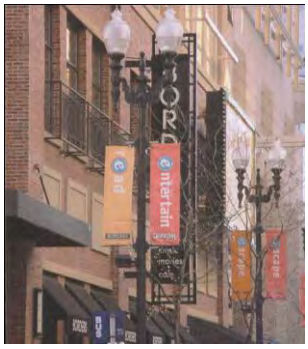
Overall Framework - Signage

Overview

Signage within The COR should provide a system for clear wayfinding for all modes of transportation and should ensure successful business operation while maintaining the design aesthetic of this unique project. These sign standards are intended to allow flexibility and creativity while maintaining the design concepts of The COR. Due to the distinctive nature of The COR, the sign standards from the City Code are not applicable and signage shall be allowed as prescribed by the Design Framework. A Master Sign Plan identifies the location of key sign locations (see Figure 5: Signage Plan).

Guideline Recommendations

The COR development manager shall prepare a Master Sign Plan for the public elements of the project, which are in compliance with the design framework and will be adopted by reference. The Master Sign Plan will specifically address public signs including:



- The three (3) off-site community signs
- Banner signs on light poles
- Signage for public parks
- Signage for public parking ramps
- Signage for public buildings
- Community kiosks

Objectives

Signage should be used as a tool to help identify businesses and neighborhoods with The COR and should have elements that are focused on the pedestrian nature of The COR as well as the signage needs for businesses.

- Signage and lighting which is integrated into the design of the building is encouraged.

Definitions

Awning Sign means a sign incorporated into or attached to an awning.

Community sign means an off-site sign identifying the development name and key tenants. Community signs may also include public information. Reader boards are allowed to be incorporated into community signs within The COR. Gateway and kiosk signs are part of this category.

Temporary Sign means a sign which is erected or displayed for a limited period of time and not affixed to a Minnesota State Building Code approved structure.

Project sign means a freestanding area identification sign which identifies a single-family or multifamily residential subdivision, a commercial development or an industrial park or office park and which is located on the same site as the development it identifies. A site shall be identified as the block in which the use is located.

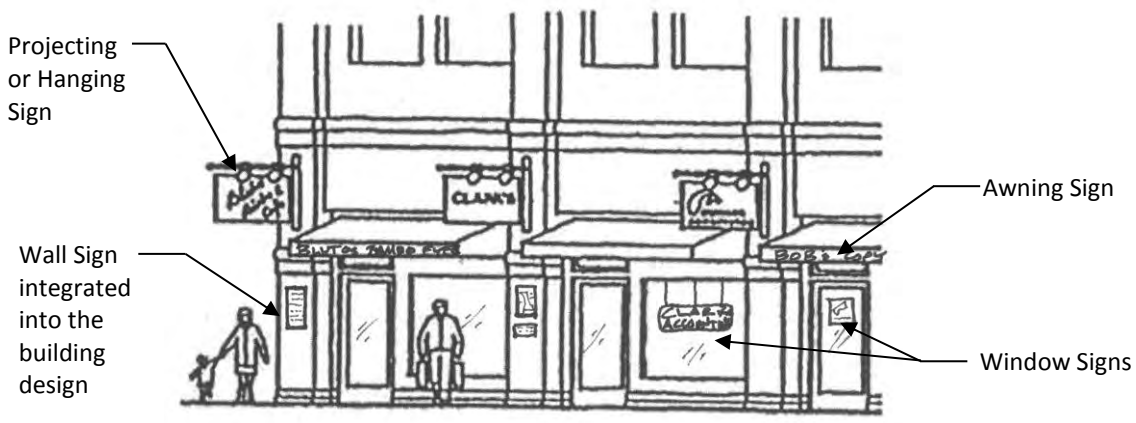
Projecting sign means any sign, all or any part of which extends beyond the surface of the building or wall by more than 16 inches.

Public Realm/Streetscape sign means any sign erected and maintained by public officials or public agencies, or approved and authorized for use by state or local governmental authorities.

*Sandwich Board Sign*s means a self-supporting, freestanding temporary sign with only two (2) sides that are situated adjacent to a business with the intent to attract pedestrian traffic to businesses. Sandwich board signs are not meant to be read by vehicular traffic.

Wall sign means any sign which is affixed to a wall of any building. This definition includes individual letter signs and signs on mansards.

Window sign means a sign installed inside a window, or any sign placed within a building for the purpose of being visible from the public right-of-way. This does not include merchandise on display.



Pedestrian-Oriented Tenant Signs

Figure 5: Signage Plan

Standards

Public Realm/Streetscape Signs

The pedestrian oriented nature of The COR requires unique signage the will build on the design concepts for The COR. These types of signs in include banner signs on the streetlights, kiosks, street signs, wayfinding signs, signage for public parking ramps, etc. As the design concept for The COR has been refined, so has the signage plan. The Master Sign Plan is included as Appendix B. Size, location, and construction specifications of these signs shall be determined by the Master Sign Plan, which must be approved by the City Council, after a recommendation by the Planning Commission. Careful foresight has been given to size of signs based on needs of the adjacent roadways in order to maintain adequate safety standards that may otherwise be compromised by poor design. Roadways with higher speeds warrant larger lettering to maintain safe travel.

Community and Gateway signs

Community signs include are planned to include three (3) signs on Highway 10, as shown on the Signage Plan (see Figure 5: Signage Plan). The signs include the existing Community Sign near the future transit plaza, the sign at the northwest corner of Highway 10 and Ramsey Boulevard and the planned sign at the northwest corner of Highway 10 and Armstrong Boulevard.

Gateway signs are planned at multiple locations at entrances to The COR from major roadways, as shown on the Signage Plan. General gateway signs may identify The COR only. Retail Gateway signs may include provisions for off-premise, tenant sign panels.

These off-site signs, part of a unified development, are allowed as shown on the signage plan and shall have consistent materials and colors. Community and Gateway Signs shall conform to the design of the Master Sign Plan. Tenants within the unified development shall be allowed to utilize tenant panels on the Community and Retail Gateway Signs.

Amendments to the Master Sign Plan and Approved Community Signs. As the Master Sign Plan is adopted as part of the zoning ordinance, and has the effect of being a zoning ordinances, amendments to the Master Sign Plan must be processed by Ordinance and approved by City Council after review and recommendation by the Planning Commission.

Sign Type	Allowable Size	Architecture	Allowable Height
Community Sign	300 Square Feet	Per Appendix B	30 Feet *
Gateway Sign	50 Square Feet	Per Appendix B	10 Feet
Retail Gateway Sign	150 Square Feet	Per Appendix B	12 Feet
Community Kiosk	32 Square Feet	Per Appendix B	10 Feet*
Parking Ramp Signage	100 Square Feet	Per Appendix B	(Wall Signage)

* From highest point of adjacent road centerline



Desirable signs are designed to be architecturally compatible with buildings within the development and other signage within the development

Project Signs

Project signs are permitted within all COR sub-districts.

One (1) freestanding sign is allowed per building, provided that the following standards are met:

A. The building in which the advertising business is located, shall be set back a minimum of six (6) feet from a public street right-of-way.

B. The area of each face of the signboard shall not exceed six (6) square feet and the signboard shall not have more than two (2) readable faces. The signboard may exceed six (6) square feet, but not more than 32 square feet, provided that the sign consists of individual letters, without internally illuminated box letters. Lighting may be achieved through 'halo' lighting effects.

C. The height of the top of the signboard, or of any posts, brackets, or other supporting elements shall not exceed six (6') feet from the ground.

D. The signboard shall be constructed of wood, acrylic, aluminum or metal and shall be architecturally compatible with the style, composition, materials, colors and details of the building.

E. No part of the sign shall encroach on the right-of-way and its location shall not interfere with pedestrian or vehicular circulation.

F. Limited to one (1) sign per building and shall not be in addition to wall-mounted, applied letter or projecting signs.

G. The readable faces of the sign shall be perpendicular to the adjacent street.

In the COR2 District, the following signage shall be allowed:

A. Ground sign. There shall not be more than one (1) ground sign for each parcel. The gross surface area of a ground sign shall not exceed one hundred (100) square feet for each exposed face nor exceed an aggregate gross surface area of two hundred (200) square feet. Ground signs may be shared and combined at areas of shared entrances for multiple users. Shared ground signs shall not exceed 150 square feet. A shared sign shall be allowed for each entrance to the site (defined as bordered by public streets).

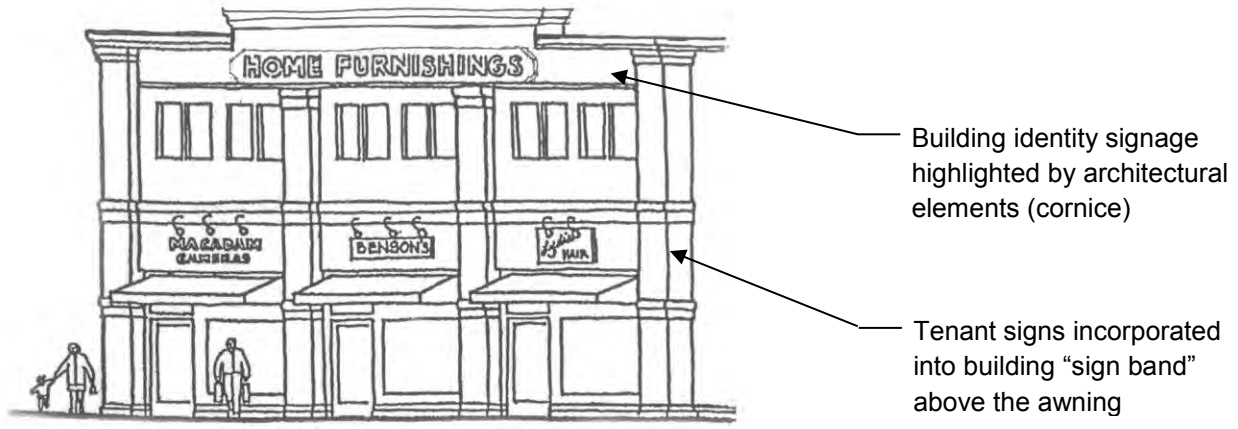
B. Menu board. One (1) on-site menu board per drive-up or walk-up lane of a drive-in restaurant up to a maximum of thirty-two (32) square feet each and a maximum height of three (3) feet. Menu boards are allowed a message on one (1) side only and cannot contain an advertising message.

C. Directional signs.

1. Directional or instructional signs are permitted in accordance with Section 117-463(l).

2. Parking lot directional signs designating parking area entrances and exits are limited to one (1) sign for each entrance and/or exit and shall not exceed four (4) square feet for each exposed face. Parking lot directional signs shall not project higher than five feet (5') in height, as measured from the established grade of the parking area to which such signs are accessory.

3. Parking lot instructional signs designating the conditions of use or identification parking areas shall not exceed eight (8) square feet and shall not project higher than ten (10) feet in height for wall signs and seven (7) feet in height for ground signs, as measured from the established grade of the parking area to which such signs are accessory.



Wall Signs

Wall signs are permitted within all COR sub-districts.

Wall signs shall be permitted on one (1) wall, except that lots with frontage on more than one (1) street may have signage on one (1) wall per street frontage.

Within the COR1, COR3, COR4 and COR5 districts, the following standards apply:

A. Wall-mounted or painted signs, provided the following standards are met:

1. The sign shall be affixed to the front facade of the building, and shall project outward from the wall to which it is attached no more than six inches (6").

2. Single Tenant Buildings. Each building shall be allowed one (1) wall sign per street frontage. Signage must be located on the street elevation. The area of the sign shall not exceed fifteen (15%) percent of the ground floor building facade area. Individual signs may not exceed.

3. Multi-Tenant Buildings.

    a. Each building shall be allowed wall signage on the street frontage elevation. For buildings with multiple street frontages, the allowable signage is per street frontage. Signage must be located on the street elevation.
    b. Each building is allowed wall signage that shall not exceed 5% of the wall area of the building façade adjacent to the street. Individual signs may not exceed 50 square feet.
    c. Tenant signage must be located on the tenant lease space.
    d. At least fifty (50%) percent of the allowed signage must be allocated to ground floor tenants and located on the ground floor.
    e. Signage is limited to a maximum of one (1) sign per business/tenant, except that tenants with frontage on multiple streets may be permitted to have signage on each street frontage.
    f. Multi-tenant buildings must have wall signs of similar design. Sign permits for

tenants in multi-tenant buildings shall only be permitted by the City after the building owner has submitted a comprehensive sign plan approved by the Zoning Administrator. The comprehensive sign plan for the building shall include similar design standards including sign material, color, style, spacing and size.

4. Signs for buildings facing Highway 10. Single or multi-tenant buildings that have frontage on Highway 10 or are separated from Highway 10 only by other public right-of-way, shall be allowed to have signage on that street elevation that is up to fifteen (15%) percent of the wall area of that building façade with no maximum square footage.

B. Wall-mounted building directory signs identifying the occupants of a commercial building, including upper story business uses, provided the following standards are met:

1. The sign is located next to the entrance.

2. The sign shall project outward from the wall to which it is attached no more than six inches (6").

3. The sign shall not extend above the parapet, eave, or building facade.

4. The height of the lettering, numbers, or graphics shall not exceed twelve inches (12").

5. One (1) such sign is allowed per public building entrance and is allowed in addition to other permitted wall signage.

C. Applied letters may substitute for wall-mounted signs, if constructed of painted wood, painted cast metal, bronze, brass, acrylic or black anodized aluminum. The height of applied letters shall not exceed 12 inches.

D. Logos are considered signs and shall be included in the maximum allowable sign area.

E. Window or door signs, provided that the following standards are met:

1. The sign shall not exceed ten percent of the window or door area or four (4) square feet, whichever is less.

2. The sign shall be silk screened, hand painted, applied letters/graphics, neon tubing or other sign technologies that meet these standards.

3. Limited to one (1) sign per business, applied on either the window or the door, but not on both.

4. The sign shall not have an opaque backing of any type although smoked glass is allowed.

5. Window signage (includes graphics) shall be permitted on the same building walls that have, or are allowed to have, wall signage pursuant to Item A above. Window signage

shall be deducted from the allowable wall signage area.

Within the COR2 district, where more conventional suburban development is expected, rather than the neo-traditional development planned for the other COR sub-districts, the following standards apply:

A. Wall, canopy or marquee sign. Total sign area may not exceed 15 percent of the front building facade. At least 50 percent of the signage area must be placed on the measured wall with remaining signage area, if desired, distributed on any other wall. Sign height shall not exceed the top of the parapet wall or, if no parapet wall, sign height shall not exceed the height of the eaves. The gross surface area of a wall, canopy or marquee sign may be increased by ten percent if such wall sign:

    1. Consists only of individual, outlined alphabetic, numeric and/or symbolic characters without background except that provided by the building surface to which the sign is to be affixed;

    2. Illumination, if any, is achieved through shielded illumination, shielded silhouette lighting, or shielded spot lighting but not any lighting where the light source is visible or exposed on the face or sides of the characters; and

    3. A wall, canopy or marquee sign may be located on the outermost wall of any principle building but shall not project more than 16 inches from the wall to which the sign is to be affixed. A wall sign shall not project higher than the parapet line of the wall to which the sign is to be affixed.

B. Window signs are restricted to 30 percent of the area of the window in which the sign is to be displayed.

In all COR sub-districts, restaurants and cafes shall be permitted one (1) wall-mounted display featuring the actual menu as used at the dining table, to be contained within a shallow wood or metal case and clearly visible through a glass front. The display case shall be attached to the building wall, next to the main entrance, at a height of approximately five feet (5’), shall not exceed a total area of two square feet, and may be lighted. This signage is allowed in addition to other permitted wall signage.

Projecting Signs

Projecting signs are permitted within all COR sub-districts.

Projecting signs, including graphics or icon signs, mounted perpendicular to the building wall, are encouraged in all sub-districts, provided the following standards are met:



A. The sign area shall not exceed thirty-two (32) square feet.

B. The distance from the ground to the lower edge of the signboard shall be ten feet or greater.

C. The height of the top edge of the signboard shall not exceed the height of the wall from which the sign projects, if attached to a single story building, or the

height of the sill or bottom of any second story window, if attached to a multistory building.

D. The distance from the building wall to the signboard shall not exceed six inches (6”).

E. The width of the signboard shall not exceed three (3) feet.

F. Limited to one (1) sign per business. Projecting sign area shall be deducted from the allowable wall signage area.

G. Granted to ground floor commercial uses only.

Awning Signs

Awning signs are allowed in all COR sub-districts. Awning signs are allowed for ground floor uses only, provided that the following standards are met:

A. If acting as the main business sign, it shall not exceed 24 square feet in area.

B. If acting as an auxiliary business sign, it shall be located on the valance only, shall not exceed four (4) square feet in area, and the height of the lettering, numbers, or graphics shall not exceed four inches (4”).

C. Limited to two such signs per business, per frontage.

D. If acting as the main business sign, it shall not be in addition to a wall-mounted or applied letter sign.

Sandwich Board Signs

Sandwich board signs are permitted within all COR sub-districts.



A. One (1) sandwich board sign per business is permitted in any business, commercial and mixed use district and shall be located within five feet (5’) of the main building entrance to the business it advertises.

B. Sandwich board signs shall be displayed only during open business hours and must be removed daily.

C. Sandwich board signs shall be no more than a total of two feet (2’) in width and three feet (3’) in height

D. Sandwich board signs must leave a minimum of five feet (5') of clearance for pedestrian access if placed on a public or private sidewalk. Sandwich board signs may not hinder the ability of persons to access vehicles parked at the curb and/or access to a building.

E. Acceptable materials for sandwich board signs shall include the following: metal, wood synthetic materials such as a chalk board and whiteboard. Sandwich board signs shall not be illuminated, nor shall they contain moving parts, or have balloons, streamers, stringers, pennants or similar adornments attached to them. Sandwich board signs shall be maintained in a good appearance at all times.

F. No sandwich board sign shall be secured, tethered or installed on traffic devices, utility equipment, street furniture, street lights, or any other public fixture.

G. Sandwich board signs are temporary signs and shall not be counted towards the total sign area of the site for permanent signage.

Temporary Signs

Temporary signs are allowed per Section 117-465 (Temporary signs) of the Zoning Ordinance, except as noted below:

A. Freestanding temporary signs shall only be allowed in the COR2 and COR3 Districts.

B. In all other COR districts, temporary signs shall be limited to temporary sandwich board signs or temporary wall signage, without interchangeable letters.

C. Real estate and leasing signs shall be exempt from temporary and permanent sign regulations, provided that these signs do not exceed thirty-two (32) square feet.

Off-Site Signs

Off-site signs are prohibited except for wayfinding and community signage specifically allowed by the Design Framework.

Table 2

Sign Standards					
Development Standard	**COR1**	**COR2**	**COR3**	**COR4**	**COR5**
Project Signs					
Number of signs allowed	1*	1*	1*	1*	1*
Size of Sign (maximum)	6 sq. ft./6 feet high***	100 sq. ft./6 feet high	6 sq. ft./6 feet high***	6 sq. ft./6 feet high	6 sq. ft./6 feet high
Menu Board**	N/A	1 per drive-through lane/40 sq. ft. max.	N/A	N/A	N/A
Directional Sign	N/A	Per 117-463(I)	N/A	N/A	N/A
Wall Sign					
Number of signs allowed	1*	1*	1*	1*	1*
Size of Sign					
Single Tenant Building	15% of the ground floor façade area, -or- 15% of the front façade area when facing Highway 10.	15% of façade area	15% of the ground floor façade area,	5% of the ground floor façade area,	5% of the ground floor façade area,
Multi-Tenant Buildings	15% of the façade area,	15% of façade area	15% of the façade area,	15% of the façade area,	15% of the façade area,
Building Facing Highway 10	15% of the façade area	15% of façade area	15% of the façade area	15% of the façade area	15% of the façade area
Window Sign					
Number of signs allowed	1	1	1	1	1
Size of Sign	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.	30% of area of window. Deducted from allowable wall sign area.	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.	10% of area of window or 4 sq. ft., whichever is less. Deducted from allowable wall sign area.
Directory Sign					
Number of signs allowed	1 per building entrance	1 per building entrance	1 per building entrance	1 per building entrance	1 per building entrance
Size of Sign	3 sq. ft. maximum	3 sq. ft. maximum	3 sq. ft. maximum	3 sq. ft. maximum	3 sq. ft. maximum
Projecting Sign					
Number of signs allowed	1*	1*	1*	1*	1*
Size of Sign	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide	6 sq. ft./3 feet wide
Awning Sign					
Number of signs allowed	2 per business	2 per business	2 per business	2 per business	2 per business
Size of Sign	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.	24 sq. ft./max. letter height 12-inches for main business sign or 4 sq. ft./max letter height 4-inces if auxiliary. Area is deducted from allowable wall sign area.

*One (1) sign is allowed per street frontage (either wall or project)

**Restaurants and cafes in all districts are allowed one (1) wall mounted menu board not to exceed 2 sq. ft. in addition to other permitted wall signage.

***See Page 32, 'Project Signs' for allowances up to 32 square feet.

Additional standards

A. Businesses with service entrances may identify these with one (1) wall-mounted or applied letter sign not exceeding two square feet.

B. One (1) directional sign, facing a rear parking lot. This sign may be any type of permitted sign other than a freestanding sign, but shall be limited to four (4) square feet in area.

Creative Sign Standards

A. *Purpose.* This section establishes standards and procedures for the design, review, and approval of creative signs. The purposes of this creative sign program are to:

1. Encourage signs of unique design, and that exhibit a high degree of thoughtfulness, imagination, inventiveness, and spirit; and

2. Provide a process for the application of sign regulations in ways that will allow creatively designed signs that make a positive visual contribution to the overall image of the city, while mitigating the impacts of large or unusually designed signs.

B. *Applicability.* An applicant may request approval of a sign permit for a creative sign to authorize onsite signs that employ standards that differ from the other provisions of this chapter but comply with the provisions of this section.

C. *Application Requirements.* A sign permit application for a creative sign shall include all information and materials required by the City.

D. *Procedure.* A sign permit application for a creative sign shall be subject to review and approval by the City as part of the Site Plan review process. When the creative sign is proposed after site plan review is complete, a creative sign may be approved by the Zoning Administrator when the proposed sign is fifty square feet or less, and shall be approved by the City Council when the sign is larger than fifty square feet.

E. *Design Criteria.* In approving an application for a creative sign, the review authority shall ensure that a proposed sign meets the following design criteria:

1. Design Quality. The sign shall:
    a. Constitute a substantial aesthetic improvement to the site and shall have a positive visual impact on the surrounding area;
    b. Be of unique design, and exhibit a high degree of thoughtfulness, imagination, inventiveness, and spirit; and
    c. Provide strong graphic character through the imaginative use of graphics, color, texture, quality materials, scale, and proportion.

2. Contextual Criteria. The sign shall contain at least one (1) of the following elements:
    a. Classic historic design style;

b. Creative image reflecting current or historic character of the City;
c. Inventive representation of the use, name, or logo of the structure or business.

3. Architectural Criteria. The sign shall:
   a. Utilize or enhance the architectural elements of the building; and
   b. Be placed in a logical location in relation to the overall composition of the building's façade and not cover any key architectural features and details of the façade.

4. Neighborhood Impacts. The sign shall be located and designed not to cause light and glare impacts on neighboring residential uses.

Prohibited signs

The following signs are prohibited:

A. Box signs or cabinet signs, whether on a wall, projecting or on canopies are prohibited except for logo signs permitted as part of an overall sign plan.

B. Signs employing mercury vapor, low pressure and high pressure sodium and metal halide lighting; plastic panel rear-lighted signs.

C. Signs on roofs, dormers, and balconies.

D. Billboards.

E. Signs painted or mounted upon the exterior side or rear walls on any principle or accessory building or structure, except as otherwise permitted hereunder.

F. Free standing pylon signs over six (6) feet in height, except community signs.

G. Back-lit awnings.

H. Interchangeable letter boards or panels.

I. Flashing signs.

J. Off-premises signs, except community signs.

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Overall Framework – Stormwater Management

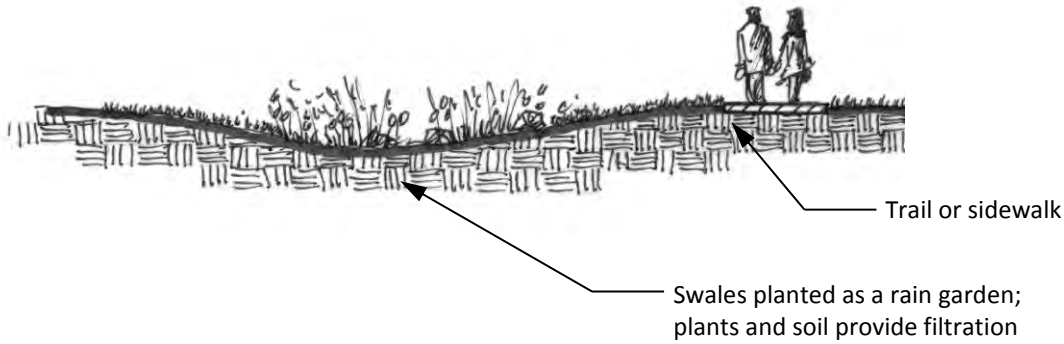
Overview

Water features and drainage systems are essential components of The COR Master Plan. The mix of ponds, streams, fountains and other water elements will provide focal amenities and year round activities within the framework of an environmentally responsible, visually pleasing strategy to manage stormwater. Because the Mississippi River is a restricted discharge water of the state, and because we are creating a new discharge from this development, each sub-district and each site has a responsibility to utilize 'best management practices' (BMP) to pretreat run-off, reduce erosion and encourage infiltration, with the understanding that regional treatment will be provided. Water elements are not intended to be separate stand-alone features, but instead should be integrated with the variety of parks, trails and public open space proposed for The COR. Water and landscape should be designed and utilized within multipurpose areas that accommodate both active and passive recreational use.

Objectives

Integration of water and landscape, design creativity, use of high quality materials and safety concerns are the critical objectives to be met – the following examples illustrate only a few of many possibilities:

- Innovative new products, such as special soil systems (Netlon, structural soils), pervious pavements for parking areas, storm ceptors, underground storage and other creative techniques should be used to BMP standards
- 'Green architecture', expressed through green roofs, gray water recycling and other techniques should be included to reduce the impact of new development on stormwater systems
- Water feature design should include both formal elements (such as reflecting pools or fountains) and natural/informal forms (such as ponds, streams, waterfalls) and should explore creative ways to integrate wetland/rain garden landscapes with active, urban spaces.



Guideline Recommendations

This framework not only defines the overall role and character of The COR, but also encourages each development parcel to address the following:

- **Create** signature water features (ponds, pools, fountains, waterfalls, etc.) as major visual amenities throughout The COR
- **Promote** high quality, creative and appealing aesthetics for all system elements
- **Integrate** stormwater management components (meeting both water quality and quantity requirements)

A great deal of time and effort has gone into the calculation and design of a 'watershed-based' stormwater management plan to support COR development. While this overall strategy addresses the water quantity issue for the entire COR by providing storage and conveyance facilities for storm events, individual development projects (block-by-block) have an equal responsibility to meet water quality standards as a primary goal. Each project should integrate a variety of techniques, materials and methods to promote multiple use, maximum flexibility, improved aesthetics for parking areas, park spaces, drainage swales and other site features.

Overall Framework – Parks/Public Spaces

Overview

The overall design framework of The COR is based on a system of linked parks, trails and open space. The City of Ramsey, Anoka County, and to some extent, the State of Minnesota all play a role in local and regional parks programming, design review, construction sequencing, implementation and ultimately maintenance and operation of key public spaces within this framework. The goal is to link existing and proposed parks and trails defined in regional park plans with proposed new parks and trails within The COR. Of equal importance is the contribution from each block and each development project to this network of green, adding a variety of private, semi-private, and perhaps some additional public space throughout The COR. Private development will share the responsibility to provide inviting, innovative and useable green space as integral parts of individual parcel site design.

Guideline Recommendations

The Design Framework encourages the following:



- Work with the City to create an integrated, comprehensive open space system that links with existing city and county trails and open space networks
- Encourage private development (block-by-block) to share in the responsibility to provide inviting, innovative and useable green space as integral parts of each development project
- Integrate stormwater management components (meeting water quality and quantity requirements) within both public / private park and open space improvements

Together, the system of public and semi-public green space will result in a welcoming public realm throughout the new community.

Objectives

Based on the Development Master Plan for The COR, a variety of public and private green space is proposed including:

- Each block and each project will provide intentional, creative, innovative, useable green areas as integral components of site development and building design.
- At the individual block scale, small squares and greens will provide places for gathering and relaxation, especially targeted to meet the demands of adjacent, or nearby buildings. Elements such as gardens, gazebos and fountains should characterize these more intimate public spaces.
- At the neighborhood scale, parks will provide space for more active recreation, and should be flexible enough to accommodate a variety of recreational activities.
- Playgrounds, game fields and park buildings are park amenities that will target a wider user demand from the surrounding community.

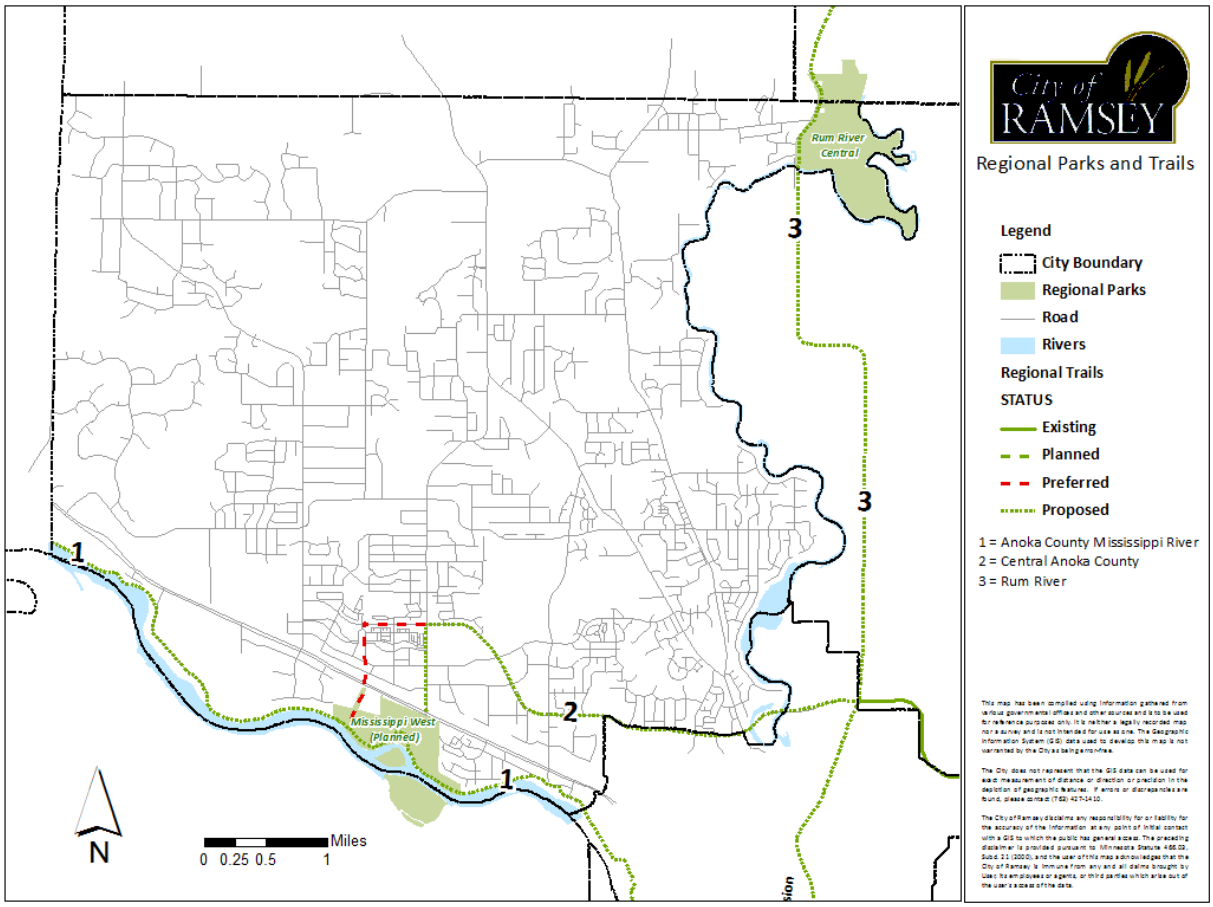


- The Municipal Plaza will connect with all other parks and open space elements, providing a focal point for activity and a sense of place. Gardens, public pavilions and shelters, play lots and open play fields are amenities that will provide built-in flexibility to meet the demands of both the local population and regional visitors to The COR.

Regional Systems

The COR is the heart of several regional systems that are either located within or adjacent to The COR. These regional systems include the Northstar Commuter Rail, the Central Anoka County Regional Trail, the Mississippi West Regional Park, and the Mississippi River Trail.

A number of these systems have a pedestrian component. As such, Ramsey desires to locate the future Central Anoka County Regional Trail through the heart of The COR, along Center Street. The map below indicates Ramsey's preferred route for this trail. As this trail requires crossing Highway 10, it is imperative that a safe, grade-separated crossing is realized. This pedestrian overpass is envisioned to be connected to the Northstar Commuter Rail – Ramsey Station, and has been named the 'Mississippi Skyway'.



Part Two: Sub-district Framework

Overview

The Master Plan and Zoning Ordinance identify five (5) distinct sub-districts within The COR. Each of these sub-districts is defined by a unique mix of uses, specific site development patterns and perhaps a distinctive character or image. The sub-districts complement one another as part of the overall plan. The sub-districts are shown the attached Sub-district Map (**Error! Reference source not found.**). They include:

- **COR1 Mixed Use Core** – provides the broadest variety, highest density and greatest intensity of development, encouraging both vertical and horizontal mixed use
- **COR2 Commercial** – provides a location for larger scale retail and other auto-orientated commercial uses
- **COR3 Workplace** – provides a location for uses with high concentrations of employees, such as medical/technology related office, and other corporate or institutional uses
- **COR4 Neighborhood** – provides opportunities for a range of housing types from small lot single family to townhouse, to high density senior or rental apartment
- **COR5 Park and Open Space** – preserves environmental features and provides neighborhood/community amenities throughout The COR

Development plans must respond to the overall COR Design Framework described in Part One of this document, but also must address the following detailed framework standards for each sub-district. To further clarify and illustrate proposed features in the Master Plan, these sub-district guidelines are organized under the following categories:

- Public Realm / Streetscape Framework
- Site Design Framework
- Architectural Framework

In all cases, the sub-district framework must be applied in harmony with the overall COR framework and with other existing city, county, state codes, design criteria, plans and studies that support broader goals for regional growth and development. However, within each district, development standards shall be based, in part, on the street hierarchy established in The COR.

Public Realm/Streetscape

A. The developer shall be responsible for construction of all streetscape improvements along adjacent streets. These improvements include all hardscape improvements, such as trails, sidewalks, benches, bike racks, etc., as well as street trees and other greenscape.

B. The landowner shall be responsible for maintenance of the streetscape improvements along adjacent streets. Such maintenance may be managed as part of a Special Service District (SSD) or similar.

Plazas

A. All properties with principal buildings in excess of 30,000 square feet shall be required to have a public plaza space.

B. The public plaza space shall include benches, bike racks trash receptacles, lighting fixtures and other amenities to create a welcoming space for tenants of the building and members of the public.

C. These plaza spaces should be visible from the public street.

Architecture

These architectural framework standards provide an important balance between design continuity, desirable variety and the notion that buildings should complement, and perhaps contrast, but not compete with one another. The lasting appeal of the final outcome must be grounded in the authenticity of the design and the acceptable level of 'messiness' that comes with creating a real downtown over time; 'faux' second floors, stage set or themed solutions, and large faceless buildings are not acceptable.



Auto Versus Human Design: Providing rear alleys or side loaded garages enables the home to present itself to the street, which promotes sociability and walkability.

Minimum Standards

Definitions

Build to line: The line at which construction of a building facade is to occur on a lot. The build to line provides a maximum setback for all building facades from the right-of-way or inside edge of the sidewalk, whichever is greater. The build to line applies to all facades abutting a street right of way. Build to line standards are based on the sub-district the parcel is located and the street in which the building is located upon.

Setback: The minimum required distance between a parking lot or the vertical wall of a building and a lot line. Setbacks are typically more flexible than build to lines and allow a building to be set further back from the lot line and street right-of-way.

Requirements:

A. Additional development standards shall be defined within each sub-district.

B. Provide a diverse mix of materials, applied in a variety of proportions, exposures and detailing within a block, or along a street.

C. Buildings should be articulated to break up the mass of the building façade on all elevations. Large blank exterior walls shall be prohibited. Windows are encouraged to be used to break up the mass of the building. Rooflines and building elevations should be articulated to break up the mass of buildings. Buildings must be broken at a minimum of every fifty (50) feet. This variation can be accomplished through one (1) or more of the following:

1. Wall face variations (minimum depth of two (2) feet)
2. Pilasters or columns (minimum depth of two (2) feet)
3. Upper wall break in color and/or materials (minimum of 2/3 up the height of the wall)
4. Wainscot (minimum of four (4) feet high)
5. Canopies (minimum four (4) foot width)
6. Corner and demising wall or building separations



More Desirable

D. Each development application must list building materials, roofing materials and building colors on the plans. Building articulation, mechanical screening by architectural elements and design elements on all building elevations must be identified on the plans. The plans shall be subject to City review and approval to ensure that the design intent of the Framework has been met.



Less Desirable

E. Building materials shall be high-quality durable materials, such as glass, stone, brick, windows, canvas awnings, etc.

1. Use local sources if available
2. Siding is not allowed (vinyl, metal, wood) except as a complimentary use
3. Use clear or lightly tinted glass for all windows and doors – mirrored, reflective or highly tinted glazing is not acceptable
4. Metal and wood components are acceptable as a complimentary, not primary, building material
5. COR1 sub-district buildings shall be primarily brick or a comparable alternative and shall comprise a minimum of fifty (50%) percent of the non-glazed wall area

F. Residential development should provide variety within the subdivision to avoid monotony. Developers will include front porches and windows that face all streets. Corner units shall have more than one (1) window per side of building to help create a sense of place in the community and promote safety on the street.

G. Garage forward or “snout houses” are highly discouraged on all residential development as they dominate the view from the street and sidewalk.

H. All sides of buildings shall have an equal finish in terms of materials and general design.

I. The main entrance of each principal building must face the street. On corner lots, the main entrance may face either of the streets or be oriented to the corner. With buildings that have more than one (1) main entrance, only one (1) entrance must meet this requirement.



J. Building massing shall be oriented parallel to the street frontage of the lot.



K. Trash and recycling areas shall be designed internal to the building.

L. Provide recessed entries wherever possible.

M. Buildings shall have a base and top to the architecture.

N. Multi-story buildings are preferred in the COR1 sub-district, but occasional single story buildings are acceptable; single story buildings should not dominate any street frontage and should be a minimum of twenty (20) feet to the roofline.

O. Maximize glass openings for all ground level, street front façades – especially for retail, restaurant and other commercial uses – fifty (50%) minimum of total ground level façade, or demonstrate great design through other means.

P. Provide real window openings for all street facing façades above ground level in all districts–a minimum of forty (40%) percent of total façade.

Residential uses in COR4 and COR5 must also comply with the following:

A. Location of main entrance

1. A building must include a front porch or covered balcony/patio at all main entrances that face a street. The porch or stoop shall adjoin the main entrance and the main entrance shall be accessible from the porch.
2. The main entrance of each principal building must face the street. On corner lots, the main entrance may face either of the streets or be oriented to the corner. With buildings that have more than one (1) main entrance, only one (1) entrance must meet this requirement.



B. *Porches*: Porches used to satisfy the design criteria shall comply with the following:

1. Porches shall be covered by a solid roof. The roof shall not

be located more than 12 feet above the floor of the porch. If the roof of a required porch is developed as a deck or balcony, it may be flat.

2. The porch shall have minimum dimensions of 6 feet by 6 feet. (6' x 6'). For single-family detached dwelling units, the covered area provided by the porch must be at least forty-eight (48) square feet and a minimum of eight (8) feet wide. If the main entrance is for more than one (1) dwelling unit, the covered area provided by the porch must be at least sixty-three (63) square feet and a minimum of nine (9) feet wide.



C. *Covered balconies/patio:* The covered area must be at least forty-eight (48) square feet, a minimum of eight (8) feet wide, and no more than fifteen (15) feet above grade. The covered area must be accessible from the interior living space of the house.

D. *Openings between porch floor and ground:* Openings of more than one (1) foot between the porch floor and the ground must be covered with a solid material or lattice.



E. Roofs

1. *Slope:* Principal structures must have a roof that is sloped, with a pitch that is no flatter than six (6) units of horizontal run to twelve (12) units of horizontal rise.
2. *Architectural features:* The roof of a principal structure shall include the following architectural details:
   a. At least one (1) dormer facing the street. If only one (1) dormer is included, it shall be at least five (5) feet wide and shall be centered horizontally between each end of the front elevation. If more than one (1) dormer is provided, a dormer at least four (4) feet wide must be provided on each side of the front elevation; or
   b. A gabled end, or a gabled end of a roof projection, facing the street.
3. *Roof eaves:* Roof eaves must project from the building wall at least twelve (12) inches, measured horizontally, on at least the front and side elevations.

THE COR
AT RAMSEY
DISTRICT BOUNDARIES
BOUNDARY LABELS
NORTH
LANDFORM
From Site to Finish
Sub-District Map
Version 6.2
11/07/2012
RAMSEY BLVD.
ARMSTRONG BLVD.
US HIGHWAY 10
LAKE RAMSEY COMMONS
BUSINESS PARK
CITY HALL
FUTURE PEDESTRIAN OVERPASS
FUTURE RIVER CROSSING
WEST MISSISSIPPI REGIONAL PARK

Sub-District Framework - COR1 Mixed Use Core

Public Realm / Streetscape

Public realm and streetscape improvements define the character of The COR and create a memorable signature for the Mixed Use Core sub-district. This is the most urban of all sub-districts in The COR and will be developed with a very urban pattern. Great parks and great streets, encourage intensified levels of activity, support the proposed mix of uses, invite community gathering and accommodate special events throughout the year.

Site Development

Framework standards that address building location, organization of space and parking options tend to focus on what can be measured – dimensions, setbacks, number of spaces and so on. But in addition to these issues, the Design Framework also describes the aesthetic qualities and design character of a preferred 'urban form' for the Mixed Use Core. The compact and higher density blocks that define this sub-district encourage a mix of uses, with a continuous built edge along street frontage. Innovative parking strategies support this mix, providing easy access to destination shopping, restaurant and entertainment venues. Together these elements will promote the core area as the center of activity – the place to see and be seen within The COR.

Architecture

Buildings in the Mixed Use Core will play a major role in defining the overall character of The COR. The proposed mix of uses for this signature destination suggests the potential for a variety of building types, demanding creativity and innovation to highlight unique architecture, while knitting the entire sub-district together as a coherent whole. Overall building design is an important consideration, but emphasis on first floor façade treatments is essential to encourage street-level activity and enhance the pedestrian experience. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 3

COR1 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	20 feet	20 feet	20 feet	20 feet	20 feet	20 feet
Minimum lot depth	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Allowable residential density in dwelling units per acre [1]	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	.75	.75	.75	.75	.75	.75
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	5 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.	2 - 5 stories.
Planter Style	N/A	Planter Bed	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	10 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. At least sixty (60%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the sixty (60%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Sub-District Framework - COR2 Commercial

Public Realm / Streetscape

While the Commercial Sub-district encourages a mix of large and small floor plates accommodating auto-oriented uses, this suggests even greater attention be paid to public realm and streetscape improvements that not only accommodate vehicles, but also invite bicycle and pedestrian traffic. Surface parking lots provide convenient access to storefronts, but present an additional challenge to the overall visual character and aesthetic appeal of this area. While no large public parks are identified for this sub-district, small pocket parks, squares or other gathering spaces are encouraged. A consistent, attractive streetscape is also essential.

Site Development

Site Design Framework for this sub-district focus on a unique opportunity to recast typical commercial development patterns into a contemporary and innovative strategy that responds to overall objectives for The COR. Specifically, this suggests that the majority of buildings front on the primary through streets, with parking and service areas on the side or in the back, away from view. However, the market realities suggest that the types of auto-oriented users in this district will have the potential for larger parking fields and drive-throughs that will make a true urban model challenging. The City will hold all users to this design vision while modifying the COR2 standards slightly to accommodate these types of more typical suburban land uses. A mix of uses within individual blocks, including retail, restaurant and residential, further enhances this model, addresses design character/aesthetics and promotes activity throughout much of the day and evening hours.

Architecture

Buildings in the Commercial Sub-district make a significant contribution to first impressions of The COR. Buildings form gateways at the major entries into the site, architectural elements and choice of materials convey a certain character and the scale or massing of structures begins to define the feel or experience of this place. These are not just 'commodity' buildings, but instead should raise the bar in terms of overall design and specific details that make The COR unique, inviting and memorable. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 4

COR2 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Minimum lot depth	100 feet	100 feet	100 feet	100 feet	100 feet	100 feet
Allowable residential density in dwelling units per acre [1]	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)	30 feet as measured from building front to right-of-way[2][3] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way[2] (40% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.
Planter Style	N/A	Boulevard Sod	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	6 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. At least forty (40%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply only to one (1) street frontage.
   1. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the forty (40%) percent street frontage requirement.
   2. The City may approve a variation from the required build to line if the applicant provides a street edge consisting of fencing, decorative wall and/or landscaping with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the forty (40%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the

level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the forty (40%) percent required on all street frontages.

Sub-District Framework - COR3 Workplace

Public Realm/Streetscape

The Workplace Sub-district also encourages a mix of large and small floor plate buildings, but instead of commercial or entertainment, this area of The COR is dominated by office and institutional uses. With opportunities for corporate or medical campus development comes the attendant auto-related infrastructure – easy access, bigger streets and large surface parking lots. Once again, this suggests that equal attention be paid to public realm and streetscape improvements that not only accommodate vehicles, but also invite bicycle and pedestrian traffic. The Draw, an active, neighborhood scale, recreational play space has been included in this sub-district, but small pocket parks, squares or other gathering places are also encouraged. In addition, streetscape improvements provide an important public amenity and inviting pedestrian connection to adjacent sub-districts.

Site Development

The mix of medical, office, institutional and other uses in this sub-district suggest the potential for a campus-like arrangement of buildings on some blocks. These blocks would tend to be more internally oriented than in other districts, with driveways, parking lots, courtyards and walkway connections in the center, ringed by buildings around the outside. Buildings would still face adjacent streets, with both primary and secondary entries provided to animate these important façades, particularly along Ramsey Boulevard, Sunwood Drive and Rhinestone Street. While the Workplace sub-district also encourages mixed use, this desired development objective will likely occur mostly within blocks, not within individual buildings as seen in other districts.

Architecture

Buildings in the Workplace Sub-district also make a significant contribution to first impressions as people enter The COR via Highway 10, Ramsey Boulevard and Sunwood Drive. Buildings form gateways at the major entries into the site, architectural elements and choice of materials convey quality and permanence, and the scale or massing of structures begins to define the feel and character of this place. The proposed mix of uses within this sub-district suggest a variety of potential building types – blending medical campus with small office, storefront and some housing -- demands design creativity and innovation to highlight unique architecture, and knit the entire sub-district together as a coherent whole. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 5

COR3 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	40 feet	40 feet	40 feet	40 feet	40 feet	40 feet
Minimum lot depth	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Allowable residential density in dwelling units per acre [(1)]	none	none	none	none	none	none
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	.25	.25	.25	.25	.25	.25
Build to Line						
Front yard[(4)]	30 feet as measured from building front to right-of-way[(2)(3)] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	15 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.	2 - 4 stories.
Planter Style	N/A	Planter Bed	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	10 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. At least sixty (60%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the sixty (60%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Sub-District Framework - COR4 Neighborhood

Public Realm/Streetscape

Two prominent public parks supply much of the informal green space for The COR, and more specifically, provide the valuable park frontage and mix of amenities needed to support housing development within the Neighborhood Sub-district. North Commons surrounds an existing wetland and provides open space for year-round activities including a proposed sledding hill. The sub-district is adjacent to The Draw, which is characterized by wetlands, ponds and a meandering stream channel surrounded by gently sloping hills. Other park features include active and passive recreation areas, natural and manicured landscapes, education and interpretation opportunities, pedestrian and bicycle trails and many other amenities. Tree-lined streets connect these parks to surrounding residential neighborhoods and to nearby parks and amenities throughout The COR.

Site Development

The Neighborhood Sub-district emphasizes residential development. To support the proposed mix of housing, a framework of streets and blocks, based on the traditional grid system, encourages compact development patterns with increasing densities closer to the heart of The COR. Typical blocks either front onto signature parks or include some private green space within the site; many blocks have both. The arterial streets that frame this property, including Ramsey, Armstrong and Bunker Lake Boulevards, provide an important 'face' for this sub-district. Residential front doors will connect with public walks along each of these streets promoting the urban character of The COR.

Architecture

The largest in terms of overall acreage, the Neighborhood Sub-district will define the character and quality of the entire northern half of The COR property. With prominent street frontage along most of the major thoroughfares that serve this site, the variety of choices for building type, architectural style and design detailing are crucial decisions that together will promote a safe and attractive residential neighborhood. Integrating contemporary and traditional styles is also an important consideration, central to the notion that a unique and creative model for housing development will be a signature for The COR. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

Table 6

COR4 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	None	None	None	None	None	None
Minimum lot width	20 feet	20 feet	20 feet	20 feet	20 feet	20 feet
Minimum lot depth	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Allowable residential density in dwelling units per acre [1]	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC	4-15 DU/AC
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	.25	.25	.25	.25	.25	.25
Build to Line						
Front yard[4]	30 feet as measured from building front to right-of-way[2][3] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)	20 feet as measured from building front to right-of-way[2] (60% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.
Planter Style	N/A	Planter Bed	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	10 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

Sub-District Framework - COR5 Parks & Open Space

Public Realm/Streetscape

The overall structure of The COR is based on a system of linked parks, trails and open space. This includes existing and proposed parks and trails defined in city and regional parks plans, joined with new parks and trails within The COR. Of equal importance is the contribution from each block and each development project to this green structure, adding a variety of private, semi-private and perhaps some additional public space throughout each sub-district. Great strolling streets provide connections between commercial, workplace, entertainment and residential neighborhoods and encourage shared use for cars, pedestrians and bicycles.

Site Development

The COR Master Plan illustrates a strong framework of green space, including a mix of public parks, destination amenities, courtyards, commons and other features. As a key component of the overall plan, this integrated system of parks, trails and open space provides the framework around which all other land uses are organized. Placemaking and connectivity are important site development considerations, linking each block and each sub-district with major public spaces nearby and with many other amenities and attractions in The COR.

Architecture

There are numerous opportunities to include buildings and other structures as significant design features within the proposed parks, trails and open space system for The COR. These could range from simple picnic shelters and landscaped arbors to more complex park buildings that might contain meeting rooms, rest rooms, storage areas and other facilities. Design of these important buildings should respond to the specific setting and landscape features in each park, and complement the overall character and quality of buildings located within surrounding blocks. Additionally, limited retail is planned along the perimeter of the park.

Table 7

COR5 Development Standards	Arterial Street	Destination Street	Parkway	Connector Street	Downtown Street	Local Street
Minimum lot size	0.5	N/A	0.5	0.5	0.5	0.5
Minimum lot width	N/A	N/A	N/A	N/A	N/A	N/A
Minimum lot depth	N/A	N/A	N/A	N/A	N/A	N/A
Allowable residential density in dwelling units per acre [(1)]	N/A	N/A	N/A	N/A	N/A	N/A
Minimum floor area ratio (FAR) for nonresidential uses/vertically mixed buildings/sites	N/A	N/A	N/A	N/A	N/A	N/A
Build to Line						
Front yard[(4)]	30 feet as measured from building front to right-of-way[(2)(3)] (60% of front facade w/in max.)	N/A	10 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	10 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	10 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)	10 feet as measured from building front to right-of-way[(2)] (60% of front facade w/in max.)
Side yard	no req.	N/A	no req.	no req.	no req.	no req.
Rear yard	no req.	N/A	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet	N/A	25 feet	25 feet	25 feet	25 feet
Building height (min. - max.)	1-2 stories.	N/A	1-2 stories.	1-2 stories.	1-2 stories.	1-2 stories.
Planter Style	N/A	N/A	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	N/A	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	N/A	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	N/A	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

A. Where commercial buildings are planned, at least sixty (60%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the sixty (60%) percent street frontage requirement.

B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet ($4^1/_2$') above the level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the sixty (60%) percent required.

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Implementation

Introduction

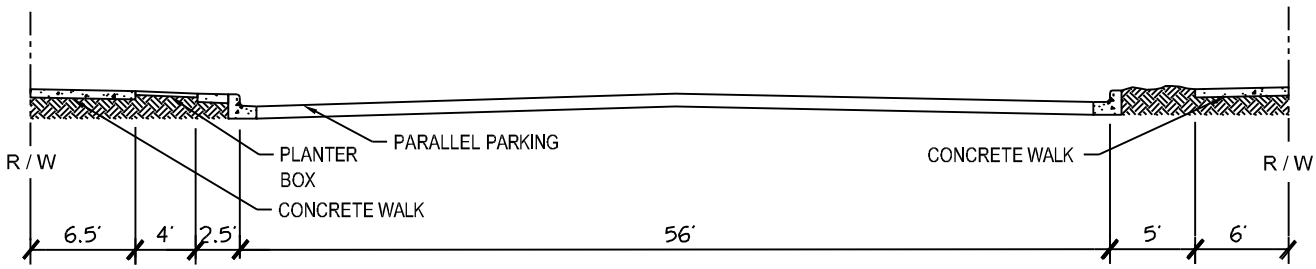
This framework provides distinct strategies for guiding The COR's form and appearance. This framework's vision for the COR will take several years to implement. Successful implementation will require consistent application of the Design Framework by City staff. Zoning enforcement and design framework standards will not succeed without the cooperation and commitment of landowners, development interests, and the rest of the community.

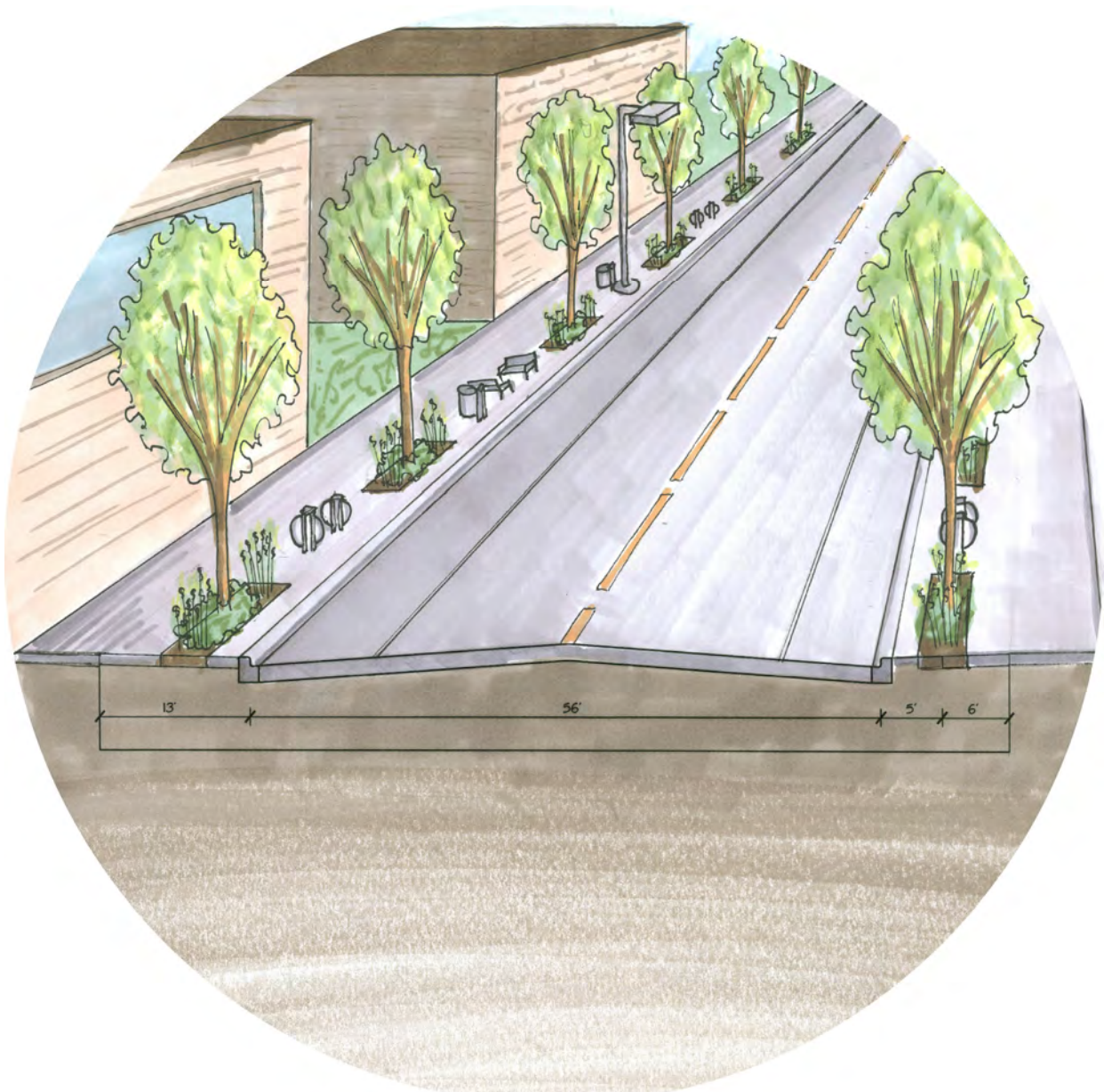
Design Review

The Design Framework will be administered by staff as part of the development review process. Staff will incorporate design review to ensure compliance with the Design Framework as a standard step in the development review process.

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APPENDIX A:
SPECIFICATIONS AND DETAILS



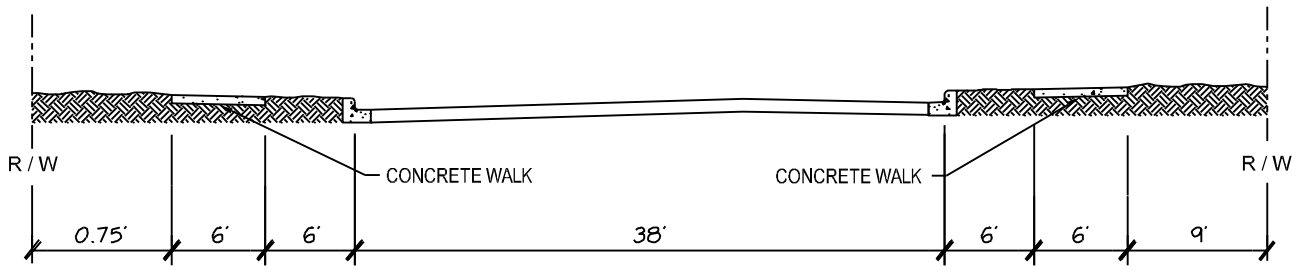


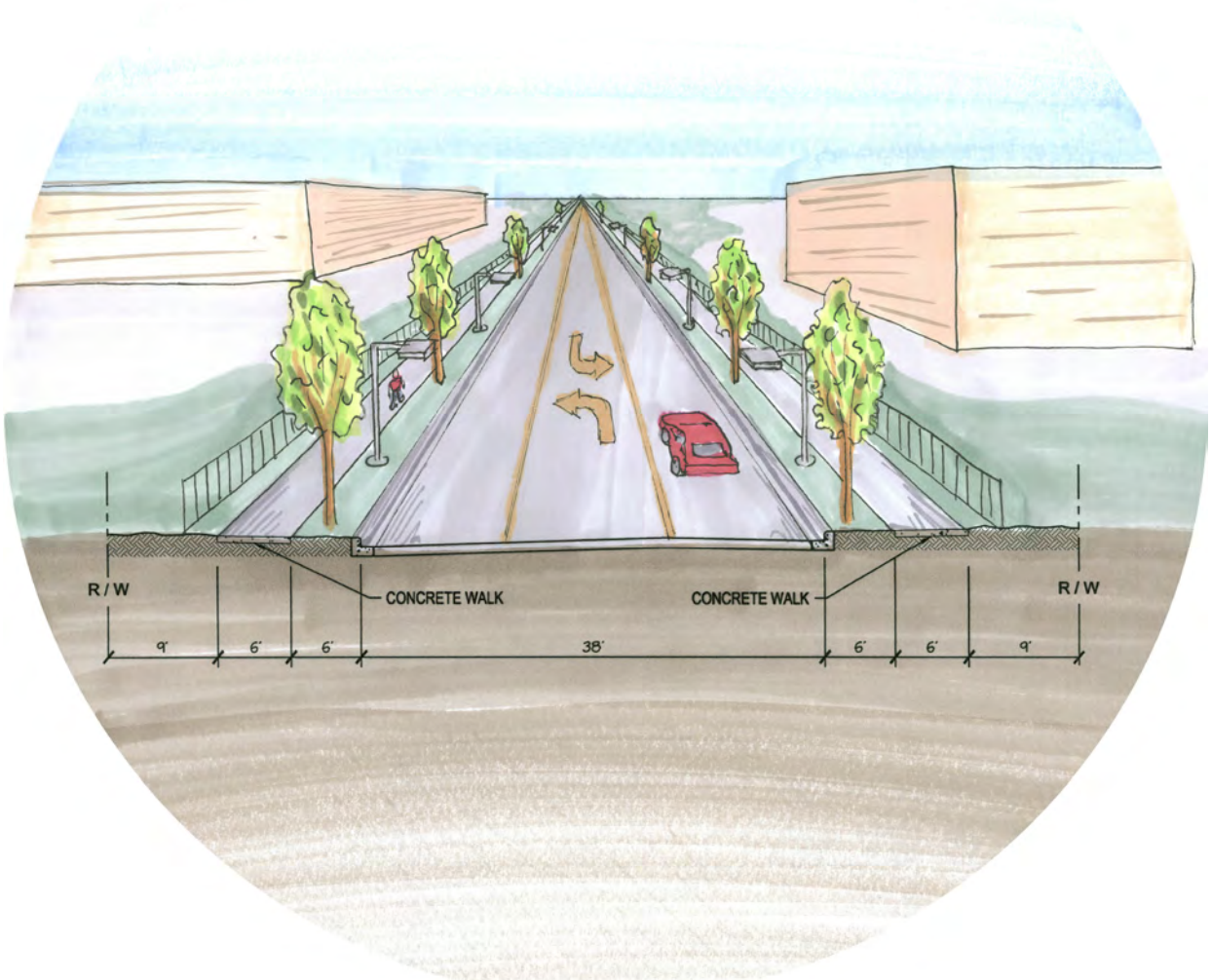
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #1
Sunwood Dr. East of Zeolite St.

THE COR
RAMSEY, MINNESOTA



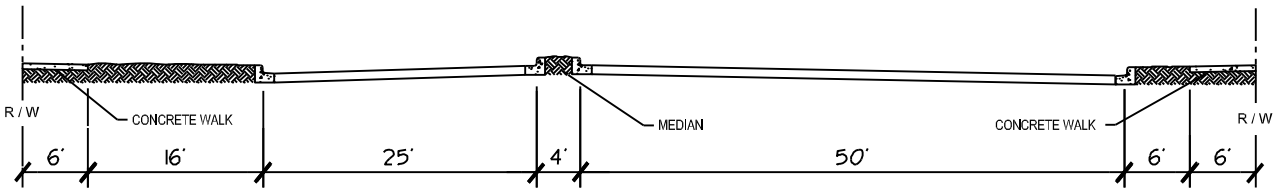


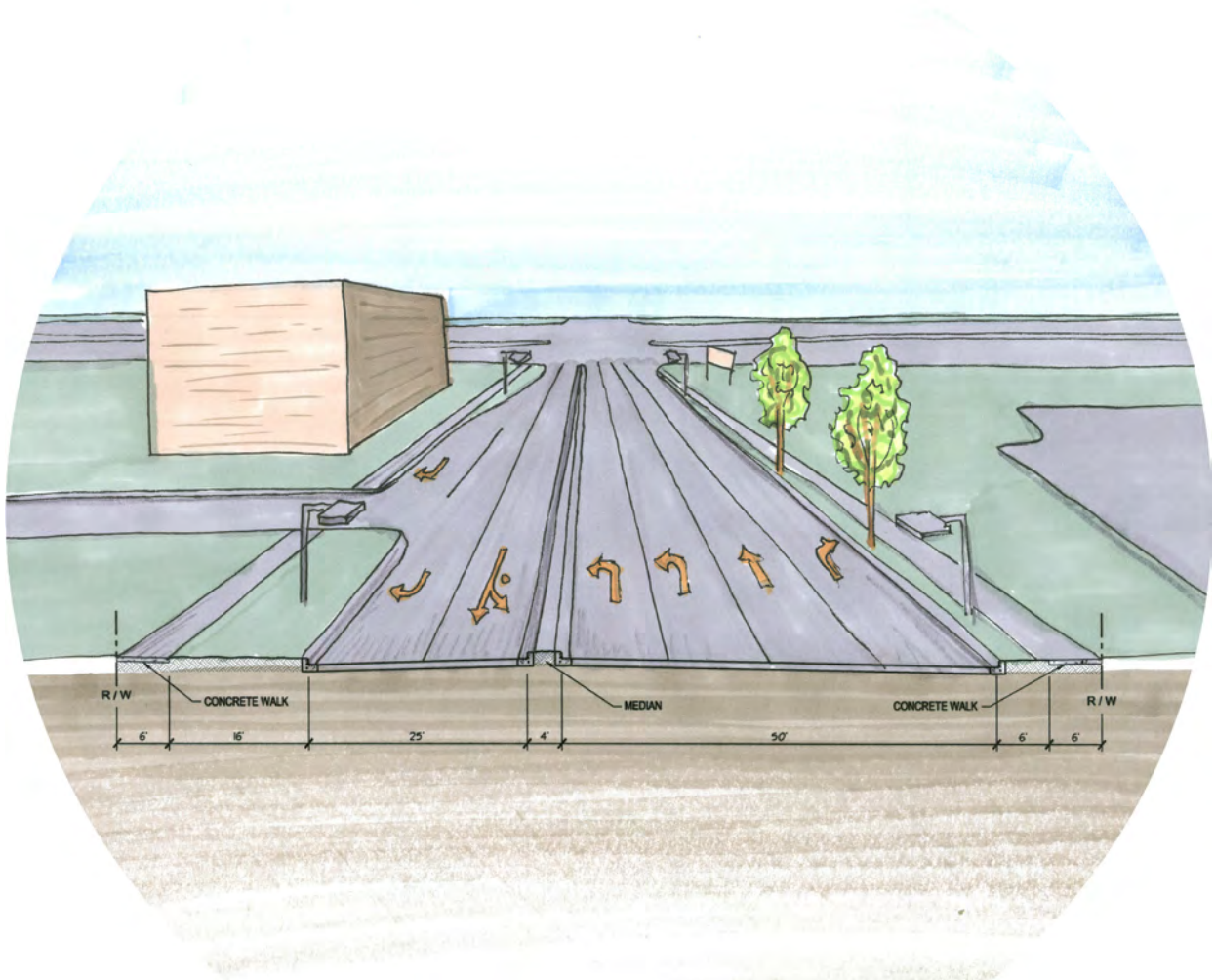
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #2
Sunwood Dr. West of Zeolite St.

THE COR
RAMSEY, MINNESOTA



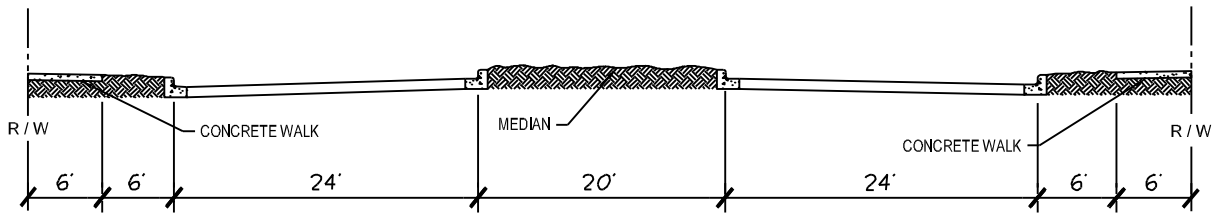


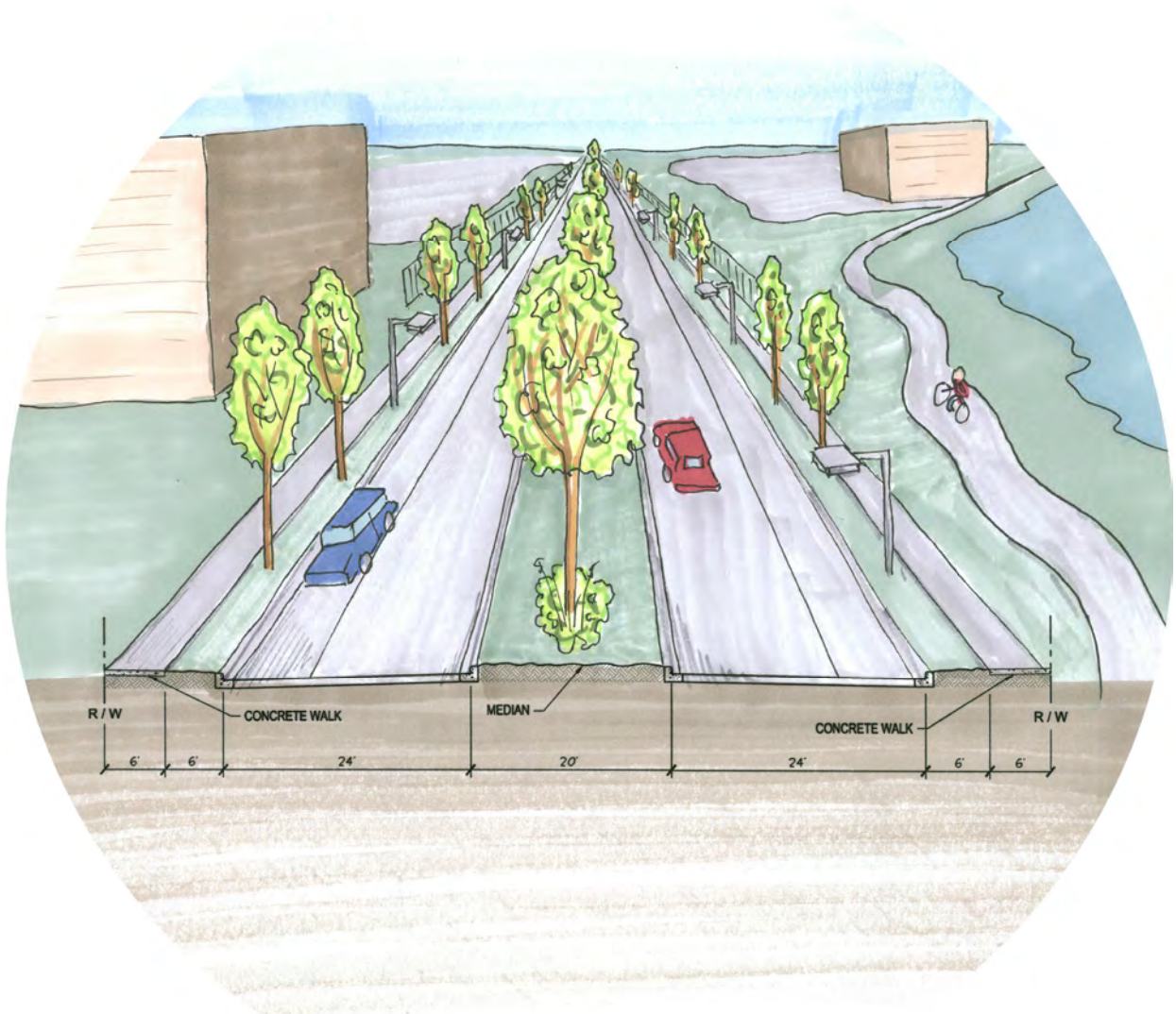
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #3
Ramsey Pkwy. West of Roundabout

THE COR
RAMSEY, MINNESOTA



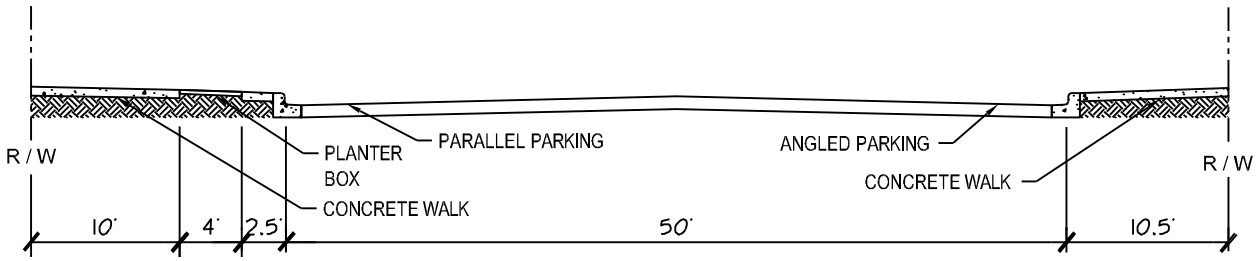


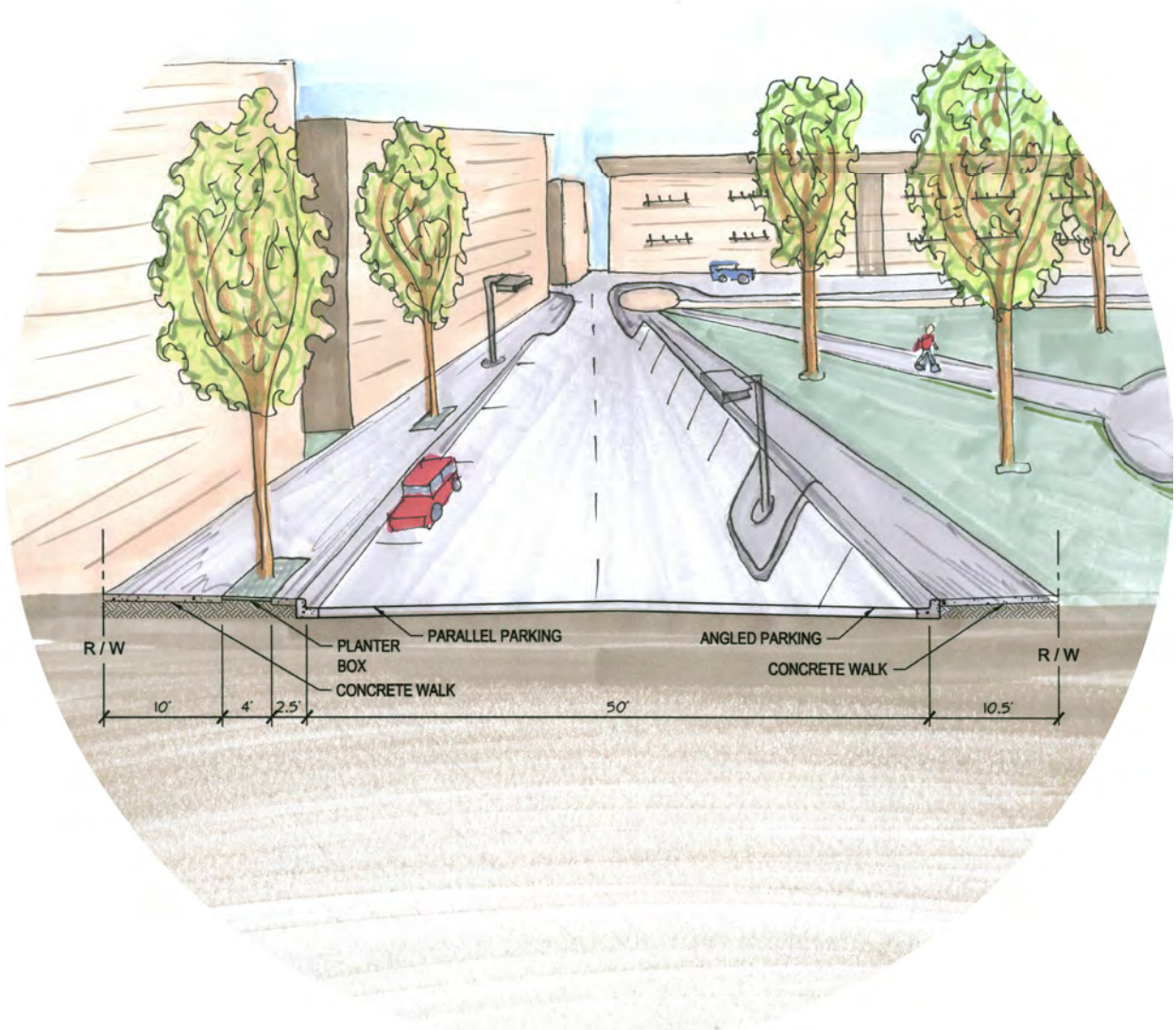
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #4
Ramsey Pkwy. East of Zeolite St.

THE COR
RAMSEY, MINNESOTA



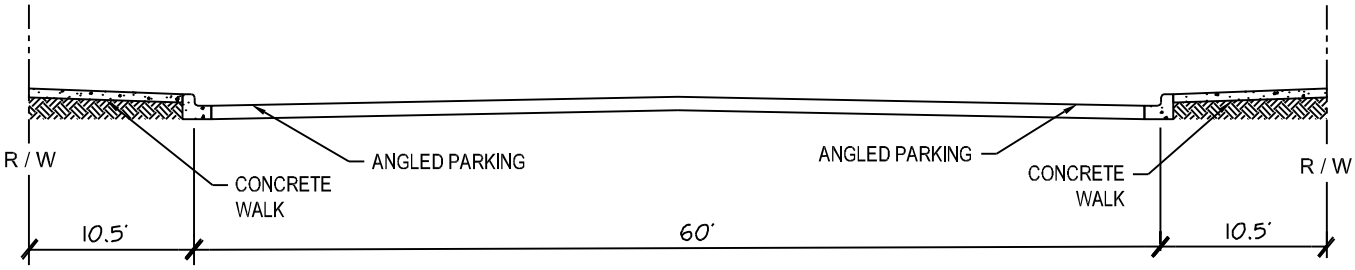


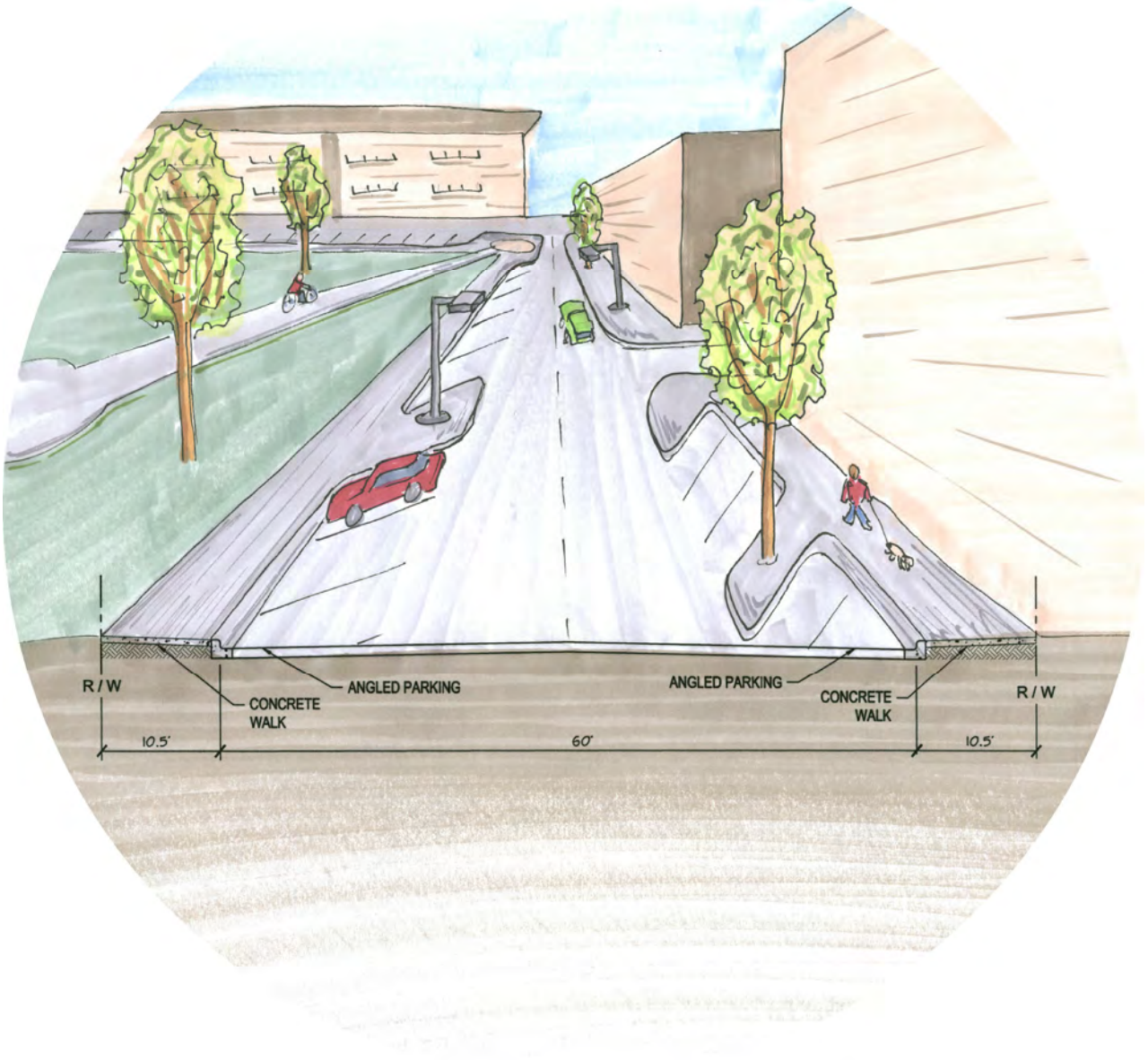
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #5
West of Municipal Plaza

THE COR
RAMSEY, MINNESOTA



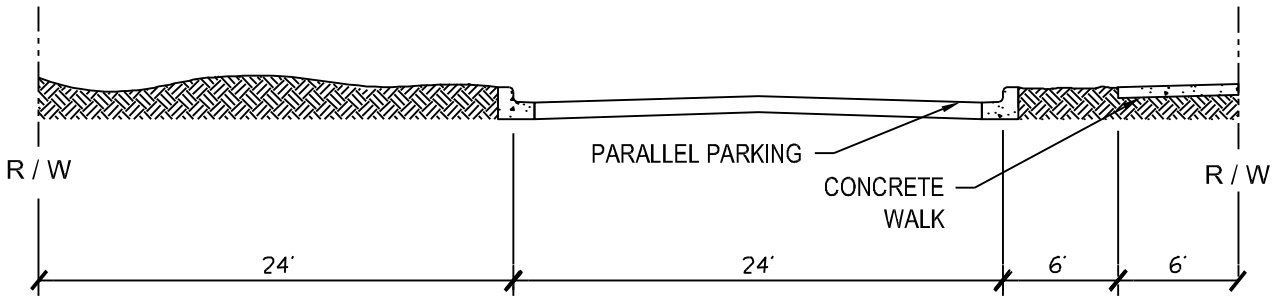


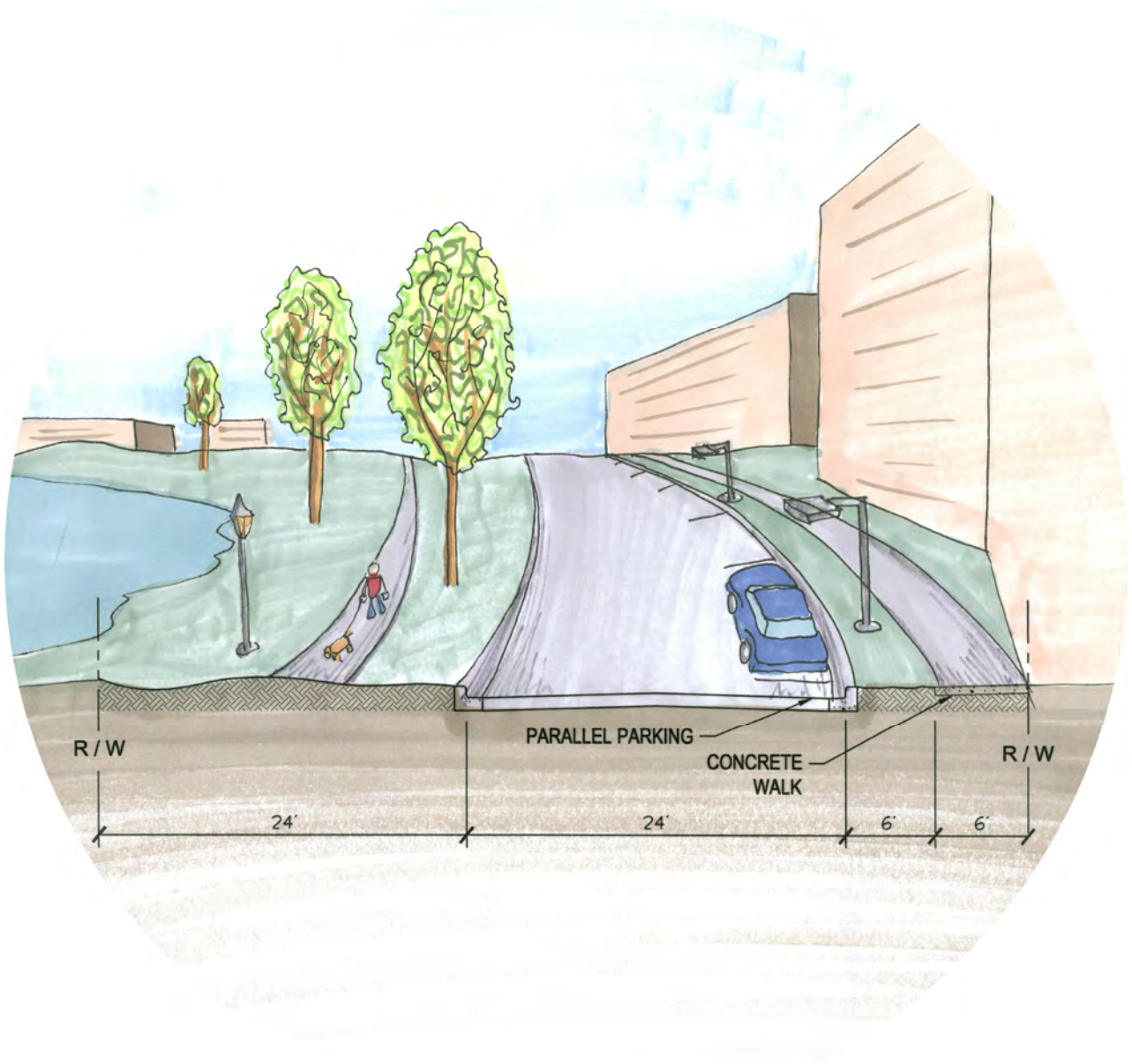
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #6
Center St. East of Municipal Plaza

THE COR
RAMSEY, MINNESOTA





LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #7
Ramsey Pkwy. South of The Draw

THE COR
RAMSEY, MINNESOTA



DRAFT

EXHIBIT B.1

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PYLON/COMMUNITY SIGN 'A'
Armstrong Blvd. & Highway 10

THE COR
RAMSEY, MINNESOTA



Eastbound



Westbound

DRAFT

EXHIBIT B.2

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PYLON/COMMUNITY SIGN 'B'
Commuter Rail & Highway 10

THE COR
RAMSEY, MINNESOTA



DRAFT

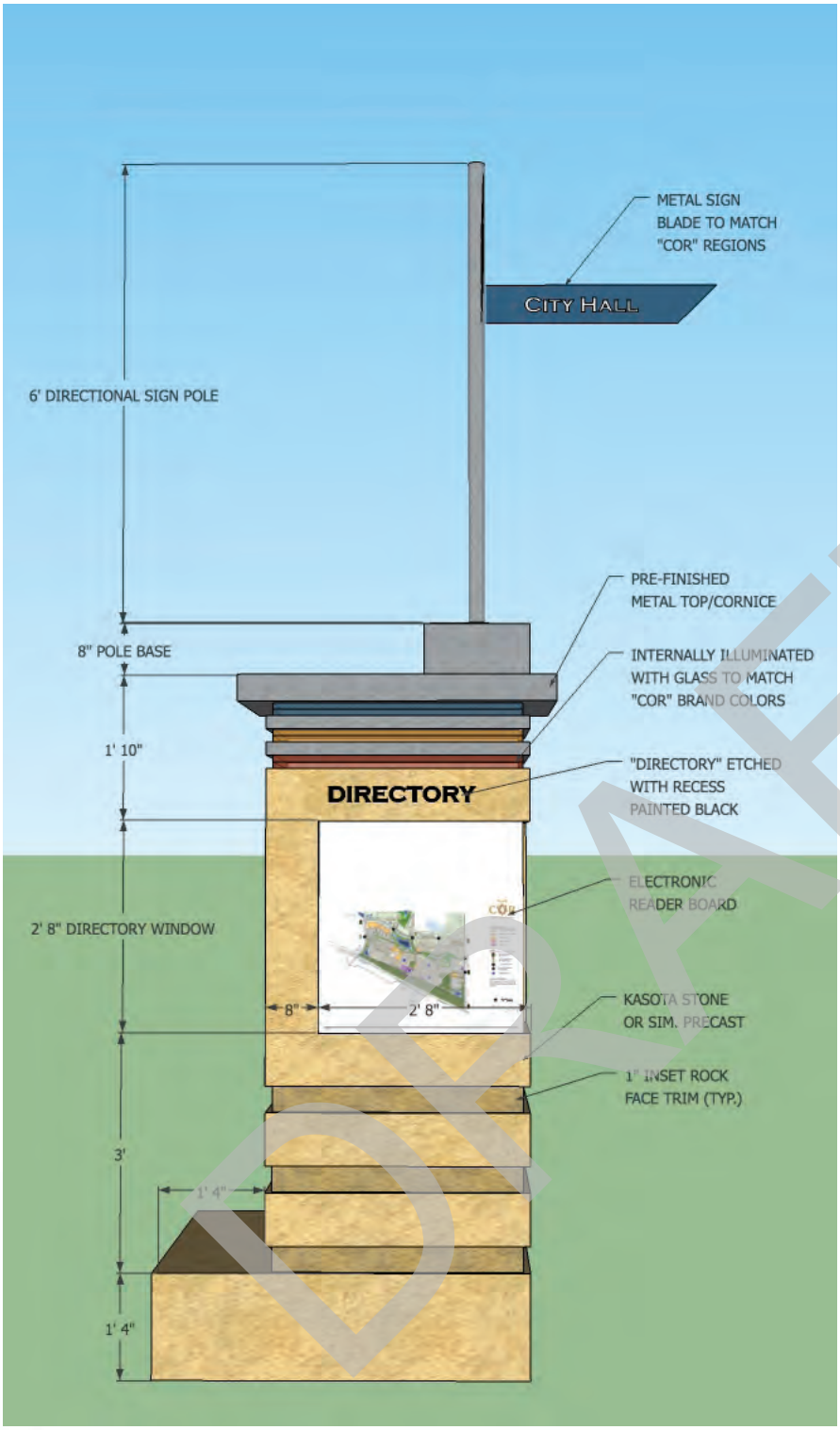
EXHIBIT B.3

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PYLON/COMMUNITY SIGN 'C'
Ramsey Blvd. & Highway 10

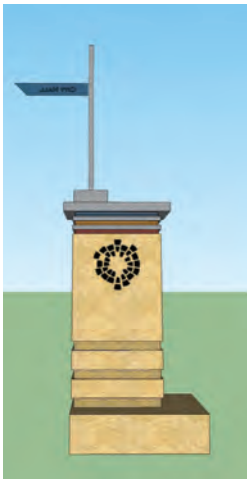
THE COR
RAMSEY, MINNESOTA



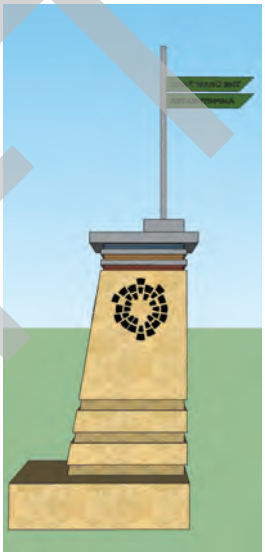
DIRECTORY PANEL VIEW



EVENTS PANEL VIEW



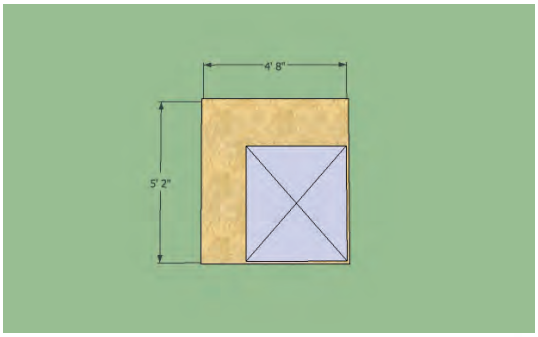
REAR VIEW



SIDE VIEW



PERSPECTIVE



PLAN VIEW

DRAFT

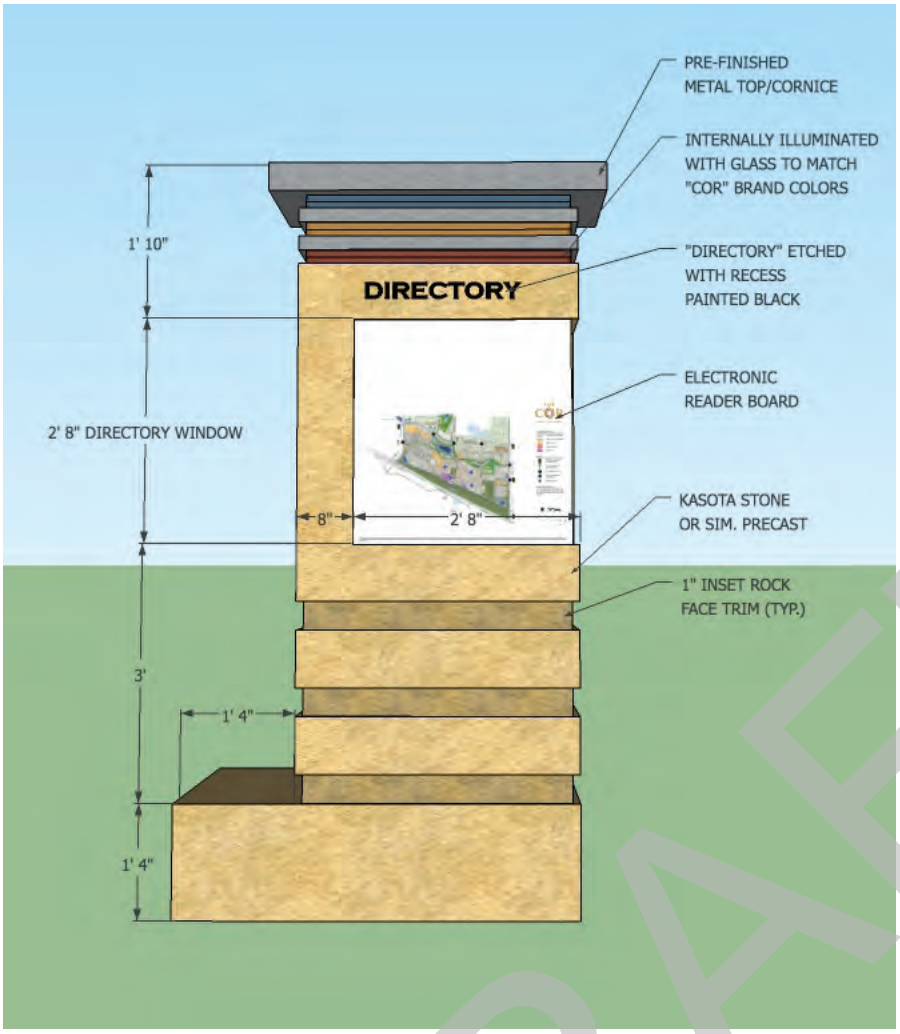
EXHIBIT B.4

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

COMMUNITY KIOSK 'A'
Commuter Rail & Veterans Dr.

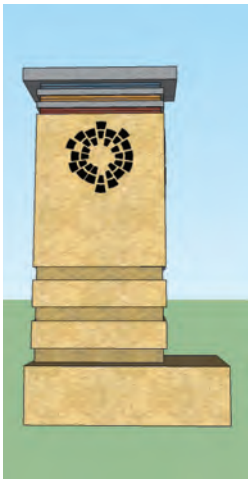
THE COR
RAMSEY, MINNESOTA



DIRECTORY PANEL VIEW



EVENTS PANEL VIEW



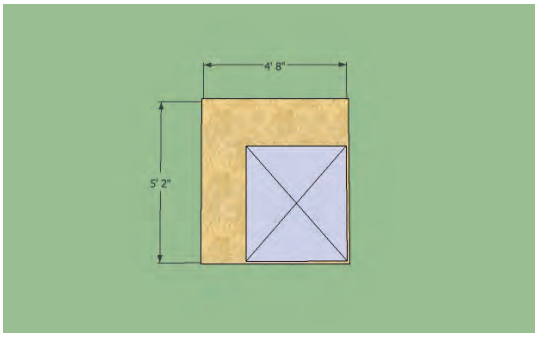
REAR VIEW



SIDE VIEW



PERSPECTIVE



PLAN VIEW

DRAFT

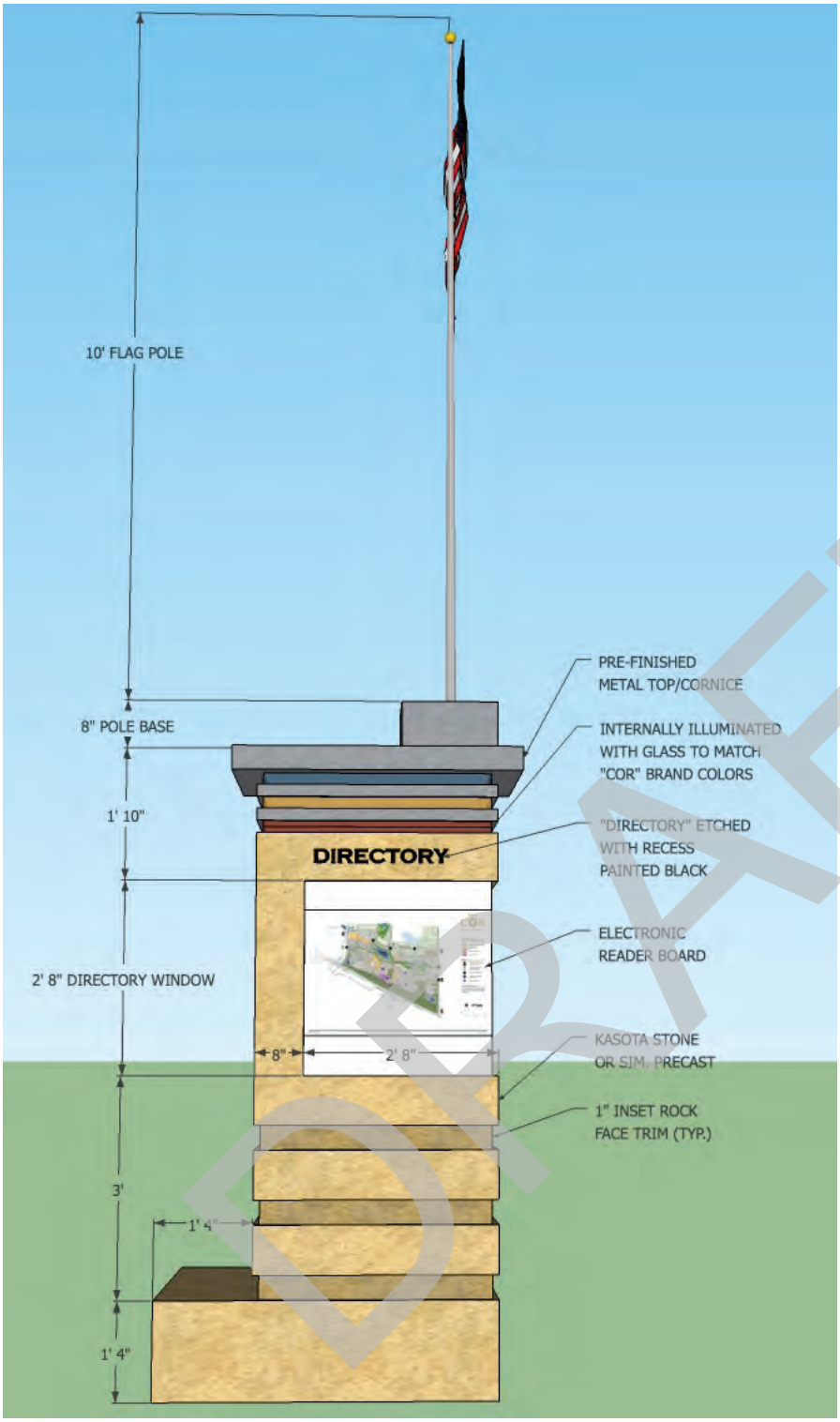
EXHIBIT B.5

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

COMMUNITY KIOSK 'B'
Sunwood Dr. & Center St.

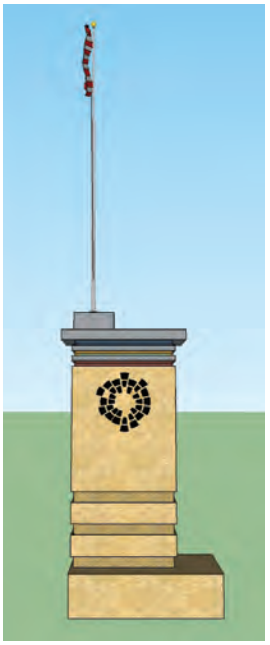
THE COR
RAMSEY, MINNESOTA



DIRECTORY PANEL VIEW



EVENTS PANEL VIEW



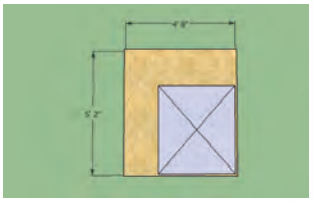
REAR VIEW



SIDE VIEW



PERSPECTIVE



PLAN VIEW

DRAFT

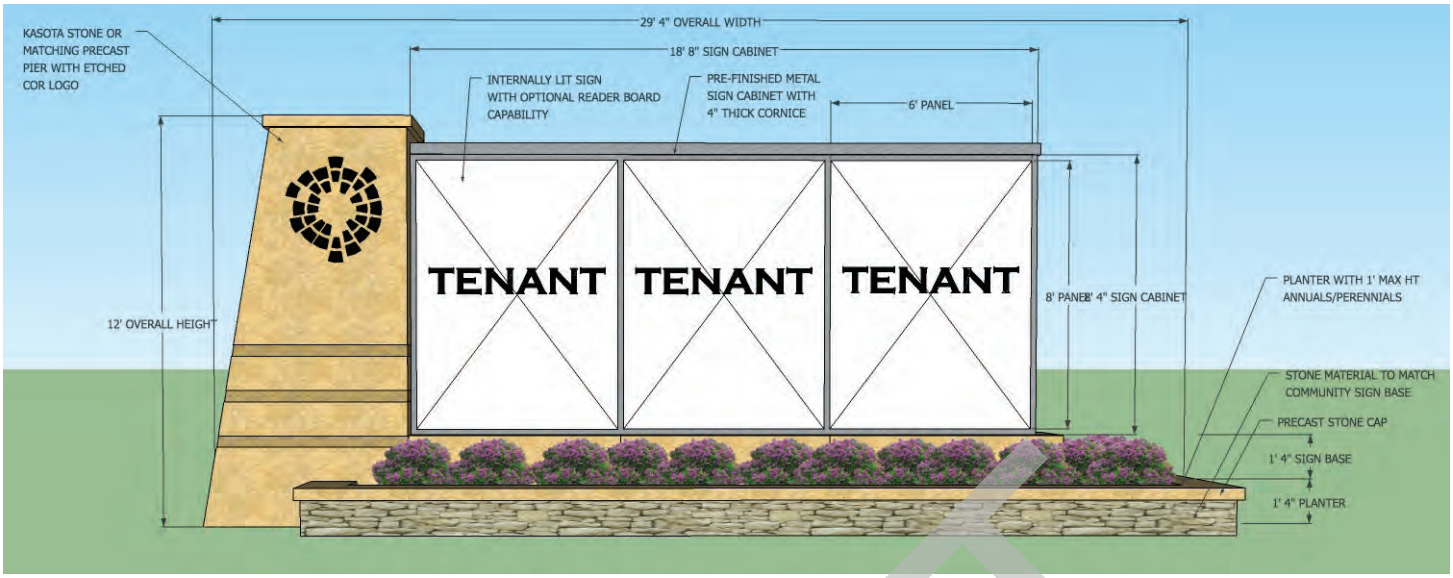
EXHIBIT B.6

LANDFORM
From Site to Finish

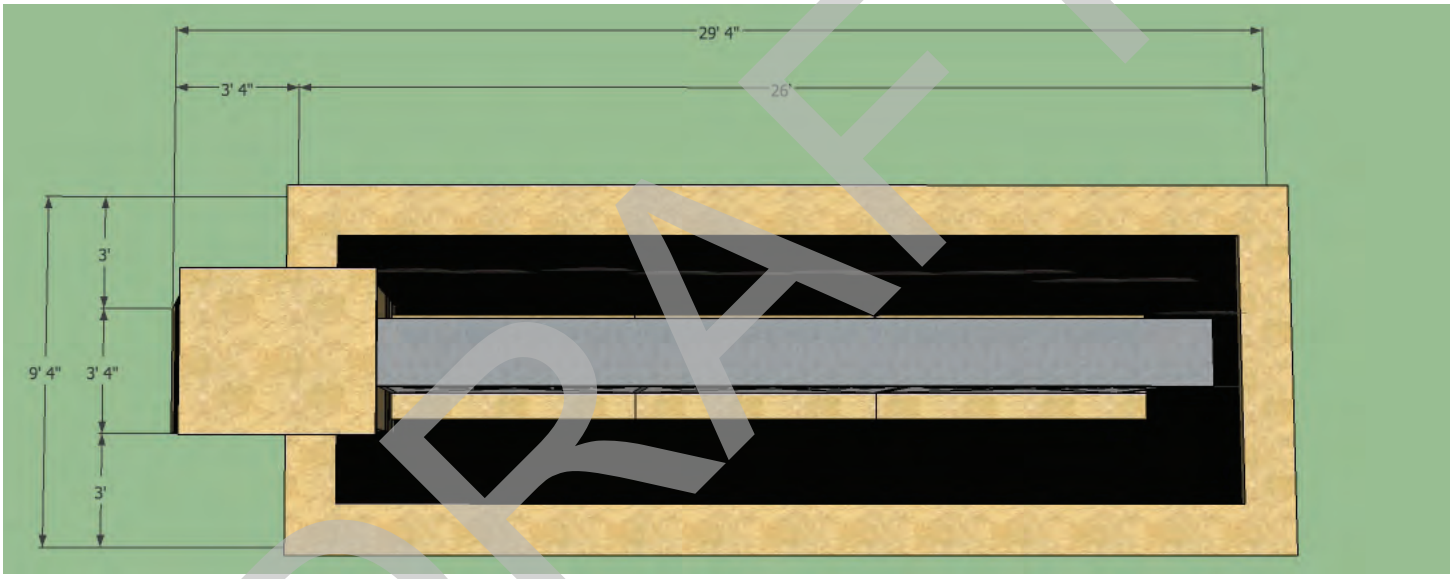
DESIGN FRAMEWORK
The COR at Ramsey

COMMUNITY KIOSK 'C'
Sunwood Dr. at Municipal Plaza

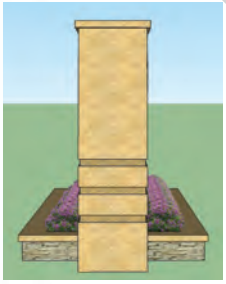
THE COR
RAMSEY, MINNESOTA



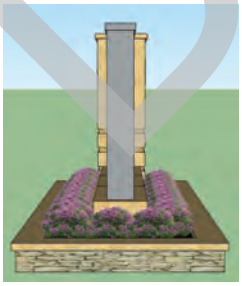
ELEVATION AT SUNWOOD



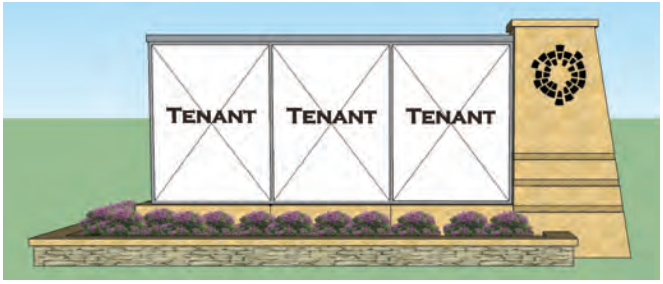
PLAN VIEW



PROFILE VIEW



PROFILE VIEW



ELEVATION

EXHIBIT B.7

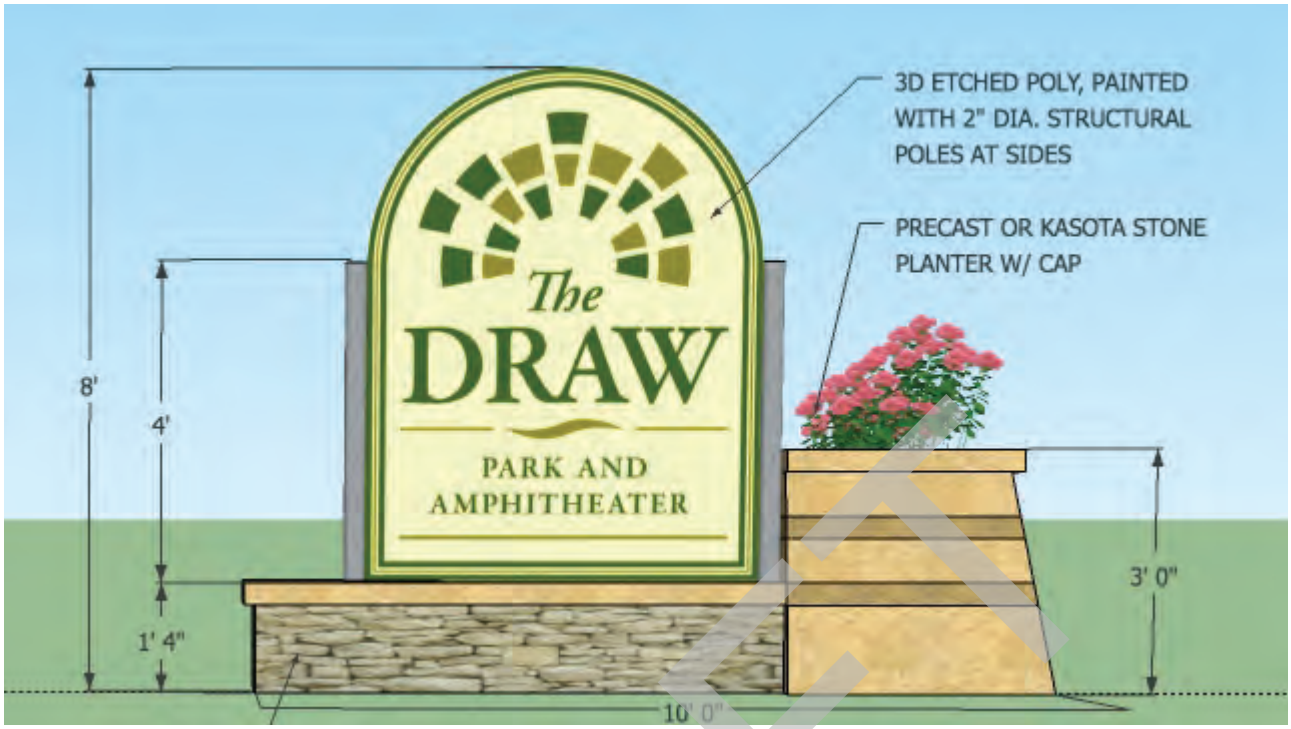
DRAFT

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PROJECT GATEWAY SIGN 'A'
Sunwood Dr. & Armstrong Blvd.

THE COR
RAMSEY, MINNESOTA





DRAFT

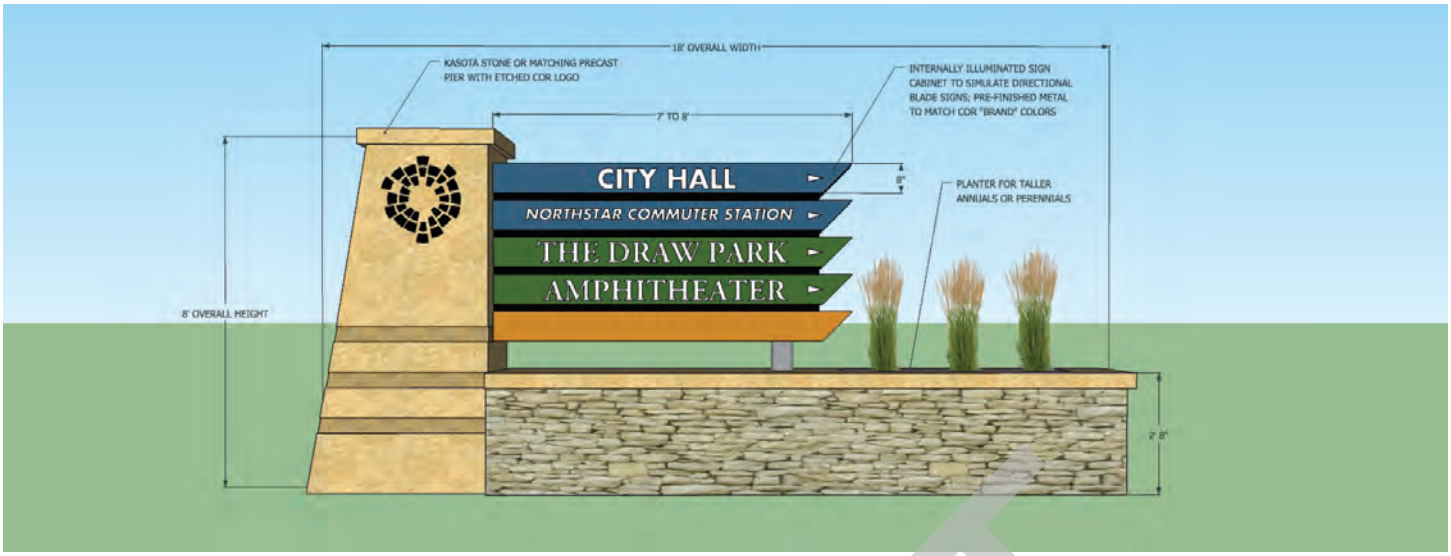
EXHIBIT B.8

LANDFORM
From Site to Finish

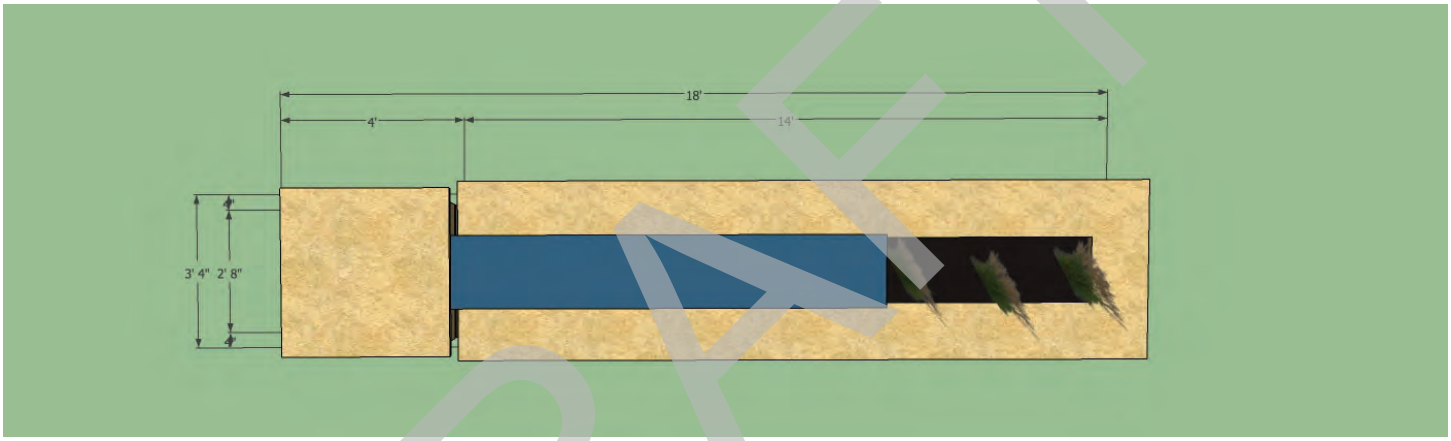
DESIGN FRAMEWORK
The COR at Ramsey

PUBLIC PARK SIGNS

THE COR
RAMSEY, MINNESOTA



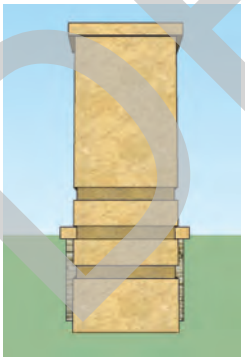
ELEVATION AT EASTBOUND BUNKER LAKE



PLAN VIEW



PROFILE VIEW



PROFILE VIEW



ELEVATION AT WESTBOUND BUNKER LAKE

DRAFT

EXHIBIT B.9

LANDFORM
From Site to Finish

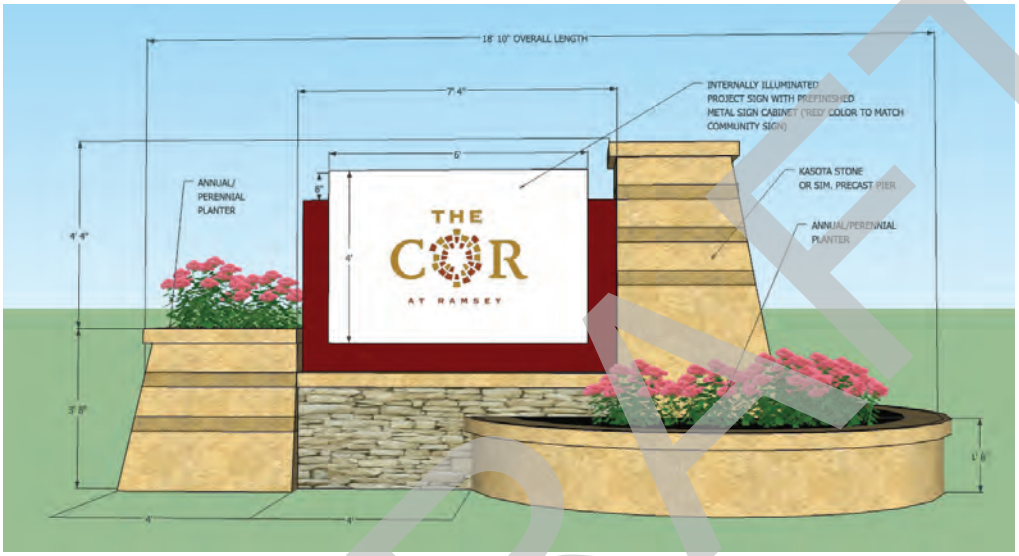
DESIGN FRAMEWORK
The COR at Ramsey

PROJECT GATEWAY SIGN 'C'
Bunker Lake Blvd. & Center St.

THE COR
RAMSEY, MINNESOTA



ELEVATION AT SOUTH BOUND RAMSEY



ELEVATION AT WESTBOUND BUNKER LAKE



PERSPECTIVE

DRAFT

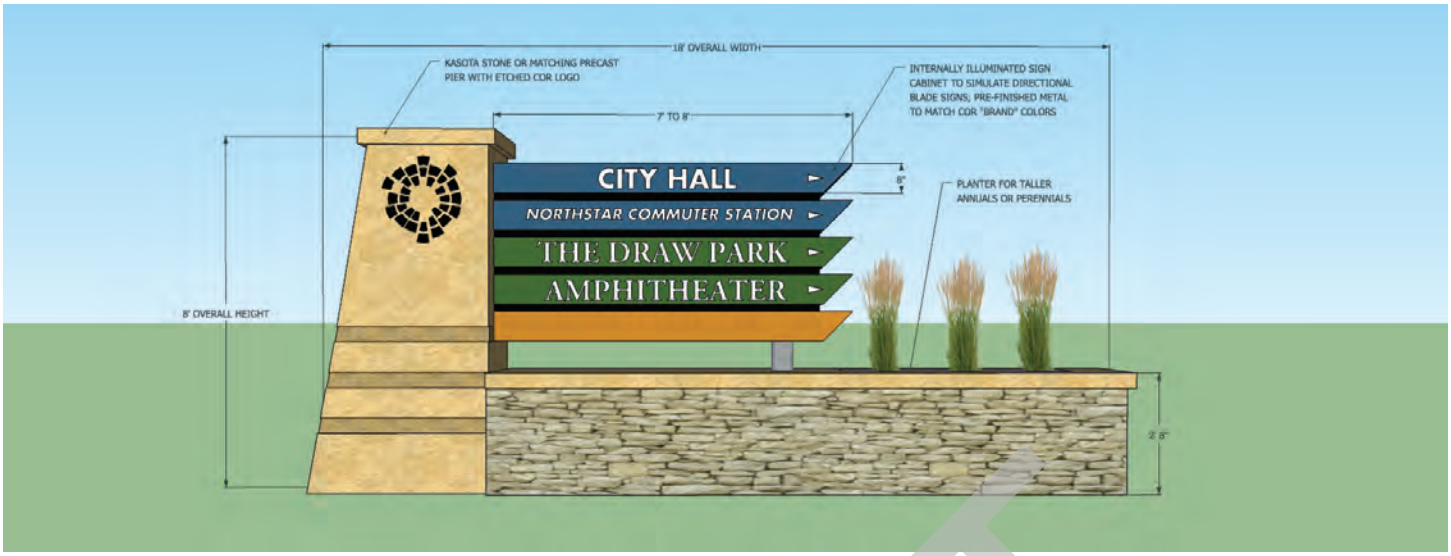
EXHIBIT B.10

LANDFORM
From Site to Finish

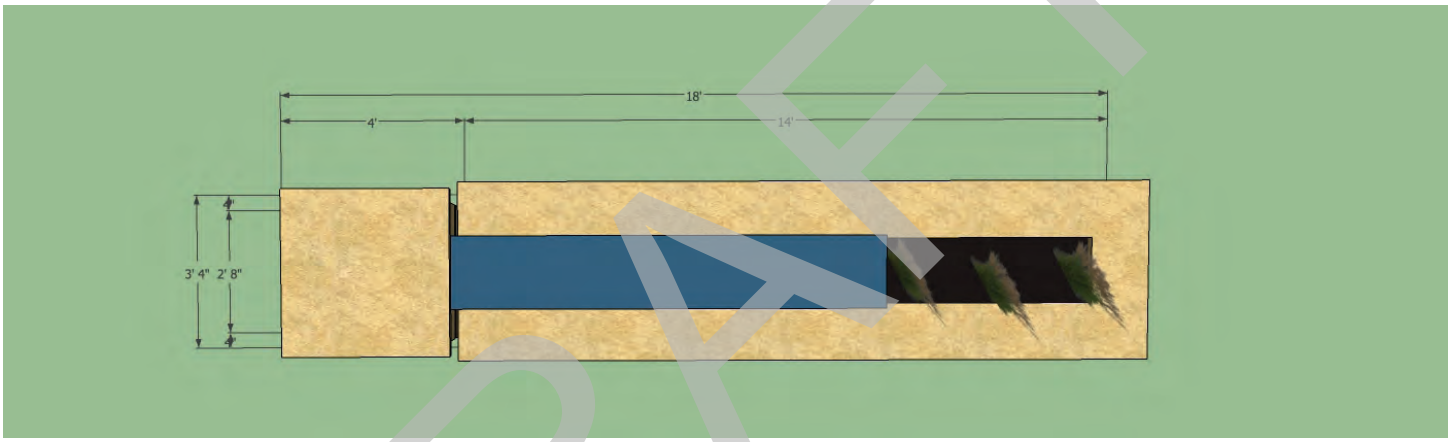
DESIGN FRAMEWORK
The COR at Ramsey

PROJECT GATEWAY SIGN 'D'
Bunker Lake Blvd. & Ramsey Blvd.

THE COR
RAMSEY, MINNESOTA



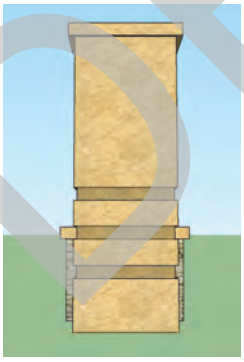
ELEVATION AT SOUTHBOUND RAMSEY



PLAN VIEW



PROFILE VIEW



PROFILE VIEW



ELEVATION AT NORTHBOUND RAMSEY

DRAFT

EXHIBIT B.11

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PROJECT GATEWAY SIGN 'E'
Sunwood Dr. & Ramsey Blvd.

THE COR
RAMSEY, MINNESOTA



DRAFT

EXHIBIT B.12

LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PUBLIC PARKING SIGNAGE
Standard Signage

THE COR
RAMSEY, MINNESOTA



DRAFT

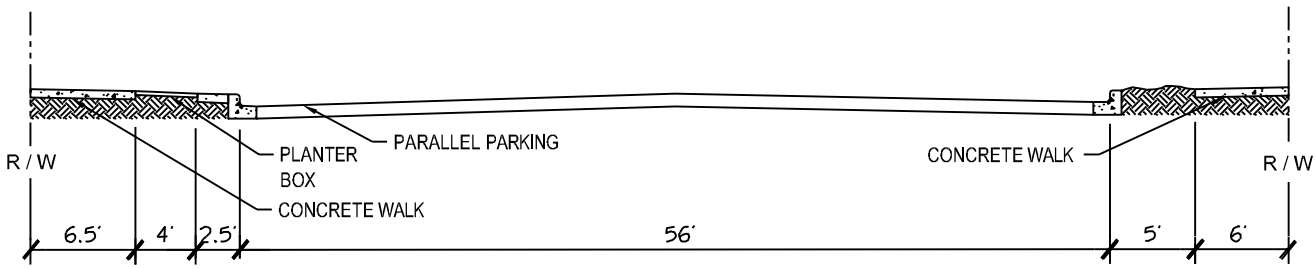
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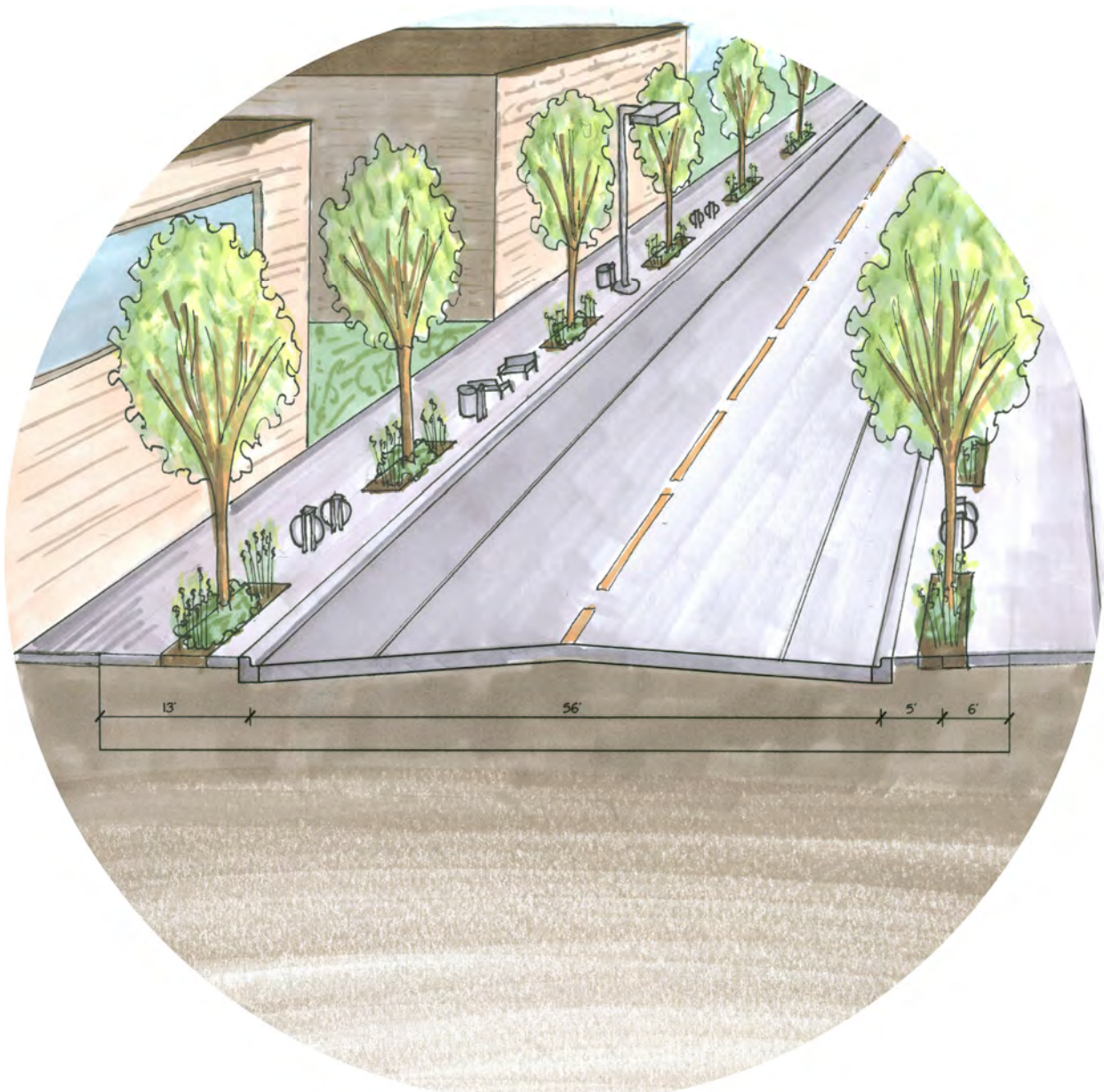
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

LIGHT POLE BANNER SIGNS
Standard Signage

THE COR
RAMSEY, MINNESOTA



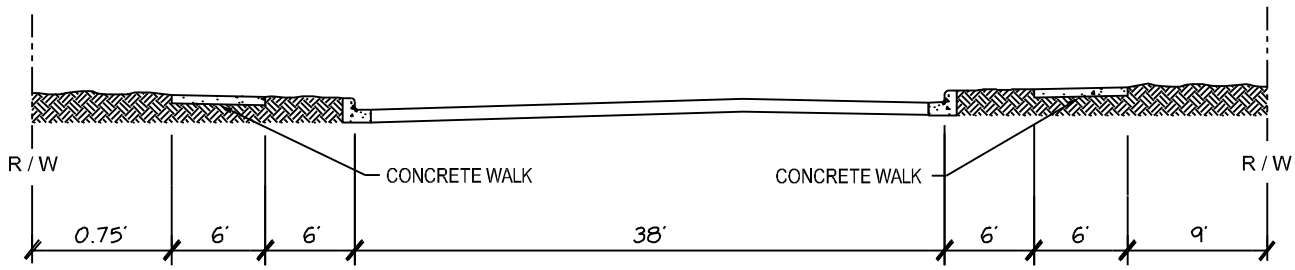


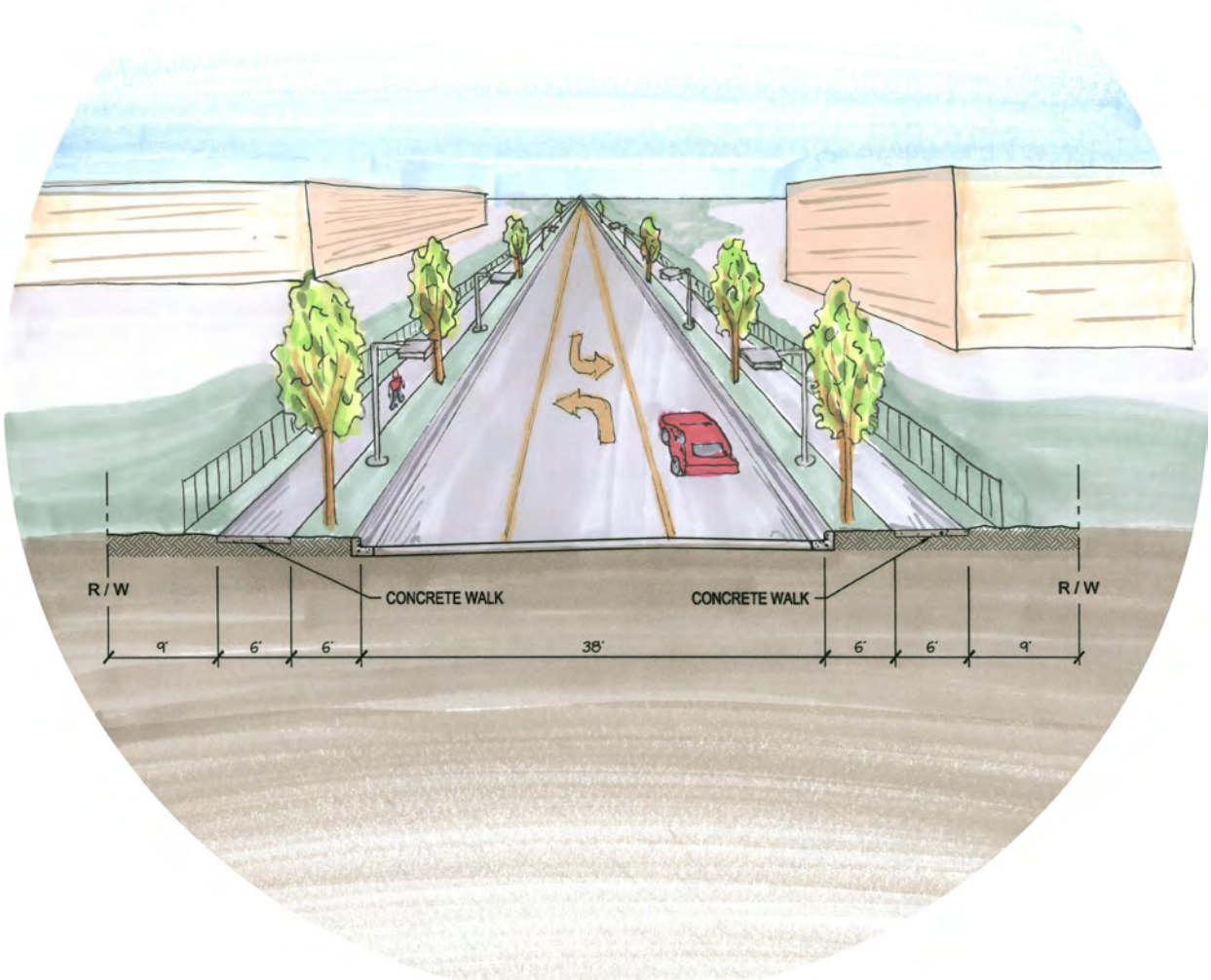
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #1
Sunwood Dr. East of Zeolite St.

THE COR
RAMSEY, MINNESOTA



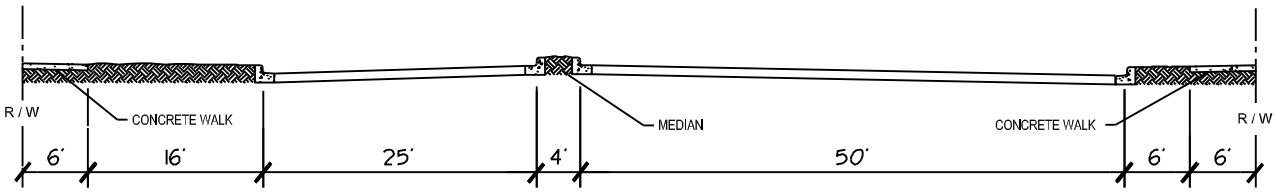


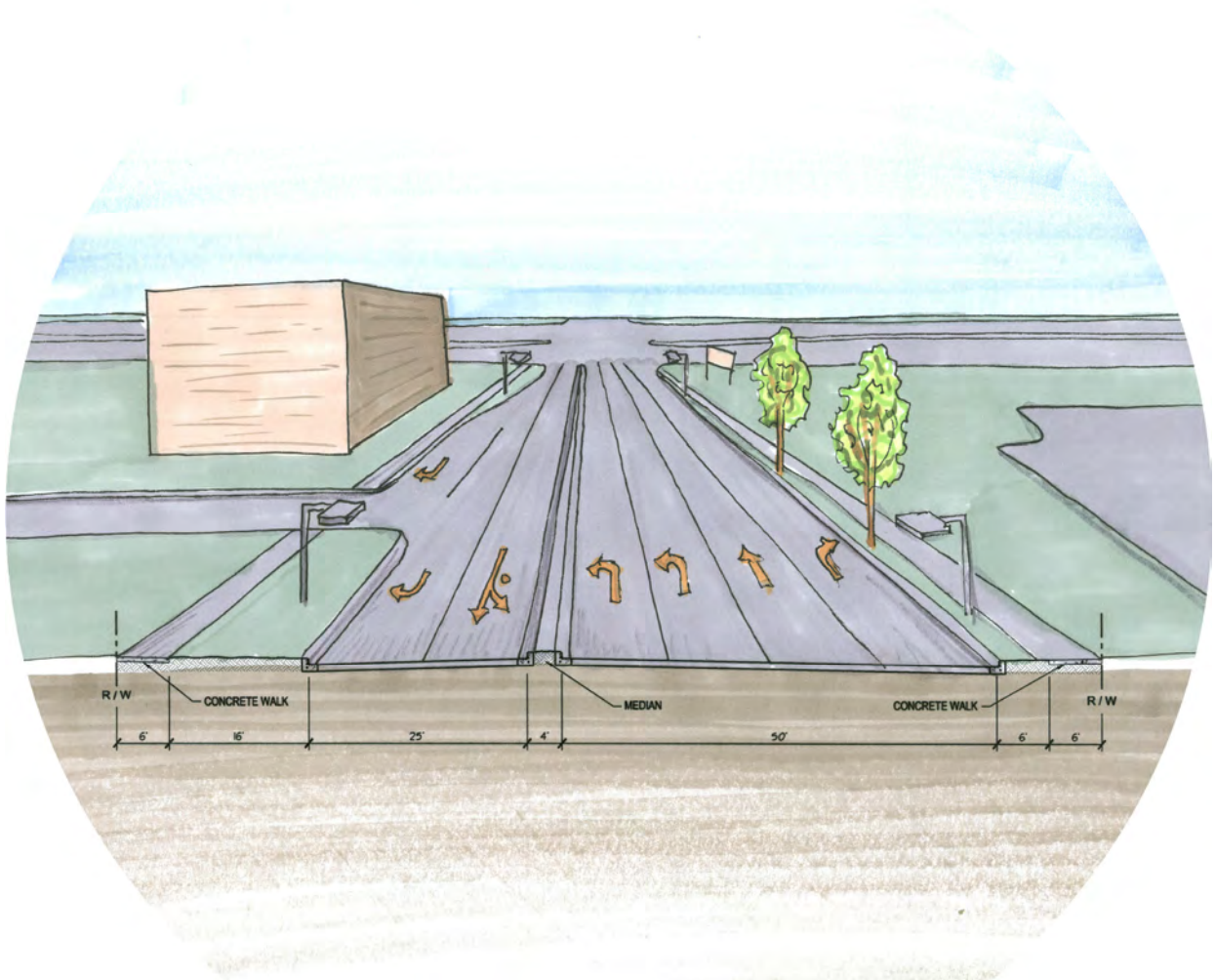
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #2
Sunwood Dr. West of Zeolite St.

THE COR
RAMSEY, MINNESOTA



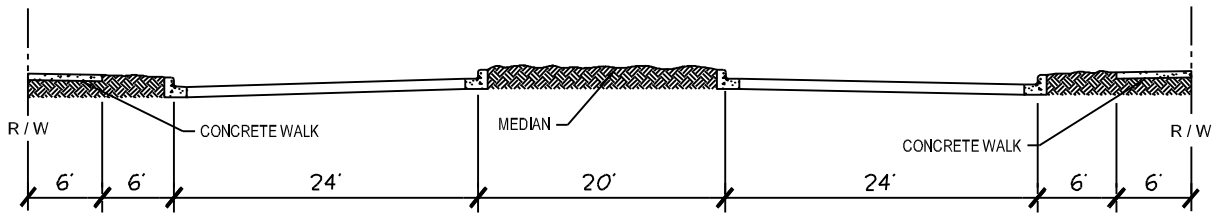


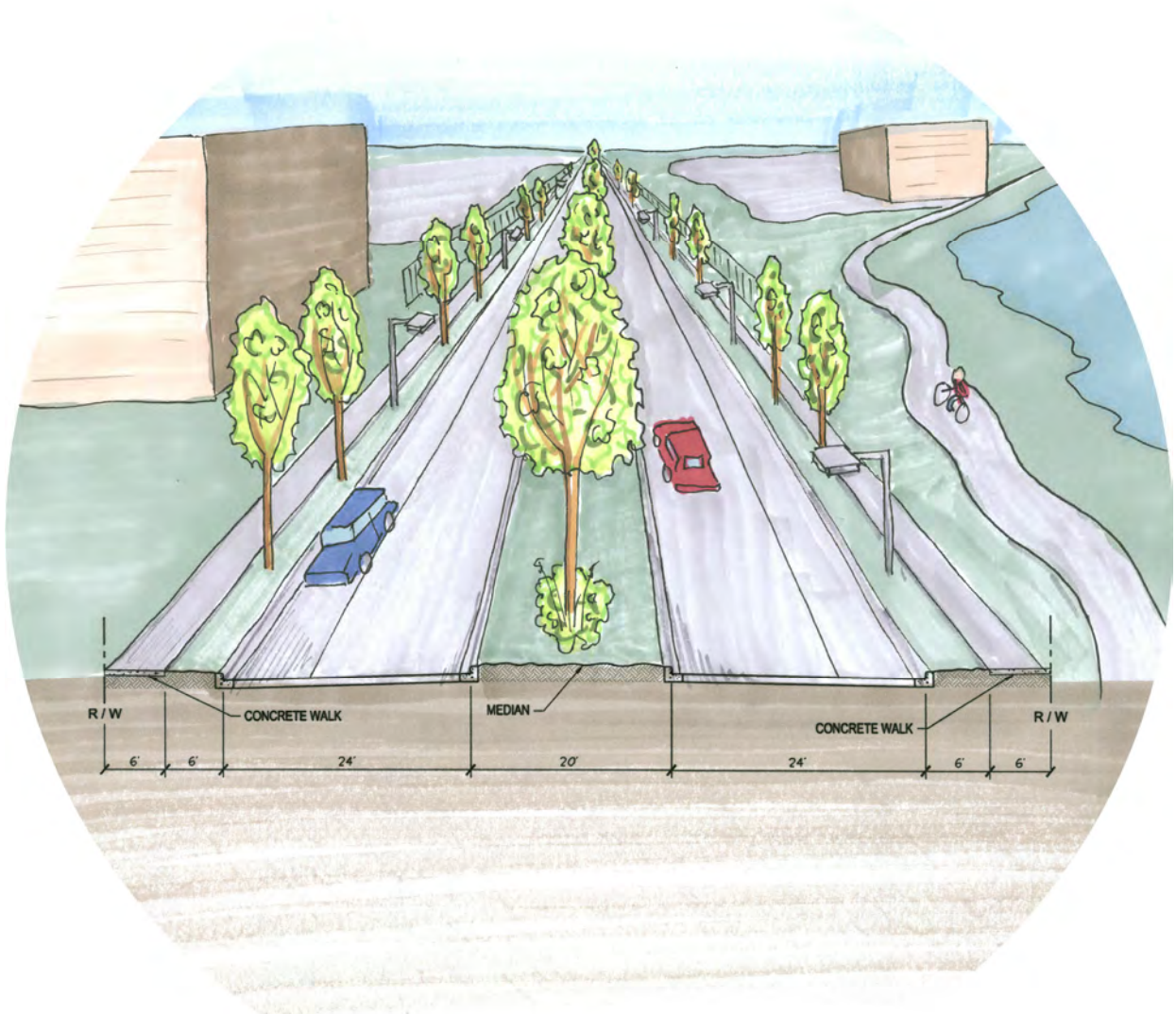
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #3
Ramsey Pkwy. West of Roundabout

THE COR
RAMSEY, MINNESOTA



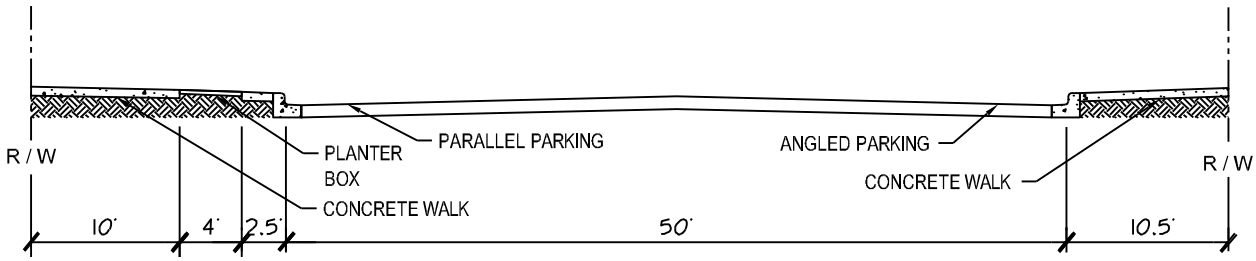


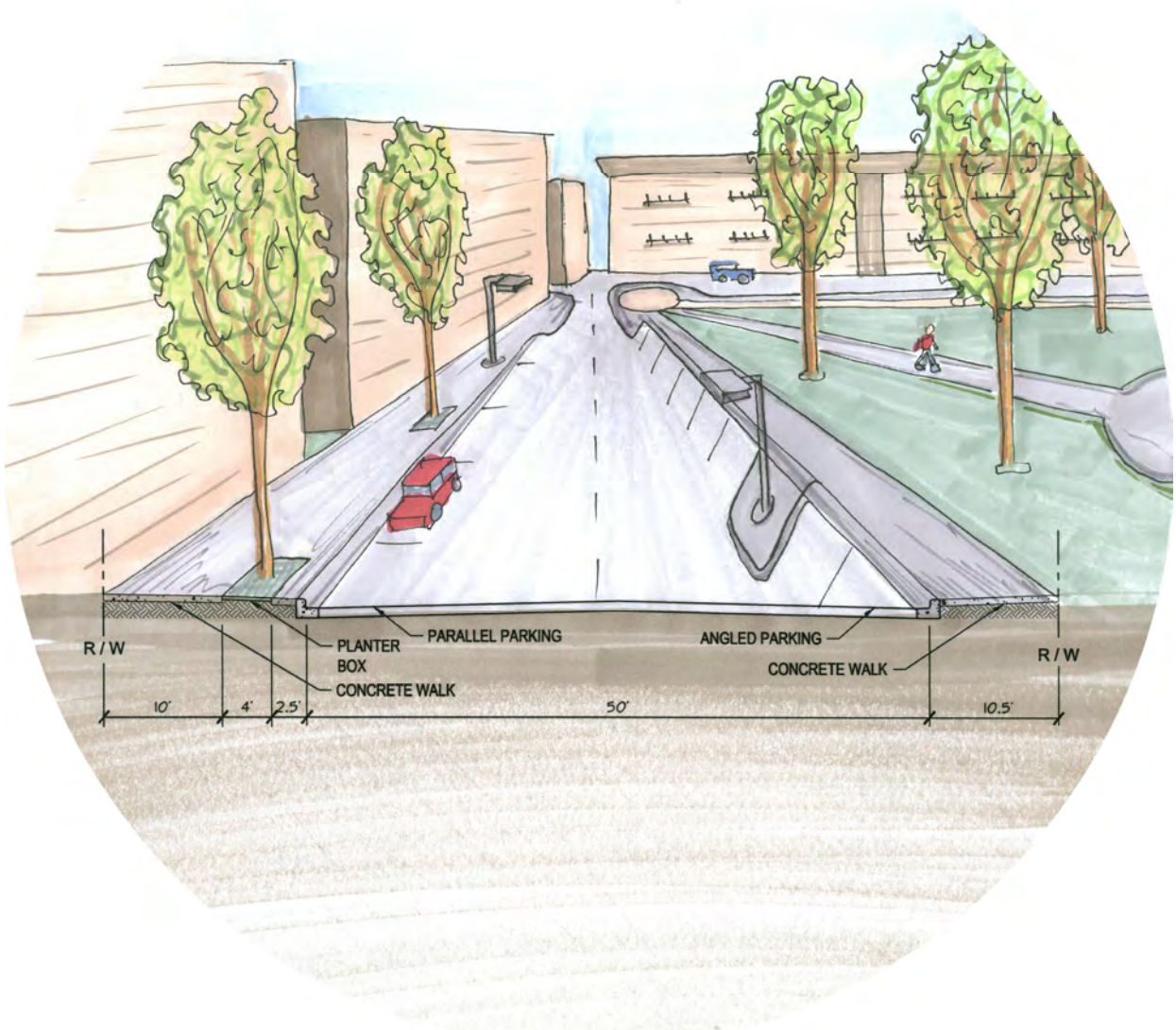
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #4
Ramsey Pkwy. East of Zeolite St.

THE COR
RAMSEY, MINNESOTA



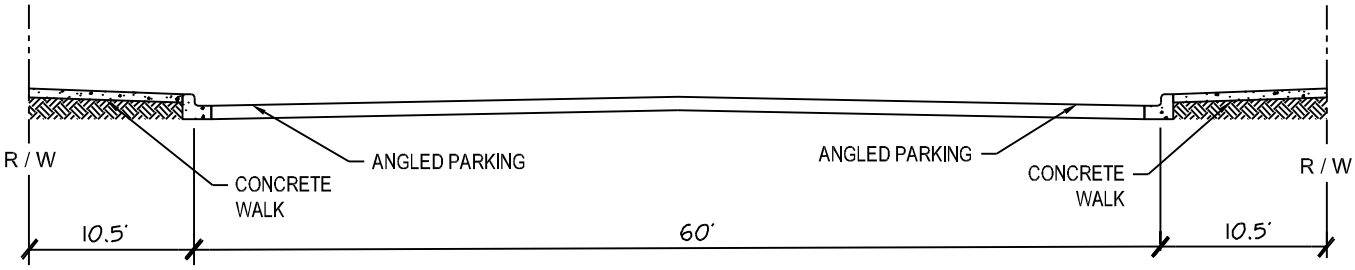


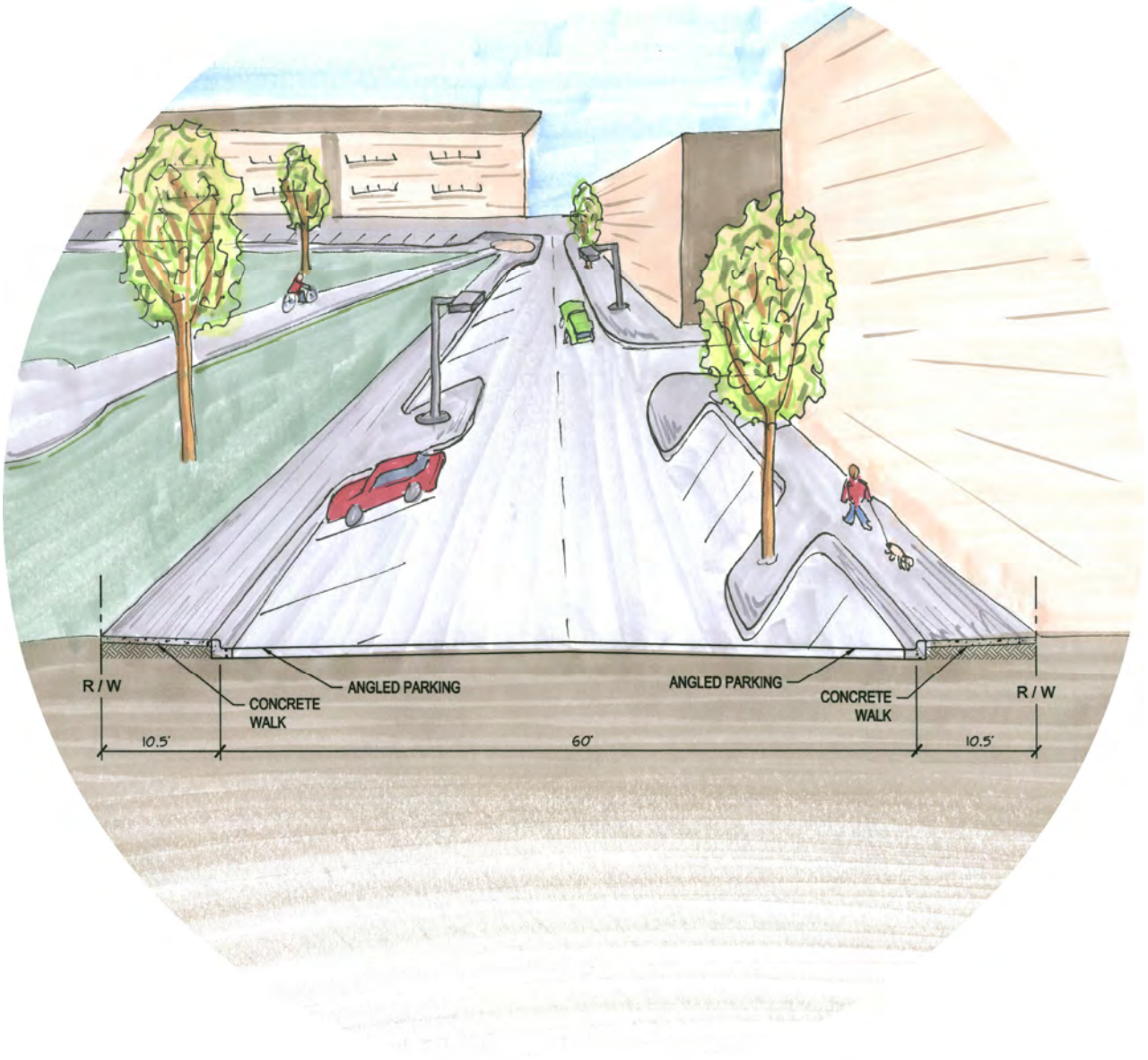
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #5
West of Municipal Plaza

THE COR
RAMSEY, MINNESOTA



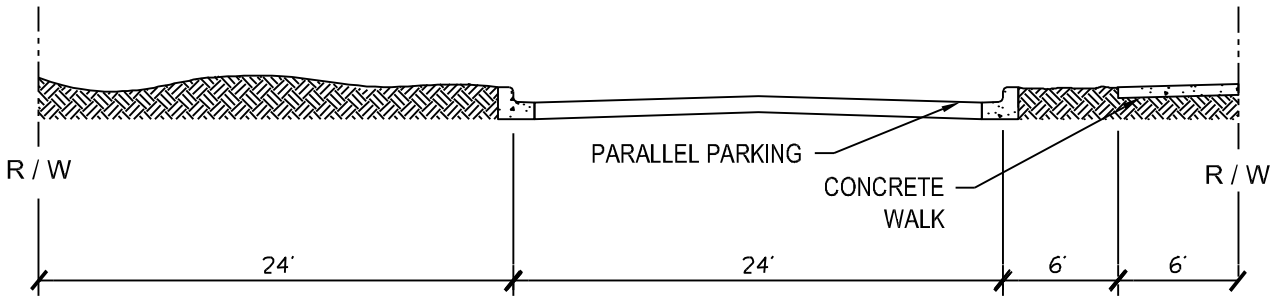


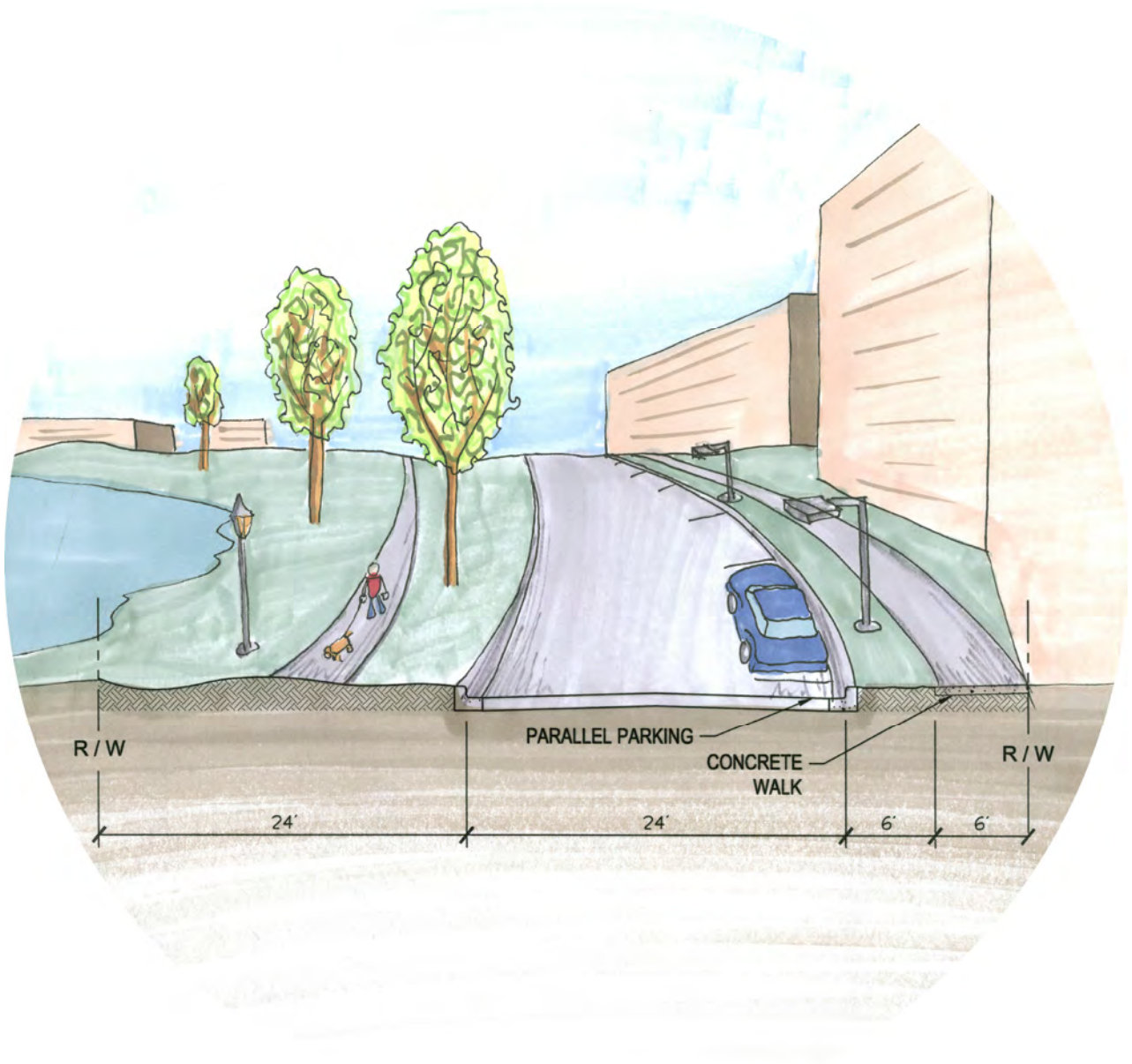
LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #6
Center St. East of Municipal Plaza

THE COR
RAMSEY, MINNESOTA





LANDFORM
From Site to Finish

DESIGN FRAMEWORK
The COR at Ramsey

PERSPECTIVE SECTION #7
Ramsey Pkwy. South of The Draw

THE COR
RAMSEY, MINNESOTA

7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

The COR Interim Development Plan

Anticipated Adoption: 2017

City Council	Mayor Sarah Strommen Councilmember At-Large John LeTourneau Councilmember At-Large Kristine Williams Ward 1 Councilmember Jill Johns Ward 2 Councilmember Mark Kuzma Ward 3 Councilmember Melody Shryock Ward 4 Councilmember Chris Riley
Planning Commission	Chairperson Randy Bauer Vice-Chairperson Gary Van Scoy Bruce Anderson Ralph Brauer Cheri Gengler Cindy Nosan Patrick Surma Former Chairperson Gary Levine (in memory)
Economic Development Authority	Chairperson Jim Steffen Vice-Chairperson Wayne Skaff Philip Brundt Brian Burandt Glen Hardin Chris Riley (Council Representative) Kristine Williams (Council Representative)
Parks and Recreation Commission:	Shane Bennett, Chairperson Russell Bayer Andrew Fyten Jennifer Lestico Brandon Sis Charles Tchuinkwa Jon Trappen

7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

Environmental Policy Board	Thomas Stadola, Chairperson Michael Valentine, Vice-Chairperson Colleen Anderson Reid Bernard Jane Covart Michael Hiatt Lucas Trossen
Staff Team:	Tim Gladhill, Community Development Director Kurt Ulrich, City Administrator Patrick Brama, Asst. City Administrator/Economic Dev. Manager Chris Anderson, City Planner Bruce Westby, City Engineer Mark Riverblood, Parks and Asst. Public Works Superintendent

Version: I:\The Cor\2015 Vision Clarification\Vision Document 2017\Interim Development Plan\The COR Interim Development Plan.Docx 4/3/2017 2:07 PM

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Purpose of Interim Plan

The purpose of this document is to set into motion potential land use policy changes for The COR. In 2015, the City's Planning Commission described a need to evaluate and clarify the vision for The COR in response to several project approvals.

The Land Use Plan and Zoning Code are not the vision. They are the tool to achieve the vision. Focus on the elements that are important to us, regardless of the land use (examples include, but are not limited to greenway connections, sense of place, walkability). There are ways to achieve the vision, regardless of the use.

Common Terms

The COR Development Plan. This is the existing land use plan for The COR circa 2011. This is the official control and legal basis for land use decisions within The COR. Also referred to as the 'Development Plan'. This is the 'second generation plan' for the development, preceded by the Ramsey Town Center Master Plan.

The COR Interim Development Plan. This is the document you are reading now. While the City continues to refine land use recommendations and feasibility analysis for The COR, this document is intended to be a guiding policy document to review quality projects that do not meet the strict adherence to The COR Development Plan. Also referred to as the 'Interim Development Plan'.

The COR Development Plan Amendment. This is a future document. This will be the document that updates the Zoning Code, otherwise known as the official controls, for The COR. This will replace existing Comprehensive Plan, Zoning Code, and Design Framework. Also referred to as the 'Plan Amendment'. This will be considered the 'third generation plan' for The COR.

Using this Document

This land use plan is an interim plan that will guide land use decisions prior to a formal amendment for The COR. Uses currently allowed in The COR Development Plan shall be allowed consistent with applicable law. Projects consistent with options contained within this Interim Development Plan, but conflict with the existing plan, may proceed forward, but shall require a formal Plan Amendment. The policy directives of this document are advisory in nature, and are not binding. If a proposed project meets the minimum requirements of the existing Development Plan, it shall be considered consistent with the Development Plan and Zoning Code and shall be approved.

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Vision

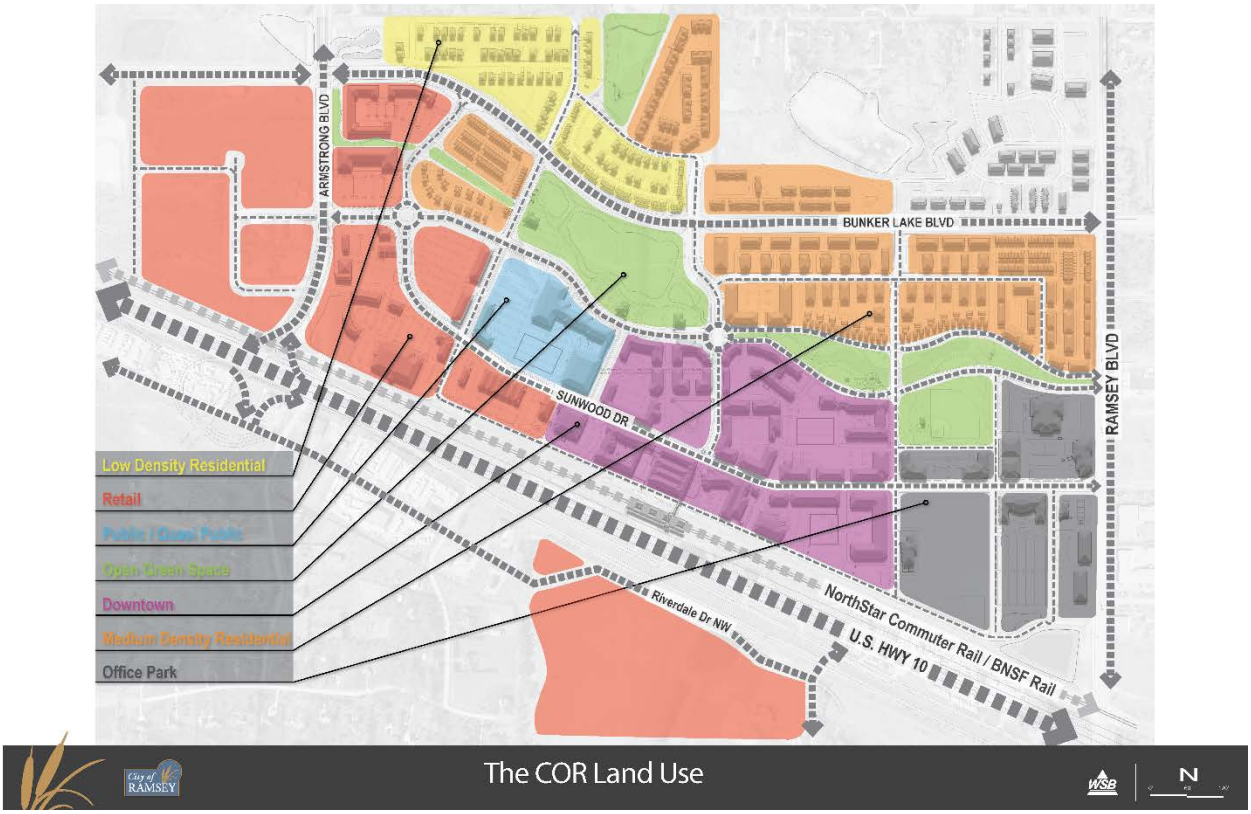
The Vision Statement was created for the purpose of crafting update land use scenarios and is not intended to approve or disapprove individual projects. Projects must be reviewed using the City's Zoning Code as the official land use control. The Vision Statement is not a regulatory tool, yet a visionary tool.

> *The COR will serve as a City Center primarily to bring people of Ramsey together that embraces natural market opportunities. The COR will also attract energy from the surrounding region. It will be a unique destination, technology-accessible, and serve as a gathering place. It will feature unique architecture stressing historical feel and function.*

Development-Wide Assumptions

1. The development is part of a broader **GROWTH MANAGEMENT STRATEGY** that protects the City's primary land use goal to respect the **BALANCE OF RURAL AND URBAN CHARACTER**.
2. The development shall take a **MIX OF USES** within the development, which is also known as **HORIZONTALLY MIXED USE** approach versus a strict adherence to traditional mixed-use definitions to require vertically mixed-use buildings. The mix of land use districts and land use types within the development as a whole shall guide success of mixed use, not strictly mix of uses within a building, block, or individual district. These types of mixes although not required, are encouraged. The 'mix of uses' approach shall not preclude flexible first floor and vertically mixed use buildings.
3. Our vision includes significant areas guided for a variety of **RETAIL OFFERINGS**. **HOUSING DENSITY** is important to that vision.
   The emphasis of the master plan concepts is to **GUIDE LAND USE**, and is **NOT SPECIFIC SITE PLAN REVIEW**. Future developers shall have the creative freedom to propose other concepts that are generally in line with **OVERALL VISION**.

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Land Use District (Sub-District) Descriptions and Requirements

The COR is divided into five (5) distinct land use districts that ensure a mix of uses and guides quality private and public development. These districts are considered sub-districts and can be amended easier than traditional zoning districts. The overall land use mix shall be provided. Amending sub-districts shall be approved by resolution of the City Council after recommendation by the Planning Commission, but shall not require a Public Hearing. Amending sub-district boundaries shall not require a Comprehensive Plan Amendment so long as the over land use balance is preserved.

1. Downtown District (COR-1)
2. Retail District (COR-2)
3. Office District (COR-3)
4. Residential District (COR-4)
5. Parks and Open Space District (COR-5)

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The Downtown District (COR-1)

Downtown District Description. The Downtown District shall be a high-density district with a mix of uses. Vertically mixed use buildings are not required, but are encouraged. The Downtown District shall be predominantly high-density residential to support existing transit and City growth-management goals, but is not required. Shared parking districts are an integral part of the success of this district. Urban design shall also emphasize build-to lines and pedestrian interaction. The district shall have the most robust architectural design standards amongst all City land use districts.

This district is the focal point of the development. This quarter-mile radius is key to land use supportive of transit and other City land use goals. The City of Ramsey and its funding partners (Anoka County, CTIB-Counties Transit Improvement Board, and Metropolitan Council) invested nearly $14 Million Dollars on the Northstar Commuter Rail – Ramsey Station, relying on The COR Development Plan. This district is described as predominantly high-density residential, with a number of commercial uses along Sunwood Drive. There should be a **MIX OF USES** within this district.

Planning Commission Recommendation: The City should focus on original visions to better manage parking and maximize land use of individual parcels. This includes reverting back to a **FLOOR AREA RATIO (FAR) OF 0.75** and retaining a strict adherence to **MAXIMUM PARKING** standards and shared **PARKING DISTRICT** requirements. Minimum density shall be fifteen (15) units per acre with no maximum density required.

4/25/17 City Council Work Session Comment. Concern was raised over reverting back to the 0.75 FAR, thus requiring vertical shared parking in the downtown district. Consensus was generally to study cost/benefit further, with acknowledgment of the need for flexibility.

5/25/17 EDA Comment. Open to discussion and reviewing further parking districts and parking ramps. However, the City should not force or require shared parking. Shared parking and parking ramps should be encouraged and strived for, but not required of private development. The City should not revert back to the 0.75 FAR.

The Retail District (COR-2)

Retail District Description. The Retail District shall be focused on providing retail offerings to support the community and beyond. This district shall focus on smaller, unique shops, while allowing larger format retailers along Highway 10 where visibility and access is best.

Places to eat, shop, and be entertained were a key component of the original development. While other land uses have succeeded in continued growth, retail goals have struggled to keep pace. The City has continued to evaluate our retail marketing strategy, and amendments to this plan represent a broader effort to advance these goals.

Citywide, the community has over 150 acres of undeveloped or redevelopment areas guided for future retail growth. In comparison, the Riverdale shopping center in Coon Rapids is approximately 200 acres. Coupled with proximity to Elk River and physical barriers such as the Mississippi River and Rum River, it is not likely that the City will be successful in developing this amount of retail within this 20 year planning period, if at all. Additionally, the market for larger retail users is quickly changing with adapting technologies. The City's market experts have encouraged the City to re-evaluate its retail strategies.

EMPHASIS: The City continues to plan for a significant amount of retail growth within The COR and throughout the community. The recommendations below are not intended to de-emphasize our retail goals, yet strengthen said retail goals and focus on more appropriate areas for future growth.

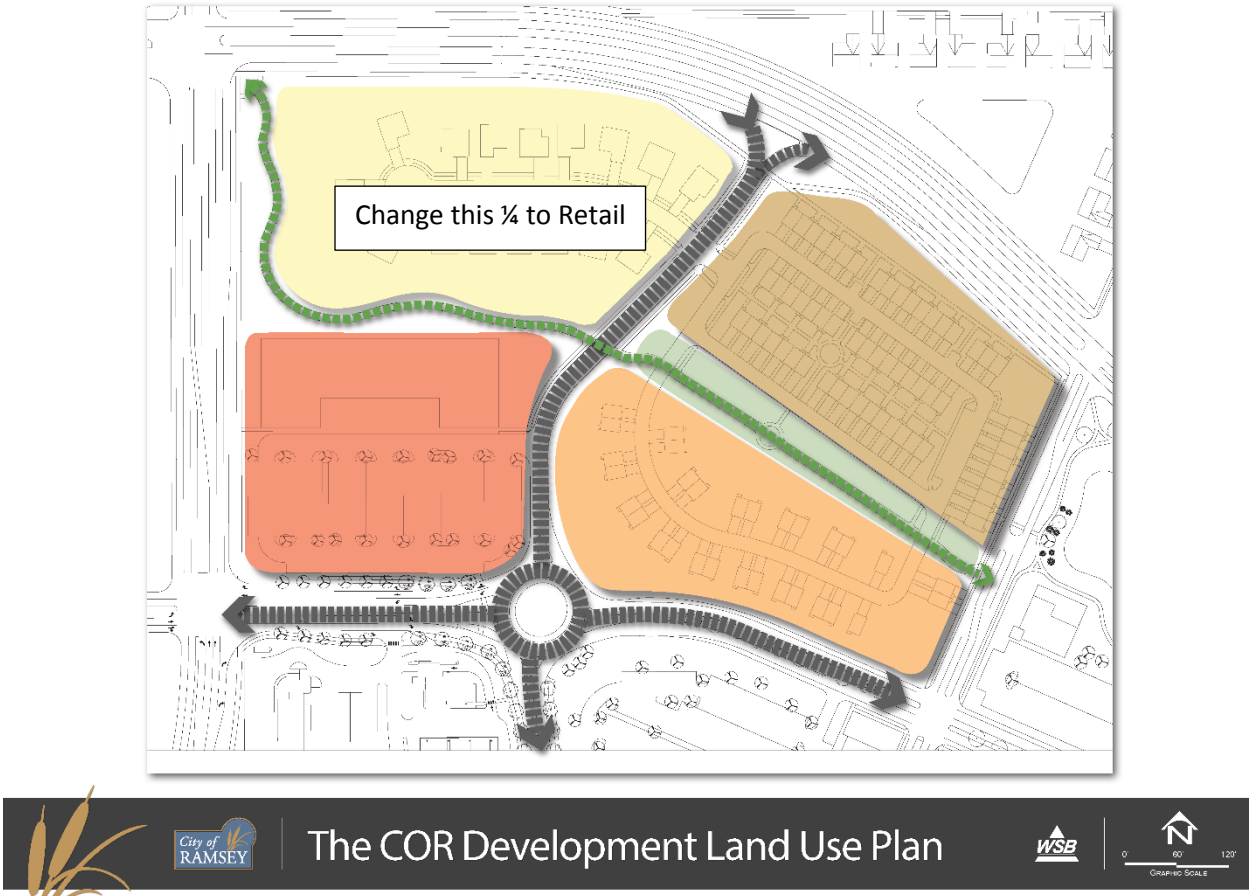
Planning Commission Recommendation:

The northwest quadrant of the development (bordered by Armstrong Boulevard, Bunker Lake Boulevard, Zeolite Street, and Sunwood Drive) should be amended to strengthen the **LAKE ITASCA GREENWAY**, create **SMALLER DESTINATION RETAIL USERS**. Half of this quadrant should be re-guided for **an APPROPRIATE RESIDENTIAL USE**, with **DENSITY** appropriate for the type of overall land use plan for The COR.

This is the area of **MOST SIGNIFICANT CHANGE** recommended by the Planning Commission. The Planning Commission collaborated on developing multiple land use scenarios. The overall approach was to divide the northwest quadrant into four (4) smaller sub-quadrants divided by future public roadways and greenways and allocating half the quadrants to smaller, destination retailers and the other half to residential uses. Based on feedback and reconciling multiple angles of consensus, the land use map below represents the primary recommended land use map.

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Primary NW Quadrant Land Use Map – Vertical Split (this will be the model of the actual land use map [focus on polygons per land use, less focus on detailed site planning])



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NW Quadrant Acceptable Alternatives

The alternatives listed below would require a future plan amendment, but are afforded certain policy feedback in advance. These can be viewed as 'pre-screened' alternatives.

NW Quadrant Horizontal Split



Continued on next page.

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NW Quadrant All Retail



The Office District (COR-3)

This district represented the area of highest consensus amongst the Planning Commission.

Planning Commission Recommendation: **NO AMENDMENTS** to this district are recommended. However, the City should look at strategies to encourage parking districts within this land use district as well.

Note. During the January 24, 2017 Joint Work Session between the City Council and Planning Commission, it was noted that an office user may be possible in the northeast quadrant currently guided for retail use. Staff's recommendation, while a potentially positive amendment, would be to consider

this possibility under a separate amendment, as the overall plan currently has a good balance of office planned, and a more comprehensive look would be needed for such an amendment.

The Residential District (COR-4)

The Residential District is further divided into three (3) categories. The descriptions below include recommended adjustments to density ranges.

- 'Low' Density (COR-4a). This is predominantly detached single-family located north of Bunker Lake Boulevard. The minimum density shall be four (4) units per acre and densities up to fifteen (15) units per acre shall be allowed.
- Medium Density (COR-4b). These predominantly include townhomes, both attached and detached. Minimum density shall be eight (8) units per acre with a maximum density of fifteen (15) units per acre. Additional density may be allowed via Conditional Use Permit.
- High Density (COR-4c). These areas are focused immediately north of The Draw Park and Amphitheater and provide a unique opportunity for interaction and transition. The emphasis on mix of uses is muted compared to the Downtown District. The minimum density of this district shall by fifteen (15) units per acre with no cap of maximum density.

Planning Commission Recommendation: The remaining undeveloped area immediately north of The Draw currently owned by K Hovnanian Homes shall be re-guided to High Density Residential. The Planning Commission recognizes the success of high density residential abutting The Draw on the south side (Parkview East) and sees this as an opportunity for consistent design when coupled with the future Aeon Apartment Development (north side).

Parks and Public Spaces (COR-5)

This district is governed by The COR Parks + Public Spaces Plan, and is included by reference as an integral part of The COR Interim Development Plan. Neither document shall be interpreted as a wholly separate document, and neither document shall be adopted or otherwise amended unless coinciding with each other. An amendment to one plan shall be considered an amendment to the other. This document has been adopted as a 'working draft' by consensus of the City Council. The intent is to adopt as a formal plan as part of the overall COR Development Plan Amendment.

Continued on next page.

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Implementation Plan

The Interim Development Plan represents Phase I of a three (3) phase project.

1. Interim Development Plan (this step)
2. System Plans (roads, utilities, parking structures, infrastructure, etc.).
3. Development Pro-Forma (funding and financing options.

Continued on next page.

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Major Planning COR Planning Efforts

EFFORT #1
COR Re-Visioning

PURPOSE
Update/ amend the vision for The COR.

1. Update COR Master Plan (map that shows vision, how the COR will look, how buildings will be oriented, where infrastructure should be located, etc.)

2. Update zoning district map (underlying land use regulations that will ensure the master plan will be implemented at the time individual projects come forward for review by the City)

3. Direction on outstanding major policy items:

   -Is vertically mixed use development a requirement?
   -appropriate size and location of retail uses?
   -Is there flexibility in location of zoning district borders?
   -Define basic vision and policy for community center.
   -Define basic vision and policy for parking ramps.

RESPONSIBLE BOARD
Planning Commission will draft a recommendation for Council consideration.

TIMING
Anticipated to have draft completed by April 2017. Once a draft is completed, it should be checked against COR System Plans and COR Pro-Forma. May need to be adjusted.

EFFORT #2
COR System Plans

PURPOSE
The City purchased The COR with two goals in mind (a) recover previous public investments, and (b) ensure the vision of The COR is implemented.

As a result, the City of Ramsey has taken the role of master developer for The COR. With the role, various assumed responsibilities are assigned to the City. Developers, businesses, and residents expect the city to have concept plans/ policies in place for the following items:

1. Storm water plan (regional)
2. Road plan (public roads)
3. Sign plan (development signs, way finding sigs, etc.)
4. Park & Trails plans
5. Community Center plan/ policy
6. Parking Ramp(s) plan/ policy
7. Cut/fill basic plan

There are many benefits to having this preliminary information ready—please see system plan dashboard for details. These plans are intended to be preliminary/ concept level only—for the sake of planning and budgeting.

RESPONSIBLE BOARD
Likely, all boards will be involved with this process. However, for the sake of efficiencies, the EDA will lead this effort. Findings will be presented to the Planning Commission and City Council.

TIMING
Upon completion of 1st draft of COR re-vision, staff would like to order this work for completion (i.e. begin May 2017). This work will take 6-9 months. Once draft is completed, it should be checked against COR Master Plan and COR Pro-Forma. May need to be adjusted.

EFFORT #3
COR Pro-Forma

PURPOSE

1. Update COR pro-forma based on updated vision and system plans. COR pro-forma will display the city's financial performance forecast/ project cash-flow over time (expenditures/ obligations versus revenues/ available funding).

2. Update COR TIF plan/ TIF analysis previously completed by Ehlers. This plan plays a major role in the "funding" side of the COR pro-forma. Because actual TIF revenues are based on actual completed projects, it would be helpful to update periodically. NOTE: TIF can only be used for projects completed before 2021.

3. Update COR land proceeds policy. Staff would like to (a) clearly identify what previous expenditures the City wishes to repay itself, (b) consider using land proceeds only for non TIF eligible costs, and (c) update the City's land sale proceeds forecasts.

RESPONSIBLE BOARD
EDA will draft a recommendation for Council consideration.

TIMING
Upon completion of COR re-vision and COR system plans, staff will complete this work (i.e. begin late 2017). This work will take 1-2 months. Once draft is completed, it should be checked against COR Master Plan and COR system plans. May need to be adjusted

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The group then formulated a broad work plan to accomplish the many steps to complete an overall plan amendment and update.

The COR Development Plan Update Plan of Action													
	2017												
	Quarter 1			Quarter 2			Quarter 3			Quarter 4			
	January	February	March	April	May	June	July	August	September	October	November	December	
Task 1: Land Use Plan Update (Planning Commission)													
Draft Vision Statement													
Draft Land Use/District Map													
Draft District Descriptions													
Draft Development and Design Standards													
Draft Development Plan Update (Zoning Code)													
Adopt Final Version of Development Plan													
Task 2: System Plan/Infrastructure Study (EDA)													
Stormwater Plan													
Road Plan													
Sign Plan													
Parks and Recreation Plan													
Community Center Plan or Policy Statement													
Parking Ramp/District Plan or Policy Statement													
Cut/Fill Plan (Grading)													
Task 3: Project Pro Forma (EDA)													
Pro-Forma													
Tax Increment Financing (TIF) Plan													
COR Land Sale Proceeds Policy													

Public Engagement

A key component of any policy decision is collaboration amongst its residents. These processes are part of natural and organic community conversations around key policy topics. The City will couple this policy discussion with ongoing workshops and community events as part of its overall Comprehensive Plan Update. For more information on this effort, please visit www.cityoframsey.com/ramsey2040.

4/25/17 City Council Work Session Note: All Boards and Commissions should review this document before the City Council considers formal adoption. The City Council should review the final document and approve before distributing to the public and stakeholders/landowners.

Mobile Comprehensive Plan Tour

The City is planning a Mobile Comprehensive Plan Tour for policy makers that will include local examples of plans and policies being discussed in the Comprehensive Plan Update. The tour is planned to include examples discussed in this Interim Development Plan as well.

Market Analysis

The Planning Commission recommends completion of a market analysis to confirm the policy directives of this document as it relates to the planned retail area. The Planning Commission continues to stress the importance of attracting retail uses to the Development, but want to ensure that there is not too much areas guided for retail growth beyond what the community can sustain.

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Community Center

The Planning Commission desires to continue to plan for a Community Center in The COR. The Planning Commission feels that this type of use would benefit the community and be a draw for other users within the development. This analysis will be completed as a separate planning process.

Architectural Standards

A key component of the policy discussion for The COR has been architectural design standards. The Planning Commission believes several recent projects fell short of community expectations. While originally intended to be part of Phase I of The COR Development Plan Update, the Planning Commission continues to refine these recommendations and will continue throughout Phase II and Phase III to bring a quality recommendation forward with a full Plan Amendment.

The standards below are not an exhaustive list of current design requirements, yet a focus on key topics that have been raised for future discussion. Upon final amendment, the City will prepare a side-by-side comparison of all existing and proposed design requirements. The final version of this Interim Development Plan will also include drawings/illustrations to illustrate the narrative being discussed.

The COR should continue to focus on four-sided architecture visible from the public realm. Quality signage on all four sides of the building should be allowed. The community should be able to park on public streets and reasonably access the building.

Planning Commission Recommendation:

In the interim, the Planning Commission shall serve as an ad-hoc architectural review committee. Projects shall complete an architectural review prior to official Site Plan Review. The Planning Commission reserves the right to establish an ad-hoc sub-committee to serve as this Architectural Review Committee. The Planning Commission recommends that the City supplement the Development Review Team with the services of a licensed architect to help develop updated design standards and review development proposals. This will add value to the process, hopefully streamline review, and is in line with other professional services the City employs in development review. The cost of these services are the responsibility of the Developer.

Additional Discussion Points:

* The intent of design requirements is to maintain a consistent development look and acknowledge the

pride and planning that went into the vision of this development. The tradeoff of a more densely developed areas was an acknowledgement of the need to 'step up' architectural design.

* All single-family homes in The COR shall include/not include a porch that protrudes from the front of the home, even with the garage, and not a recessed entry in the middle of the home.

* Over the next several months, the Planning Commission will better define front porches and if any additional design requirements or restrictions (i.e. split entry homes) are warranted. .

* Buildings in the Downtown District shall include a minimum of 50% brick. Vinyl siding shall not be allowed. Fiber cement panels shall be allowed as a complimentary material.

* Buildings in the Residential District shall have a minimum of 35% brick or stone on the front façade. Vinyl siding is allowed.

Private Open Space and Stormwater Design

The Planning Commission has expressed a concern over a perceived lack of private open space in medium density development as well as depth and steep slopes of stormwater ponds within the development due to the higher density nature. This concern has not yet been resolved, but will continue to be discussed during Phases II and III of the Plan Amendment. The City shall take into account sidewalks, greenways, and other private and innovative improvements (such as wonerfs).

Site Selection Process

The City is in a unique situation as Property Owner and Regulatory Authority. This presents opportunity, but also requires special attention to remain accountable to the public. In order to balance this approach without creating burdensome processes, the following steps shall be followed when considering a Purchase Agreement with the City in The COR.

Any perspective buyer of City-Owned Property in The COR shall first meet with City Staff to discuss appropriate sites. This is known as the Site Selection Process. The City and Buyer shall review multiple sites before selecting a preferred location. Depending on the complexity of the project, the City reserves the right to take this Site Selection Process to the Planning Commission, EDA, and City Council before reviewing a specific site.

The Buyer shall provide a site concept to be reviewed by the Planning Commission, EDA, and City Council before approving a Purchase Agreement. When a single-user proposes to purchase a portion of an undeveloped block or area, a series of 'site concepts' shall be developed before reviewing with any City board or commission. These site concepts shall demonstrate at least one reasonable concept for the remaining portion of the site that fits the vision and requirements of that area/district.

The Buyer must still complete the official Site Plan Review (and Subdivision) process after the Purchase Agreement Phase.

History of Policy Discussion

This Interim Development Plan is the result of a Planning Commission initiative dating back to 2015. The City has invested a significant amount of time, energy, and resources in order to ensure a **MARKET RELEVANT PLAN** that balances **COMMUNITY VISION**.

Joint Work Sessions

The City Council and Planning Commission have met on multiple occasions to frame the policy question, discuss strategies, and identify solutions.

- March 26, 2015 = Joint Work Session
- July 12, 2016 = Joint Work Session
- January 24, 2017 = Joint Work Session

Surveys

In 2016, the City surveyed its Board and Commission Members on key topics related to The COR Development Plan.

The key directive coming out of review of these results on July 12, 2016 was to create a forum for policy makers to ask questions and receive direct feedback from developers and market experts, rather than completing another market study.

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Market Panel Event

On October 27, 2016, the City hosted several market experts to respond to a wide range of policy topics raised by community policy makers. The output from this event served as an important foundation for land use recommendations developed by the Planning Commission.

Planning Commission Work Sessions

The information gleaned from the steps above were utilized to begin important policy discussions about the future of The COR. Following review of the Market Panel Event, the City Council authorized the Planning Commission to begin formulating land use recommendations for The COR. The Planning Commission met Work Sessions dedicated to The COR on multiple occasions.

- January 5, 2017 (to prepare for the January 24, 2017 Joint Work Session with the City Council)
  - Develop a Vision Statement
- February 2, 2017
  - Refine the Vision Statement
  - Collaborate on a Future Land Use Map
- March 2, 2017
  - Refine the Vision Statement
  - Refine the Future Land Use Map and Alternative Future Land Use Maps
- April 18, 2017
  - Refine the Vision Statement
  - Refine the Future Land Use Map and Alternative Future Land Use Maps
- April 25, 2017
  - Draft document reviewed by City Council and Planning Commission in Joint Session.
  - Authorization to review with internal advisory boards and commissions.
- May 25, 2017
  - Draft document reviewed by EDA. Feedback/comments added to document.
- June 1, 2017
  - EDA comments reviewed by Planning Commission.

The Interim Development Plan is anticipated to be adopted in 2017.



The Waterfront

Armstrong Boulevard

Bunker Lake Boulevard

Ramsey Parkway

The Draw

Affinity Development

Municipal Plaza

Highway 10

Ramsey City Hall

Sunwood Drive

Pump House 3
context map

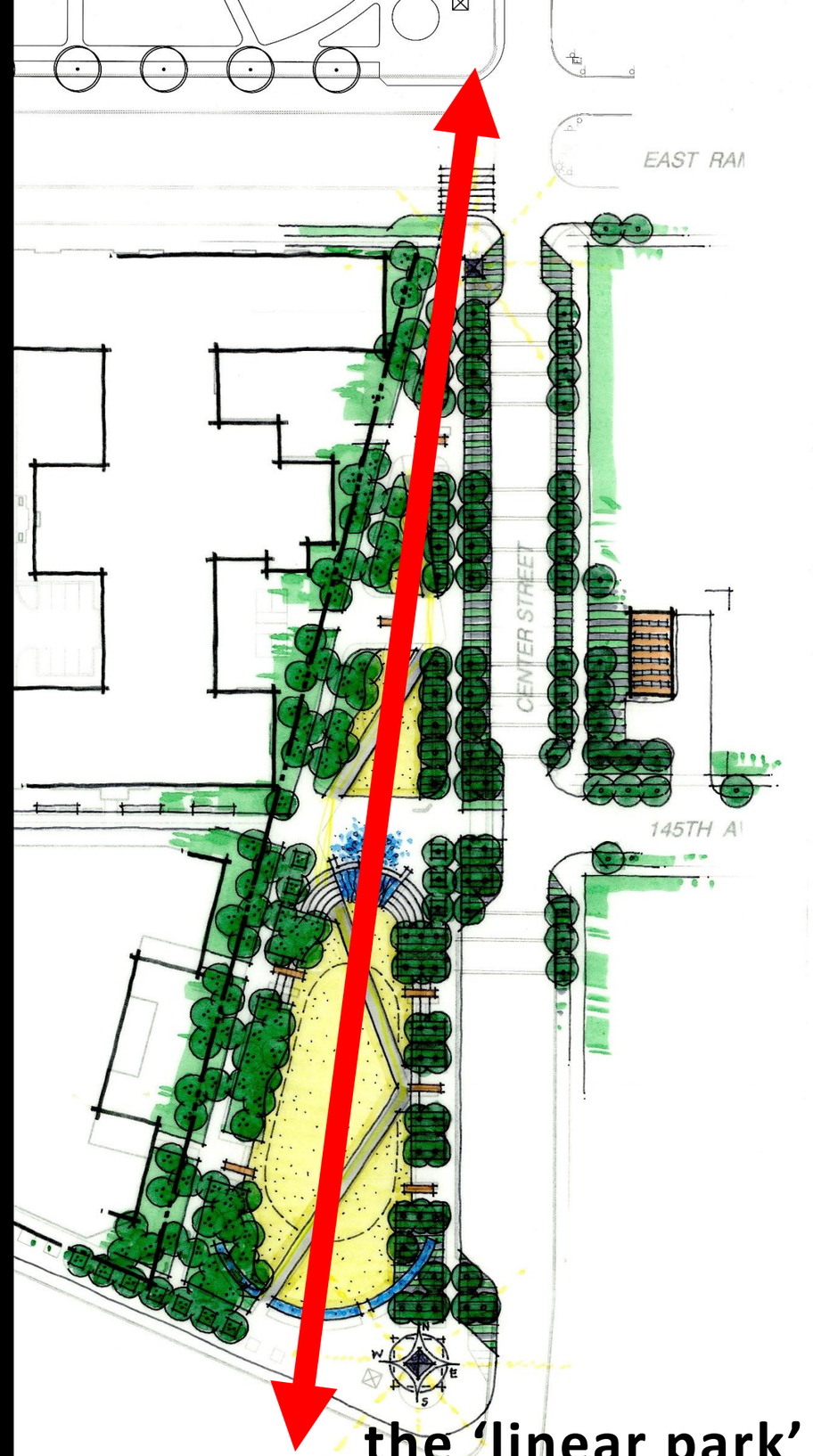
RAMSEY COR – PARK SYSTEM COMPONENTS

Municipal Plaza

(previous design study) Pump house 3

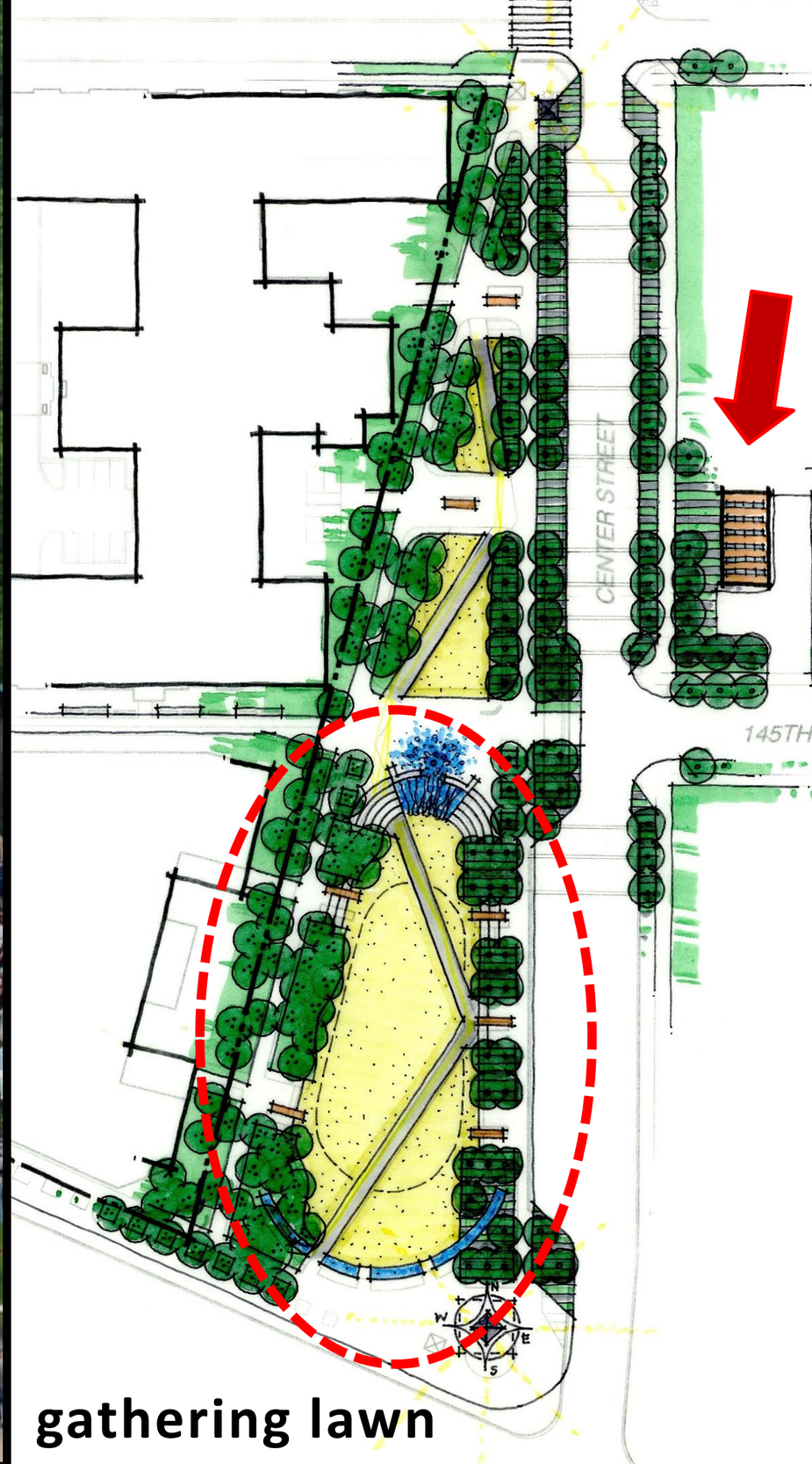






the ‘linear park’



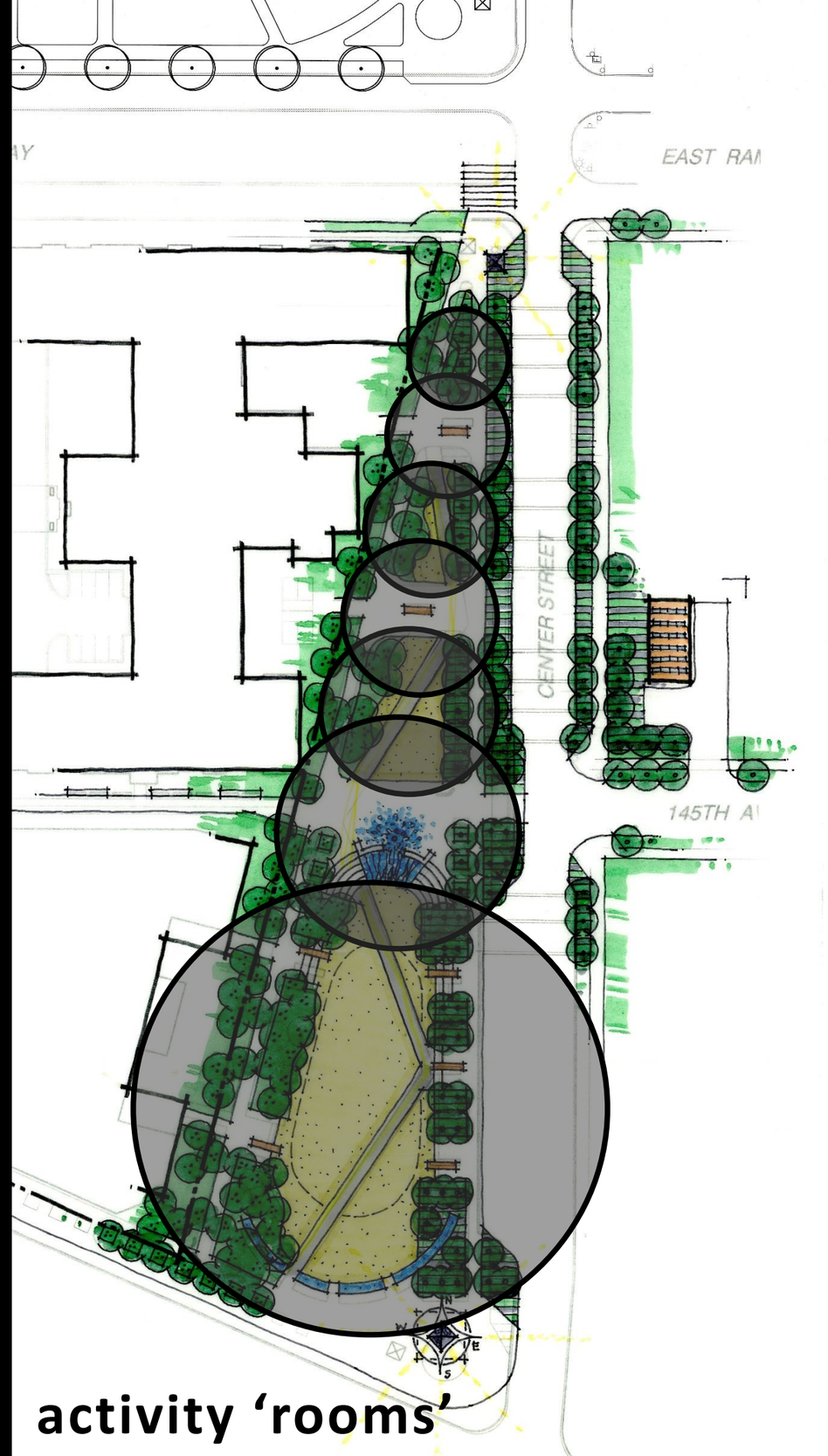


gathering lawn





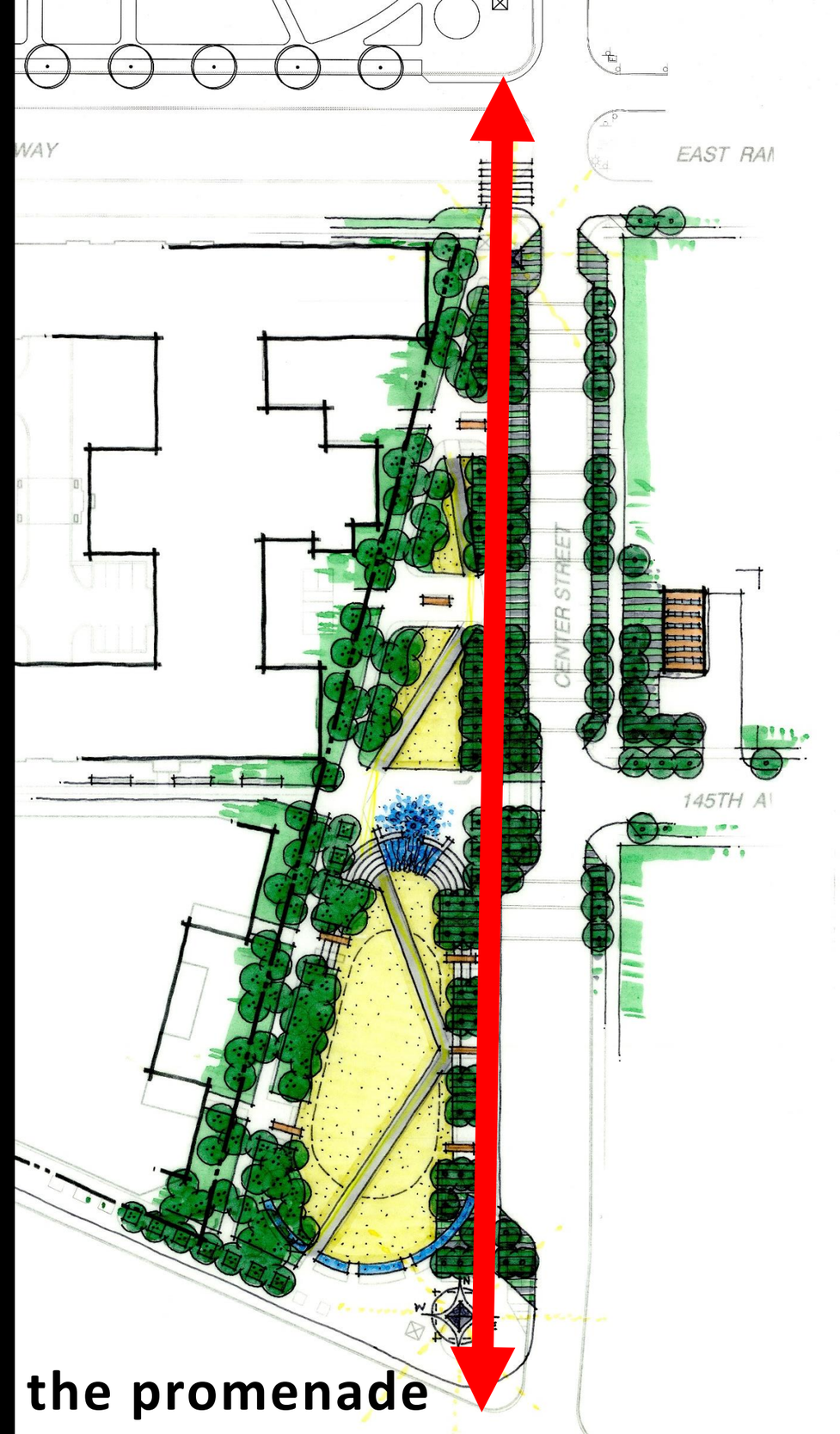




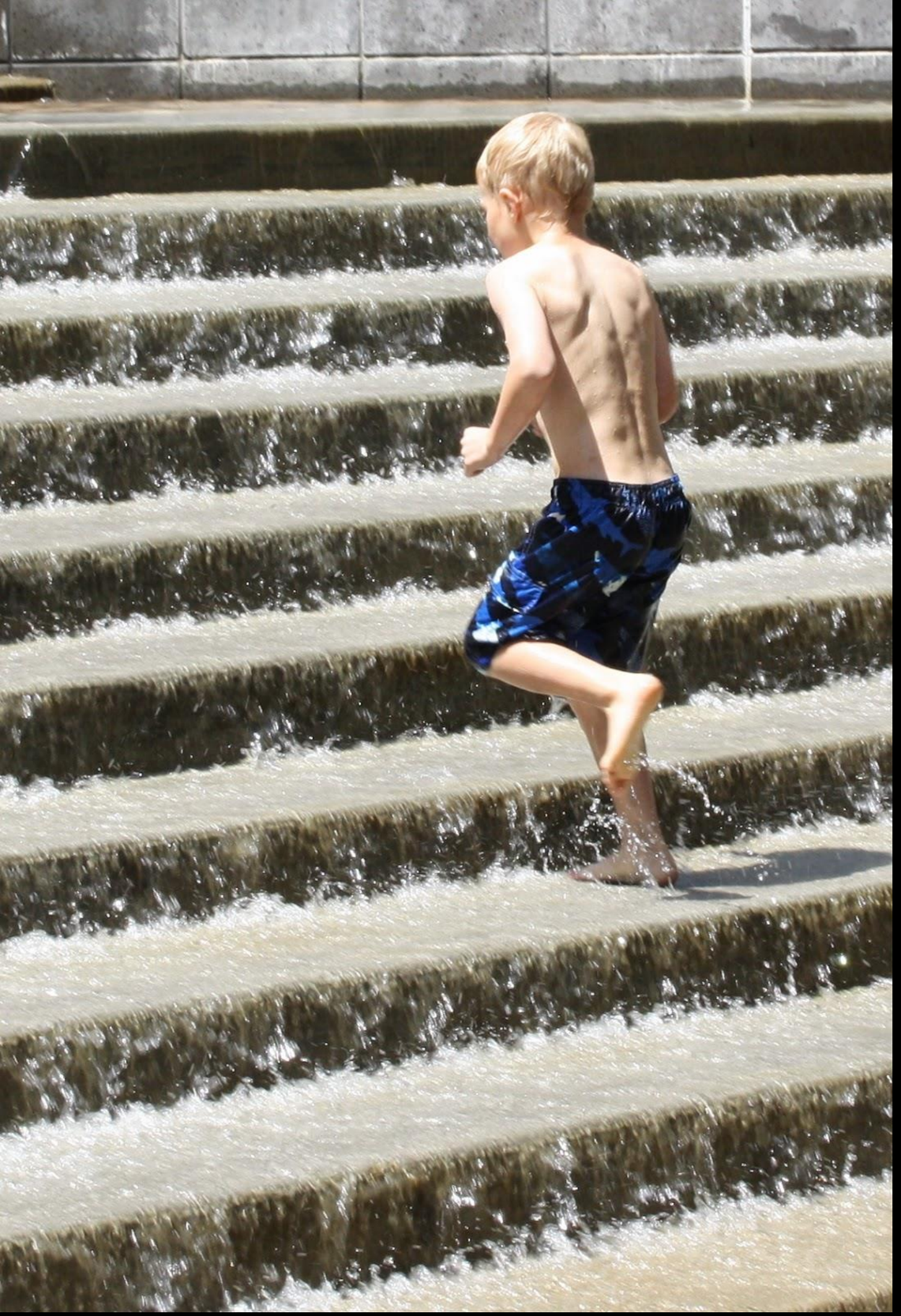
activity ‘rooms’



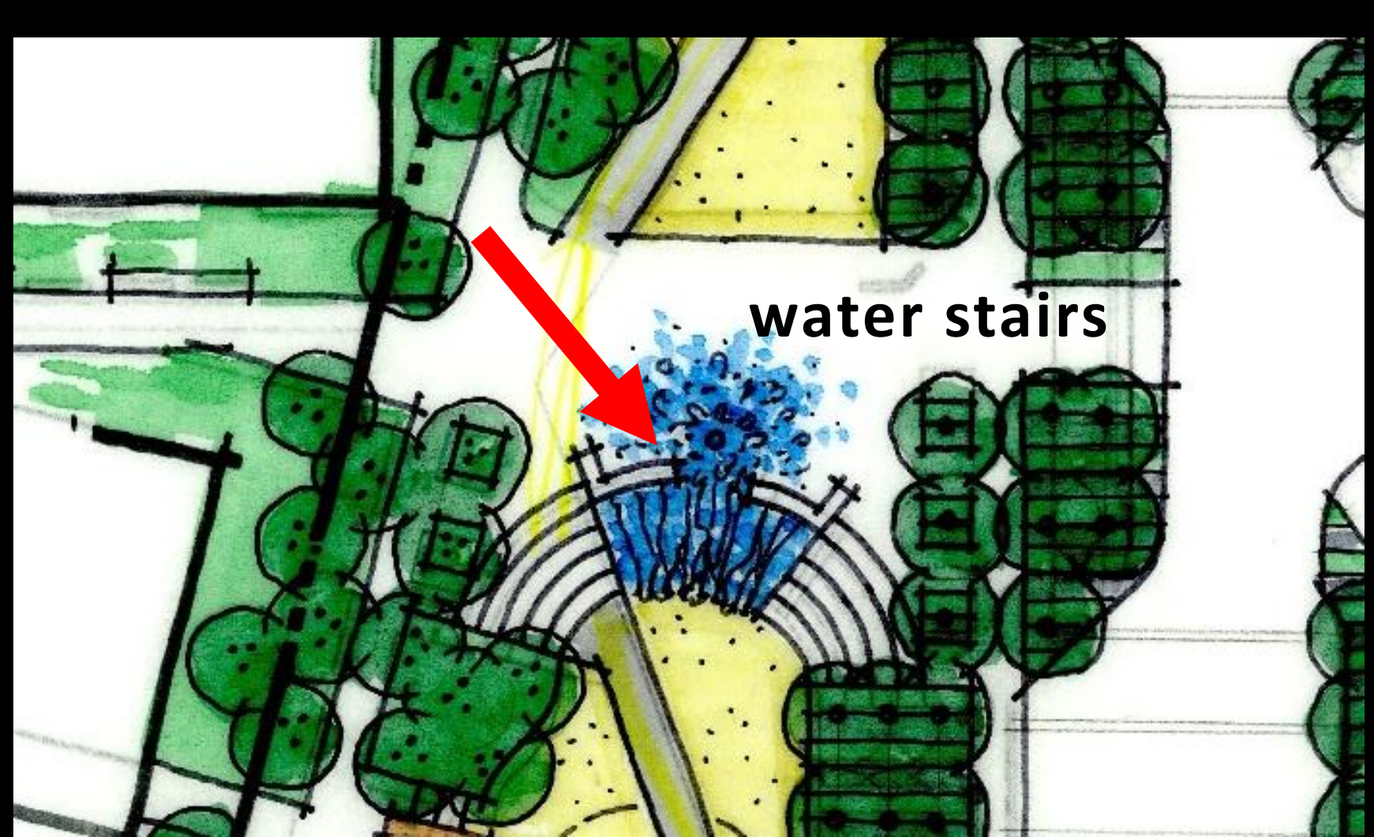




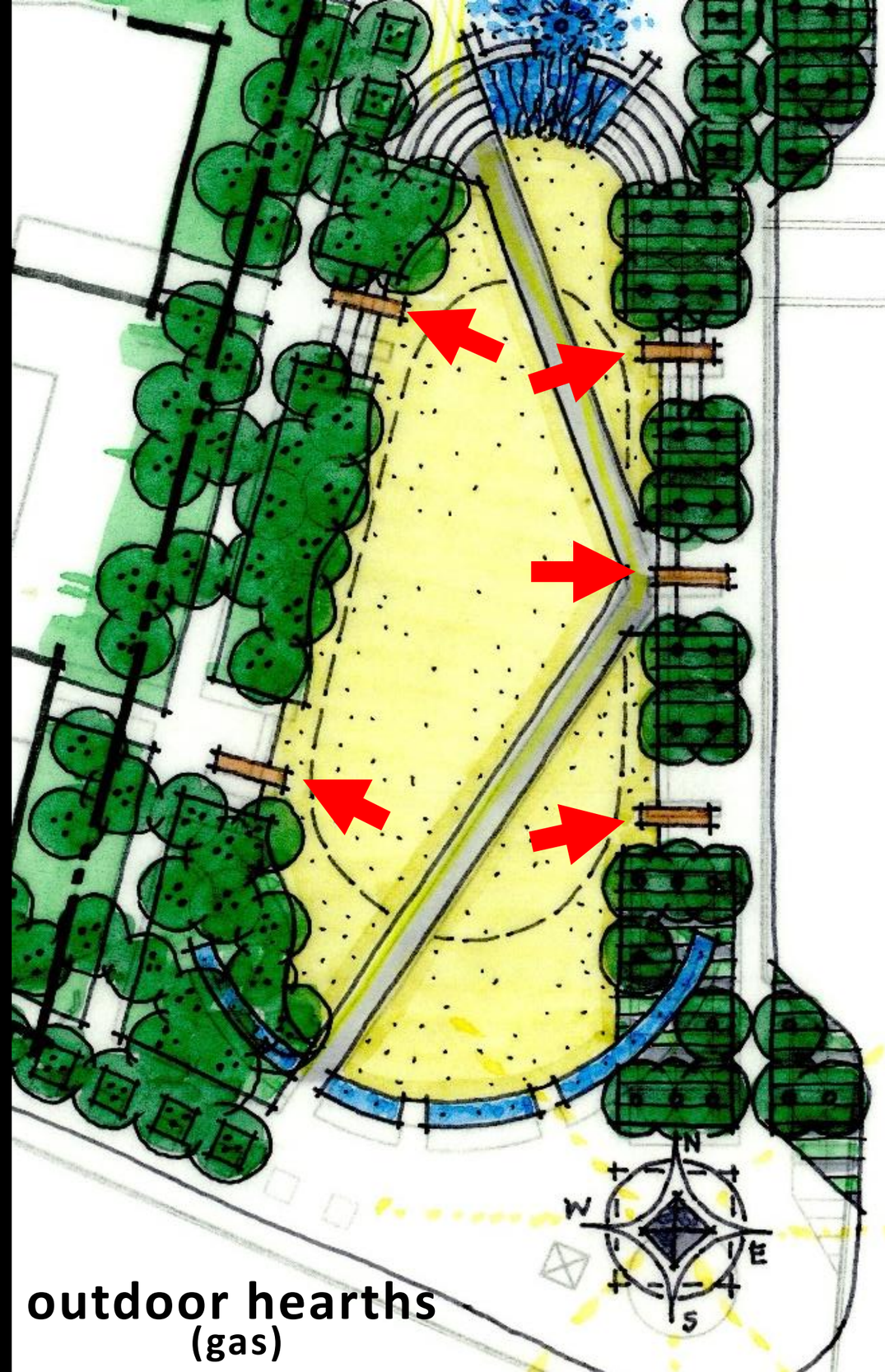
the promenade





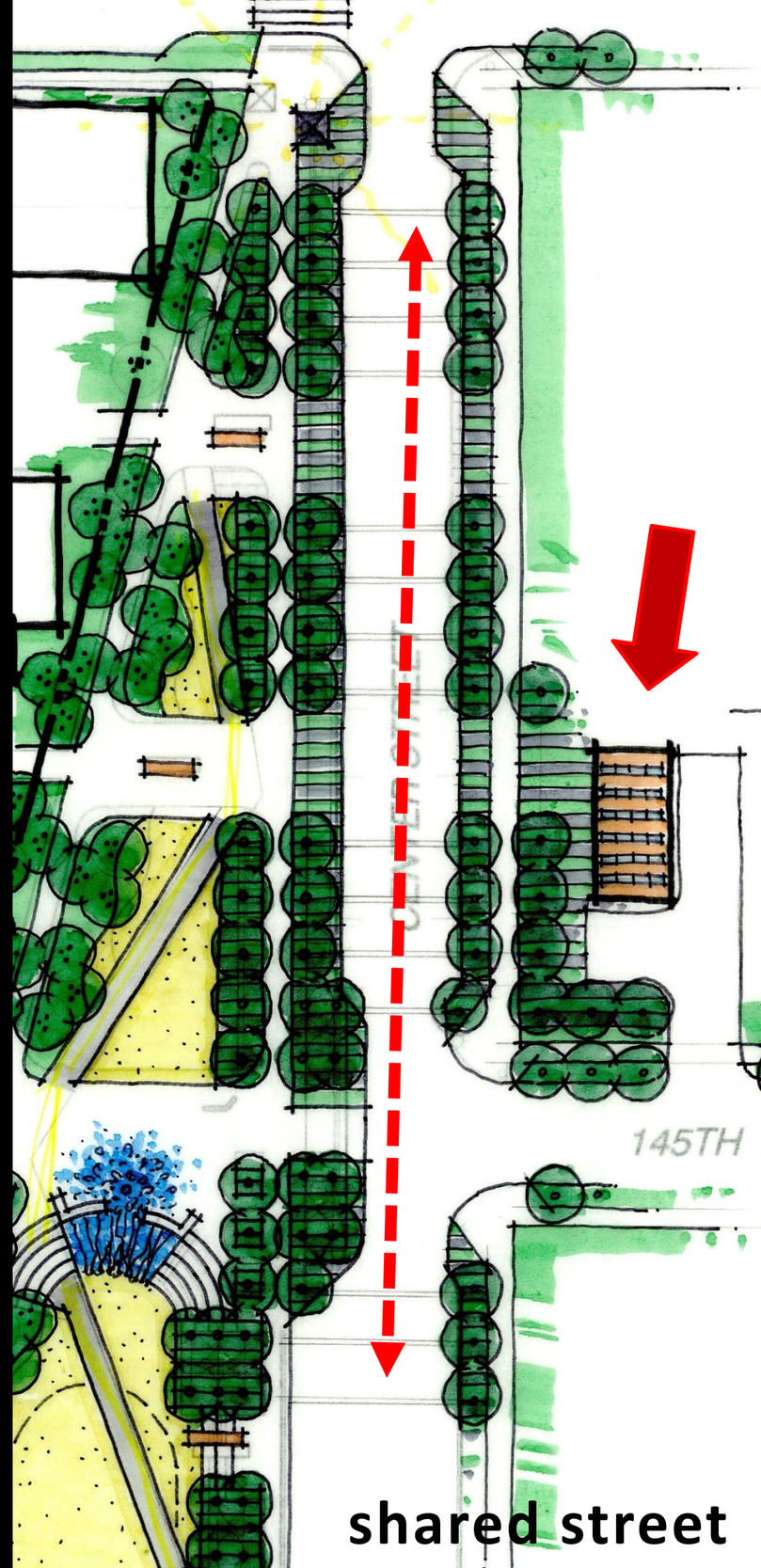

water stairs

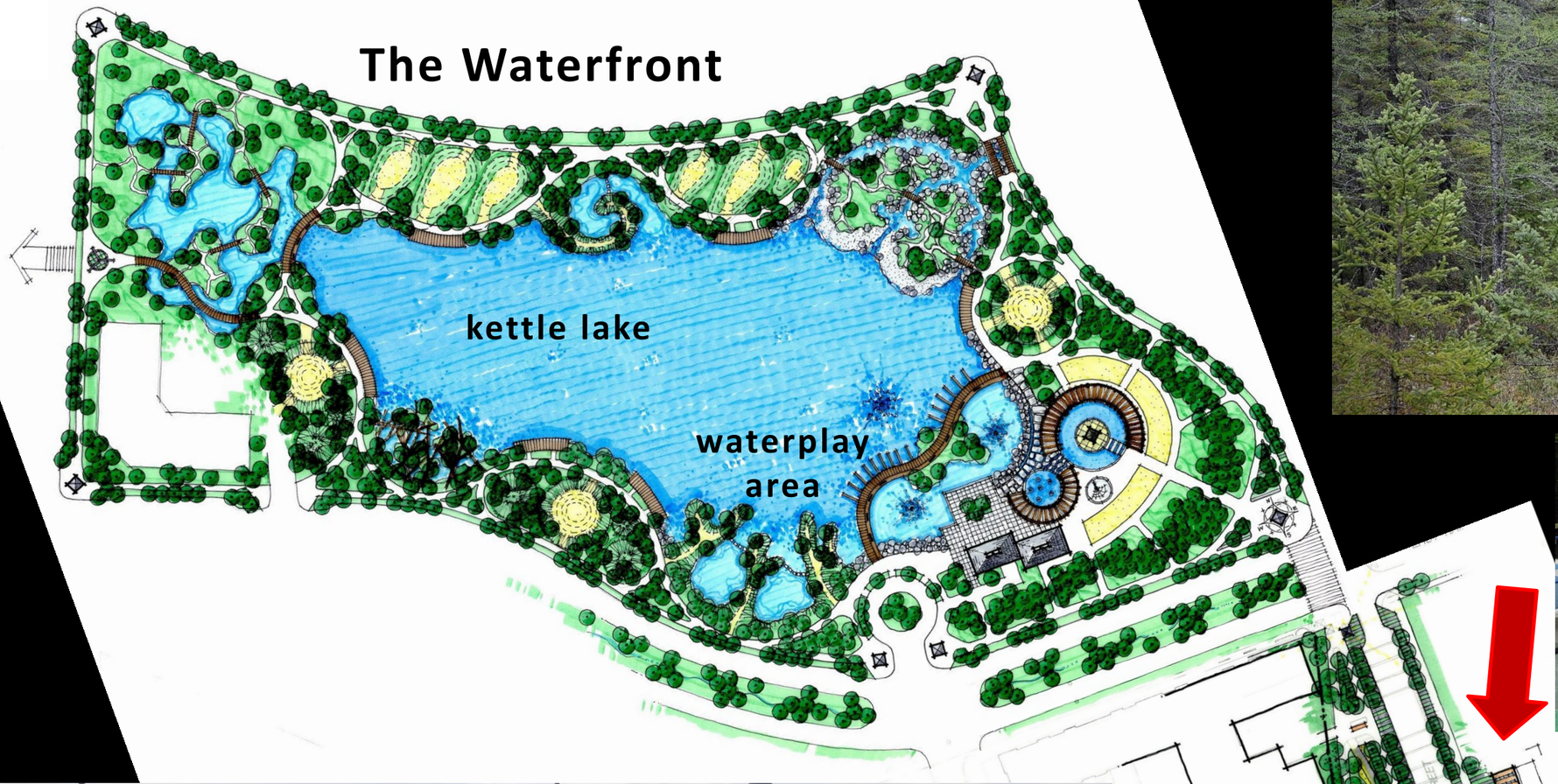




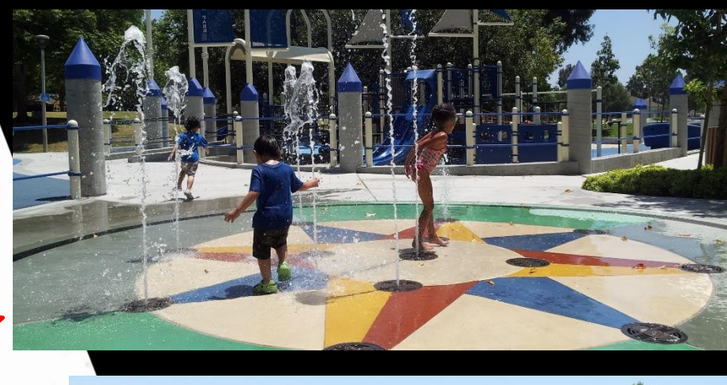
outdoor hearths
(gas)

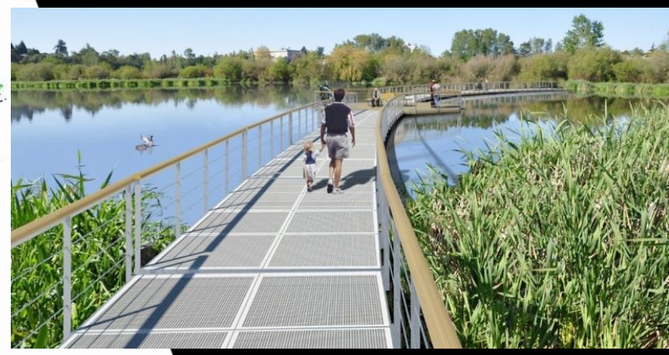



145TH
shared street













Municipal Plaza



CC Regular Session **7. 2.**

Meeting Date: 03/23/2021

By: Mark Riverblood, Engineering/Public Works

Information

Title:

Request for Quotation for the Design and Construction of Exterior Finishes to Pump House No. 3

Purpose/Background:

Pump House #3 was one of the very first buildings in The COR, predating the Municipal Center's which was completed in 2006. At the time of construction, the decision was purposeful to not finish the exterior, preferring to do so at a future time when public realm elements and civic architecture could be best understood, and the Pump House's finish could align with the architectural standards of today .

Since approximately 2005, the city has had this project (finishing the facade of the Pump House) within the Capital Improvement Program (CIP). The CIP worksheet is shown as the second attachment, identified as a 2020-21 project.

This case would authorize Staff to issue an Request for Quotation for the Design and Construction of Exterior Finishes to Pump House No. 3—essentially obtaining costs for the design-build completion of the building.

It may be noted that the RFQ this case discusses, only relates to the completion of the Pump House's building facade, and does not address the approximate 100' x 100' space around the structure which, aside from the driveway is likewise in a unfinished state. Completion of the grounds (sidewalk/concrete surfaces, turf, landscape and irrigation), will be addressed separately and after this RFQ process for the building itself.

Observations/Alternatives:

One alternative to the issuance of the RFQ, would be to do nothing at this time. Staff does not recommend this, as there are two finished residential buildings adjacent to the Pump House that are completed, and were required to meet certain architectural standards. Leaving the Pump House unfinished would not seem prudent, and could be viewed as incongruent with standards for private development.

If authorized, the RFQ would be issued in March with quotes due back in April, with the proposals returning for Council consideration at the end of April or May of 2021.

Funding Source:

Funding for the completion of Pump House #3 would be from the Municipal Water Utility. It may be noted that this capital improvement project has been factored as part of each Water Utility rate study to date, and accordingly, considered budgeted for.

Recommendation:

Staff recommends proceeding with the issuance of an RFQ for the Design and Construction of Exterior Finishes to Pump House No. 3

Action:

Motion to authorize the issuance of an RFQ for the Design and Construction of Exterior Finishes to Pump House No. 3

Attachments

Pump House RFQ

CIP water utility worksheet page

Pump House existing conditions

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	03/18/2021 10:41 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 04:45 PM
Form Started By: Mark Riverblood		Started On: 03/17/2021 11:00 AM
Final Approval Date: 03/18/2021		

PROPOSALS MUST BE RECEIVED BY:
2:00 PM on Thursday, XXX xxth, 2021
Deliver by e-mail ONLY to:
Mary Jo Warner
Ramsey, MN 55303
763-433-9820

E-mail to: mwarner@cityoframsey.com

REQUEST FOR QUOTATION

Design and Construction of Exterior Finishes to Pump House No. 3



DRAFT

PROPOSAL SPECIFICATIONS

Design and Construct exterior finishes on Pump House No. 3 at ADDRESS, pursuant to all industry standards, and material manufacturer's instructions.

Pre-Qualifications:

I. ***Bidder/Contactor shall demonstrate that he/she has successfully installed 3 (three) projects of comparable or greater scope in a county, municipal or school setting in the Twin Cities Metropolitan area within the last 10 (ten) years.**

II. **Bidder/Contractor shall confirm his/her capacity to develop the design and produce construction documents necessary to convey the design intent depicted in the Appendix, to receive a building permit for the Work, and to construct the Project. A Design Subcontractor, if required to fulfill this requirement, must be identified in the Bidder/Contractor's proposal.**

III. **Contractor is responsible for visiting the site and Pump House to determine all existing conditions that may affect the performance of the Work, AND participating in the Pre-Bid Conference if one is scheduled.**

Project Requirements:

I/We agree to design and construct furnish all labor, supply materials as needed, and site security to perform the work as described below:

- Contractor and the City of Ramsey shall enter into the City's standard form of agreement.
- Contractor shall submit documentation of the design to the City of Ramsey's representative for review and approval at two phases of the Project: design development and 75% of contract documents. The Contractor shall provide an Architectural Finish Material Board, for acceptance at the design development phase.
- Contractor shall submit contract documents for permitting by the City of Ramsey and shall secure all permits related to the Work.
- Pump House No. 3 shall be fully operational during construction. The Contractor shall make accommodations for these continuous operations and for access to the building by City staff and other Contractors as may be required.

- Contractor shall provide evidence of insurance in accordance with City requirements, and be licensed to work in the City (a $75 fee).
- Contractor may use outdoor building utilities in the performance of the Work.
- Contractor shall provide temporary facilities, as required, for proper storage of materials and for sanitation.
- Mobilization and material handling necessary to install ALL exterior finish materials as depicted in the Appendix and as required for the completion of the Work.
- Contractor shall layout and prepare the construction site for approval by a City representative.
- Contractor shall communicate with the City's representative to ascertain underground utilities that surface on site, and shall be responsible for marking and protecting all utilities on the site during construction.
- Contractor shall protect above ground equipment and notify the City's representative immediately of any damage to equipment.
- Contractor shall carefully remove materials from the building in preparation for the Work and dispose of same properly of at his/her expense. The building interior shall not be subjected to weather-related elements.
- The contractor shall substantially complete the project within ___ days from notice to proceed to close-out.
- The Contractor shall be paid for the work completed, materials on site, and not equipment & furnishings stored off-site. The City is not responsible for stolen, missing or damaged materials.
- Applications for Payment will be promptly reviewed by the City's representative.
- Notify the City's representative prior to substantial completion to schedule a final review of the work and make corrections to deficiencies identified in the final review.
- Contactor must include within the Quote, any incidentals required to complete the installation pursuant to manufacture's standards.
- This Request for Quotation shall be a not-to-exceed amount. The Contractor must include within his/her quote any time or materials necessary to complete the work in a professional and quality manner. At the completion of the Work, the site's grounds shall be returned to its current condition by the Contractor.
- There will be no Change Orders.
- Work site may be required to be enclosed with temporary safety fencing—if the contractor is not physically on site. Fencing is **not required** if there are no equipment or loose items/tools anywhere on site.

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Work and Staging Areas:

Confine work activities to the Pump House site. Contactor is responsible for protecting driveway pavement from breaking and damage. No mechanized equipment shall be left overnight on the site (unless fenced), and no construction activity shall be performed before 7 AM nor after 7 PM Monday through Saturday. The contractor shall provide 72-hour advance notice before working on Saturday. City Council approval is required for Sunday work.

Coordinate staging area and fencing with the City's representative prior to beginning the Work. Pump House operations may not be interrupted by the Work and access to the building must be maintained continuously.

Liquidated Damages:

Liquidated damages shall be deducted from the approved quoted amount, in a sum of $30 dollars per weekday (M-F) for non-completion after June Xth, 2021, *or* 120 calendar days after City's issuance of notice to proceed—whichever occurs later.

Warranty/Guarantee:

The Contractor warrants and guarantees to the Owner that all installation Work will be of good quality and free from faults or defects in accordance with this RFQ. All defective Work may be rejected.

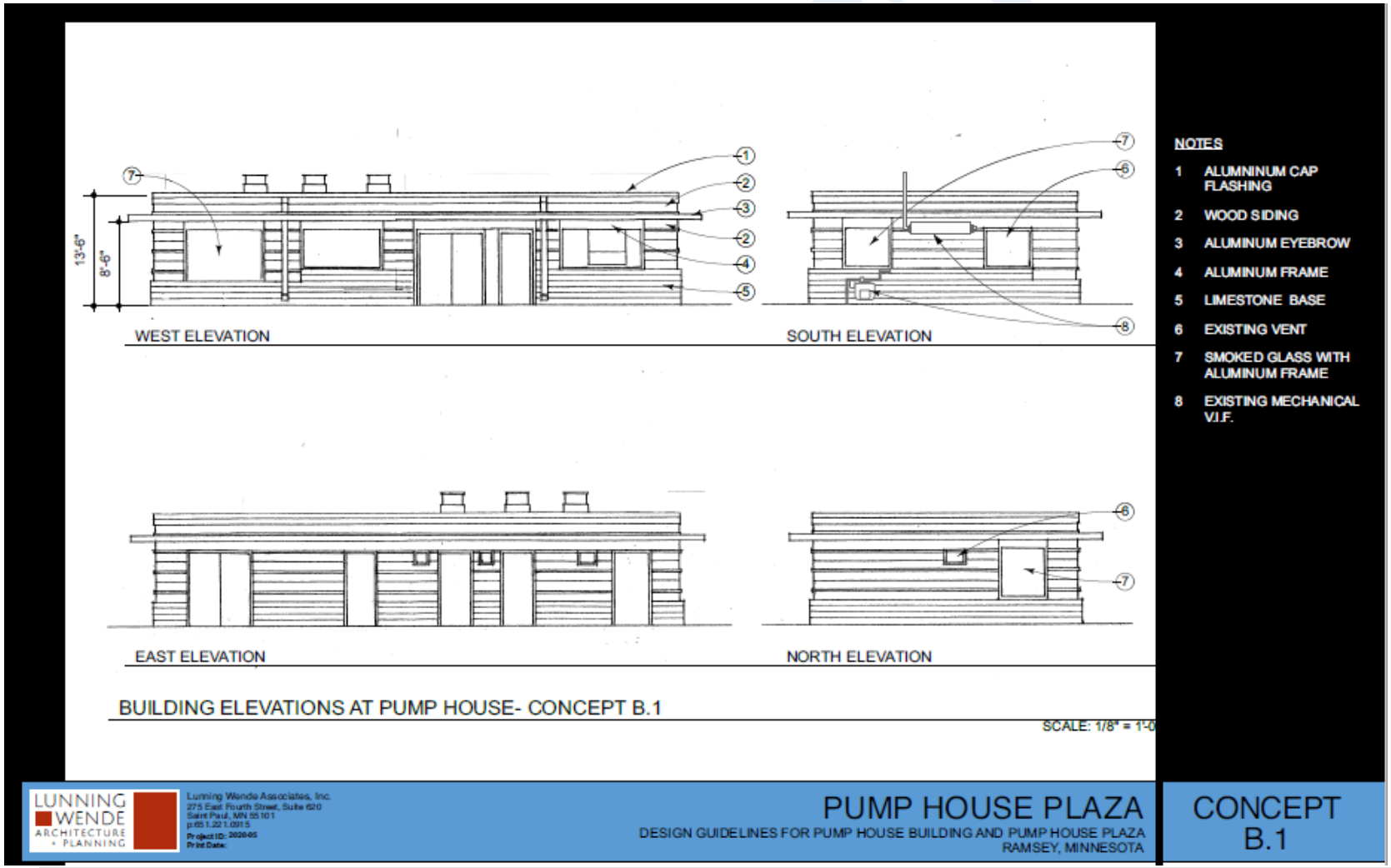
If required by the Owner, prior to payment, the Contractor will promptly without cost to the Owner, correct defective Work, or replace it with non-defective Work. If the Contractor does not correct such defective Work or remove and replace within a reasonable time, the Owner may have the deficiency corrected or the rejected Work removed and replaced. All direct or indirect costs of such correction or removal and replacement, including compensation for additional professional services shall be paid by the Contractor, or deducted by the Owner, all such costs from the quoted contract price.

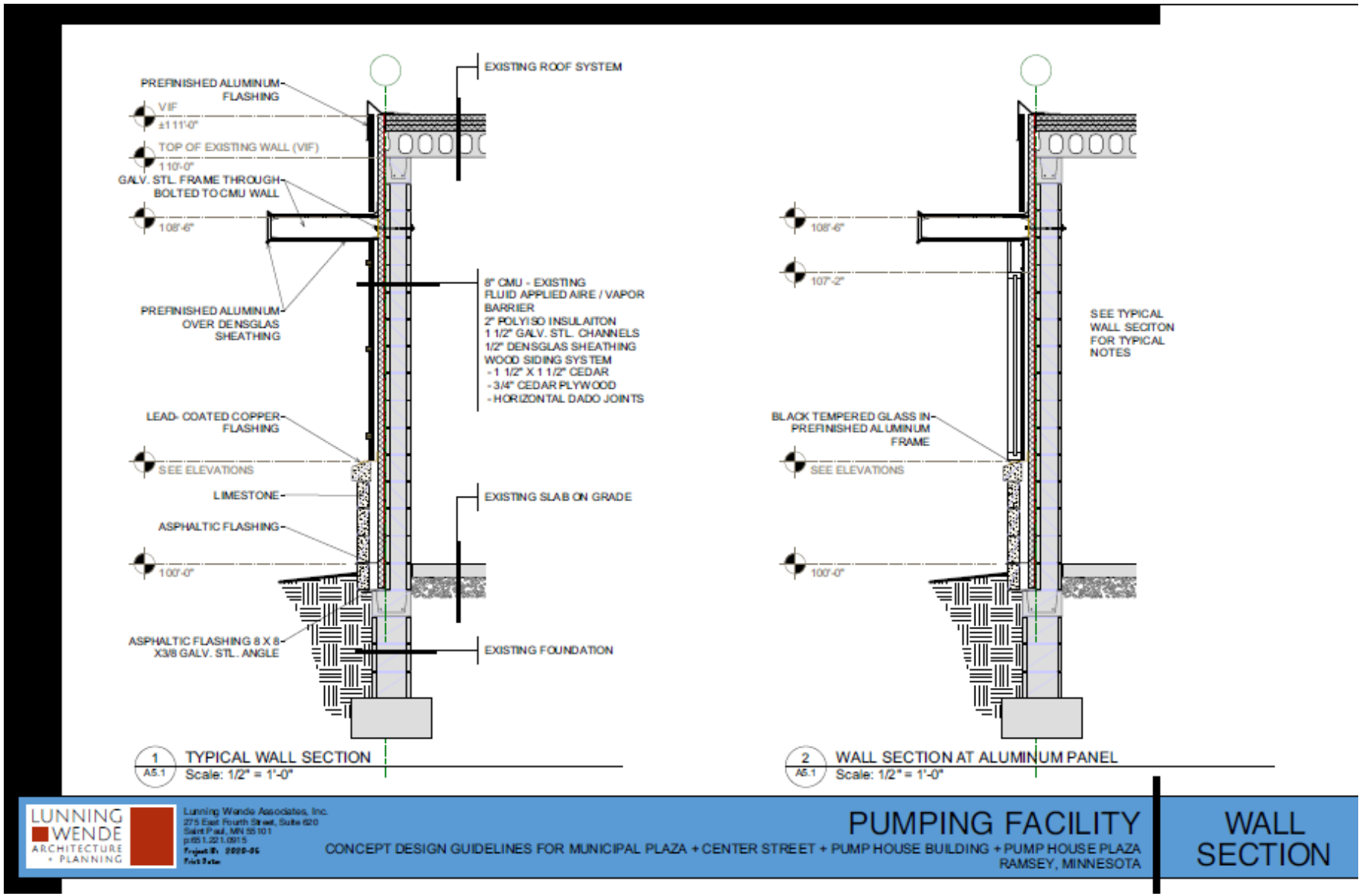
If, instead of requiring correction or removal and replacement of defective Work, the Owner (prior to approval of final payment) prefers to accept it, they may do so. In such case, if the acceptance occurs prior to final payment, a Statement shall be issued incorporating the necessary revisions, including appropriate reductions in Contract Price.

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Specification Reference:

The Contractor shall design the Work in conformance with the Specifications and Concept Drawings set forth below, and in accordance with standard construction practices. Additionally, the Contractor must be licensed to work in the City of Ramsey, at the time work may commence.





~ End of Specifications ~

Quotation for Design and Construction of Exterior Finishes at Pump House No. 3

$ _____ **for all costs to complete installation as referenced**.

In submitting the above quote, I/We warrant the quote valid for work to be completed on or before June Xth, 2021 *or* 120 calendar days after City's issuance of notice to proceed—whichever occurs later.

Additionally, I/we acknowledge the specifications, provisions and Appendix referenced herein and above. (Contractor need only submit this Quotation page #7.)

Contractor name _____

Owner or representative _____

Signature _____

Phone(s) _____

E-mail _____

*List three related projects of comparable scope for a governmental agency in the Twin Cities Metropolitan area within recent years, with contact/reference information:

Project name and location _____
Contact name and info _____

Project name and location _____
Contact name and info _____

Project name and location _____
Contact name and info _____

DRAFT

Capital Improvement Program

2020 *thru* 2029

City of Ramsey, Minnesota

Project # 04-WTR-005

Project Name Complete Pump House 3

Department Water Utility
Contact Unassigned
Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $240,000

Description

This project would add stone and other treatments to the exterior of the unfinished pumphouse to reflect the civic architecture in The COR, to include public buildings, landscaping, as well as, streetscaping.

Additionally, detailed planning in 2019 identified the value in adding to this highly visible public site - a restroom and a plaza/seating area along Center Street. The project will also consider photovoltaic panels to screen some of the industrial looking roofline and shade for the seating area. This power can be available for some the of the public irrigation systems - ex: the pumphouse.

Justification

The purpose and outcome would be to complete the building that has been in an unfinished state for more than a decade. The improvements coincide with the tens of millions of dollwars in adjoining private investments in Ramsey's Downtown District.

Expenditures	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Improvements Other than Building Cost	240,000										240,000
Total	**240,000**										**240,000**

Funding Sources	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Grants/Outside Sources	30,000										30,000
Water Utility Fund	210,000										210,000
Total	**240,000**										**240,000**










DANGER
CHEMICAL ROOM
AUTHORIZED
PERSONNEL
ONLY
DANGER
CHLORINE
GAS




DANGER !
EAR PROTECTION
REQUIRED IN
THIS AREA

CC Regular Session **7. 3.**

Meeting Date: 03/23/2021

By: Tim Gladhill, Community Development

Information

Title:

~~Consider Response Related to Local Zoning Preemption Legislation~~ **This Case was removed from the agenda.**

Purpose/Background:

The purpose of this case is to check with the City Council to determine if a response (either in favor or in opposition) is desired on behalf of the City.

This bill, if passed, will restrict some of the tools commonly used by the City in the development review/approval process. Additionally, the administrative provisions (particularly applying the 60 Day Rule to Building Permits) will create additional workload for the City and will likely have a fiscal impact.

Ordinarily, this topic would be on Work Session; however the current Work Session Schedule is currently full/over-scheduled. There is urgency in timing if the City Council wants to respond. Multiple Committee Meetings have already occurred on this bill and the bill could get a hearing on the House and Senate Floor in the near future. This case is a placeholder for discussion; Staff will have a more robust presentation at the meeting. Councilmembers are encouraged to ask questions in advance to help prepare the Staff Presentation.

Recommendation:

Based on discussion. Staff has concerns with the bill as proposed, but will honor any policy direction provided by the City.

Action:

Based on discussion.

Attachments

League of Minnesota Cities News Article dated March 8, 2021

League of Minnesota Cities News Article dated March 15, 2021

League of Minnesota Cities Memo

Housing First Memo

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/18/2021 02:36 PM
Form Started By: Tim Gladhill		Started On: 03/08/2021 03:55 PM
Final Approval Date: 03/18/2021		

LMC LEAGUE of MINNESOTA CITIES

Your LMC Resource

Irene Kao

IGR Counsel

(651) 281-1260 or (800) 925-1122

ikao@lmc.org

Senate Committee to Hear City-Opposed Bill on Zoning Preemption on March 9

March 8, 2021

For the second consecutive year, local zoning authority is challenged by the Senate.

Note: There is updated information on this topic. Read the latest article. (https://www.lmc.org/news-publications/news/all/zoning-preemption-bill-update/)

On March 9, the Senate Housing Finance and Policy Committee (https://www.senate.mn/committees/committee_bio.html?ls=92&cmte_id=3108) will hear a League-opposed bill, SF 915 (https://www.revisor.mn.gov/bills/bill.php?b=senate&f=SF0915&ssn=0&y=2021) (Sen. Rich Draheim (http://mail01.tinyletterapp.com/LMC_Action_Alerts/lmc-action-alert-bills-that-would-preempt-city-zoning-building-permit-fees-and-park-dedication-fees-authority/16487158-mail01.tinyletterapp.com/lmc_action_alerts/lmc-action-alert-bills-that-preempt-city-authority-on-zoning-and-the-use-of-city-building-inspectors/16414926-www.senate.mn/members/member_bio.php?c=0330544d-3849-435a-8768-d060f52d9f4b), R-Madison Lake), which would preempt local zoning authority.

The bill would limit planned unit development (PUD) conditions, prohibit aesthetic conditions, mandate city allowance of temporary family health care dwellings, require a 60-day rule for building permits, and more.

The House companion, HF 1840 (https://www.revisor.mn.gov/bills/bill.php?f=HF1840&y=2021&ssn=0&b=house) (Rep. Steve Elkins (https://www.house.leg.state.mn.us/members/profile/15517), DFL-Bloomington), has been introduced but has not yet been scheduled for a hearing.

League objections to the bill

Cities — not the Legislature — know their communities and are in the best position to address local zoning and respond to local needs. The League opposes this one-size-fits-all bill because it attacks the fundamental importance of local control. SF 915 would preempt decisions that cities make to guide land use. Universally mandated zoning requirements would eliminate the uniqueness of our communities.

Proponents allege city regulations and fees are some of the driving factors in housing costs; however, it is generally known that land, labor, and materials are the highest cost drivers — not city regulations or fees. City fees only represent 3%-7% of the cost of a home.

Home prices are market driven. Even if cities had no regulations or fees, anything a builder may save carries with it no guarantee that a home would be sold for less and would likely end up as more profit for the builder.

City zoning does not appear to be an obstacle for builders, as illustrated by recent record-high, single-family home construction. According to Twin Cities Business, the latest numbers (https://tcbmag.com/no-slowdown-for-metro-home-construction/) show a 32% increase in February.

Reach out to legislators

City officials are encouraged to contact their legislators to express their opposition to this bill.

Read more news articles (https://www.lmc.org/news-publications/news/latest-news/)

LMC LEAGUE of MINNESOTA CITIES

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Daniel Lightfoot

IGR Representative

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dlightfoot@lmc.org

Local Zoning Preemption Bill Advances in Senate

March 15, 2021

City officials are encouraged to contact their legislators to voice opposition to this bill, which is scheduled for another Senate committee hearing on March 16.

The Senate Housing Finance and Policy Committee (https://www.senate.mn/committees/committee_bio.html?ls=92&cmte_id=3108) on March 9 heard a League-opposed bill, SF 915 (https://www.revisor.mn.gov/bills/bill.php?b=senate&f=SF0915&ssn=0&y=2021) (Sen. Rich Draheim (http://mail01.tinyletterapp.com/LMC_Action_Alerts/lmc-action-alert-bills-that-would-preempt-city-zoning-building-permit-fees-and-park-dedication-fees-authority/16487158-mail01.tinyletterapp.com/lmc_action_alerts/lmc-action-alert-bills-that-preempt-city-authority-on-zoning-and-the-use-of-city-building-inspectors/16414926-www.senate.mn/members/member_bio.php?c=0330544d-3849-435a-8768-d060f52d9f4b), R-Madison Lake), which would preempt local zoning authority.

The bill was amended and passed on a party-line vote of 4-3. It now goes to the Senate Local Government Policy Committee (https://www.senate.mn/committees/committee_bio.html?cmte_id=3100&ls=92), where it will be heard on March 16.

The adopted amendment removed some problematic provisions, but other problems remain. The bill would still preempt local zoning authority by, for example, limiting planned unit development (PUD) conditions and prohibiting aesthetic conditions.

Moving ahead despite missing deadline

Typically, bills need to be heard in all relevant committees in one body before the first legislative deadline, which was March 12. (The House companion bill — HF 1840 (https://www.revisor.mn.gov/bills/bill.php?f=HF1840&y=2021&ssn=0&b=house), authored by Rep. Steve Elkins (https://www.house.leg.state.mn.us/members/profile/15517), DFL-Bloomington — has not had any hearings.)

Because the Senate Local Government Policy Committee did not hear this bill by the deadline, it should no longer be considered in the 2021 legislative session. Nonetheless, the Local Government Committee is scheduled to hear the bill.

City opposition

At the March 9 hearing, Prior Lake City Manager Jason Wedel and Elko New Market City Administrator Tom Terry testified in opposition to the bill, along with the League and Metro Cities. City testifiers discussed the importance of local control for zoning.

Cities — not the Legislature — know their communities and are in the best position to address local zoning and respond to local needs, they argued. And while proponents claim otherwise, PUDs are requested by developers, not required by cities.

Joining the League is opposition to the bill are several city organizations, including Metro Cities, the Municipal Legislative Commission, Coalition of Greater Minnesota Cities, and Minnesota Association of Small Cities.

Read the joint city letter opposing SF 915 (pdf) (https://www.senate.mn/committees/2021-2022/3108_Committee_on_Housing_Finance_and_Policy/City%20Letter%20-%20SF%20915.pdf)

Proponents of the bill

Housing First and the Minnesota Association of Realtors testified in support of the bill, claiming that zoning regulations are the reason residential development is driving up the cost of housing. However, it is widely known that land, labor, and materials are the highest cost drivers — not city regulations.

Read information from Housing First (pdf) (https://www.senate.mn/committees/2021-2022/3108_Committee_on_Housing_Finance_and_Policy/Housing%20First%20-%20SF915.pdf)

Reach out to legislators

City officials are encouraged to contact their legislators to express their opposition to this bill.

For more background information about this bill, read a previous article (https://www.lmc.org/news-publications/news/all/zoning-preemption/)

Read more news articles (https://www.lmc.org/news-publications/news/latest-news/)

March 9, 2021

Re: City concerns with SF 915 (zoning preemption)

Dear Members of the Senate Housing Finance Policy Committee:

The League of Minnesota Cities, Coalition of Greater Minnesota Cities, Minnesota Association of Small Cities, Metro Cities, and Municipal Legislative Commission respectfully ask members oppose efforts to preempt city zoning authority as called for in SF 915. Mandating one-size-fits-all policies on all 853 cities removes the ability for cities to respond to locally-identified priorities.

SF 915 preempts local zoning authority by limiting planned unit development (PUD) conditions, prohibiting aesthetic conditions, mandating allowance of temporary family health care dwellings, requiring a 60-day rule for building permits, etc. Cities know their communities and are in the best position to address local zoning and respond to local needs – not the state legislature. This one-size-fits-all bill attacks the fundamental importance of local control, and universally mandated zoning requirements would eliminate the uniqueness of our communities.

It has been alleged that city regulations and fees are some of the driving factors in housing costs. But it is generally acknowledged that land, labor, and materials are the highest cost drivers – not city regulations or fees. City fees only represent 3-7% of the cost of home.

Home prices are market driven. In the face of challenging market forces, cities continue to innovate through policy and provide direct assistance to developers and homebuyers despite limited resources. However, even if cities eliminated the regulations and fees that ensure the health, safety, and welfare of residents, anything a builder may save carries with it no guarantee that a home would be sold for less and would likely end up as more profit for the builder.

Finally, city zoning does not appear to be an obstacle for builders, as illustrated by recent record-high, single-family home construction. Latest numbers show a 32% February increase. Cities are committed to promoting development at all levels of the housing continuum. But broad preemption of local zoning authority under the guise of housing affordability is not the answer to market challenges we face in parts of the state.

Please join us in preserving city authority to ensure the health, welfare, and safety of our residents and oppose the preemption found in these bills.

Sincerely,

Irene Kao
League of Minnesota Cities

Bradley Peterson
Coalition of Greater Minnesota Cities

Cap O'Rourke
Minnesota Association of Small Cities

Patricia Nauman
Metro Cities

Tom Poul
Municipal Legislative Commission

HOUSING FIRST MINNESOTA

Addressing Exclusionary Zoning in Minnesota

SF 915 (Draheim)/HF 1840 (Elkins)

Bill Description

SF 915 is the first major step toward addressing the exclusionary impacts of zoning in Minnesota that have dominated much of our housing market for the past several decades. In its earliest days, zoning was used as a tool to restrict access to homeownership opportunities for people of certain races and ethnicities. While those blatant exclusionary tactics have been ruled illegal, contemporary zoning policies still exclude too many buyers based on the high cost of compliance. Zoning controls in many growing communities are designed to ensure larger homes on larger lots, which too few Minnesotans can afford.

Ending Zoning By Loophole

Decades ago, Planned Unit Development Agreements (PUDs) were meant to be the exception to the rule, allowing builders a variance from zoning standards when the established zoning didn't align with community growth objectives. Today, suburban communities approve virtually all new housing projects through the one-off PUD process, leading to higher costs and less affordably-priced housing.

The PUD process almost always includes cost-driving terms and conditions like exterior aesthetic requirements, big lots, big garages and big homes, expensive tree replacement plans, elaborate park systems, and a host of fees and exactions – some of which have been stricken down by the Minnesota Supreme Court as illegal.

Why These Changes Are Desperately Needed

- The MSP region has the worst housing affordability in the Midwest. The median existing home price is $305,000. The median new home price is $430,000.
- Our inventory of homes is among the worst in the country, currently sitting at less than 1 month. A healthy market would have 5-6 months.
- Our housing equity gap is one of the largest in the country with 76% of white households owning their home, but only 25% of black households owning their home.

Why SF 915 Increases Housing Availability and Affordability

The only fix for our ailing housing market is a sustained surge of newly built homes, primarily those priced modestly. SF 915 takes a regional approach to housing and returns affordability and access into the housing market equation. With this legislation, more starter homes can be built, and more Minnesotans will be able to access the dream of homeownership.

CC Regular Session **7. 4.**

Meeting Date: 03/23/2021

By: Chloe McGuire Brigl, Community Development

Information

Title:

Consider Request from Planning Commission for a Joint Work Session

Purpose/Background:

The Planning Commission requested a joint work session with the City Council and City's Economic Development Authority (EDA) to discuss land use in the COR. The Planning Commission has recently seen a few requests for the COR and would like to talk about general land use in the COR and the vision for the COR overall from City Council. These types of joint work sessions have been beneficial in the past for increasing collaboration and communication between the City Council, Planning Commission, and EDA. It is also a good opportunity for newer members to get to know each other.

Staff will ask the Planning Commission Chair to attend this meeting to present their request.

Notification:

N/A

Funding Source:

Staff is handling this request as part of normal duties.

Recommendation:

The Planning Commission recommended scheduling a joint session with the City Council and Economic Development Authority (EDA). Staff recommends responding to the request.

Action:

By consensus, direct Staff to schedule/not schedule a Joint Work Session with the Planning Commission and EDA in either April or May.

Attachments

DRAFT March Planning Commission Minutes

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	03/17/2021 11:29 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 02:34 PM
Form Started By: Chloe McGuire Brigl		Started On: 03/09/2021 11:48 AM
Final Approval Date: 03/18/2021		

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, March 4, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Eric Peters Commissioner Gary VanScoy
Members Absent:	None
Also Present:	Senior Planner Chloe McGuire Brigl Deputy City Administrator Tim Gladhill Police Chief Jeff Katers City Council Liaison Debra Musgrove City Councilmember Matt Woestehoff

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Chairperson Bauer led the group in the Pledge of Allegiance.

3. CITIZEN INPUT

None.

4. APPROVAL OF AGENDA

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye

Chairperson Bauer aye
Motion carried.

5. CONSENT AGENDA

5.01: Approve the February 4, 2021 Planning Commission Meeting Minutes
5.02: Approve the February 11, 2021 Planning Commission Work Session Minutes

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

A roll call vote was performed:

Commissioner Peters aye
Commissioner Anderson aye
Commissioner Gengler aye
Commissioner VanScoy aye
Chairperson Bauer aye

Motion carried.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider Resolution #21-058 Approving Variance for Deviation from Street Name Grid for Riverstone South; Case of Capstone Homes, LLC

Public Hearing

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

Presentation

Senior Planner McGuire Brigl presented the staff report stating that the City's Public Works and Public Safety teams are not supportive of the requested deviation for public safety reason; however, the Public Works Committee has recommended moving away from Unicorn Street and allowing one deviation from the standard grid as they feel Unicorn Street may be difficult to market.

Commissioner VanScoy commented that he appreciates the attempt to honor the Pearson name and asked if there had been consideration to name the park after the Pearson family.

Senior Planner McGuire Brigl commented that the City already has a Pearson Park in another area of Ramsey.

Citizen Input

Tom Bakritges, Capstone Homes, commented that he provided a more comprehensive presentation to the City Council and Public Works Committee. He stated that the Pearson family has been at the homestead property for 75 years and therefore they would like to honor the family with one of the street names. He noted that Pearson Place and Pearson Park have already been named after the family on other property they owned that has been developed. He commented that unicorn is not a good name in terms of marketing homes and Capstone does not feel that would be a good fit for the neighborhood. He asked that the Commission approve of the request.

Commissioner VanScoy commented that there is already a Unicorn Street in Ramsey and it is part of the County grid. He asked why it is a bad name in the opinion of Capstone.

Mr. Bakritges commented that a unicorn is a mythical figure and not a real animal, therefore it does not technically fit within the grid. He stated that some people do not like those types of names for their street, noting that the City approved a change from Sloth Street to Snowy Owl Street in Riverstone North.

Chairperson Bauer stated that he lives in Riverstone North on Quintana and asked what type of animal that is.

Mr. Bakritges stated that he is not sure of how that name came to be.

Deputy City Administrator Gladhill commented that Quintana is not an animal and came about in a similar discussion on the street name. He stated that the Public Works Committee did make this recommendation for the compromise on street naming.

Police Chief Katers commented that public safety and public works provided input at the Public Works Committee noting that police and fire oppose changes to the street name grid as it follows the County grid. He noted that the County grid ensures that public safety can easily respond to calls for service within their own community and in situations of mutual aid as all the communities follow the County grid. He stated that there are 18 addresses on the north end of Ramsey that are on Unicorn Street already. He noted that public safety wants to remain with the logical naming system and therefore oppose deviation from the naming system. He commented that in times of emergency when GPS service is not available, public safety would be able to respond within their own community and neighboring communities based on the County grid system. He stated that public safety also opposed the changes requested by the applicant for Riverstone North in 2017, which were ultimately approved by the City. He asked that the Commission follow the grid system for street names.

Commissioner VanScoy referenced the comment from Police Chief Katers that public works opposes the change, but the case stated that the Public Works Committee supports the change and asked for clarification.

Deputy City Administrator Gladhill commented that the Public Works Committee is composed of three City Council members. He noted that meeting of the Public Works Committee was the same night as a special City Council workshop meeting, therefore all six members of the Council as well as the Councilmember Elect were present and there were no comments of opposition.

Councilmember Musgrove commented that after discussion, the Committee supported this compromise to border the development with Pearson Street, similar to the Bowers Drive border on the other side of the development with the other roads inside of the development following the naming grid. He stated that the Committee felt that this was a good compromise to honor the Pearson family and follow the naming grid in the remainder of the development.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:22 p.m.

Commission Business

Commissioner VanScoy commented that he has been concerned that other factors have been placed over the opinion of public safety in previous considerations. He commented that a marketing concern versus a safety concern does not seem to pose question, noting that public safety should rank above marketing.

Commissioner Peters agreed that public safety should rank above marketing.

Motion by Commissioner VanScoy, seconded by Commissioner Peters, to deny the variance requesting deviation from City Code street name grid requirements for Riverstone South.

Further discussion

Senior Planner McGuire Brigl commented that if the variance is denied there is a process of which the applicant can appeal the decision to the City Council.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

Deputy City Administrator Gladhill commented that the record should reflect that the denial was based on the decision that the public safety element outweighs a marketing concern for the street name.

6.02: Public Hearing: Review Resolution #21-055 Approving Java Properties Concept Plan (Project 21-105)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:25 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating staff recommends approval of the site plan as drafted in the proposed resolution.

Chairperson Bauer noted that the Commission did review this at its February worksession.

Citizen Input

Mark Crow, Java Companies, commented that staff has been great to work with and all the recommendations thus far have been reasonable. He stated that they would like to begin construction this summer and they are excited to become a part of the community.

Commissioner Gengler referenced a previous comment made by the Commission about adding a bike rack to the property and asked for input.

Mr. Crow stated that they will be adding the bike rack component when updating the plans before this moves forward to the City Council.

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

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:30 p.m.

Commission Business

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #21-055 Approving the Site Plan and CUP for Java Properties.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

6.03: Public Hearing: Consider Resolution #21-008 for Site Plan and Final Plat for GiGi's Salon and Spa (Project #20-140)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:32 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff is supportive of the project and recommends approval of Resolution #21-008.

Chairperson Bauer recalled that there was previous discussion that the building did not run parallel to Sunwood Drive but was instead parallel to the buildings to the east.

Senior Planner McGuire Brigl confirmed that the application would like to more align the building with Veterans Drive because of the trapezoidal shape of the property. She noted that the building is within the built to setback line of the COR area, closer to Sunwood than the daycare center.

Chairperson Bauer noted that the Commission previously reviewed a request for a hotel for the property between the salon and daycare and asked how that property aligned.

Senior Planner McGuire Brigl commented that the proposed hotel would run parallel to the salon and daycare, noting that the applicants worked together to ensure alignment would be gained and shared parking could be provided.

Commissioner VanScoy commented that he understands the rational with not directly aligning with Sunwood, although he would have preferred that. He stated that in reviewing the floorplan,

the COR framework states that the front of the building should be at Sunwood, but it does not appear that is the front.

Senior Planner McGuire Brigl commented that similar to the other properties along Sunwood, the façade along Sunwood is more of a faux façade with parking and the main entrance along the auxiliary street. She stated that has become the common practice as long as the design standards can be met for the Sunwood facing side. She commented that it would be consistent with the surrounding uses.

Chairperson Bauer noted that there was a similar discussion with the daycare center, to have the Sunwood side not have the appearance of the back of the building, while allowing the entrance off the other side of the building.

Commissioner VanScoy commented that the other businesses still have an entrance on the Sunwood side whereas this would not have that entrance. He stated that this is a corner lot and therefore in the framework it states that it should be situated in the corner of the lot. He was unsure that this building would fit within that build to zone.

Chairperson Bauer noted that there are two doors on the north elevation which would face Sunwood.

Senior Planner McGuire Brigl confirmed that one of the doors is for the staff patio and the other would be an exit door.

Commissioner VanScoy stated that there will be parking along Zeolite and confirmed that bushes and trees would be used for screening. He commented that there would be some potential issues with equipment screening but believed that was covered within the project documents. He asked for details on the structure shown in the northeast corner.

Senior Planner McGuire Brigl commented that is the fenced in area.

Commissioner VanScoy commented that it appears in the floorplan there would be a hot tub in that area. He was unsure that wood fencing would be allowed.

Senior Planner McGuire Brigl commented that staff discussed whether alternate materials would be more appropriate for the fencing.

Commissioner Anderson asked where the wellhead is located relative to the property.

Senior Planner McGuire Brigl identified the well, which is on the adjacent property that will remain an outlot.

Citizen Input

Curt Strandland, Classic Construction, spoke on behalf of the applicant. He referenced the doors on the north elevation noting that one door would exit to the patio. He stated that they would be

open to different types of fencing for the hot tub area but did not believe wrought iron would provide adequate fencing but would be open to other materials. He noted that the cedar fencing would match the proposed pergola. He stated that they have worked with staff to meet the requirements of the COR but are open to other suggestions from the Commission.

Commissioner VanScoy commented that there are two doors on the north side, noting that the other door appears to go to a mechanical room.

Mr. Strandland confirmed that the mechanical room door would not be used for access. He confirmed that the second door on the north would be used for staff to reach the patio area.

Commissioner VanScoy commented that there appear to be four egress doors on the plan and received confirmation. He asked and received confirmation that the staff patio would not be fenced.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Commissioner Anderson	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:51 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Peters, to recommend that City Council adopt Resolution #21-008 Approving the Site Plan and Final Plat for GiGi's Salon and Spa.

Further discussion

Commissioner VanScoy noted on page 52 of the amended COR framework it states that the main entrance of each principal building must face the street. He stated that the Commission has been working around that with the intent to have an entrance on Sunwood. He noted that this would not be an entrance. He understood that the main entrance ends up being where people park. He noted that he would be opposing this request based on that factor. He believed that the Commission should review the COR framework as the applications continue to get further from that intent.

Chairperson Bauer commented that the intent of that language is to provide walkability within the COR. He noted that thus far there has been a focus more on automobile access and perhaps that is something that needs to be revisited as to whether the intent is to focus on pedestrian or vehicle access. He agreed that there should be continued discussion on the vision for the COR.

Commissioner Anderson stated that he understands and agrees with those comments but noted that this is a unique lot in that there is no parking on Zeolite or Veterans Drive and therefore the only option for parking is within the parking lot. He noted that it would be hard for this property to meet that intent of the framework.

Commissioner VanScoy commented that he understands the change in nature and the unique character of the lot but believes that the Commission needs to review the framework in order to make better decisions on current conditions. He stated that other businesses have a customer entrance on Sunwood. He stated that he reviewed the floorplan in detail and commented that this is an interesting and exciting concept that he would like to see be successful. He believed that it could work as proposed and believed the issue of street edging has been addressed. He noted that his vote in opposition will be strictly based on the verbiage of the COR framework.

Deputy City Administrator Gladhill commented that the COR framework was intended to be flexible. He stated that flexibility has been shown on other properties within the COR such as Casey's and Allina. He stated that the walkable feel of the COR will take some time. He noted that the building is proposed to the build to line with a door off Sunwood, although this user will not be using that door for access. He noted that the COR framework was intended to be flexible in order to allow for more creative projects that come forward.

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner VanScoy	nay
Chairperson Bauer	aye

Motion carried.

6.04: Public Hearing: Consider Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure for the Church of St. Katharine Drexel

Public Hearing

Chairperson Bauer stated that he and Commissioner VanScoy do not have financial interest in the church but are very involved, noting that he signed the application on behalf of the church. He noted that he and Commissioner VanScoy will not be participating in this discussion as members of the Commission but instead as representatives of the applicant.

Acting Chairperson Anderson called the public hearing to order at 8:02 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends approval of Resolution #21-054 for an Interim Use Permit for a storage building on the subject property.

Citizen Input

Randy Bauer, Saint Katherine Drexel, commented that the church is experiencing problems with having sufficient storage space. He noted that this building would be used for lawn maintenance and storage of items that are used for seasonal decoration. He stated that the storage space would be larger than the current need but is being built to sustain the future needs. He noted that once the primary building is constructed the accessory building would not require an Interim Use Permit. He noted that the church hopes to begin construction in the next few years but that would be dependent on the capital campaign. He noted that the City has sometimes linked an IUP to an event rather than a timeframe. He stated that he would prefer the IUP be linked to the construction of the primary building rather than placing a five-year period on the permit. He stated that they provided some sketches as to where the primary building could be located but noted that could shift as they are currently working with the City on its desire for land to expand Central Park as well as a residential developer that is interested in purchasing some of the land.

Gary VanScoy, representing the applicant, commented that they do have a concept for the building and are working to gain the funds necessary. He stated that they are running out of room for storage at this time.

Acting Chairperson Anderson referenced the comment that the applicant would prefer to link the IUP to the construction of the building rather than five years. He noted that IUPs are typically provided for five years, noting that if that is not sufficient the applicant could request an extension as mentioned by staff.

Mr. Bauer noted that some IUPs along Highway 10 have been linked to specific events, such as interchange construction. He stated that they would prefer that the IUP be linked to the construction of the primary building as once that building is constructed the IUP would no longer be needed.

Acting Chairperson Anderson noted that if there is not a timeline, the IUP could then run indefinitely.

Mr. Bauer stated that the accessory building will continue to be needed and is the first step in progressing forward.

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

A roll call vote was performed:

Commissioner Peters aye

Commissioner Gengler aye
Acting Chairperson Anderson aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 8:12 p.m.

Commission Business

Motion by Commissioner Peters, seconded by Commissioner Gengler, to recommend that City Council adopt Resolution #21-054 Approving an Interim Use Permit for an Accessory Structure on the subject property for a term of five years.

Further discussion

Councilmember Musgrove asked for details on the foundation for the accessory building.

Mr. Bauer replied that there would be a cement slab.

Councilmember Musgrove commented that she would like the five-year period for the IUP, recognizing that an extension could be granted, or perhaps additional storage space would be needed.

Mr. Bauer commented that the accessory structure is being built to fit future needs, therefore a larger size will not be needed. He noted that the draft resolution states a period of two years and asked for clarification on the desired length.

Commissioner Peters stated that his intention was to allow a five-year time period.

Commissioner Gengler confirmed that she would support five years.

A roll call vote was performed:

Commissioner Peters aye
Commissioner Gengler aye
Acting Chairperson Anderson aye

Motion carried.

Chairperson Bauer and Commissioner VanScoy rejoined the meeting as Commission members.

7. COMMISSION BUSINESS

7.01: Review Sketch Plan for Trott Brook Property, Makowsky Addition, Case of the Excelsior Group (Project 20-103)

Presentation

Senior Planner McGuire Brigl presented the Staff Report stating that staff recommends that the Planning Commission direct the applicant to move forward with developing a formal preliminary plat, compliant with all City Code standards. The review by staff outlines minor adjustments to the plan that shall be required in order to achieve full compliance with Zoning Code. The overall project complies with the Zoning Code.

Commission Business

Commissioner Gengler asked for input on the accesses that would be provided into the development, noting there appear to be two entrances on 173rd and one on Variolite.

Senior Planner McGuire Brigl commented that there is one proposed entrance from Nowthen onto 173rd, which is currently a dirt driveway that would be upgraded to a public road. She stated that there would be one entrance off Variolite. She stated that improvements would likely be necessary on Nowthen Boulevard, such as a turn lane, to support this development.

Commissioner VanScoy asked if there would be a conservation easement as part of this development.

Senior Planner McGuire Brigl commented that staff learned that conservation easements are extremely difficult to enforce, therefore required buffer would be taken through outlot or the City would take fee title of.

Deputy City Administrator Gladhill stated that the discussion has not reached that level yet, noting that it would depend upon whether the development would have an HOA that maintains ownership of outlots, or whether the City would take ownership of the outlots.

Councilmember Musgrove referenced the potential number of lots that may not meet the minimum size standards and asked if that could change the layout and ultimate number of lots.

Senior Planner McGuire Brigl replied that staff flagged some lots that will need to be double checked in terms of size. She stated that the wetland delineation has the most potential to change the ultimate number of lots because of required buffers. She stated that perhaps five to ten lots could be lost if this moves forward.

Ben Schmidt, Excelsior Group, commented that they have been working on this for over one year and they believe they can move forward meeting all the minimum requirements. He recognized that this is high level but believed that they would be able to provide the minimum lot sizes. He agreed that the wetland delineation would be the factor that could impact the ultimate number of lots. He believed that this would be a great project for the City, and they are excited about the new park area that would be brought to the northern area of Ramsey.

Commissioner VanScoy commented that he noticed a lot of ponds and asked if those are wetlands or whether those would be created.

Mr. Schmidt replied that those would be infiltration basins to be used for stormwater management.

Commissioner Anderson commented that he plows snow for the City and cul-de-sacs take about 15 minutes each to plow. He noted that this sketch has nine cul-de-sacs which would equate to a few hours of plowing just for this development. He stated that the City would then most likely have to hire another staff member to plow and additional equipment would be needed. He asked if some of the cul-de-sacs could be eliminated.

Mr. Schmidt recognized that cul-de-sacs are not desired by public works. He stated that he is sensitive to that but noted that from a marketing standpoint, people like to live on cul-de-sacs because it slows traffic and increases safety. He stated that there could be a negotiation but felt that the value of the homes could create a tax base that would help to offset the additional public works time. He noted that they would be willing to work with staff on that detail.

Senior Planner McGuire Brigl stated that she presented the sketch plan to the Public Works Director, who agreed that cul-de-sacs require additional time but believed that some planning could assist in offsetting that time. She stated that the driveway locations will be run by public works during each phase in attempt to make it easier for plows.

Commissioner Anderson commented that typically the smaller trucks do cul-de-sacs, and the larger trucks do the main road. He commented that public works and public safety vehicles should continue to be a part of the cul-de-sac discussion.

Kim Ksaloka asked when buffer zones between the proposed development and existing properties would be discussed.

Senior Planner McGuire Brigl commented that staff noted that the density transitioning would be required at a level two, which would be a 35-foot berm or 45-foot planted buffer. She stated that buffer would be required against the existing rural lots.

Commissioner VanScoy commented that he likes the proposal and noted that the applicant has done a great job reacting to previous input. He noted that this is a much more preferable design to the original sketch plan.

Chairperson Bauer noted that in previous review the Commission was comfortable with some smaller interior lots but recognized that the Council did not support those lot sizes.

Councilmember Musgrove confirmed that this submission is more in line with the previous direction from the City Council. She recognized that she has not yet seen much community input on the new design.

Chairperson Bauer noted that this seems on track with the desire of the developer and the previous direction from the City Council.

Senior Planner McGuire Brigl confirmed the consensus of the Commission to direct the applicant to move forward towards preliminary plat. She noted that this will go forward to the City Council on the March 23rd agenda.

Councilmember Musgrove asked if the description for parcel B is accurate in the letter submitted.

Deputy City Administrator Gladhill commented that it is very common to have this type of description in a metes and bounds division therefore this is accurate.

8. COMMISSION / STAFF INPUT

Chairperson Bauer noted that he and Commissioner VanScoy have conflicts with the April meeting date and suggested postponing that meeting by one week.

Councilmember Musgrove noted that the Park and Recreation Commission meets on that night. She suggested moving to the third Thursday.

Chairperson Bauer noted that he and Commissioner VanScoy have a conflict with that date as well. It was confirmed that the Planning Commission meeting for April would be held the second Thursday in April. He noted that some members of the Commission attended a City Council worksession where a pause on multifamily housing development was discussed for City owned property. He noted that the Commission members expressed concern for the rational in pausing that development when the properties are zoned for that type of development. He stated that perhaps a joint worksession with the Council, EDA, and Planning Commission be held to review the plan for the COR to ensure everyone is on the same page.

The Commission members agreed that it would be helpful to have a joint discussion to discuss the general land use vision of the COR and multifamily housing.

Chairperson Bauer asked if Councilmembers Musgrove and Woestehoff would be open to making the request to the Council for a joint meeting.

Councilmember Musgrove asked if that would be the only way for this type of joint meeting to occur.

Deputy City Administrator Gladhill stated that the multifamily discussion has come forward a few times and therefore he would prefer this be a broader discussion. He noted that staff could bring forward the suggestion for a joint worksession but urged the focus to be on the land use plan for the COR.

Councilmember Musgrove commented that the Council had the discussion related to multifamily housing and indicated support for a pause on that development as well as focusing on attracting retail development to support the residents that have come into the COR. She felt that the minutes from that meeting reflect that direction. She commented that a lot of rooftops have been added and the Council wants to focus more on bringing businesses to support the needs of those residents.

Chairperson Bauer stated that he was looking at discussing the overall plan for the COR and land along Highway 10. He stated that he suggested bringing in the EDA because it has been stated that retailers look for a population of 30,000, which Ramsey has not yet reached that level. He stated that the quickest way to reach that population is with multifamily development and therefore that may need to be a factor in reaching the goal to bring more businesses. He believed that involving the EDA would be critical to ensure all factors are considered and everyone moves forward in the same way to reach the ultimate vision of the COR.

Deputy City Administrator Gladhill commented that staff would need to be careful how to navigate this as there has been direction from the Council on multifamily housing. He stated that the Commission could request a joint meeting to focus on overall land use in the COR and the Council would then make the decision whether to hold that meeting.

Councilmember Woestehoff commented that from his perspective collaboration with the different Boards is an important function. He stated that members of the Commission can reach out to Councilmembers from their Ward or the At-Large members to express their comments as residents. He noted that while the decision was not unanimous, the Council did make the decision to pause multifamily development on City owned property. He recognized that retail may not bounce back as quick as desired following COVID, but perhaps it will.

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to request a joint meeting with the Planning Commission, City Council and Economic Development Authority to discuss the land use plan for the COR and Highway 10 corridor.

A roll call vote was performed:

Commissioner VanScoy	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Peters	aye
Chairperson Bauer	aye

Motion carried.

9. ADJOURNMENT

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner VanScoy	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion carried.

The regular meeting of the Planning Commission adjourned at 9:00 p.m.

Respectfully submitted,

_____
Chloe McGuire Brigl
Senior Planner

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **7. 5.**

Meeting Date: 03/23/2021

Submitted For: Brad Bluml, Police **By:** Brad Bluml, Police

Information

Title

Authorize Acquiring a RG33 MRAP Vehicle from the Law Enforcement Support Office (LESO)1033 program

Purpose/Background:

All city departments has been encouraged to find outside sources of funding for equipment and projects by the city council. The police department is participating in the LESO 1033 program and has been for the past 15+ years. MN Homeland Security and Emergency Management (HSEM) is the state administrator for the Minnesota Law Enforcement Support Office (LESO) program established by the U.S. Department of Defense (DoD) through the Defense Logistics Agency. It allows law enforcement agencies to obtain surplus military weapons, tactical vehicles, aircraft, and other equipment for any bona fide law enforcement need at no cost, agencies must only cover the cost of shipping. Property acquired from this program is inventoried annually. There is no cost to continue to keep the property.

Our police department has been approved to receive and acquire a RG33 Mine Resistant Ambush Protection (MRAP) vehicle through the LESO 1033 program from Fort Bliss, TX. A MRAP is a large armored vehicle that was used by the military to safely transport soldiers into high threat areas of Iraq and Afghanistan. The vehicle was designed to protect its occupants from explosive devices and bullets. This vehicle will be used as an armored rescue vehicle.

The original acquisition price to the military for this vehicle was $824,000. The police department will receive this vehicle at no cost except shipping. We have received multiple quotes to have this vehicle transported and the lowest quote was from LeFebvre Companies out of Elk River for a price of $4,950. This vehicle is said to be in very good condition due to being maintained by a stateside Army unit. We are aware of other police departments who have also acquired MRAP's, and these were in poor condition needing costly maintenance to become operational. We have been searching for an MRAP for some time and been waiting for one to become available.

With the changing dynamic of incidents that police officers are responding to and the access of firearms for many individuals, it is important to be able to protect police officers while giving them needed access to an individual in order to negotiate. There is also new legislation that changes the way officers handle certain situations. This vehicle will allow officers to get closer to a situation and gain the ability to survey, negotiate and take action while keeping the officers in a safe location.

We predict this vehicle will be used 5-8 times per year. Multiple incidents that have occurred in Ramsey have needed an armored vehicle in the past. There have also been incidents within Anoka County where an armored vehicle was shot by a suspect keeping officers safe and also saving the life of the subject.

This vehicle may be used in the following incidents:

- Protect officers when there is an armed subject inside a building.
- Protect officers when an armed subject is in a vehicle.
- Allow officers to maneuver closer to armed subjects while staying safe. This helps the ability of officers to negotiate and evaluate the situation.
- Used in active shooter situations, giving officers cover in order to get closer and gain access to a building.
- Ability to safely block a vehicle containing an armed subject.
- Assist neighboring agencies with high threat incidents.
- For the joint use with the fire department for rescue operations after natural disasters.

- Can be driven through 36 inches of water and over large debris after a disaster.
- Allow emergency personnel to reach citizens when the roadway is underwater or covered in debris.
- Ability to make dynamic rescues.

Attached to this council case are photographs of the same model MRAP we have been awarded.

Observations/Alternatives:

1. Accept acquisition and provide shipment for transportation of the MRAP to the police department.
2. Deny accepting and release the MRAP back to the 1033 program for another police department to acquire.

Funding Source:

The cost of the vehicle is free. The cost for shipping will be taken out of the police department's current budget. Future costs for this vehicle will include paint, decals, emergency lighting, and other miscellaneous necessities in order to make it most useful to our staff. The updated paint and decals will make it uniform and match our current patrol fleet. The original acquisition price of this vehicle was $824,000. The police department will receive this vehicle for the cost of shipping, $4,950.

Recommendation:

Staff recommends the city council authorize the acquisition and transportation of the RG33 MRAP from the LESO 1033 program.

Action:

Motion to Authorize Acquiring a RG33 MRAP Vehicle from the Law Enforcement Support Office (LESO)1033 program.

Attachments

MRAP vehicle photos

Form Review

Inbox	Reviewed By	Date
Jeff Katers	Jeff Katers	03/16/2021 11:31 AM
Kurt Ulrich	Kurt Ulrich	03/18/2021 02:07 PM
Form Started By: Brad Bluml		Started On: 03/15/2021 05:07 PM
Final Approval Date: 03/22/2021		














COM MINE RESISTANT AMBUSH PROTECTED
U.S.
4x4
CURB WEIGHT
GVWR
GROSS VEHICLE WEIGHT
AXLE LOAD AT CURB WEIGHT
GAWR
VEHICLE LIFT PROVISIONS
VEHICLE TIE DOWN PROVISIONS
LIFTING LIMIT LOAD
TIE DOWN LIMIT LOAD



CC Regular Session **7. 6.**

Meeting Date: 03/23/2021

By: Diana Lund, Finance

Information

Title

Adopt Resolution #21-073 Approving the Transfer of Excess General Fund Revenues to the Equipment Revolving Fund, Facilities Construction Fund, Capital Maintenance Fund and Public Improvement Revolving (PIR) Fund.

Purpose/Background:

The City Council originally adopted a policy on February 22, 1994, known as the Excess Revenue Policy (Resolution #94-02-045-Resolution Establishing a Financial Policy for the Purpose of Allocation of Excess/Deficient General Fund Revenues) with the last amendment of this policy occurring on May 10, 2016 (Resolution #16-05-089) a copy of which is attached.

The Excess Revenue Policy states that the fund balance will be at 50% of the next year's operating expenditures, plus any encumbrances and compensated absences. These items totaled $841,342.27 and are reflected as such:

50% of 2021 Budget increase: $539,879.50

Comp Absence Liability increase: $145,162.77

Encumbrances:
Police 2021 Contract Settlement (not budgeted)
2.75% to 3.75% COLA & one-time pay $ 26,300.00

Workers Comp Increase (not budgeted)
(Numbers not known until January-LOGIS pool)
increase due to major uptick in police costs $60,000.00

General Liability Increase (not budgeted)
(Numbers not known until January-LOGIS pool) $20,000.00

Fire Protection Revenue Decrease: Budgeted at $60,000 or full-year
Nowthen expected terminate contract 4-1-21 $40,000.00

Fire Personnel-Includes Duty Officer On-Call Pay (not budgeted) $10,000.00

Total Fund Balance Additions $841,342.27

After meeting the fund balance requirements at year ending December 31, 2020, $1,376,214.72 ($575,816.94 excess in 2019) remained as excess revenues to be transferred from the General Fund. The majority of the excess was attributed to building permit revenue exceeding budget, CARES federal funds received that covered a significant portion of allowable public safety personnel expense in relation to the COVID pandemic and increase in interest earnings related mostly to the write-up of investments to market value on December 31, 2020 and not true interest earned.

As stated in the policy, transfers from the General Fund would be as such:

Facilities Construction Fund (10%) $137,621.46
Equipment Revolving Fund (30%) $412,864.42
Capital Maintenance Fund (30%) $412,864.42
Public Improvement Revolving (PIR) Fund (30%) $412,864.42

Notification:

A line item detail of the 2020 General Fund Budget is attached. The report shows a comparison of budget-to-actual and an overall summary of all departments. The last page shows how the excess revenue transfer was calculated based on policy. A chart of accounts is also attached to give a description of a respective line item (object #).

Observations/Alternatives:

Alternatives:
1. Adopt Ordinance #21-073 transferring $1,376,214.72 to the respective funds per excess revenue policy.

2. Adopt Ordinance #21-073 transferring $_____ to the respective funds per excess revenue policy.

Recommendation:

Staff recommends that $1,376,214.72 be transferred from the General Fund to the Equipment Revolving Fund in the amount of $412,864.42, the Capital Maintenance Fund in the amount of $412,864.42, the Public Improvement Revolving Fund in the amount of $412,864.42 and the Facilities Construction Fund in the amount of $137,621.46 per the Allocation of the Excess Revenue/Deficient policy

Action:

Motion to adopt Resolution #21-073 Approving the Transfer of Excess General Fund Revenues to the Equipment Revolving Fund, Facilities Construction Fund, Capital Maintenance Fund and Public Improvement Revolving (PIR) at the stated rates.

Attachments

#16-05-089 Excess Revenue Policy
Reso #21-073 Transfer 2020 Excess Revenue
2020 General Fund Budget - Budget to Final Actual
Chart of Accounts
Fund Balance Charts

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	03/18/2021 02:55 PM
Diana Lund (Originator)	Diana Lund	03/22/2021 01:54 PM
Form Started By: Diana Lund		Started On: 03/12/2021 08:44 AM
Final Approval Date: 03/22/2021		

Councilmember Johns introduced the following resolution and moved for its adoption:

RESOLUTION #16-05-089

RESOLUTION ESTABLISHING A FINANCIAL POLICY FOR PURPOSE OF ALLOCATION OF EXCESS/DEFICIENT GENERAL FUND REVENUES

WHEREAS, this is an amendment to the policy adopted February 22, 1994 under Resolution #94-02-045; and

WHEREAS, this policy was further amended by Resolution #04-10-320 adopted October 26, 2004; and

WHEREAS, this policy was further amended by Resolution #10-04-082 adopted April 13, 2010; and

WHEREAS, this policy was further amended by Resolution #11-11-217 adopted November 7, 2011; and

WHEREAS, actual revenues can be over or under actual expenditures at the end of the fiscal year; and

WHEREAS, the State Auditor recommends a fund balance of 35-50% of next year's operating expenditures; and

WHEREAS, the city's policy will have the fund balance at 50% of next year's operating expenditures, plus prior-year encumbrances (if any) plus compensated absences; and

WHEREAS, the city's special revenue funds will not be figured into the calculation of the overall fund balance total as these funds have special designated purposes;

WHEREAS, there exists a need for additional funding sources for certain revolving, trust and replacement funds.

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

1) That the Finance Director is hereby directed to implement the following Financial Policy for the Purpose of Allocation of Excess/Deficient General Fund Revenues:

   When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed.

   When committed, assigned, or unassigned resources are available for use, it is the City's policy to use resources in the following order; 1) committed, 2) assigned, and 3) unassigned.

   When actual revenues exceed actual expenditures in a given year, the excess shall be allocated as follows:

a) Any excess shall be first allocated to "Assigned" fund balance to bring that portion of fund balance to an amount equal to fifty percent (50%) of the next years adopted operating budget plus prior-year encumbrances (if any) plus compensated absences.

b) Any excess after complying with fund balance requirements in steps a) and b) shall be allocated to revolving, trust and replacement funds in the following manner:

Thirty Percent (30%) to Fund #234 - Equipment Replacement Fund
Thirty Percent (30%) to Fund #810 – Capital Maintenance Fund
Ten percent (10%) to Fund #412 – Public Facilities Construction Fund
Thirty percent (30%) to Fund #400 - Public Improvement Revolving Fund

When actual expenditures exceed actual revenues in a given year, the deficit shall be treated as follows:

a) "Assigned" fund balance shall first be adjusted to an amount equal to fifty percent (50%) of the next years adopted operating budget plus prior year encumbrances (if any) plus compensated absences.

b) If shortage after complying with fund balance requirement in step a) and b) shall draw funds in the following manner:

Thirty Percent (30%) to Fund #234 - Equipment Replacement Fund
Thirty Percent (30%) to Fund #810 – Capital Maintenance Fund
Ten percent (10%) to Fund #412 – Public Facilities Construction Fund
Thirty percent (30%) to Fund #400 - Public Improvement Revolving Fund

2) The Ramsey City Council hereby establishes this policy effective with the year ended December 31, 2016.

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

Mayor Strommen
Councilmember Johns
Councilmember Williams
Councilmember Kuzma
Councilmember Riley
Councilmember Shryock

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Councilmember LeTourneau

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 10th day of May 2016.

Mayor

ATTEST:

City Clerk

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-073

RESOLUTION APPROVING THE TRANSFER OF EXCESS GENERAL FUND REVENUES TO THE EQUIPMENT REVOLVING FUND, FACILITIES CONSTRUCTION FUND, CAPITAL MAINTENANCE FUND AND PUBLIC IMPROVEMENT REVOLVING FUND (PIR)

WHEREAS, during the year 2020, the Ramsey City Council acted on matters impacting revenue and expenditure budgets of the City's General Fund for items that were not included in the original budget for the year ended December 31, 2020; and

WHEREAS, it has been determined that there are excess revenues over and above amounts necessary to meet the fund balance requirements for the year ended December 31, 2020; and

WHEREAS, $1,376,214.72 remained as excess revenues to be transferred from the General Fund at year ended December 31, 2020; and

WHEREAS, Resolution #16-05-089 states that excess year-end General Fund revenues will be distributed to the Equipment Revolving Fund (30%), Facilities Construction Fund (10%), the Capital Maintenance Fund (30%) and the Public Improvement Revolving Fund (30%); and

WHEREAS, $412,864.42 will be transferred from the General Fund to each of the Equipment Revolving Fund, Capital Maintenance Fund and Public Improvement Revolving Fund and $137,621.46 to the Facilities Construction Fund.

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

1) That the Ramsey City Council hereby approves the transfer of excess General Fund Revenues in the amount of $1,376,214.72 to the Equipment Revolving Fund, the Facilities Construction Fund, Capital Maintenance Fund and Public Improvement Revolving Fund at the amounts of $412,864.42, $5137,621.46, $412,864.42, and $412,864.42, respectively.

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 23rd day of March 2021.

Mayor

ATTEST:

City Clerk

		ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Revenues							
Taxes	Current Ad Valorem	4011		8,929,345.04	9,072,932	(143,587)	
	Delinquent	4012		39,951.43	50,000	(10,049)	
	Fiscal Disparities	4014		1,607,453.59	1,498,000	109,454	
	Excess Tax Increments	4015		-		-	
	Forfeited	4019		676.39	-	676	
	Penalty-Ad Valorem Tax	4018		1,055.73	5,000	(3,944)	
				10,578,482.18	**10,625,932**	**(47,450)**	No major changes
Licenses & Permits	Credit Cards	4140		(2,031.75)	(5,000)	2,968	Recorded credit card fees related to permits directly to 4205
	Liquor-On Sale	4155		49,348.00	55,000	(5,652)	
	Liquor-Off Sale	4156		-	1,000	(1,000)	
	Mechanical License	4159		13,550.00	11,000	2,550	
	Pawnshop License	4163		4,250.00	6,000	(1,750)	
	Cigarette License	4164		3,050.00	2,500	550	
	Refuse Haulers License	4165		350.00	400	(50)	
	Peddler License	4168		1,910.00	1,500	410	
	Other Non-Business	4170		2,080.00	1,000	1,080	
	Investigative Fees	4171		1,906.00	3,000	(1,094)	
	Building Permit	4205		522,922.14	350,000	172,922	See prof serv overrun in Protective Inspection-0240.6315 $67,807
	Plumbing Permit	4206		39,175.00	40,000	(825)	
	Animal License	4207		1,110.00	1,200	(90)	
	Heating Permit	4208		62,470.94	40,000	22,471	Conservative Budgeting for building related permits - obj 4205, 4206, 4208, 4307
	Conditional Use Permit	4209		6,864.37	6,000	864	
	Sign Permits	4211		2,155.00	2,500	(345)	
	Rental License	4212		10,700.00	5,000	5,700	
	Fire Permit	4213		10,963.29	11,000	(37)	
	Electrical Inspection	4214		85,139.75	55,000	30,140	See prof serv overrun in Protective Inspection-0240.6315 $67,807
	Septic System Permit	4220		22,920.00	30,000	(7,080)	
	Urban Sewer Permit	4221		4,408.00	7,500	(3,092)	
	Urban Water Permit	4222		5,138.00	7,500	(2,362)	
	Other Non-Business Lic	4230		2,125.00	1,200	925	
			-	**850,503.74**	**633,300**	**217,204**	
Intergovernment	Federal Excise Tax	4253		9,432.35	8,000	1,432	
	CARES Funding	4255		2,050,863.20	-	2,050,863	**CARES FEDERAL FUNDING**
Revenue	Local Government Aid	4262		-	-	-	
	MVHC	4263		2,833.83	-	2,834	
	MSA for Streets	4268		150,000.00	150,000	-	
	Police Insurance Tax	4269		241,001.45	205,000	36,001	Conservative budgeting
	Post Board Reim	4271		24,463.67	9,000	15,464	
	State Excess Tax	4272		522.14	300	222	
	Other State Grants	4273		17,281.55	20,000	(2,718)	
	Other Local Grants	4287		750.00	13,295	(12,545)	
			-	**2,497,148.19**	**405,595**	**2,091,553**	

		ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Charges for Services	Rental Fees-Real Property	4304		155,808.34	145,000	10,808	
	Rental Fees	4305		4,803.59	12,000	(7,196)	
	Zoning & Subdivision fees	4306		1,130.00	3,000	(1,870)	
	Plan Check Fees	4307		184,169.42	160,000	24,169	See prof serv overrun in Protective Inspection-0240.6315 $67,807
	Sale of Maps & Copies	4308		72.67	1,000	(927)	
	Assessment Searches	4309		90.00	-	90	
	Gen Govt Staff Time	4312		41,045.06	25,000	16,045	Conservative budgeting & past history
	Special Police Services	4326		3,325.00	15,000	(11,675)	
	Special Fire Services	4327		72,413.55	55,000	17,414	Past History-Last year was $55,953
	Accident Reports	4328		1,114.04	2,000	(886)	
	Open Burn Permit	4329		750.00	1,000	(250)	
	Other Public Safety	4330		2,400.00	5,000	(2,600)	
	Engineering	4337		243,513.96	221,262	22,252	Conservative budgeting & past history
	Other Public Works	4339		16,216.93	12,000	4,217	
	Other Culture Recreation	4347		4,334.00	8,900	(4,566)	
			-	**731,186.56**	**666,162**	**65,025**	
Fines & Forfeits	Court Fines	4452		32,504.60	55,000	(22,495)	Decrease due to admin fines?
	Other Fines	4453		290.50	-	291	
	Aministrative Fines	4454		1,940.00	500	1,440	
				34,735.10	**55,500**	**(20,765)**	
Miscellaneous Revenu	Surcharges	4604		608.46	700	(92)	
	Elections	4605		50.00	-	50	
	Other Misc Revenues	4609		12,202.18	20,400	(8,198)	
			-	**12,860.64**	**21,100**	**(8,239)**	
Interest	Interest Earnings	4701		**185,749.93**	**100,000**	**85,750**	Writing investments up to market value at year-end.
				-	**-**	**-**	
Other Financing Sources							
	Transfer in Other Funds	4901		**766,048.54**	**796,000**	**(29,951)**	Remaining server costs from 2019 project that ws encumbered in fund balance
	TOTAL REVENUES			**15,656,714.88**	**13,303,589**	**2,353,125.88**	

	ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
EXPENDITURES					Over Budget	
Mayor & Council						
	6104	0111	33,605.26	44,000	(10,395)	
	6121	0111	1,002.06	900	102	
	6122	0111	2,570.80	3,366	(795)	
	6131	0111	7,894.74		7,895	
	6133	0111	147.53	242	(94)	
	6247	0111	-	12,000	(12,000)	No Happy Days
	6249	0111	5,910.44	13,000	(7,090)	
	6315	0111	15,170.00	17,000	(1,830)	
	6331	0111	135.52	3,000	(2,864)	
	6335	0111	903.00	1,500	(597)	
	6361	0111	1,070.33	1,300	(230)	
	6451	0111	36,124.00	35,539	585	
			104,533.68	**131,847**	**(27,313)**	
Commissions						
	6105	0114	2,940.00	5,000	(2,060)	
	6122	0114	224.93	383	(158)	
	6133	0114	14.93	40	(25)	
	6361	0114	32.84	60	(27)	
			3,212.70	**5,483**	**(2,270)**	
Administration						
	6102	0130	524,500.69	525,235	(734)	
	6103	0130	1,315.10	-	1,315	
	6104	0130	580.26	-	580	
	6105	0130	-	14,560	(14,560)	No Intern hired. No Happy Days
	6121	0130	38,390.58	40,485	(2,094)	
	6122	0130	37,053.09	44,761	(7,708)	
	6123	0130	2,000.00	2,000	-	
	6131	0130	73,944.88	67,989	5,956	
	6133	0130	3,209.66	4,318	(1,108)	
	6203	0130	4,725.00	3,600	1,125	
	6204	0130	870.00	2,300	(1,430)	
	6208	0130	3,454.67	6,000	(2,545)	
	6246	0130	-	3,000	(3,000)	
	6249	0130	6,527.27	6,000	527	
	6306	0130	14,042.00	12,000	2,042	
	6315	0130	52,158.99	48,000	4,159	
	6321	0130	1,043.69	1,600	(556)	
	6322	0130	423.50	1,000	(577)	
	6323	0130	882.80	2,500	(1,617)	
	6331	0130	-	3,500	(3,500)	
	6334	0130	-	200	(200)	
	6335	0130	4,787.49	15,000	(10,213)	Training Decreased due to COVID restrictions
	6352	0130	569.77	1,000	(430)	
	6353	0130	2,574.65	2,000	575	
	6354	0130	1,905.00	3,500	(1,595)	
	6361	0130	8,107.56	9,000	(892)	
	6405	0130	9,462.20	11,000	(1,538)	
	6451	0130	2,417.81	3,570	(1,152)	
	6452	0130	421.20	500	(79)	
			795,367.86	**834,618**	**(39,250)**	

	ACCT			2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Elections							
	6102	0141		5,842.37	-	5,842	
	6103	0141		1,582.96	-	1,583	
	6104	0141		1,561.90	-	1,562	
	6105	0141		34,484.50	53,600	(19,116)	Net Personnel $10,129 decrease
	6121	0141		670.66	-	671	
	6122	0141		676.62	4,100	(3,423)	
	6133	0141		211.89	429	(217)	
	6281	0141		5,475.93	7,000	(1,524)	
	6249	0141		2,601.62	6,500	(3,898)	
	6322	0141		104.50	100	5	
	6361	0141		549.97	700	(150)	
	6451	0141		-	300	(300)	
				53,762.92	**72,729**	**(18,966)**	
Finance							
	6102	0153		265,329.58	261,490	3,840	
	6121	0153		19,489.42	19,612	(123)	
	6122	0153		19,025.34	21,169	(2,144)	
	6131	0153		27,432.15	27,900	(468)	
	6133	0153		1,568.42	2,053	(485)	
	6204	0153		372.44	800	(428)	
	6208	0153		1,861.16	300	1,561	
	6302	0153		32,405.00	34,000	(1,595)	
	6321	0153		463.86	500	(36)	
	6322	0153		1,574.15	2,200	(626)	
	6335	0153		1,739.00	1,000	739	
	6352	0153		295.63	600	(304)	
	6361	0153		3,874.08	3,700	174	
	6451	0153		623.00	800	(177)	
	6489	0153		3,113.77	3,500	(386)	
			Dept Over Budget	**379,167.00**	**379,624**	**(457)**	
Assessing							
	6489	0155	**Dept Over Budget**	**147,722.00**	**147,000**	**722**	Anoka County Contract
Legal							
	6304	0161		123,304.59	130,000	(6,695)	
	6361	0161		1,228.80	1,300	(71)	
				124,533.39	**131,300**	**(6,767)**	

	ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Plan & Zoning						
6102	0191		446,437.06	424,508	21,929	
6104	0191		34,003.82	65,980	(31,976)	Net Personnel $10,047 decrease
6105	0191		-	7,280	(7,280)	No Intern hired
6121	0191		33,871.98	35,060	(1,188)	
6122	0191		35,801.03	39,362	(3,561)	
6131	0191		39,840.65	40,976	(1,135)	
6133	0191		2,791.59	3,982	(1,190)	
6208	0191		565.01	1,500	(935)	
6249	0191		3,551.09	4,000	(449)	
6315	0191		43,473.74	80,000	(36,526)	
6321	0191		585.12	500	85	
6322	0191		754.35	2,500	(1,746)	
6323	0191		2,267.36	3,000	(733)	
6331	0191		19.00	1,500	(1,481)	
6334	0191		-	500	(500)	
6335	0191		89.92	3,000	(2,910)	
6352	0191		573.68	2,000	(1,426)	
6361	0191		6,883.56	5,200	1,684	
6451	0191		1,014.50	2,000	(986)	
6452	0191		859.00	1,000	(141)	
			653,382.46	**723,848**	**(70,466)**	

Data Processing						
6102	0192		158,179.23	157,777	402	
6104	0192		-	-	-	
6121	0192		11,761.28	11,833	(72)	
6122	0192		11,751.62	12,070	(318)	
6131	0192		22,369.18	22,745	(376)	
6133	0192		966.54	1,262	(295)	
6208	0192		37.38	450	(413)	
6249	0192		454.58	800	(345)	
6281	0192		34,196.13	35,000	(804)	
6321	0192		6,745.52	9,000	(2,254)	
6335	0192		91.20	2,400	(2,309)	
6361	0192		5,956.85	4,800	1,157	
6405	0192		305,535.18	313,415	(7,880)	
6585	0192		24,422.54	-	24,423	Remaining server costs from 2019 project that ws encumbered in fund balance & funded via equipment fund
		Dept Over Budget	**582,467.23**	**571,552**	**10,915**	Remaining server costs from 2019 project that ws encumbered in fund balance

	ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)
Government Buildings					
	6102	0194	116,505.38	123,649	(7,144)
	6103	0194	1,863.94	-	1,864
	6104	0194	51,064.70	54,225	(3,160)
	6108	194	1,103.83	-	1,104
	6121	0194	12,245.14	13,341	(1,096)
	6122	0194	12,170.63	13,607	(1,436)
	6131	0194	26,079.10	26,526	(447)
	6133	0194	9,974.54	7,880	2,095
	6221	0194	1,390.94	2,500	(1,109)
	6223	0194	1,543.18	3,000	(1,457)
	6225	0194	758.17	2,000	(1,242)
	6231	0194	2,268.75	1,850	419
	6249	0194	15,371.14	16,000	(629)
	6257	0194	622.74	1,500	(877)
	6259	0194	1,994.11	5,000	(3,006)
	6281	0194	3,063.75	5,000	(1,936)
	6323	0194	1,403.41	1,800	(397)
	6361	0194	5,994.84	7,000	(1,005)
	6371	0194	94,611.55	102,000	(7,388)
	6372	0194	2,852.87	4,000	(1,147)
	6373	0194	20,395.08	28,000	(7,605)
	6374	0194	5,230.32	4,500	730
	6381	0194	9,854.75	15,000	(5,145)
	6382	0194	12,553.94	15,000	(2,446)
	6388	0194	343.00	2,000	(1,657)
	6489	0194	89,902.35	90,000	(98)
			501,162.15	**545,378**	**(44,216)**

Newsletter					
	6102	0195	3,819.15	5,715	(1,896)
	6121	0195	286.33	429	(143)
	6122	0195	316.36	437	(121)
	6133	0195	20.91	46	(25)
	6322	0195	11,345.76	12,000	(654)
	6352	0195	28,871.56	38,000	(9,128)
	6361	0195	463.20	550	(87)
			45,123.27	**57,177**	**(12,054)**

	ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Police						
6102	0211		2,566,862.57	2,619,059	(52,196)	Workers Comp Claim Increases
6103	0211		95,476.01	90,000	5,476	
6104	0211		84,497.86	89,203	(4,705)	
6121	0211		466,528.05	459,624	6,904	
6122	0211		55,299.18	58,813	(3,514)	
6131	0211		294,930.07	298,275	(3,345)	
6133	0211		111,190.22	87,754	23,436	WC increase was encumbered in 2019- Don't Know rates until after budget set
6204	0211		2,653.74	1,500	1,154	
6206	0211		837.06	1,000	(163)	
6207	0211		3,609.14	2,500	1,109	
6208	0211		1,838.08	3,500	(1,662)	
6223	0211		50,539.48	63,000	(12,461)	Gas price decrease? Less driving?
6227	0211		933.57	1,100	(166)	
6229	0211		905.51	1,000	(94)	
6231	0211		65,866.92	34,000	31,867	Purchase of riot gear
6233	0211		652.38	1,500	(848)	
6235	0211		15,970.18	8,500	7,470	
6237	0211		368.21	1,000	(632)	
6239	0211		4,304.17	2,500	1,804	
6249	0211		8,939.66	9,100	(160)	
6251	0211		677.85	2,000	(1,322)	
6253	0211		3,421.37	3,000	421	
6255	0211		7,457.90	7,500	(42)	
6257	0211		8,723.97	14,000	(5,276)	
6259	0211		356.79	500	(143)	
6275	0211		443.14	1,100	(657)	
6281	0211		42,700.72	37,300	5,401	
6315	0211		8,189.69	8,000	190	
6321	0211		2,203.33	2,300	(97)	
6322	0211		1,331.22	1,100	231	
6323	0211		13,184.28	12,500	684	
6331	0211		2,492.48	4,500	(2,008)	
6334	0211		(208.15)	250	(458)	
6335	0211		21,900.84	30,000	(8,099)	
6361	0211		56,773.15	45,000	11,773	Gen Liab. Like WC numbers not known until after budget set
6382	0211		410.00	500	(90)	
6388	0211		10,151.95	10,000	152	
6389	0211		2,037.00	3,500	(1,463)	
6405	0211		10,418.75	8,800	1,619	
6413	0211		5,995.00	6,000	(5)	
6415	0211		33,601.17	35,000	(1,399)	
6451	0211		3,472.50	3,500	(28)	
6489	0211		3,195.40	7,500	(4,305)	
6550	0211		35,841.01	30,000	5,841	
6560	0211		15,942.70	-	15,943	Speakers in Police Dept not budgeted
6580	0211		9,613.73	12,000	(2,386)	
		Dept Over Budget	**4,132,529.85**	**4,118,778**	**13,752**	Workers Comp & Gen Liab significantly increased

	ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Fire						
6102	0220		292,458.26	287,632	4,826	
6103	0220		9,814.48	-	9,814	
6104	0220		321,487.02	256,685	64,802	Increase in calls, structure fires
6121	0220		55,058.51	53,069	1,990	
6122	0220		26,859.84	23,579	3,281	
6131	0220		36,494.87	40,488	(3,993)	
6132	0220		1,313.42	1,300	13	
6133	0220		34,093.44	30,143	3,950	
6208	0220		241.57	1,200	(958)	
6223	0220		11,675.38	12,500	(825)	
6225	0220		4,315.06	3,800	515	
6231	0220		29,057.02	30,000	(943)	
6233	0220		8,040.50	2,000	6,041	
6249	0220		17,523.14	20,000	(2,477)	
6257	0220		11,242.60	12,000	(757)	
6266	0220		4,679.10	5,000	(321)	
6281	0220		46,706.15	45,000	1,706	
6302	0220		4,050.00	3,600	450	
6321	0220		1,849.17	1,800	49	
6322	0220		111.49	300	(189)	
6323	0220		6,959.54	6,200	760	
6335	0220		32,431.68	28,000	4,432	Reim with grant funds under rev section
6361	0220		17,229.06	18,000	(771)	
6371	0220		17,773.80	20,000	(2,226)	
6372	0220		4,797.02	4,000	797	
6373	0220		5,033.61	7,000	(1,966)	
6374	0220		1,362.94	1,200	163	
6388	0220		44,861.49	28,000	16,861	Emercency repairs on fire vehicles
6405	0220		15,792.00	16,272	(480)	
6451	0220		2,002.50	2,000	3	
6452	0220		41.15	1,000	(959)	
6471	0220		517.88	1,000	(482)	
6489	0220		3,508.38	3,500	8	
6550	0220		315,253.20	365,000	(49,747)	
6580	0220		-	-	-	
		Dept Over Budget	1,384,635.27	1,331,268	**53,367**	Personnel costs-Increase in call volume, structure fires, COVID training, etc

		ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Protective Inspection(Building)							
	6102	0240		184,625.21	206,669	(22,044)	
	6103	0240		2,045.07	-	2,045	
	6104	0240		21,051.13	-	21,051	Personnel nets out. Staff went to PT during year
	6121	0240		14,847.12	**15,500**	(653)	
	6122	0240		15,746.81	15,810	(63)	
	6131	0240		22,096.73	23,558	(1,461)	
	6133	0240		1,232.35	1,653	(421)	
	6204	0240		654.00	1,000	(346)	
	6208	0240		84.30	750	(666)	
	6223	0240		1,482.04	3,000	(1,518)	
	6231	0240		140.00	750	(610)	
	6249	0240		1,722.55	2,500	(777)	
	6315	0240		217,806.73	150,000	67,807	Electrical & Bldg insp contracts offset with bldg per rev.
	6321	0240		347.90	600	(252)	
	6322	0240		586.30	2,000	(1,414)	
	6323	0240		1,073.35	2,500	(1,427)	
	6331	0240		134.83	2,000	(1,865)	
	6334	0240		170.66	500	(329)	
	6335	0240		2,075.00	5,000	(2,925)	
	6361	0240		5,786.75	4,600	1,187	
	6405	240		24,483.53	25,000	(516)	
	6451	0240		165.00	2,000	(1,835)	
	6471	0240		1,227.98	3,000	(1,772)	
			Dept Over Budget	**519,585.34**	**468,390**	**51,195**	Building permit revenue offsets
Civil Defense	6251	0250		-	1,000	(1,000)	
	6275	0250		219.00	4,000	(3,781)	
	6361	0250		23.49	125	(102)	
	6371	0250		1,020.00	1,200	(180)	
	6382	0250		1,025.25	6,000	(4,975)	
				2,287.74	**12,325**	**(10,037)**	
Traffic Engineering							
	6102	0260		29,227.48	57,170	(27,943)	See PW, Parks & Snow & util
	6121	0260		2,153.65	4,288	(2,134)	
	6122	0260		2,194.51	4,374	(2,179)	
	6133	0260		2,026.97	4,254	(2,227)	
	6249	0260		11,868.43	15,000	(3,132)	
	6271	0260		382.00	3,000	(2,618)	
	6361	0260		679.75	1,200	(520)	
	6371	0260		13,265.17	13,000	265	
	6382	0260		5,080.74	20,000	(14,919)	
	6489	0260		1,807.03	3,500	(1,693)	
				68,685.73	**125,786**	**(57,100)**	
Animal Control							
	6249	0270		677.59	750	(72)	
	6489	0270		315.00	4,000	(3,685)	
				992.59	**4,750**	**(3,757)**	

	ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Community Orienting						
	6204	0280	233.48	500	(267)	
	6206	0280	-	300	(300)	
	6241	0280	10,310.06	7,000	3,310	
	6281	0280	198.90	100	99	
	6291	0280	50.00	200	(150)	
	6322	0280	-	50	(50)	
	6323	0280	1,017.70	1,200	(182)	
	6331	0280	138.13	1,300	(1,162)	
	6335	0280	-	1,100	(1,100)	
	6361	0280	131.45	100	31	
	6415	0280	-	125	(125)	
	6451	0280	427.00	1,500	(1,073)	
	6471	0280	584.92	300	285	
			13,091.64	**13,775**	**(683)**	
Engineering						
	6102	0301	245,601.94	263,174	(17,572)	Shifted more to utilities
	6103	0301	17,702.47	6,000	11,702	
	6105	0301	11,110.00	29,120	(18,010)	Interns not all utilized
	6106	0301	259.13	-	259	
	6121	0301	19,434.22	22,372	(2,938)	
	6122	0301	18,924.14	22,819	(3,895)	
	6131	0301	41,855.05	44,806	(2,951)	
	6133	0301	1,445.15	2,009	(564)	
	6205	0301	-	200	(200)	
	6208	0301	733.78	1,500	(766)	
	6223	0301	3,676.99	3,800	(123)	
	6231	0301	1,327.49	2,000	(673)	
	6249	0301	2,255.25	300	1,955	
	6257	0301	1,122.39	500	622	
	6281	0301	86.40	150	(64)	
	6315	0301	4,138.80	5,000	(861)	
	6321	0301	1,333.58	1,200	134	
	6322	0301	459.95	2,500	(2,040)	
	6323	0301	2,589.27	3,000	(411)	
	6331	0301	92.36	500	(408)	
	6335	0301	2,112.00	3,200	(1,088)	
	6361	0301	4,799.14	3,500	1,299	
	6405	0301	968.00	1,900	(932)	
	6451	0301	1,919.00	1,250	669	
	6471	0301	-	150	(150)	
			383,946.50	**420,950**	**(37,004)**	

		ACCT	2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
St Maintenance						
	6102	0311	422,342.25	419,208	3,134	See PW, Parks & Snow & util
	6103	0311	679.16	2,000	(1,321)	
	6105	0311	9,971.00	13,200	(3,229)	
	6121	0311	31,401.03	31,591	(190)	
	6122	0311	31,632.09	35,221	(3,589)	
	6131	0311	93,178.70	103,795	(10,616)	
	6133	0311	35,662.01	33,893	1,769	
	6208	0311	276.19	300	(24)	
	6223	0311	7,579.71	10,000	(2,420)	
	6225	0311	20,148.06	15,000	5,148	
	6227	0311	3,552.83	4,000	(447)	
	6229	0311	2,696.56	3,500	(803)	
	6231	0311	2,497.21	2,700	(203)	
	6249	0311	7,538.32	8,500	(962)	
	6257	0311	30,188.48	25,000	5,188	
	6259	0311	1,677.31	3,000	(1,323)	
	6261	0311	-	1,000	(1,000)	
	6265	0311	22,316.33	21,000	1,316	
	6267	0311	19.39	2,000	(1,981)	
	6269	0311	1,519.50	7,500	(5,981)	
	6281	0311	12,677.72	15,000	(2,322)	
	6315	0311	17,654.77	24,000	(6,345)	
	6321	0311	1,060.38	1,100	(40)	
	6322	0311	71.10	200	(129)	
	6323	0311	3,063.26	3,500	(437)	
	6335	0311	2,708.76	4,500	(1,791)	
	6361	0311	14,126.26	21,000	(6,874)	
	6371	0311	7,382.01	8,500	(1,118)	
	6372	0311	7,033.51	3,000	4,034	
	6373	0311	4,690.33	5,000	(310)	
	6374	0311	2,352.52	2,800	(447)	
	6381	0311	3,644.64	3,000	645	
	6382	0311	-	5,000	(5,000)	
	6387	0311	300.00	800	(500)	
	6388	0311	14,814.23	8,000	6,814	
	6404	0311	1,331.64	1,500	(168)	
	6415	0311	1,581.39	70,000	(68,419)	Recorded costs under road impr for paving equip see 0311.6488
	6417	0311	1,479.41	1,800	(321)	
	6451	0311	360.00	400	(40)	
	6488	0311	500,000.00	500,000	-	
	6489	0311	14,829.61	15,000	(170)	
			1,336,037.67	**1,436,508**	**(100,470)**	

	ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Snow & Ice						
6102	0312		74,709.71	99,095	(24,385)	See PW, Parks & Snow & util
6103	0312		17,924.69	10,000	7,925	
6104	0312		2,151.25	-	2,151	
6105	0312		1,959.00	8,775	(6,816)	
6121	0312		6,450.72	8,182	(1,731)	
6122	0312		6,726.41	9,017	(2,291)	
6133	0312		6,636.01	10,314	(3,678)	
6225	0312		14,395.90	19,000	(4,604)	
6229	0312		41.90	500	(458)	
6257	0312		54,571.75	35,000	19,572	Plow equipment
6261	0312		2,907.31	3,000	(93)	
6263	0312		92,362.17	94,200	(1,838)	
6267	0312		4,778.55	3,700	1,079	
6361	0312		2,887.27	3,500	(613)	
6388	0312		708.75	15,000	(14,291)	Decreaese in vehicle repairs
			289,211.39	**319,283**	**(30,072)**	
Park & Rec						
6102	0452		572,066.53	532,244	39,823	See PW, Parks & Snow & util
6103	0452		493.90	1,000	(506)	
6104	0452		30,274.57	23,237	7,038	
6105	0452		68,819.02	80,730	(11,911)	
6121	0452		45,806.31	41,245	4,561	
6122	0452		50,846.38	48,747	2,099	
6131	0452		78,669.57	73,845	4,825	
6133	0452		31,051.01	30,299	752	
6208	0452		347.91	600	(252)	
6223	0452		15,140.11	19,000	(3,860)	
6225	0452		265.29	7,000	(6,735)	
6229	0452		523.06	2,000	(1,477)	
6231	0452		3,412.68	4,000	(587)	
6249	0452		32,774.73	30,000	2,775	
6257	0452		15,975.05	16,000	(25)	
6265	0452		97,967.00	100,000	(2,033)	
6268	0452		13,000.43	15,000	(2,000)	
6269	0452		16,784.79	20,000	(3,215)	
6281	0452		2,188.50	2,500	(312)	
6315	0452		33,467.77	35,000	(1,532)	
6321	0452		154.66	800	(645)	
6322	0452		90.02	100	(10)	
6323	0452		3,148.87	3,500	(351)	
6335	0452		2,714.31	2,500	214	
6361	0452		17,403.76	15,000	2,404	
6371	0452		24,031.71	24,000	32	
6372	0452		7,443.67	11,000	(3,556)	
6373	0452		3,420.54	4,000	(579)	
6374	0452		3,857.17	3,800	57	
6381	0452		14,100.45	21,000	(6,900)	
6382	0452		10,030.73	5,000	5,031	
6388	0452		1,226.18	4,500	(3,274)	
6415	0452		1,488.73	2,000	(511)	
6416	0452		-	300	(300)	
6417	0452		230.62	400	(169)	
6451	0452		420.00	500	(80)	
6489	0452		143,625.05	85,000	58,625	Mowing Draw Park, Irrigation Services & Park Improvements ($13,000 had been encumbered from 2019 fpr park pla
6580	0452		**75,610.09**	**64,000**	**11,610**	plan which now has all been spent
DEPARTMENT OVER BUDGET		**Dept Over Budget**	**1,418,871.17**	**1,329,847**	**89,024**	

		ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)	
Community Programs				-		-	
	6486	0455		-	-	-	
	6489	0455		-	-	-	
				-	**-**	**-**	
Council Contingency							
	6105	0892				-	
	6282	0892		416,621.56	-	416,622	CARES Expenses-Supplies/Business Relief
	6315	0892		-	15,000	(15,000)	Unbudgeted items coded directly to relates dept exp
	6560	0892		20,373.78		20,374	CARES Expense-Engineering Space
	6603	0892		61,853.00	106,373	(44,520)	$44,520 B&C loan coded against property tax fund 412
	6612	0892		-	-	-	Sewer prin of loan is shown here for levy purposes only.
	6820	0892		-	-	-	
			Dept Over Budget	**498,848.34**	**121,373**	**377,475**	
TOTAL EXPENDITURES			**Over Buddget**	**13,439,157.89**	**13,303,589**	**135,569**	
					Revenue Over Exp	2,217,556.99	

ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)

BUDGET SUMMARY

Revenues:	Over (Under) budget	Reason under budget
Property Tax	(47,449.82)	Taxes paid not at 100%
Building Permits	217,203.74	Building permit increase
Intergovernmental Revenue	2,091,553.19	CARES FUNDING
Charges for Services	65,024.56	Plan check Fees
Fines	(20,764.90)	Admin fines, reducing?
Misc Revenues	(8,239.36)	Newsletter ads
Interest Earnings	85,749.93	Write down to market value
Transfers In	(29,951.46)	1st half of fire truck funding not all expensed
Total Revenues over budget	**2,353,125.88**	

	Expenditures:	Over (Under) Budge	Reason Over(Under) Budget See Reasons outlined above
111	Mayor & Council	(27,313.32)	
114	Commissions	(2,270.30)	
130	Administration	(39,250.14)	
141	Elections	(18,966.08)	
153	Finance	(457.00)	
155	Assessing	722.00	Department over budget
161	Legal	(6,766.61)	
191	Planning	(70,465.54)	
192	Data Processing	10,915.23	
194	Gov't Buildings	(44,215.85)	
195	Newsletter	(12,053.73)	
211	Police	13,751.85	Department over budget
220	Fire	53,367.27	Department over budget
240	Building	51,195.34	Department over budget
250	Civil Defense	(10,037.26)	
260	Traffic Engineering	(57,100.27)	
270	Animal Control	(3,757.41)	
280	Community Orienting	(683.36)	
301	Engineering	(37,003.50)	
311	Street Maintenance	(100,470.33)	
312	Snow & Ice	(30,071.61)	
452	Park & Rec	89,024.17	Department over budget
455	Community Programs	-	
892	Contingency	377,475.34	Need to adjust for year end trans
	Total Expenditures over budget	**135,568.89**	

ACCT		2020 Actual Final Budget	2020 Adopted Budget	DIFFERENCE AMEND/BUDG Over/(Under)
Revenues over Expenditures				
Revenues		2,353,125.88		
Expenditures		(135,568.89)		
Net Revenue Over Expenditure		2,217,556.99 **		
Fund Balance Policy- Additions to Fund Balance		(841,342.27)		
Fund Balance Additions				
50% of 2021 budget increase	539,879.50			
Comp Absence Liab Increase	145,162.77			
Workers Comp Increase	60,000.00			
General Liability Increase	20,000.00			
Fire P/R Increase	10,000.00			
Fire Protection Rev Decrease (Nowthen Contract ends 4/1/21	40,000.00			
Police P/R Increase 2021 Contracts from 2.75% to 3.75% & one-tim	26,300.00			
Total	**841,342.27**			
Net Excess Revenue Est			**1,376,214.72**	

Per Policy	TRANSFER OUT AS FOLLOWS:		
30%	Maint Fund		412,864.42
30%	Equipment Replacement Fund		412,864.42
10%	Facilities Construction Fund		137,621.47
30%	PIR Fund		412,864.42
			1,376,214.72

OBJECT ACCOUNT	DESCRIPTION
6100	PERSONNEL
6101	WAGES & SALARIES
6102	F.T. REGULAR-WAGES & SALARIES
6103	FULL TIME-REGULAR-OVERTIME
6104	PART TIME-WAGES & SALARIES
6105	TEMPORARY-WAGES & SALARIES
6106	OVERTIME-TEMPORARY
6107	OVERTIME-PART TIME
6108	SEVERANCE PAY
6120	EMPLOYER CONTRIBUTION-RETIREME
6121	PERA CONTRIBUTIONS
6122	FICA/MEDICARE CONTRIBUTIONS
6123	ICMA RETIREMENT TRUST
6130	EMPLOYER CONTRIBUTION-INSURANC
6131	GROUP INSURANCE
6132	DISABILITY INSURANCE
6133	WORKERS COMP INSURANCE PREMIUM
6200	SUPPLIES
6201	OFFICE SUPPLIES
6202	ACCESSORIES
6203	DUPLICATING SUPPLY & COPY PAPE
6204	STATIONERY, ENVELOPES & FORMS
6205	DRAFTING SUPPLIES
6206	FILM, MICROFILM, TAPES, DISKS
6207	TRAINING SUPPLIES
6208	MISCELLANEOUS OFFICE SUPPLIES
6220	OPERATING SUPPLIES
6221	CLEANING SUPPLIES
6223	GASOLINE
6225	DIESEL FUEL
6227	LUBRICANTS & ADDITIVES
6229	SHOP MATERIALS
6231	UNIFORMS & TURN-OUT GEAR
6233	BATTERIES EQUIP
6235	AMMUNITION
6237	CRIME SCENE KIT MATERIALS
6239	FIRST AID SUPPLIES
6240	OXYGEN SUPPLIES
6241	COMMUNITY POLICING SUPPLIES
6246	MARKETING & PROMOTIONS
6247	HAPPY DAYS SUPPLIES
6248	MISCELLANEOUS OPERATING-PSA
6249	MISCELLANEOUS OPERATING SUPPLY
6250	REPAIR & MAINTENANCE SUPPLIES
6251	BATTERIES VEHICLE
6253	BRAKES
6255	TIRES
6257	OTHER VEHICLE PARTS
6259	BUILDING MAINT/REPAIR SUPPLIES
6261	SAND & GRAVEL

6263	SALT
6265	ASPHALT
6266	SCBA-PARTS
6267	OTHER STREET MAINTENANCE SUPPL
6268	IRRIGATION SUPPLIES
6269	LANDSCAPE MATERIALS
6271	SIGN REPAIR MATERIALS
6273	UTILITY SYSTEM MAINT SUPPLIES
6275	OTHER EQUIPMENT PARTS
6280	SMALL TOOLS & MINOR EQUIPMENT
6281	SMALL TOOLS & MINOR EQUIPMENT
6290	MERCHANDISE FOR RESALE
6291	CULVERTS, SIGNS, STREET SUPPLY
6292	WATER METERS FOR RESALE
6293	MAPS
6300	OTHER SERVICES & CHARGES
6301	PROFESSIONAL SERVICES
6302	AUDITING & ACCOUNTING SERVICES
6303	ENGINEERING FEES
6304	LEGAL FEES
6305	MEDICAL/PSYCHOLOGICAL FEES
6306	PERSONNEL TESTING & RECRUITMT
6307	PSA-MEDICALS/PSYCHOLOGICAL
6310	FISCAL AGENT FEES
6311	APPRAISAL FEES
6315	MISCELLANEOUS PROFESSIONAL SER
6317	CITY STAFF TIME
6320	COMMUNICATION
6321	TELEPHONE
6322	POSTAGE
6323	CELLULAR PHONES
6324	MESSENGER SERVICE
6325	LONG DISTANCE CHARGES
6330	EMPLOYEE REIMBURSEMENTS
6331	TRAVEL & LODGING
6333	EDUCATION ASSISTANCE
6334	MILEAGE REIMBURSEMENT
6335	TRAINING
6336	PUBLIC SAFETY AIDES-TRAINING
6350	ADVERTISING & PUBLISHING
6351	LEGAL NOTICES PUBLISHING
6352	GENERAL NOTICE & PUBLIC INFOR
6353	ORDINANCE PUBLICATION
6354	HELP WANTED ADVERTISEMENTS
6360	INSURANCE
6361	GENERAL LIABILITY/PROPERTY INS
6370	UTILITIES
6371	ELECTRIC UTILITIES
6372	WATER/IRRIGATION
6373	GAS
6374	REFUSE/RECYCLING
6375	SEWER

6377	SEWER SERVICE CHARGE
6380	REPAIR & MAINTENANCE-LABOR
6381	BUILDING & STRUCTURE REPAIR
6382	MACHINERY & EQUIPMENT REPAIR
6383	OFFICE EQUIPMENT REPAIR
6384	SCBA-REPAIRS
6386	BRAKE REPAIR
6387	TIRE MOUNTING & BALANCING
6388	OTHER VEHICLE REPAIR
6389	TOWING SERVICES
6400	REPAIR & MAINTENANCE CONTRACTS
6401	BUILDINGS
6402	STRUCTURES
6403	IMPROVEMENTS OTHER THAN BLDGS
6404	MACHINERY & EQUIPMENT
6405	OFFICE & DATA PROCESSING EQUIP
6410	RENTALS
6413	OFFICE EQUIPMENT RENTAL
6415	OTHER EQUIPMENT RENTAL
6416	MACHINERY RENTAL
6417	UNIFORM RENTAL
6418	UNIFORMS-PUBLIC SAFETY AIDES
6430	MISCELLANEOUS
6433	REFUNDS
6434	GOPHER FEET REIMBURSEMENT
6435	FINANCE CHARGES
6439	OTHER MISCELLANEOUS
6450	DUES, SUBSCRIPTIONS, & REGISTR
6451	MEMBERSHIP DUES
6452	SUBSCRIPTIONS
6453	REGISTRATION FEES
6460	AWARS & INDEMNITIES
6461	AWARDS & INDEMNITIES
6470	BOOKS & PAMPHLETS
6471	BOOKS & PAMPHLETS
6480	CONTRACTED SERVICES
6486	CONTRACTED COMMUNITY SCHOOL PR
6488	STREET MAINTENANCE CONTRACT
6489	OTHER CONTRACTED SERVICES
6490	DONATIONS TO CIVIC ORGANIZATIO
6491	DONATIONS
6495	TRAILS
6499	EASEMENTS & RIGHT-OF-WAY
6500	CAPITAL EXPENDITURES
6501	CAPITAL EXPENDITURES
6510	LAND
6520	BUILDINGS & STRUCTURES
6530	IMPROVEMENTS OTHER THAN BLDS
6540	HEAVY MACHINERY
6550	MOTOR VEHICLES
6560	OFFICE EQUIPMENT
6570	DISTRIBUTION SYSTEMS

Fund Balances at Year Ending Dec 31, 2020

Fund	2020 Ending Balance Before Transfer	Excess Revenue Transfer	2020 Ending Balance Afeter Transfer	Future Commitments	
Equipment Revolving Fund	$ 393,714.17	$ 412,864.42	$ 806,578.59	$ 221,000.00	2021 Capital Equipment Purchases Adopted in 2021 General Fund Budget
				$ 54,142.00	QCTV Funds - Use only for Council Chamber Improvements
				$ 275,142.00	
Public Improvement Revolving Fund (PIR)	$ 4,346,447.16	$ 412,864.42	$ 4,759,311.58	$ 2,000,000.00	Est for HWY 10 Improvements. Does not include Tinklenberg ongoing contract
				$ 125,000.00	Tranfser to General Fund approved 2021 General Fund Budget
Public Facilities Construction Fund	$ 366,101.04	$ 137,621.46	$ 503,722.50	$ 75,000.00	Est Parking Lot Improvements Fire Station 1
Capital Maintenance Fund	$ 917,352.78	$ 412,864.42	$ 1,330,217.20	$ 60,000.00	Annual tranfser to Gen Fund for Trail Maintenance-Approved 2021 GF Budget