City of Ramsey
Agenda
Regular City Council
Tuesday, November 9, 2021
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

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

3. Citizen Input

4. Approve Agenda

5. Consent Agenda

1. Receive Cash & Investments for Period Ending October 31, 2021

2. Consider Hiring Temporary On-call Snow Plow Drivers

3. Approve the Following Meeting Minutes:

1. City Council Work Session dated 10/26/2021
2. City Council Regular Session dated 10/26/2021

4. Approve Business Licenses

5. Approve Rental Licenses

6. Adopt Resolution #21-318 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 21, 2021 through November 3, 2021

7. Adopt Resolution #21-187 Approving Minimum Design Standards for Public Utilities in City Right-of-Ways and Easements

8. Adopt Resolution #21-287 Granting a Conditional Use Permit for Auto Sales at 6957 Highway 10 NW; Case of Laws Auto Connection

9. Adopt Resolution #21-288 Granting a Conditional Use Permit for Auto Sales at 6740 Highway 10 NW and Declaring Terms of Agreement

10. Adopt Resolution #21-308 Approving a Beekeeping License on a Residential Property at 7590 149th Lane NW; Case of Jared Little

11. Adopt Resolution #21-315 Approving Development Agreement for G Will Liquors

12. Adopt Resolution #21-316 Rescheduling Public Hearing for Petitioned Cartway Access to Thorn Lake Property (PID #04-32-25-31-0001); Case of Thomas and Pattiann Kurak

13. Adopt Resolution #21-317 Approving Grading Agreement for Lynwood; Case of US Home Corporation dba Lennar (Project 21-122)

6. Public Hearing

1. PUBLIC HEARING: Adopt Resolution #21-309 and Introduce Ordinance #21-23 Approving Preliminary Plat for Trott Brook Crossing; Case of Sotarra

7. Council Business

1. Consider Density Transitioning Options for North Brook Meadows (Project No. 21-131); Case of Platinum Land LLC

2. Adopt Resolution #21-219 Granting a Conditional Use Permit (CUP) and Declaring Terms Agreement at 7127 Highway 10 NW; Case of Ron Touchette

3. Adopt Resolution #21-314 to Approve a Private Kennel License for the Property Located at 6620 153rd Ct NW (Project 21-143); Case of Roger Vargas

4. Introduce Ordinance #21-24: 2022 Schedule of Rates, Fees and Charges

5. Elmcrest Park Entry Road

6. Update on Proposed Amendments to Chapter 10: Animals

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **5. 1.**

Meeting Date: 11/09/2021

By: Diana Lund, Finance

Information

Title

Receive Cash & Investments for Period Ending October 31, 2021

Purpose/Background:

Purpose: Receive reports of the city's cash and investments for the period ending October 31, 2021.

Cash and investment report shows the monthly cash flow - receipts and expenditures through October 31, 2021 with the current listing of the city's investment portfolio.

Recommendation:

No action required. Informational only.

Action:

No action required. Informational only.

Attachments

Cash & Investments for Period Ending October 31, 2021

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/03/2021 03:04 PM
Form Started By: Diana Lund		Started On: 10/28/2021 02:17 PM
Final Approval Date: 11/03/2021		

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended October 31, 2021

	October-21 CURRENT MONTH	2021 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE (Includes PW Bond Proceeds)	$ 87,405,592.58	$ 95,116,775.37
CASH INFLOWS:		
Daily Deposit	1,146,582.92	12,253,378.40
Tax Settlements		8,355,052.65
U/B Receipts	30,617.66	1,864,022.04
Credit Cards (Includes Utility Billing)	152,836.31	3,404,894.45
Interest Earnings [Net of Interest Paid on Investments]	76,387.55	805,396.26
Bond Proceeds-int	10,512,477.52	10,513,644.26
TOTAL CASH INFLOW	$ 11,918,901.96	$ 37,196,388.06
TOTAL CASH AVAILABLE	$ 99,324,494.54	$ 132,313,163.43
CASH OUTFLOWS:		
Prepaid Checks	841,280.09	10,152,866.98
Bills Lists	825,793.24	6,743,403.55
Pay Estimates	1,355,101.61	14,924,950.66
Credit Cards	3,891.33	61,890.47
Payroll - Net	592,908.56	4,404,547.18
Flex Reimbursement	1,172.39	33,647.49
Void Checks/Dormant Checks Paid	(804.97)	(73,464.49)
Debt Service	-	357,711.89
Miscellaneous [Bank Charges; etc.]	444.91	2,902.32
TOTAL CASH OUTFLOW	$ 3,619,787.16	$ 36,608,456.05
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	**$ 95,704,707.38**	**$ 95,704,707.38**
MEMO - NET 2021 CASH INFLOW (OUTFLOW)	**8,299,114.80**	**587,932.01**
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE	**$ 71,976,355.26**	**73,628,220.22**
Purchases	1,620,000.00	59,796,392.60
Maturities/Sales	(1,546,841.37)	(61,375,098.93)
ENDING BALANCE	**$ 72,049,513.89**	**$ 72,049,513.89**

Prepared by the City of Ramsey Finance Department
11/2/2021

2021 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2021	PURCH 2021	SOLD/ MATURE 2021	Adjust to Market Value	BV PRIN BAL 12/31/2021
150701B	2/1/2021	BAIRD	WINTHROP MN TAX		976367NE8	305,000.00		305,000.00		0.00
160322A	3/22/2021	BAIRD	FNMA		3136H3BT1	250,000.00		250,000.00		0.00
140904	9/1/2021	BAIRD	OKLAHOMA TAXABLE		678519RP6	535,000.00		535,000.00		0.00
191008B	12/1/2021	BAIRD	ROCK ISLAND IL TAX		7724872J2	270,000.00		0.00		270,000.00
191008C	12/1/2022	BAIRD	ROCK ISLAND IL TAX		7724872K9	270,000.00		0.00		270,000.00
										540,000.00
200130B	7/30/2021	ICD SEC	CD-COMMUNITY BA	26871	20361LCG7	245,000.00		245,000.00		0.00
190118B	1/19/2021	ICD SEC	CD-NBT BANK NA	7230	628779GB0	245,000.00		245,000.00		0.00
190719B	1/19/2021	ICD SEC	CD-WELLSLEY BAN	26605	94948LCR0	245,000.00		245,000.00		0.00
180726	4/26/2021	ICD SEC	CD-SIGNATURE BAN	57269	82668XFZ6	245,000.00		245,000.00		0.00
190712	7/12/2021	ICD SEC	CD-TIAA FSB	34775	8727OLCJ0	85,000.00		85,000.00		0.00
180717	7/16/2021	ICD SEC	CD-CURRIE STATE E	8833	23130SDL4	245,000.00		245,000.00		0.00
190118A	7/19/2021	ICD SEC	CD-TIAA FSB	34775	8727OLBQ5	156,000.00		156,000.00		0.00
190731B	7/30/2021	ICD SEC	CD-LAKE OSEOLA S	8172	510354AB9	245,000.00		245,000.00		0.00
180718B	10/18/2021	ICD SEC	CD-HERITAGE BANI	30090	42724JEH4	245,000.00		245,000.00		0.00
191211	12/13/2021	ICD SEC	CD-SALLIE MAE BA	58177	7954505X9	245,000.00		0.00		245,000.00
181228D	12/28/2021	ICD SEC	CD-BAR HARBOR B/	11971	066851WK8	245,000.00		0.00		245,000.00
181228C	12/28/2021	ICD SEC	CD-BMW BANK	35141	05580AQB3	96,000.00		0.00		96,000.00
190628A	12/28/2021	ICD SEC	CD-FLAGSTAR BANI	32541	33847E2Q9	245,000.00		0.00		245,000.00
191231A	12/31/2021	ICD SEC	CD-IOWA TRUST & S	18400	462595BB4	245,000.00		0.00		245,000.00
180727A	7/27/2022	ICD SEC	CD-KANSAS STATE	19899	50116CBY4	245,000.00		0.00		245,000.00
191227A	12/27/2022	ICD SEC	CD-PROMISEONE B/	58657	74348HAB4	245,000.00		0.00		245,000.00
191230D	12/30/2022	ICD SEC	CD-FIRST NATIONAI	03330	32112UDL2	245,000.00		0.00		245,000.00
										1,811,000.00
150903	11/1/2021	Northland	BROOKFIELD WI, TAXABLE		112857-BL-0	500,000.00		0.00		500,000.00
210401	12/1/2027	Northland	RUSH COUNTY KANSAS TAX		781834-D4-9		180,000.00	0.00		180,000.00
210615	8/1/2030	Northland	MN STATE TAX		60412A-VP-5		500,000.00	0.00		500,000.00
210625	7/15/2026	Northland	EAST LYME CONN TAX		273587-P3-3		200,000.00	0.00		200,000.00
200123	12/15/2022	Northland	LUVERNE MN TAX		550629-VE-6	330,000.00		0.00		330,000.00
201230	5/1/2025	Northland	FREEPORT NY TAX		356731-CA-5	300,000.00		0.00		300,000.00
200130D	3/1/2022	Northland	RICHLAND SCHOOL DISTRICT		764080-FN-2	150,000.00		20,000.00		130,000.00
200113	3/1/2027	Northland	RICHLAND SCHOOL DISTRICT		764080-FT-9	165,000.00		0.00		165,000.00
200326A	4/1/2023	Northland	TULSA COUNTY OK TAX		899525-TR-0	100,000.00		0.00		100,000.00
200609	2/1/2021	Northland	MOUNTAIN LAKE MN TAX		624148-ME-9	170,000.00		170,000.00		0.00
200625	3/1/2029	Northland	LAWRENCE MASS TAX		520228-6Q-5	180,000.00		0.00		180,000.00
200825A	8/1/2027	Northland	CENTINELA VALLEY CA HS		15239-RP-4	250,000.00		0.00		250,000.00
200825B	8/1/2029	Northland	CENTINELA VALLEY CA HS		15239-RR-0	270,000.00		0.00		270,000.00
200914	8/1/2028	Northland	BURLESON TX IDS ZERO CPN		121403-4E6	500,000.00		0.00		500,000.00
200923	7/15/2029	Northland	WILKINSBURGO BORO PA TAX		968529-JV-0	265,000.00		0.00		265,000.00
130702B	1/1/2021	Northland	MINNETONKA ISD #276		604195-VY-0	400,000.00		400,000.00		0.00
130722	2/1/2021	Northland	MOUND MN TAXABLE		620S35-W4-2	95,000.00		95,000.00		0.00
171228B	2/1/2021	Northland	SCOTT COUNTY TAX		809557-AZ-4	115,000.00		115,000.00		0.00
190220A	3/1/2021	Northland	FRANKLIN WIS TAX		419791-U97	500,000.00		500,000.00		0.00
170712	7/1/2021	Northland	GARDENDALE ALA TAX		365478-DQ-6	240,000.00		240,000.00		0.00
190628A	8/1/2021	Northland	WASHINGTON STATE GO TAX		93974DYX0	500,000.00		500,000.00		0.00
190731A	11/30/2021	Northland	CD-ENERBANK		29266N7E1	148,000.00		0.00		148,000.00
191017	12/1/2021	Northland	COLUMBS OH SCHOOL DISTR		199507-6J-8	130,000.00		0.00		130,000.00
130815B	12/1/2021	Northland	CHASKA, MN TAX		161664-DZ-7	75,000.00		0.00		75,000.00
141104	2/1/2022	Northland	DULUTH MN TAXABLE		264438-G5-5	150,000.00		0.00		150,000.00
150430	2/1/2022	Northland	MINNETONKA ISD #276		604195-YG-6	270,000.00		0.00		270,000.00
130624B	2/1/2022	Northland	RAMSEY COUNTY TAXABLE		751622-HG-9	285,000.00		285,000.00		0.00
190826	3/1/2022	Northland	OCONOMOWOC WIS TAX BOND		675635-KW-5	250,000.00		0.00		250,000.00
120321	3/1/2022	Northland	MADISION WI SCHOOL DISTR		558495-KN-6	500,000.00		500,000.00		0.00
190703	4/1/2022	Northland	WEST ALLIS WIS TAX		951173-JA-2	180,000.00		0.00		180,000.00
190424	5/15/2022	Northland	TEXAS A&M TAX		88213AEH4	130,000.00		0.00		130,000.00
170109	6/1/2022	Northland	DESMOINES IA TAX		250097-J3-7	200,000.00		0.00		200,000.00
150109	10/1/2022	Northland	HUBBARD COUNTY TAX		443348-DE-4	135,000.00		0.00		135,000.00
190515	11/1/2022	Northland	MICHICAN STATE SCHOOL TAX		594612-CY-7	205,000.00		0.00		205,000.00
120308B	12/1/2022	Northland	SHOREWOOD WIS TAX		825230-KW-4	150,000.00		0.00		150,000.00
130624A	2/1/2023	Northland	RAMSEY COUNTY TAXABLE		751622-HH-7	595,000.00		595,000.00		0.00
190628B	4/1/2023	Northland	WEST ALLIS WIS TAX		951173NP4	240,000.00		0.00		240,000.00
160812	5/1/2023	Northland	MONROE MI TAX		611101-MF-0	190,000.00		0.00		190,000.00
191107A	6/1/2023	Northland	NEWTON IOWA TAX		652810-YZ-9	250,000.00		60,000.00		190,000.00
190726B	6/1/2023	Northland	DESMOINES IA COMM COLLEGE TAX		250097L75	250,000.00		0.00		250,000.00
180913	7/31/2023	Northland	CD-BANK NEW ENGLAND SALEM		06426K-AN-8	245,000.00		0.00		245,000.00
121228B	9/1/2023	Northland	MIDDLETON WIS REFUND		596782-T6-7	300,000.00		0.00		300,000.00
190220B	11/1/2023	Northland	HAWAII ST GO BONDS		214471-PA-6	200,000.00		0.00		200,000.00
161114B	2/1/2024	Northland	ANDOVER MN TAX		034313-ZU-3	300,000.00		0.00		300,000.00
130412	2/1/2024	Northland	BECKER MN TAX		075671LJ4	50,000.00		50,000.00		0.00
180730	10/1/2024	Northland	HUBBARD COUNTY TAX		443348-DG-9	100,000.00		0.00		100,000.00
120214B	9/1/2025	Northland	MIDDLETON WIS REFUND		596782-TJ-1	315,000.00		0.00		315,000.00
190227	12/1/2025	Northland	COOK COUNTY SCHOOL DISTRICT		032879-TC-2	500,000.00		0.00		500,000.00
190404	9/1/2026	Northland	TUSCOLA COUNTY MISC TAX		900764RL7	395,000.00		0.00		395,000.00
191003A	12/1/2026	Northland	SCOTT BLUFF CTY SCHOOL DIST		810164-CQ-4	385,000.00		0.00		385,000.00
120308C	12/1/2027	Northland	SHOREWOOD WIS TAX		825230-LB-9	225,000.00		0.00		225,000.00
190402	2/1/2028	Northland	CLOQUET MN TAX		189036-PS-9	150,000.00		0.00		150,000.00
191016B	4/1/2028	Northland	COLUMBUS OH TAX		199492E339	285,000.00		0.00		285,000.00
211020A	7/15/2028	Northland	MOUNT HILLS TOWNSHIP SCHOOL		6215S3-E6-7		430,000.00	0.00		430,000.00
120308D	12/1/2028	Northland	SHOREWOOD WIS TAX		825230-LC-7	465,000.00		0.00		465,000.00
										11,058,000.00
190123	1/25/2021	UBS	CD-ALLEGIANCE BA	58629	01748DBM7	245,000.00		245,000.00		0.00
210107	6/1/2031	UBS	SAN JOSE CA FING AUTHO		798153NL2		1,000,000.00	0.00		1,000,000.00
211008	11/1/2023	UBS	SAN FRAN CA CITY & COUNTY UTIL		79771FAW7		140,000.00	0.00		140,000.00

2021 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2021	PURCH 2021	SOLD/ MATURE 2021	Adjust to Market Value	BV PRIN BAL 12/31/2021
211020B	8/15/1931	UBS	ALABAMBA FEDERAL AID HWY		010268CT5		500,000.00	0.00		500,000.00
211014	5/1/1930	UBS	ST. JOHN'S PUBLIC SCHOOL		790450HN3		550,000.00	0.00		550,000.00
210909	7/1/2022	UBS	MAINE HEALTH		56042RH96		500,000.00	0.00		500,000.00
210910	9/1/1930	UBS	BROWNSVILLE TX UTIL		1164753D4		1,000,000.00	0.00		1,000,000.00
210930	8/1/2028	UBS	CHARTER OAKS CA		1612855D4		250,000.00	0.00		250,000.00
210803		UBS	UBS PRIME FUND				571,015.95	571,015.95		0.00
210825A	8/25/2028	UBS	CD-CELTIC BANK	57056	15118RWG8		245,000.00	0.00		245,000.00
210825B	8/15/2028	UBS	NEW HAMPSHIRE MUNI		64465QHA7		550,000.00	0.00		550,000.00
210824A	8/15/2023	UBS	US TREASURY NOTE		91282CAF8		2,500,000.00	0.00		2,500,000.00
210824B	10/15/2023	UBS	US TREASURY NOTE		91282CAP6		2,500,000.00	0.00		2,500,000.00
210824C	9/15/2023	UBS	US TREASURY NOTE		91282CAK7		2,500,000.00	0.00		2,500,000.00
210826		UBS	UBS PRIME FUND				869,904.78	834,496.35		35,408.43
210713	2/1/2028	UBS	TEXAS PUB FIN AUTHORITY		882669BW3		325,000.00	0.00		325,000.00
210716	4/12/2022	UBS	CP-FIRST BOST NY		2254EBDC2		5,000,000.00	0.00		5,000,000.00
210731		UBS	UBS PRIME FUND				573,348.40	573,348.40		0.00
210604	7/1/1930	UBS	FLORIDA STATE BOARD TAX		341271AF1		1,000,000.00	0.00		1,000,000.00
210630	7/15/2026	UBS	MICHIGAN CITY IND SCHOOL		594381HJ7		500,000.00	0.00		500,000.00
210617A	7/1/2028	UBS	EL SEGUNDO CA PENSION		284035AG7		1,000,000.00	0.00		1,000,000.00
210617B	6/1/2029	UBS	ORANGE COUNTY TAX		684184TC8		110,000.00	0.00		110,000.00
210621	11/1/2026	UBS	REGIONAL TRANSPORTATION		759136VD3		500,000.00	0.00		500,000.00
210408A	7/1/2028	UBS	PHOENIX AZ CIVIC		71884AH44		500,000.00	0.00		500,000.00
210408B	1/15/2027	UBS	APACHE COUNTY ARIZ		03743TAF9		590,000.00	0.00		590,000.00
210427		UBS	UBS PRIME FUND				310,569.60	310,569.60		0.00
210430	6/1/2028	UBS	BEVERLY HILLS CA PUB		088006KC4		500,000.00	0.00		500,000.00
210111	6/1/2031	UBS	SAN JOSE CA FING AUTHO		798153NL2		320,000.00	0.00		320,000.00
210113	5/1/2029	UBS	NYC TRANSITIONAL		64971XSZ2		1,000,000.00	0.00		1,000,000.00
210114	12/1/2029	UBS	FRANKLIN COUNTY OH		353174JE6		1,000,000.00	0.00		1,000,000.00
210121	10/1/2027	UBS	MIAMI DADE COUNTY TAX		59333NV91		750,000.00	0.00		750,000.00
210129		UBS	UBS PRIME FUND				500,000.00	500,000.00		0.00
210222		UBS	UBS PRIME FUND				8,544,716.80	8,544,716.80		0.00
210217	6/1/2021	UBS	CP-SANTANDER UK				2,900,000.00	2,900,000.00		0.00
210219	9/1/2027	UBS	VIRGINIA COLLEGE BLDG				500,000.00	0.00		500,000.00
210224A	8/23/2021	UBS	CP-BANK OF CHINA				10,000,000.00	10,000,000.00		0.00
210224B	11/1/2028	UBS	WILL COUNTY ILL COMMUNITY		969078QN7		2,500,000.00	0.00		2,500,000.00
210301	8/1/2028	UBS	SAN JOSE CA FING AUTHO		79818186P30		1,000,000.00	0.00		1,000,000.00
210302	8/1/2027	UBS	VISTA CA UNI SCHOOL		928346P45		1,050,000.00	0.00		1,050,000.00
210308A	6/1/2029	UBS	RIO RANCHO NEW MEXICO TAX		767169ER2		500,000.00	0.00		500,000.00
210308B	6/1/2027	UBS	RIO RANCHO NEW MEXICO TAX		767169EP6		580,000.00	0.00		580,000.00
210309	6/1/2026	UBS	BEVERLY HILLS CA PUB		088006KA8		300,000.00	0.00		300,000.00
210311	1/1/2027	UBS	FORT LAUDERDALE FLA SPL		347622CW0		500,000.00	0.00		500,000.00
210326	9/1/2028	UBS	CHINO CALIF PUB FING		169548FP4		615,000.00	0.00		615,000.00
210506		UBS	UBS Select FUND				451,921.15	451,921.15		0.00
210514	10/1/2026	UBS	BOSSIER CITY LA UTIL		100216FZ8		500,000.00	0.00		500,000.00
200128	1/27/2021	UBS	CD-FIRST NATIONAI	5452	33213SJA1	245,000.00		245,000.00		0.00
200204A	2/3/2021	UBS	CD-TRUST BANK CE	9846	89788HAH6	245,000.00		245,000.00		0.00
200817	2/16/2021	UBS	BANK OF CHINA COMM PAPER		06119QPG6	10,000,000.00		10,000,000.00		0.00
160927A	5/1/2021	UBS	YPSILANTI MI SCHOOL DISTR		987864NY7	405,000.00		405,000.00		0.00
160422	5/15/2021	UBS	UNIVERSITY OF CA TAX		91412GFS9	500,000.00		500,000.00		0.00
180629A	6/29/2021	UBS	CD-WELLS FARGO	3511	949763RX6	245,000.00		245,000.00		0.00
180907	7/1/2021	UBS	FLORIDA STATE BOARD OF ADMIN		341271ABO	400,000.00		400,000.00		0.00
171211	7/1/2021	UBS	FLORIDA STATE BOARD OF ADMIN		341271AB0	235,000.00		235,000.00		0.00
180815A	8/16/2021	UBS	CD-DISCOVER BANI	5649	254673SV9	145,000.00		145,000.00		0.00
180926A	9/27/2021	UBS	CD-TOWNEBANK PORTSMOUTH VA		89214PCA5	200,000.00		200,000.00		0.00
160705	11/1/2021	UBS	MICHIGAN STATE TAX		594612CX9	300,000.00		0.00		300,000.00
201119A	12/1/2021	UBS	WARREN HEIGHTS OH BUILDING		936121JTO	150,000.00		0.00		150,000.00
160718	12/1/2021	UBS	LITTLE MIAMI OHIO SCHOOL		537292KY9	345,000.00		0.00		345,000.00
181214	12/14/2021	UBS	CD-BMW BANK		05580AQA5	95,000.00		0.00		95,000.00
181228G	12/28/2021	UBS	CD-ALLY BANK		02007GGT4	100,000.00		0.00		100,000.00
160601	2/15/2022	UBS	MCALLEN TAX'		582018Ff5	200,000.00		0.00		200,000.00
151104	3/1/2022	UBS	NEW YORK TAXALBE		64966KQC0	500,000.00		0.00		500,000.00
190322	3/22/2022	UBS	CD-MEDALLION BA	57449	58404DDP3	245,000.00		0.00		245,000.00
160727	5/1/2022	UBS	NORTH BRANCH SCHOOL TAX		657740F50	500,000.00		0.00		500,000.00
190710	5/15/2022	UBS	CONVENTION CENTER AUTHORITY		32115AAG7	175,000.00		0.00		175,000.00
001127	7/25/2022	UBS	FNR G92-35		31358PHV2C	80.06		64.20		15.86
160830C	8/1/2022	UBS	NEW YORK CITY TAXABLE		64966MED7	300,000.00		0.00		300,000.00
021004	8/25/2022	UBS	FNR 1992-125L		31358PS40C	177.74		129.14		48.60
180108	10/1/2022	UBS	PALM BEACH COUNTY SOLID WASTE		696560LD1	450,000.00		0.00		450,000.00
020826	10/15/2022	UBS	FHR 1391D		312912LUO	126.70		85.70		41.00
201119B	12/1/2022	UBS	WARREN HEIGHTS OH BUILDING		936121JU7	165,000.00		0.00		165,000.00
191213	12/13/2022	UBS	CD-WELLS FARGO N	27389	949495AA3	245,000.00		0.00		245,000.00
161216B	12/16/2022	UBS	CD-MERCANTIL COI	22953	58733ADQ9	245,000.00		0.00		245,000.00
200116	1/17/2023	UBS	CD-MORGAN STANI	32992	6169OURY8	245,000.00		0.00		245,000.00
161208A	4/1/2023	UBS	NEW HOPE CULTURAL ED TAX		64542WAY6	250,000.00		0.00		250,000.00
150812	6/1/2023	UBS	CHARLOTTE TAXABLE		161037L61	300,000.00		0.00		300,000.00
010328	6/25/2023	UBS	FHG14A		312916PD5R	2,000.00		0.00		2,000.00
180628	6/28/2023	UBS	CD-COMENITY BAN	27499	981996UP3	200,000.00		0.00		200,000.00
191230B	6/30/2023	UBS	CD-RAYMOND JAMI	33893	75472RAR2	245,000.00		0.00		245,000.00
201119C	12/1/2023	UBS	WARREN HEIGHTS OH BUILDING		936121JV5	165,000.00		0.00		165,000.00
190118C	5/22/2024	UBS	CD-CAPITAL ONE	4297	14042RLP4	245,000.00		0.00		245,000.00
190118C	5/22/2024	UBS	CD-CAPITAL ONE U	33954	14042TAP2	245,000.00		0.00		245,000.00
190315	3/15/2024	UBS	CD-COMENITY CAPI	57570	20033AS31	245,000.00		0.00		245,000.00
190325	3/25/2024	UBS	CD-BANK HAPOALI	33686	06251AW48	245,000.00		0.00		245,000.00
200325	4/1/2024	UBS	NEW YORK HOUSING		6498833S2	500,000.00		0.00		500,000.00
161018	7/1/2024	UBS	SELMA ALA TAX		816459QV6	500,000.00		0.00		500,000.00

2021 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2021	PURCH 2021	SOLD/ MATURE 2021	Adjust to Market Value	BV PRIN BAL 12/31/2021
151009	9/1/2024	UBS	NJ ENVIRONMENTAL INFRASTRUCTURE		645791CAO	270,000.00		270,000.00		0.00
190918	9/18/2024	UBS	CD-FIRST NATIONAl	4779	334342CF7	245,000.00		245,000.00		0.00
161026	10/1/2024	UBS	HONOLULU TAX		4386705W7	300,000.00		0.00		300,000.00
151023	10/1/2024	UBS	MADISON TAXABLE		55844RKN3	640,000.00		0.00		640,000.00
161208B	11/1/2024	UBS	MICHIGAN FIN AUTH REV		59447TJX2	250,000.00		0.00		250,000.00
191127	11/27/2024	UBS	CD-STATE BANK IN	33682	856285RS2	245,000.00		0.00		245,000.00
201119D	12/1/2024	UBS	WARREN HEIGHTS OH BUILDING		93612JW3	165,000.00		0.00		165,000.00
191107B	12/1/2024	UBS	CORPUS CHRISTI TEX TRANS		220228BK5	400,000.00		0.00		400,000.00
190418	12/5/2024	UBS	CD-DELTA NATIONA	26633	2477RBD6	200,000.00		0.00		200,000.00
180629C	6/1/2025	UBS	MARYLAND STATE TAX		57420PGR1	300,000.00		0.00		300,000.00
161114A	7/1/2025	UBS	LEXINGTON FAYETTE AIRPORT		52909MCA0	300,000.00		0.00		300,000.00
191101	8/1/2025	UBS	MASSACHUSETTS ST WATER		576051VFO	400,000.00		0.00		400,000.00
201119E	12/1/2025	UBS	WARREN HEIGHTS OH BUILDING		936121JX1	175,000.00		0.00		175,000.00
191122A	12/1/2025	UBS	WARRENSVILLE HEIGHTS OHIO		936121JM5	500,000.00		0.00		500,000.00
191105	3/1/2026	UBS	MARYLAND STATE COMM DEV		57419TDZ1	320,000.00		0.00		320,000.00
201105	4/1/2026	UBS	PARAMUS NJ SCHOOL		699347LF5	500,000.00		0.00		500,000.00
200113	4/15/2026	UBS	PHILADELPHIA AUTHORITY-ZERO COUP		71781LBU2	300,000.00		0.00		300,000.00
201204	4/15/2026	UBS	LONG BEACH CITY SCHOOL DIS		542535LY3	750,000.00		0.00		750,000.00
191115A	7/1/2026	UBS	LEXINGTON FAYETEE URBAN COUNTY		52909MDR2	470,000.00		0.00		470,000.00
200326B	8/1/2026	UBS	SAN BERNARDINO COMM		79672ONA47	500,000.00		0.00		500,000.00
191219B	11/1/2026	UBS	OPELIKA ALABAMA TAX		683489ZE1	400,000.00		0.00		400,000.00
191016A	12/1/2026	UBS	DENVER CITY & COUNTY HSG		24917NAG6	500,000.00		0.00		500,000.00
200925	4/1/2027	UBS	WESTERN WASHINGTON UNIV		959878RJO	500,000.00		0.00		500,000.00
191219A	6/1/2027	UBS	UNIVERSITY OF NORTHERN COLORADO		914733DY3	360,000.00		0.00		360,000.00
191022	10/1/2027	UBS	NEW YORK NY TAX		64966QEK2	500,000.00		0.00		500,000.00
160802	12/1/2027	UBS	TOOLE CITY UT TAX		89033RBU7	400,000.00		0.00		400,000.00
190725A	12/1/2027	UBS	WRIGHT COUNTY TAXABLE		982276BK2	630,000.00		0.00		630,000.00
201007	8/1/2028	UBS	SAN BERNARDINO CALIFORN UNIV TAX		796711H44	1,000,000.00		0.00		1,000,000.00
191108	8/1/2028	UBS	CORONA-NORCO CAL		219764SC2	405,000.00		0.00		405,000.00
200320	9/1/2028	UBS	PENNSYLVANIA UNIV TAX		709235P25	425,000.00		0.00		425,000.00
191212	10/1/2028	UBS	UNIVERSITY OF ALABAMA TAX		914745GG2	400,000.00		0.00		400,000.00
191024	2/1/2029	UBS	PULASKI COUNTY		745401EGO3	400,000.00		0.00		400,000.00
200630A	7/1/2029	UBS	NEW YORK STATE DORM AUTH		64990GS86	430,000.00		0.00		430,000.00
200611	11/1/2029	UBS	VENTURA COUNTY CA		923078CZ0	400,000.00		0.00		400,000.00
200324	3/1/2030	UBS	NEW YORK CITY TAXABLE		64966QJL5	500,000.00		0.00		500,000.00
200921	7/1/2030	UBS	FLORIDA STATE REV BOND		341271AF1	500,000.00		0.00		500,000.00
101013	12/1/2030	UBS	HIDALGO COUNTY TEX TAX		429343BT3	500,000.00		0.00		500,000.00
201102	12/1/2030	UBS	XENIA OH COMM SCHOOL		984071CC2	720,000.00		0.00		720,000.00
200417	9/1/2031	UBS	CITY OF NORFOLK VA TAX		655867G94	220,000.00		0.00		220,000.00
201221	10/01/26	UBS	LANCASTER OH SCHOOL DIST		514264FGO	1,675,000.00		0.00		1,675,000.00
201218	12-18-24	UBS	CD-TEXAS EXCHANGE		88241TJQ4	248,000.00		0.00		248,000.00
200612		UBS	UBS PRIME FUND			1,445,483.93		1,445,483.93		0.00
200623		UBS	UBS PRIME FUND			1,741,251.98		1,741,251.98		0.00
200714		UBS	UBS PRIME FUND			531,198.11		531,198.11		0.00
200717		UBS	UBS PRIME FUND			8,002,863.63		8,002,863.63		0.00
200728		UBS	UBS PRIME FUND			1,405,590.52		1,405,590.52		0.00
200731A		UBS	UBS PRIME FUND			259,035.81		259,035.81		0.00
200731B		UBS	UBS Select FUND			247,506.71		247,506.71		0.00
200630B		UBS	UBS PRIME FUND			601,602.80		601,602.80		0.00
200531		UBS	PRIME MM			667,488.28		667,488.28		0.00
200430		UBS	SELECT MM			1,440,813.95		1,440,813.95		0.00
										58,640,513.89
	TOTAL INVESTMENTS					73,628,220.22	59,406,476.68	60,985,183.01		**72,049,513.89**
			Unamortized Premiums			1,578,603.54	172,417.45			1,751,020.99
			Unamortized Discounts			(3,900,908.40)	(364,898.90)			(4,265,807.30)
			PW Debt-Ameritrade			8,895,641.10	1,574.48	407.74		8,896,807.84
			BOW			4,018,693.38	107,242,103.71	109,896,467.17		1,364,329.92
			Money Market Accounts			10,896,525.53	14,012,316.51	9,000,000.00		15,908,842.04
			Net Cash and Investments			95,116,775.37	180,469,989.93	179,882,057.92		95,704,707.38

CC Regular Session **5. 2.**

Meeting Date: 11/09/2021

By: Katie Schmidt, Administrative Services

Information

Title

Consider Hiring Temporary On-call Snow Plow Drivers

Purpose/Background:

The purpose of this case is to seek City Council approval to hire Temporary On-call Snow Plow Drivers for the Public Works Department.

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. As a result, staff selected six candidates to work as Temporary On-call Snow Plow Drivers.

Funding Source:

The funding required to fill the Temporary On-call Snow Plow Drivers is included in the 2021 / 2022 budget.

Recommendation:

Staff recommends hiring the following returning Temporary On-call Snow Plow Drivers: Mr. Keith Noreen at $15.00 per hour, Mr. Thomas Pagel at $14.50 per hour; Mr. Thomas Hoxter at $13.50 per hour; Mr. John Dickes at $13.50 per hour; Mr. Bruce Anderson at $13.50 per hour and new Temporary On-call Snow Plow Driver: Mr. Gunnar Ledin at $13.00 per hour, effective on or near October 27, 2021.

Action:

To hire Temporary On-Call Snow Plow Drivers: Mr. Keith Noreen at $15.00 per hour, Mr. Thomas Pagel at $14.50 per hour; Mr. Thomas Hoxter at $13.50 per hour; Mr. John Dickes at $13.50 per hour; Mr. Bruce Anderson at $13.50 per hour and the following new Temporary On-call Snow Plow Driver: Mr. Gunnar Ledin at $13.00 per hour, effective on or near October 27, 2021.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	11/02/2021 04:50 PM
Kurt Ulrich	Kurt Ulrich	11/03/2021 02:47 PM
Form Started By: Katie Schmidt		Started On: 10/22/2021 07:25 AM
Final Approval Date: 11/03/2021		

CC Regular Session **5. 3.**

Meeting Date: 11/09/2021

By: Katie Schmidt, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 10/26/2021
2. City Council Regular Session dated 10/26/2021

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 10/26/2021
2. City Council Regular Session dated 10/26/2021

Attachments

10-26-21 CCWS

10-26-21 Mtg

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	11/04/2021 11:55 AM
Kurt Ulrich	Kurt Ulrich	11/04/2021 03:54 PM
Form Started By: Katie Schmidt		Started On: 11/04/2021 08:28 AM

Final Approval Date: 11/04/2021

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, October 26, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Administrative Services Director Colleen Lasher
City Engineer Bruce Westby
Police Chief Jeff Katers
Fire Chief Matt Kohner
Parks and Assistant Public Works Superintendent Mark Riverblood
IT Manager Jason Fredrickson
Building Official Jesse Szykulski

1. CALL TO ORDER

Mayor Kuzma called the City Council Work Session to order at 5:32 p.m.

2. TOPICS FOR DISCUSSION

2.01: Review Proposed 2022 Schedule of Rates, Fees and Charges

Finance Director Lund reviewed the staff report and recommendation to introduce the proposed 2022 Schedule of Rates, Fees and Charges, Option 3.

Building Official Szykulski explained how permit fees are determined based on the 2017 fee table which covers all types of construction and permits.

Mayor Kuzma asked if they would be covering the cost with the new rates.

Building Official Szykulski answered he would say they are covering their costs better because it is an increase in fees. He noted there is an increase in activities, more residents, more houses, and a lot more construction happening.

Councilmember Specht asked for clarification about the table.

Finance Director Lund answered the 2022 Proposed Column lists all changes in fees regarding building, water rates, those sorts of things.

Building Official Szykulski commented that the goal is to be close to neighboring cities. They don't want to be high, but where they are at with a lot of the fixed fees is pretty low compared to some of the neighboring cities, noting it is a balance.

City Administrator Ulrich asked for clarification regarding the issue that a couple of cities did not appear to have planned check fees, if the information wasn't available or because it is included in another place.

Building Official Szykulski answered a lot of them are buried and hard to find so staff spent a lot of time on city webpages trying to find this information. For example, on the Anoka website it says "Plan Check, per state building code."

Finance Director Lund added that 65% is the standard.

Building Official Szykulski agreed and added the big builder, Capstone, does the Repetitive Plan Fee so a lot of the builders have similar plans which are reviewed through the Master Plan and all additional plan submittals are at 25%.

Councilmember Riley asked for clarification, that this is an increase in the City's fees but it is still in line with neighboring cities.

Building Official Szykulski confirmed this.

Councilmember Musgrove asked about some fees in neighboring cities that differ so it may be difficult to find an average. For example, the septic fees. She asked, for clarification, about increases specific to Ramsey and what the increase encompasses. She also asked for an explanation whether residents pay the fees when they are already paying a salary and how the fee covers the cost better.

Building Official Szykulski answered that septic systems are quite involved and have several inspections that require significant staff time. This time of year, there is a high demand for it as well. He noted the building code says "service fees are commensurate to the service provided."

Councilmember Musgrove asked for further clarification on the larger process, stating the septic was just an example. She wanted an idea of where the money was going that they are asking the residents to pay with the fees. Councilmember Musgrove referenced the escrow fees and asked about erosion control, noting the builders already require a fee for that and asked why the City would have an erosion control fee listed as well.

Building Official Szykulski explained the erosion control fee is applied to home building permits which generally don't have double permits, so it's not duplicated at all. The fee is intended to cover the single-family home building permits or reconstruction permits.

Councilmember Musgrove referenced the building permit license, and stated she would support Options 1 or 3.

Building Official Szykulski commented that is the recommended option because it puts together the right combination and gives an option they are using. He referenced the 2017 ICC Schedule and stated they can build from that, if the Council wanted to adopt and increase the fees, that they can look at the 2018 spreadsheets and give a more structured increase because they would be using the next year's data, making it easier to justify because it is on a national level by the National Code Council.

Finance Director Lund explained the reason cities may be using the 1997 tables still is because they don't want to create their own, there is the backing that the tables are there, and that's why cities, like Champlin, are using the ICC valuation, so they can look it up. She noted if Ramsey wasn't following the 1997 fee schedule, and having those numbers, there wouldn't be anything to follow. That is why Staff is looking at following a valuation table that is available and fits the current times. She noted that what was currently being followed didn't meet the 2008 table.

Mayor Kuzma summarized that staff is saying the City is not charging enough to cover the costs, they need to make an adjustment, and recommends a full schedule of rates and fees, following Option 3.

Finance Director Lund added, following the 2017 valuation and the 1997 UBC table.

Mayor Kuzma asked if that would be added to the City's website.

Finance Director Lund answered it will be listed on the rates and charges, saying which schedules are being followed.

Councilmember Woestehoff asked for clarification, if the international table gets updated multiple times a year.

Finance Director Lund and Building Official Szykulski confirmed this.

Councilmember Woestehoff stated it makes sense for the 2022 year and he would be interested to see, from a policy perspective, if it would make sense to look back every year to 4 years prior so the table is always reflective of the 4-year time frame. He noted then the City would not have to continue to adopt new ones.

Building Official Szykulski indicated he would recommend that, especially if the current construction activity continues to grow. He noted that in a slower year, maybe the City would want to hold off.

Councilmember Musgrove asked a follow up question, stating that some years may be outliers so it may not be good to do it automatically. She noted if there would be too dramatic of an increase, adjustments could be made and it is easier to look back and make adjustments accordingly.

Councilmember Musgrove asked about mobile home tie downs and the swimming pool, noting the swimming pool didn't increase as much as it had previously and it did not make the 2018 levels. She asked whether the mobile home tie down fee needs to be as high as it is listed. She noted a neighboring city has $10 per square foot for value and asked whether there is more benefit in doing something like that. She expressed concern about people not being able to make the permit fee, but having mobile homes tied down is a priority.

Building Official Szykulski answered that is a good suggestion, and he wouldn't be opposed to bringing it down to $75. He explained the mobile home is a unique situation in that not every city has them. He noted that Coon Rapids has a rate of $77 and agreed that having mobile homes tied down is important for safety in high winds.

Finance Director Lund referenced the other fees, noting the rate study had a 2.5% increase for water and sewer and $23 million will be taken out of the water fund, so it is proposed to stay on the water study at 2.5%. The sewer charge is at 1% and the rates are going up 7% to give a gradual increase back to the sewer fund. The sewer fund is using about $9 million to fund the water treatment plant so it's just to keep a balance going in that account. She noted the other utility bill accounts would stay constant with 2021, so there would be no raise in street lights, recycling, or storm drains. Finance Director Lund stated the other change proposed is in regard to rental of facilities at the parks and municipal center to charge $5 per hour instead of a flat rate of $10 for the day.

Parks and Assistant Public Works Superintendent Riverblood explained they are trying to make it simpler for both the users and administration in the application of the rental process. He explained that park spaces are very popular so it is difficult to meet the requests for these spaces. He noted that having an hourly rate helps to determine how long people actually need the rental versus a whole day rental and not allowing enough users access. They are also eliminating the key deposit and an online registration system is available.

Councilmember Specht asked how a youth group is defined.

Parks and Assistant Public Works Superintendent Riverblood answered that if the group is primarily youth, such as scout groups, they would qualify for the youth rate, but birthday parties wouldn't quality. He also commented that staff needs to check the validity of non-profit groups because some are taking liberties with that to save money.

Councilmember Specht stated he had a situation come up with a tutor wanting to rent a room at City Hall and since there are a lot of different rates listed for different groups wanting to rent, it is confusing. He asked if this is going to simplify things.

Finance Director Lund answered that in the situation Councilmember Specht referenced, it would have been a $10 charge, the youth group rate. She didn't know if there would be interest in

changing to an hourly rate for room rentals at City Hall and would want to speak with Staff to determine what is reasonable.

Councilmember Specht answered that it would be worth a discussion, especially if reservations could be made online.

Finance Director Lund stated it is recommended to introduce the changes to the rates and charges on November 9, 2021 for adoption on November 23, 2021 to allow 30 days' notice to go into effect by January 1, 2022.

The consensus of the Council was to follow staff recommendation, with the addition of the mobile home tie down fees being set at $75.

Councilmember Musgrove asked for clarification that in 2022, it is proposed to change rental fees from the $10 flat rate to $5 per hour and the $25 rate would be resident hourly.

Building Official Szykulski confirmed this.

Councilmember Howell asked about lowering the rate for residents, noting it is a big jump to go from $24 for the day, to $25 hourly, to have a bigger disparity between resident and nonresidents.

Parks and Assistant Public Works Superintendent Riverblood answered that this is a proposed dollar increase, noting it was the nonprofits that were at the flat rate, everyone else was hourly.

2.02: Review 2022-2031 Capital Improvement Plan (CIP)

Finance Director Lund stated the Council is reviewing the first draft. She explained the priority levels, noting a priority 1 is something that is within the next couple of years, Priority 2 is something that is new, that has never been done before and isn't a replacement such as the Police vehicle in 2022, Priority 3 and 4 are for the remaining 8 years of the CIP, and Priority 5 is a placeholder within the document. For example, the community center which is unfunded. Finance Director Lund reviewed the staff report, noting this document is subject to change. She highlighted the main cash flows pages and explained the CIP is a planning tool so everything that is included is not adopted until it comes to the Council as individual projects.

Councilmember Musgrove commented that there weren't TIF districts listed under the "sources of funding." She asked if there were any funds that qualify for any TIF district dollars, noting she wanted to make sure the City was using those dollars in areas they can be used.

Finance Director Lund answered, the TIF cash flows are included. In regard to TIF 1 and TIF 2, those were the older districts that were allowed for pooling. She explained the project for 116 was allowed for funding but the County pushed that project out so it's no longer reflected in the CIP. Because of that, TIF 1 and TIF 2 do not reflect the 116 project anymore. She noted the fund balances are listed and the respective cash flows. She gave the example of TIF 2 having a projected balance of $1.7 million after 2021, which is because $1.5 million was added back when the 116 project was put on hold.

Councilmember Riley asked Police Chief Katers if they are looking at purchasing a hybrid Explorer next year, and is that to save money.

Police Chief Katers explained that came out of a study they did with Connexus Energy on fleet vehicles. It's not mandated but is one of the few vehicles that is Police Pursuit Rated.

Councilmember Riley suggested that they look for the lowest option that meets their needs.

Councilmember Riley noted that under new additions, in the next year, was the Lake Itasca observation deck and canoe rental with parking. He asked about expanding an unimproved park when they are having a hard time keeping up with the parks.

Parks and Assistant Public Works Superintendent Riverblood answered it has been a drought year. He explained the canoe and kayak system at Sunfish Lake is really popular, so much so that they are wearing out the boats from dragging them from the locker system to the lake. There are almost 2,000 people with proximity cards, so that is a lot of recreation at a low cost and that is the basis behind it. He noted this project first entered the CIP plan as a proposed project when they were speculating on where all the properties that are developed are today. He explained there are a lot of users there, the City timed it right with all the new residents, and staff is trying to identify low-cost recreation in proximity to the speculation that would be hundreds of new families in the area. He stated the Lake Itasca project was also supposed to be developed concurrent with all the new residents but instead, they did the smaller Pearson Park. He still thinks they need to develop that park North of Alpine Drive, East of Lake Itasca, noting the parking would serve, not just the canoe and kayaker observation boardwalk, but the future development of that park.

Councilmember Riley suggested money would be better spent on the existing parks. He referenced the park in The COR, Civic Plaza, and asked if that is $1.2 million.

Parks and Assistant Public Works Superintendent Riverblood answered that is a placeholder for whatever comes first. A municipal plaza, which they graded and established turf without irrigation there or maybe an improvement to the waterfront such as a splashpad. He noted if they had a sale of land in the northwest quadrant of The COR, they may need a lot of fill, which may be a good time to advance construction of the first phase of what they are calling the Waterfront Park. The splashpad is one of the single requested items from residents and would be another destination in the downtown to bring people in. He noted it would be a unifying project where you can think of a broad spectrum of users coming in because while some things are very specific, trails and a splashpad cover a lot of the demographic.

Councilmember Riley referenced, under opportunities, trail connections, and asked why it is so low in the beginning and grows so much. He asked why wouldn't they want to make more connections earlier.

Parks and Assistant Public Works Superintendent Riverblood answered, when Councilmember Riley referenced it growing, is he asking about the dollar amount or the list getting bigger?

Councilmember Riley answered the dollar amount. In year 2023 it's $30,000, then up to $80,000, $200,000, then $400,000.

Parks and Assistant Public Works Superintendent Riverblood answered he didn't have notes on it but the trail connections were entitled priority trail connections and are intended to be opportunity driven or meet with the goals of connecting places. For example, in the downtown they are in the process of securing land at the Gardenview Villas to build a trail there. He noted there are hundreds of families that don't have easy access to downtown but a trail would allow residents to access the retailers and splashpad. That is an easy first opportunity. Other trails are important but expensive. One they are looking at is by the Holiday gas station, to put a trail there to get people off the highway. That is an expensive project because of the Mn/DOT road, a ditch system, and other utilities. If someone wanted to develop the properties between Holiday and the commercial property to the south, it would be a perfect time, and the CIP would call attention to that opportunity. He explained that is why the numbers are all over.

Councilmember Riley noticed in 2024 they plan to refurbish both water towers and asked if there is a savings in doing two in one year rather than spreading it out over time.

Parks and Assistant Public Works Superintendent Riverblood answered he wasn't sure but he would find out. He commented on options to do one water tower in the spring and then do the other, noting this would be for the exterior only as the City is keeping up with the interior, which is a different process that requires draining.

Finance Director Lund added that has been pushed out a couple years.

Parks and Assistant Public Works Superintendent Riverblood continued it's possible with the water treatment going on line that they could take one tower down at a time and still have the capacity for water supply and fire suppression so that is probably why it was pushed out.

Finance Director Lund answered they were scheduled for the same year, she didn't know why either, but could find out. She asked Councilmember Riley, in regard to the park trail with the canoes, if he would propose pushing it out or removing the project.

Councilmember Riley answered he would suggest removing the project.

Finance Director Lund stated the project in question is project 18, park 004, Lake Itasca Park parking, trail, and canoe system.

Councilmember Woestehoff also asked about the water towers. He noticed in 2022 it was listed to refurbish both the water towers for $20,000 and in 2023, it was $1.7 million. He wondered if one was a paint job and the other was mechanical.

Finance Director Lund answered she believed part of it was a study.

City Administrator Ulrich asked for Council consensus and direction on the Lake Itasca improvements to the parking lot and trail system.

Councilmember Specht commented that one thing that might be wise would be to start something in the proposed project but speed up the replacement plan for the parks that are in the worst shape and then put more money into new parks.

Finance Director Lund asked if it would be beneficial for the Council to take time looking over the projects and bring a list to the next Work Session for discussion.

Mayor Kuzma noted the CIP is just a planning document and everything that comes back to the Council would be reviewed.

City Administrator Ulrich noted the concept of taking the Lake Itasca Park and redirecting all or part of that back to neighborhood parks and updating equipment at existing parks, would be direction to those improvement funds if that's where the Council's priorities lie.

Councilmember Howell commented that seems to make sense and if they leave it in for 2023 or 2024, a lot of energy could be put toward a great project they aren't planning to do yet, and that energy and funds could be put towards the projects they wanted to focus on.

Councilmember Specht commented it would be worth further discussion, noting things in the CIP should be what the Council wants.

Mayor Kuzma asked the Council if they are in consensus with the CIP, aside from the issue with the parks, or would they like more time to review it.

Councilmember Musgrove asked Councilmember Riley about removing the project for Itasca Park, if he intended to move the funds to another park, keep the park improvements, and move forward as they are.

Councilmember Riley answered, it was in the CIP and he doesn't support expanding one of the parks when the City is having a hard time maintaining the current park system.

Councilmember Musgrove asked whether he would support directing staff to put forward a neighborhood park that needs work or redevelopment.

Councilmember Riley answered in the affirmative.

Mayor Kuzma clarified that if they take out Itasca Park, they would redistribute the funds to fix up other parks.

Councilmember Musgrove agreed.

Councilmember Specht commented he would like to have more discussion and a chance to review everything.

Mayor Kuzma asked Staff to look at the option of taking out Itasca Park and bring back a list of parks that need some updates for further discussion.

Parks and Assistant Public Works Superintendent Riverblood thanked the Council for the discussion and recognizing the City is at capacity for being able to take care of the parks. He proposed moving the Lake Itasca development project into a secondary document that will be discussed later, not deleting it all together.

Councilmember Specht asked if Staff needed more discussion and direction.

Parks and Assistant Public Works Superintendent Riverblood answered, it depended if there was an understanding that the CIP is a working document that is okay as it is, or if they wanted to pull out other projects for review.

Finance Director Lund stated the CIP will be reviewed at other Work Sessions and is typically adopted in December.

City Administrator Ulrich mentioned the other item related to Councilmember Riley's suggestion on the police cruiser to go with whatever is cheaper, a hybrid, gas or electric. He asked if there was a consensus with that, that the City purchase a cheaper vehicle that meets their needs.

Mayor Kuzma asked Police Chief Katers if there was a savings going to electric.

Police Chief Katers answered, there was a long-term savings going with hybrid or electric. He noted there is a cost difference between a State contract for a hybrid vehicle, versus a State contract for a gas only vehicle. From the document, it was $32,000 to $38,000. He noted they added an officer so they still do need the vehicle, but they are willing to go with a gas vehicle.

Councilmember Woestehoff asked about the total cost of ownership if it costs less over the long run. He also asked how long the Department keeps cruisers.

Police Chief Katers answered, 5 years at the most.

Councilmember Woestehoff stated he would like to see what the math looks like.

Finance Director Lund stated that vehicle is going to come up as a part of the budget discussion and the CIP is going to come back to the next Work Session. She stated staff will get some answers on the painting of the water towers, why it is under the same year, and Lake Itasca Park will be moved to Parks Supplemental.

2.03: Continued Discussion of 2022 Budget/Levy

Finance Director Lund reviewed the staff report. She stated the main items are the capital requests and the personnel requests which are outside of the levy and need to be discussed prior to the December 14, 2021, meeting when budget adoption would take place.

City Administrator Ulrich referenced the personnel requests, stating there are four requests for reclassifications, two requests for increases in hours, and two requests for new full-time positions.

These positions total $216,000, of which $168,000 are the two new positions. He explained that one new additional position will be paid for by eliminating an internship and the two new positions will cost the most but staff feels strongly they are needed.

Mayor Kuzma asked whether all of the positions were factored into the way the levy is set right now so there wouldn't be any additions.

Finance Director Lund confirmed this, adding that unless they find other funding sources because they can't increase the levy.

IT Manager Fredrickson spoke about the need for the IT Security Position. He stated the network security position has been in the personnel policy for three years. They figured they'd need additional support for desktop support, and they needed a half-time person in 2018, but opted to wait for a full-time position and picked 2022 for that date. He explained that with recent trends, security has taken priority in the private and public sectors. He feels the best solution would be to hire a Security Assistant Administrator which is an entry level position to what a Security Analyst would be for an organization. Based on other organizations he has spoken with, this position would include two hours of security work per day with the remainder of their time backing him up as well as doing Tier 1 desktop support for City Staff. He added that with all of the additions to the Police Department, this would be a good addition because there are a lot of security concerns including BCA, FBI, cameras, body cameras, and squad cars and this person would also be helpful with those items.

Councilmember Musgrove commented she didn't see any offsets listed and asked if there would be any offsets from the time that LOGIS would be doing this if this person were hired and doing that work.

IT Manager Fredrickson answered that there would be potentially in the future. At this time, LOGIS has two security people for the over 40 cities that they support, so LOGIS is not in a position to do this type of work for Ramsey. LOGIS can help if there is a ransomware attack and they audit every four years for their members, but that is all LOGIS is capable of with their staffing levels. He explained there are talks of security as a service and a potential operations center with active monitoring with either 8am-5pm or 24-hour service, but that is down the road for them. He explained with the person coming on, it would be beneficial to build their institutional knowledge by mentoring with LOGIS staff and learning their specific needs. He stated there is a potential savings for any items that come up, noting LOGIS staff costs $125 an hour, so any work this person could take over from LOGIS would be a potential savings.

Councilmember Musgrove asked if LOGIS is not currently being used for these tasks because they don't have the manpower.

IT Manager Fredrickson answered, just for the things they currently do including PCI compliance audits, Pen testing, compliance items that LOGIS helps out sometimes.

Councilmember Musgrove referenced IT Manager Frederickson's comment about the Police Department and asked if IT right now supports the technical computer networking needs of the Police Department as well.

IT Manager Fredrickson confirmed this and added they are also responsible for the Fire Department, Public Works, and City Hall.

Councilmember Woestehoff referenced the new position and the instance where LOGIS has taken several months to address needs. He asked if this new position is intended to not only offset the cost but also the speed of LOGIS so the City wouldn't remain vulnerable for such a long time.

IT Manager Frederickson confirmed this.

Councilmember Woestehoff stated he supported this role but had concerns that the description as written would require finding someone who is a good systems person and a good network person, which would be difficult because they are different things. He felt the position would be the right step for security but from a systems administration standpoint, a network administrator would be a different role for years from now.

Mayor Kuzma asked if the Council had questions or objections to the new positions.

Councilmember Howell referenced the new positions and the expenditures, noting it is a big expenditure. She felt in regard to the Parks Maintenance Worker, that there are ways they could be creative with putting in natural grasses and wildflowers to cut down on park maintenance time. In regard to the Security position, she asked if they had looked at other cities that use providers other than LOGIS.

IT Manager Fredrickson answered he looked at third parties as far as what it would take to fulfill the security side of this role, such as CIT which comes with mixed reviews from other cities. The CIT intro package included a list of recommendations for security measures that needed to be met and giving it back to the staff to do, with a cost of around $15,500 to just do that. He noted that bringing on one of their people for a couple hours a week to do active security work and remediation would be closer to the cost of this position, between $60,000- $80,000.

Councilmember Woestehoff commented from a market perspective, he would concur that LOGIS is probably the cheapest option out there, noting they bill at $125 per hour, which is about $50 less than what they bill for some of their clients. He stated the City is not getting a bad deal with LOGIS but at the size and scale that the City operates, it's advisable to have a dedicated systems person.

Councilmember Specht asked, for comparison, what size of IT staff do other cities have.

IT Manager Fredrickson answered that he has spoken with several neighboring cities about the size of their IT staff and learned that Elk River is at four, Coon Rapids also had four, and Andover had two to three staff members.

Councilmember Woestehoff stated that he has 14 cities as clients, most in Hennepin County, and none have less than four IT staff.

Councilmember Musgrove asked IT Manager Frederickson for his thoughts if this were a part time position or a student intern. She referenced the two hours dedicated to security with other duties being assigned and wondered if they weren't able to find someone to work full-time, would he consider other options.

IT Manager Fredrickson answered it was his understanding that this role, based on the title, is directed at security students coming out of school looking to break into the industry. A Security Analyst, which is the next higher position, would require five plus years of experience. He has been hearing there is a lot of interest in this type of position so he doesn't think they will have trouble finding someone but they would have a harder time filling the role as a part-time position.

Administrative Services Director Lasher noted that currently and historically, the City has had a hard time retaining part-time employees. There is high turnover, which would be a concern from a recruiting perspective.

Mayor Kuzma asked if there is a consensus to move forward with what is being proposed.

Councilmember Musgrove commented that she supported the new position for IT and a part-time receptionist. She questioned funding for the receptionist.

Administrative Services Director Lasher answered that cost would be offset every year with this position because they wouldn't hire an intern.

Councilmember Musgrove commented that she would like to see the Parks Maintenance position adjusted.

Mayor Kuzma noted that five Council Members are supporting it.

The consensus of the Council was to follow staff's recommendation.

2.04: Discussion of Franchise Fee Rebate Continuation

City Administrator Ulrich stated the Council is asked to reconsider the franchise fee rebate, which had been proposed during the process of going to the tax levy to eliminate that rebate. He noted it is up to $168 dollars a year, which is the amount of the franchise fee, the lesser of that, or the annual assessment was rebated.

City Administrator Ulrich reviewed the staff report and the impact to commercial properties. He explained the easiest thing to do, if the Council wanted to keep the franchise fee, is to be at the lesser of $168, or the annual assessment for commercial properties, and continue the program. An alternative would be if the Council wanted to make the annual rebate less, to set it at $100 or $300. He noted the commitment the Council made initially when they started this program was that the $168 franchise fee would be rebated but the Council is expanding that now to include the entire

tax levy, which is difficult to adjust to each individual property. He stated if the Council wanted to continue the rebate, the suggestion would be to continue with $168 for the commercial properties. In that case, the revenue impact is around $56,000 to the program which is not that substantial if the Council felt it was important to continue the rebate program.

Finance Director Lund commented it would follow the same procedure the City is currently doing. Staff sends out a letter and they have to apply. If the City gets a letter back saying the resident wants the rebate, they get it back. She noted staff is not sending everybody a check if they are on the list because they have to apply for it and only the original assessment holder of the property would be eligible. She noted that following the same item, it will be going out in January because they paid through December. During that time, she will include in the letter that the franchise fee has been eliminated but the rebate program would continue for the term of their assessment.

Councilmember Riley stated it makes sense to do rebates based on the year they are continuing but to not tie it to a franchise fee that no longer exists.

Councilmember Musgrove stated her point in bringing it up was because that was a part of the $1.9 million that was raised so it looks like the City has set aside $50,000 a year. But they came under budget because the budget is $56,000. That is the purpose behind looking to see if that can still continue because that is accounted in the $1.9 million. She wasn't sure if more information could be provided.

Finance Director Lund answered that the $1.9 million was based off the amount needed to have the franchise fee generated. The projects that are listed in the pavement management, the $1.9 million was an average over a 10-year period of time and it fluctuates. She noted the rebate is still staying in effect for 2021 to pay out the people that have paid the franchise fee. The $1.9 million was an average of what was needed for the franchise fee back when they did the pavement management.

Councilmember Heineman stated his understanding that when they did the rebate for the franchise fee, it was with the understanding that there are certain amounts of time when people were being assessed, and others weren't. When the franchise fee came, it was a new mechanism to pay for roads. Since they were taking ownership of part of the payment off the individual and putting it on the community, the City gave the individual part of their assessment back. He noted the same principal is true if it is over the franchise fee or over a levy. He stated the fact is that there are a lot of people that paid into an individual assessment but the burden has shifted now to the community so it's the right thing to do, to make sure those who were assessed during that period get paid back.

Councilmember Riley asked if it shouldn't be an increase in tax that they are realizing this year.

Councilmember Specht answered that would be harder to figure out.

City Administrator Ulrich commented that another option would be to give a percentage of their annual assessment back, to not base it on the franchise fee. He stated if the Council is interested in that option, staff could run the numbers on that.

Mayor Kuzma asked how would they know how far to go back.

City Administrator Ulrich explained when they issued the bonds, there was a limited number, they run for 10 years and since staff knows when that is, they would be able to determine it.

Finance Director Lund commented there are 381 parcels that still qualify as of today. For 85 of them, their assessment exceeds the franchise fee so they would need the amount determined. Otherwise, they would get rebated back the special assessment amount that they paid in. She explained that is a route they could go to determine how much the 85 would get.

It was the consensus of the Council to direct staff to get more information and continue the discussion.

2.05: Review of Fund Balances as of October 20, 2021

Finance Director Lund explained this is a summary of where the fund balances are in comparison to the cash balance.

Councilmember Musgrove asked if it was without the October receipts.

Finance Director Lund answered, that was correct as the October receipts have not posted yet.

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 6:58 p.m.

Respectfully submitted,

_____

Kurtis G. Ulrich
City Administrator

ATTEST:

_____

Katie M. Schmidt
Deputy City Clerk

Drafted by Joni Helmeke
TimeSaver Off Site Secretarial, Inc.

TABLE OF CONTENTS

1. CALL TO ORDER 2
2. PRESENTATION 2
2.01: Proclamation Declaring November 27, 2021 as Small Business Saturday in the City of Ramsey 2
3. CITIZEN INPUT 2
4. APPROVE AGENDA 3
5. CONSENT AGENDA 4
6. PUBLIC HEARING 5
7. COUNCIL BUSINESS 5
7.01: Consider Resolution #21-286 to Approve a Private Kennel License for the Property Located at 14941 Limonite St NW (Project 21-137); Case of Brian Niehaus 5
7.02: Adopt Resolution #21-185 Approving Revised Cost Share Framework for Riverdale Drive and Riverstone South and Authorizing Application to Anoka County Housing and Redevelopment Authority (ACHRA) 6
7.03: Adopt Resolution #21-304 Authorizing Assessment Agreement Preparation and Ordering Plans and Specifications for Improvement Project #20-05, Riverdale Drive Extension, Llama Street to Bowers Drive 8
7.04: Adopt Resolution #21-305 Ordering Plans and Specifications for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive 9
7.05: Adopt Resolution #21-302 Authorizing Feasibility for Flashing Yellow Arrow Improvements to Signal System at Sunwood Drive and Ramsey Boulevard/CSAH 56 Intersection 10
7.06: Adopt Resolution #21-303 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements 11
8. MAYOR, COUNCIL AND STAFF INPUT 12
9. ADJOURNMENT 13

CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, October 26, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: City Administrator Kurtis Ulrich
Planning Technician Brian McCann
City Engineer Bruce Westby
Economic Development Manager Sean Sullivan
Administrative Services Director Colleen Lasher
Senior Planner Chloe McGuire Brigl
Communications and Events Coordinator Megan Thorstad

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: Proclamation Declaring November 27, 2021 as Small Business Saturday in the City of Ramsey

Mayor Kuzma read in full a Proclamation declaring November 27, 2021 as Small Business Saturday in the City of Ramsey.

3. CITIZEN INPUT

Jim and Jesse Gustwhiler, 16651 Quicksilver Street, live near the entrance to Elm Crest Park and described a situation with a neighbor who has equipment and junk cars parked on their property. They are hoping the Council will do something because it is an eye sore as well as posing health hazards to the nearby wetlands.

Councilmember Riley stated he and Councilmember Howell visited the property last night, saw the situation, and found the current state is certainly unacceptable. He stated the City is looking into it and asked when the Council will discuss options for how it will move forward.

City Administrator Ulrich answered that City Engineer Westby has been working on some alternatives as far as routing of the roadway. Staff has also talked about engaging the City Attorney regarding the underlying easements and how, potentially, the rights could be expanded from what they previously had been told and how it might be enforced. He explained that acquisition of the land could be an option for them. From an engineering standpoint, he would defer to City Engineer Westby. He stated staff could bring back some other information and with the new City Attorney starting November 1, 2021, he would recommend sometime after that date.

City Engineer Westby stated they have called in utility locates and had discussions with the property owner on the other end of the road who had questions about utilities. He explained there is an option to possibly reroute the road fully onto City property. If the City were to do that, the old road would need to be removed and utilities relocated with the new road. He stated staff needs to understand what the effort consists of, then an estimate can be prepared for what it would cost and staff could reach out to the current property owner to see what they are asking for the property. At that point, the Council could make a determination. He stated staff hopes to have all the information next week and to bring this back to Council at the first meeting in November.

City Administrator Ulrich proposed to bring it back for discussion on November 9, 2021.

Councilmember Howell referenced the easement and asked City Engineer Westby if it would be possible to determine how far it stands off the road and what the options are for keeping that section clear.

City Engineer Westby confirmed this.

Mayor Kuzma thanked the resident for bringing this to their attention and stated they will be looking into it.

4. APPROVE AGENDA

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

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.

5. CONSENT AGENDA

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

5.01: Receive September 2021 Financial Reports - General Fund and Enterprise Funds
5:02: Consider Hiring an IT Support Technician Backfilling a Vacant Position
5:03: Consider Hiring an Administrative Assistant Backfilling a Pending Vacancy
5:04: Approve the Following Meeting Minutes:
1) City Council Work Session dated 10/12/2021
2) City Council Regular Session dated 10/12/2021
5:05: Approve Business Licenses
5:06: Approve Rental Licenses
5:07: Adopt Resolution #21-310 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 7, 2021 through October 20, 2021
5:08: Adopt Resolution #21-293 Authorizing Partial Payment No. 2 to North Valley, Inc. for Improvement Project #21-02, for Tiger Street Reconstruction
5:09: Adopt Resolution #21-294 Authorizing Partial Payment No. 2 to North Valley, Inc. from Nowthen, MN for Improvement Project #21-12, 2021 Additional Pavement Overlay Improvement
5:10: Adopt Resolution #21-295 Authorizing Final Payment to Northwest Asphalt and Maintenance of Thief River Falls, Minnesota for Improvement Project #21-06, Crack Seal Improvements
5:11: Adopt Resolution #21-297 Authorizing Partial Payment #13 to RJM Construction for Improvement Project 20-07 New Public Works Facility
5:12: Adopt Resolution # 21- 298 Authorizing Partial Payment No. 3 to North Valley, Inc. for Improvement Project #21-03, for Business Park 95 Street Reconstruction
5:13: Adopt Resolution #21-299 Ordering Plans and Specifications for Improvement Project #22-01, Sunwood Drive and Waco Street Reconstruction
5:14: Adopt Resolution #21-300 Ordering Plans and Specifications for Improvement Project #22-02, Autumn Heights Street Reconstruction
5:15: Adopt Resolution #21-301 Ordering Plans and Specifications for Improvement Project #22-03, 2022 MSA Pavement Overlay Improvements
5:16: Adopt Resolution #21-306 Ordering Plans and Specifications for Improvement Project #22-04, 2022 Neighborhood Pavement Overlay Improvements
5:17: Adopt Resolution #21-307 Ordering Plans and Specifications for Improvement Project #22-06, Wood Hills 2nd-5th Street Reconstruction

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.

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: Consider Resolution #21-286 to Approve a Private Kennel License for the Property Located at 14941 Limonite St NW (Project 21-137); Case of Brian Niehaus

Planning Technician McCann gave a summary of the resolution, noting the applicant has three dogs on the property and would like to purchase a fourth dog. Staff is recommending adopting Resolution #21-286 granting a private license to maintain the four dogs indicated on the property. He stated the applicant is online as well.

Councilmember Specht commented that he hoped in the future they wouldn't have to require a kennel license for only four dogs.

Motion by Councilmember Specht, seconded by Councilmember Musgrove to adopt Resolution #21-296 Granting a Private Kennel License to Maintain Four Dogs on the Subject Property.

Further Discussion:

Councilmember Riley asked how this case came to the City's attention.

Planning Technician McCann answered the applicant came forward with this application and it did not go through the Code Enforcement process.

Councilmember Woestehoff noticed that there was a notice of public period to owners within 350 feet and asked if there were any comments.

Planning Technician McCann answered they didn't receive any comments in this case.

Councilmember Howell agreed with Councilmember Specht that the City shouldn't require a kennel license for an R-1 property with four dogs but she will support this because that is the process right now.

Councilmember Musgrove asked if the resident themselves got any feedback from their neighbors.

Planning Technician McCann replied he wasn't aware if the applicant received feedback from any of their neighbors but the applicant is on the call to answer questions.

Brian Niehaus, 14941 Limonite Street NW, stated they have not received comments from any of the neighbors regarding the application.

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.

7.02: Adopt Resolution #21-185 Approving Revised Cost Share Framework for Riverdale Drive and Riverstone South and Authorizing Application to Anoka County Housing and Redevelopment Authority (ACHRA)

Economic Development Manager Sullivan gave a presentation of the proposed resolution approving a revised cost share framework for Riverdale Drive and Riverstone South and authorizing an application to the ACHRA. During the presentation, he displayed a map of the proposed extension and the Riverstone South Development. He noted a benefit of the project includes increased access and safety to Highway 10. The estimated cost of Riverdale Drive is $1.7 million. The City has received a grant award for $612,000 which is included in in the cost share framework and the estimated County right-of-way cost has been reduced from $950,000 to $283,000.

Economic Development Manager Sullivan stated the City Council approved the Cost Share Framework during the January 26, 2021 Council meeting. At that time, the City agreed to pay for all construction costs associated with the County parcel. The Council directed Staff to secure additional funding sources and to fund the Tree Preservation Credit of $350,000. Staff continued negotiations and the framework has been adjusted since January. He noted Staff was unable to secure grant funding for the Tree Preservation Credit.

Economic Development Manager Sullivan stated the potential funding sources for this project would be the Anoka County HRA, PIR, MSA, and possibly TIF. The recommendation is ACHRA, although it can not be used for the tree preservation.

Economic Development Manager Sullivan reviewed the proposed Revised Cost Share Framework details. He also reviewed the proposed funding sources for the City contribution stating the estimated City total cost is estimated at $1,021,286, including $350,000 toward the tree preservation.

Economic Development Manager Sullivan presented Council with the following alternatives: Alternative 1- Approve the Revised Cost Share Framework including Tree Preservation Credit and Application to ACHRA, Resolution #31-185, which is recommended by the Public Works Committee; Alternative 2- Approve revised Cost Share Framework without the Tree Preservation Credit and Application to ACHRA; Alternative 3- Direct Staff to continue negotiations; and, Alternative 4- Motion for something else.

Councilmember Riley commented that he has been a part of discussions on this with the Public Works Committee, noting this framework has been approved by the Council already. He stated there are a couple of costs that have changed but they offset each other. The difference here is the tree preservation, which the Council also approved, because the City did not get funding for it. He stated the challenge is to find a funding source. He gave credit to Economic Development Manager Sullivan for finding the easiest way for the City to pay it. The bottom line is that the $110,000 is coming out of the PIR fund. He noted there are a lot of facts and history but it comes down to how the City funds $350,000.

Mayor Kuzma added they are also saving trees which is a nice bonus to the community as well.

Councilmember Specht commented that he has supported this project from the beginning, it will be a benefit to future residents, and a great addition to the City. He is happy the City will be able to preserve the hundred-year-old trees that are there. He asked for clarification, if they are going to extend the road to Batey Road.

City Engineer Westby answered no, it will only be extended to Bowers.

Councilmember Specht commented that it sounds like both parities are happy with the deal and he supports it.

Motion by Councilmember Riley, seconded by Councilmember Specht, to Adopt Resolution #21-185, Approving the Revised Cost Share Framework for Riverdale Drive and Riverstone South and Authorizing Application to Anoka County Housing and Redevelopment Authority (ACHRA), Alternative #1.

Further Discussion:

Councilmember Musgrove referenced the work that was done on this project, noting the community on Bowers Drive was interested in having more trees as a barrier so she is glad staff found a resolution to that with this development coming in. She stated she will be supporting it.

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: Adopt Resolution #21-304 Authorizing Assessment Agreement Preparation and Ordering Plans and Specifications for Improvement Project #20-05, Riverdale Drive Extension, Llama Street to Bowers Drive

City Engineer Westby stated this case and the next case are a continuation of the case just considered and approved. He presented on the projects and explained that the case presented by Economic Development Manager Sullivan was the first case they needed approval on the cost share framework so staff can move toward preparing the assessment agreement that will allow the City to capture those funds from developers and work on building the roads. This case is asking for authorization to prepare the assessment agreement. He added the other piece of this case was to authorize the consultant Bolton and Menk to start specifications and plans for the extension of Riverdale Drive.

City Engineer Westby displayed the map of the design and gave background on the project. A timeline would include beginning the assessment agreement with developers and the City Attorney. It will come back to Council before going out for bids, which may occur in July. In August, construction will begin with the work being completed in September 2022 but he hopes the work can be completed faster than that to meet Capstone's proposed schedule for Riverstone South's first phase.

City Engineer Westby stated the cost for the project is estimated at $1,706,000. Bolton and Menk, Inc. have prepared a proposal to prepare plans and specifications with a not to exceed fee of $89,024, which is included in the indirect project costs as a part of the total estimate. All project costs will be shared between the funding partners per the approved cost share framework.

City Engineer Westby stated on October 19, 2021 the Public Works Committee unanimously recommended adoption.

Motion by Councilmember Musgrove, seconded by Councilmember Specht, to Adopt Resolution #21-304 Authorizing Assessment Agreement Preparation and Ordering Plans and Specifications for Improvement Project #20-05, Riverdale Drive Extension, Llama Street to Bowers Drive.

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.

7.04: Adopt Resolution #21-305 Ordering Plans and Specifications for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive

City Engineer Westby explained this case is the second part of the case just presented and adopted. He stated the intent of this case is to allow bidding the utility improvements separately from the roadway improvement to speed the construction process to help facilitate Capstone's construction schedule.

City Engineer Westby stated the estimated project costs are $1,234,000. Bolton and Menke, Inc. has submitted a proposal to prepare plans and specifications with a not-to-exceed fee of $175,205, which is included in the indirect project costs. He noted this is higher than the previous fee because of the addition of a sanitary lift station that is part of this project and takes a lot of associated work and cost. Project costs are proposed with utility enterprise funds which will be paid back with trunk utility fees collected at the time of development. An alternate fee in the amount of $18,865 is included in the proposal to prepare plans and specifications for a watermain loop between the south and north sides of Highway 10 at Puma Street. This loop is included in the City's Comprehensive Water Supply Plan and is his recommendation to include.

Councilmember Musgrove referenced the lift station and asked if it would only service the Capstone addition or are there other areas it would potentially serve.

City Engineer Westby replied it would serve the broader area, more than Riverstone South. It would also serve the undeveloped farm land and allow them to add land West of there if that land was developed.

Councilmember Musgrove asked if the costs would be brought back to the City through the development cost process.

City Engineer Westby answered, that is correct, through trunk fees that are charged to the developments.

Councilmember Musgrove also asked if the Puma Street estimate would be included.

City Engineer Westby replied it would be good form and appreciated.

Motion by Councilmember Musgrove, seconded by Woestehoff, to Adopt Resolution #21-305 Ordering Plans and Specifications for Improvement Project #22-05, Riverdale Drive Trunk Utility Improvements, Llama Street to Bowers Drive to Include a Watermain Loop Between North and South Sides of Highway 10 in the Area of Puma Street.

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.

7.05: Adopt Resolution #21-302 Authorizing Feasibility for Flashing Yellow Arrow Improvements to Signal System at Sunwood Drive and Ramsey Boulevard/CSAH 56 Intersection

City Engineer Westby gave background on the resolution stating that on September 22, 2020 during a City Council meeting, a resident came forward and requested a flashing yellow arrow (FYA) be installed at the intersection of Sunwood Drive and Ramsey Boulevard. Another FYA had been installed at an intersection in 2017. He explained the City needs to work with Anoka County when making improvements on County roads. To start the process, the City will be required to hire SEH to complete a feasibility study for modifying the signal and follow the same process with the County that was used in 2017.

City Engineer Westby stated SEH gave a verbal not-to-exceed cost of $1,800 to complete the feasibility study. If approved, SEH would have to prepare plans and specifications, which would have additional costs that would be determined.

City Engineer Westby noted there are other improvements that the FYA operations at the intersection and traffic volumes may change over time as the improvements are completed. He will ask SEH to add this as a part of the study.

City Engineer Westby stated the proposed funding source would be the Public Improvement Revolving Fund and the estimated average cost for modifying an existing signal system is between $20,000 and $50,000.

City Engineer Westby stated on October 19, 2021 the Public Works Committee unanimously supported the recommended improvements. Staff also gave their support.

Councilmember Specht asked for clarification, the City would be paying for the study and if approved, the County would pay for the work.

City Engineer Westby replied that the City would pay for the study, plans and specs, and the improvements. The City would then enter into a joint powers agreement that outlines the responsibilities for maintaining the improvements.

Councilmember Specht asked if the new intersection on Sunwood and Bunker Boulevard would have the flashing yellow arrow as well.

City Engineer Westby confirmed this, noting the hours of operation are yet to be determined. He explained that flashing yellow arrows are not typically operating during peak traffic hours.

Councilmember Musgrove commented that this intersection was brought up by a resident but is known to be a busy one that would benefit from having a flashing yellow arrows added. She noted the Council had discussed other areas that would do well with flashing yellow arrows as well and potentially reviewing one a year to help traffic flow better.

Motion by Councilmember Musgrove, seconded by Heineman, to Adopt Resolution #21-302 Authorizing SEH to Complete the Feasibility Study for Flashing Yellow Arrow Improvements at the Intersection of Sunwood Drive and Ramsey Boulevard/ CSAH 56.

Further Discussion:

Councilmember Howell stated she will not be supporting this because she doesn't know if it is a justified expenditure.

A roll call vote was performed:

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

Motion carried.

7.06: Adopt Resolution #21-303 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvements

City Engineer Westby stated the purpose of the case is to consider approving plans and specifications for this project. He noted that on March 9, 2021, the Council adopted Resolution #21-061 awarding a contract to SEH, Inc. to prepare plans and specs for these watermain improvements, which are intended to serve the new water treatment plant that is currently under design and this project needs to be done before other improvements can be done.

City Engineer Westby explained that events have disrupted supply chains for pipes and utilities resulting in long delays and significant increases in pipe costs. He noted plans are done and although prices are high, they are stabilizing. Staff is hopeful that supply issues will be resolved

and prices will come down so staff is recommending to get the plans out for bids to give the contractors more time.

City Engineer Westby gave a projected timeline of bidding the plans for two months, awarding the bid in early January 2022, with a completion date around June of 2023 ahead of the water treatment plant completion and commissioning in the fall of 2023.

City Engineer Westby stated the plans include a base bid and an alternate bid. Sections of the pipe are proposed to be directionally drilled with the base bid and the consultant recommended an alternate bid to directionally drill the entire project because it might be a cheaper option. The original cost estimate was around $3.4 million, the current estimated costs for the proposed improvements are around $4.9 million. It is recommended to get bids for both the base bid and the alternate bid. City Engineer Westby stated funding for this project is proposed to come from water enterprise funds, which will be repaid through trunk fees over time.

City Engineer Westby stated on October 19, 2021, the Public Works Committee unanimously recommended City Council approval. Staff also recommends approval.

Councilmember Specht asked if Bunker Lake Boulevard will have to be shut down during this project and what will be the impact on residents that live close by.

City Engineer Westby replied the work is proposed to be done along the edges of the road. They are proposing to directionally drill beneath roads so it will not impact traffic but there will be some traffic control along the edges of the roads for safety. In some instances, if they do open trenching, as they approach Ramsey Boulevard, for instance, there are some utilities on the east side that have to go deeper to get under the existing utilities so they may have to do portable concrete barriers. He stated generally, there should be minimal impact to the traveling public.

Motion by Councilmember Riley, seconded by Councilmember Howell, to Adopt Resolution #21-303 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #21-08, Water Treatment Plant Trunk Watermain Improvement.

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.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich noted the City has scheduled an Open House with the Trout Brook Crossing developer for Thursday, November 4, 2021, at the Lake Itasca Room at the Municipal Center from 5:00-6:30 p.m. He explained this will be an opportunity for the public, Council, and Commission members to hear more about the development and speak to the developer in an informal setting prior the formal meetings coming up.

City Administrator Ulrich stated the next Work Session will be Tuesday, November 9, 2021.

Councilmember Musgrove thanked City Engineer Westby for his work on all the cases tonight, as it was a lot. She expressed her appreciation.

Councilmember Specht extended an invitation to the Big Adventures Academy Open House as it is a new business coming to Ramsey. The Open House is from 4-7 p.m. this Thursday.

9. ADJOURNMENT

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to adjourn the meeting.

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.

The regular meeting of the City Council adjourned at 8:10 p.m.

Respectfully submitted,

_____

Kurtis G. Ulrich
City Administrator

ATTEST:

_____

Katie M. Schmidt
Deputy City Clerk

Drafted by Joni Helmeke
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **5. 4.**

Meeting Date: 11/09/2021

By: Wendy Schlueter, Community Development

Information

Title

Approve Business Licenses

Purpose/Background:

Purpose: To obtain City Council approval of business license requests (not including Rental or BRC).
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 and approval of background checks.

Action:

Motion to approve the attached business license applications contingent upon completion and approval of background checks.

Attachments

Bus Lic Applications

Form Review

Inbox	Reviewed By	Date
Sean Sullivan	Kathy Schmitz	11/04/2021 04:09 PM
Bruce Westby	Bruce Westby	11/04/2021 04:18 PM
Brian Hagen	Brian Hagen	11/04/2021 04:23 PM
Kurt Ulrich	Kurt Ulrich	11/04/2021 04:27 PM
Form Started By: Wendy Schlueter		Started On: 11/03/2021 11:27 AM
Final Approval Date: 11/04/2021		

Report Name: License Report - License Types
Council Dates: 11/9/2021 to 11/9/2021
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, 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
Temporary Intoxicating						
Alloy Brewing Co	Robert Falink	8610 147th La NW	Adrenaline Sports C	11/25/2021	11/9/2021	A
				Temporary Intoxicating License Count:		**1**
Transient Merchant/Peddler/Solicitor						
Everlight Solar	Kevin J Kvern			12/31/2021	11/9/2021	A
Everlight Solar	Reid T Huebner			12/31/2021	11/9/2021	A
Everlight Solar	Jacob Lee Smith			12/31/2021	11/9/2021	A
Everlight Solar	Hayden J Lacy			12/31/2021	11/9/2021	A
Everlight Solar	Kali Rae Bernicke			12/31/2021	11/9/2021	A
Everlight Solar	Tanner A Knight			12/31/2021	11/9/2021	A
Everlight Solar	Jacob R Baker			12/31/2021	11/9/2021	A
Everlight Solar	Mitchel R Box			12/31/2021	11/9/2021	A
				Transient Merchant/Peddler/Solicitor License Count:		**8**
				Total Licenses:		**9**

CC Regular Session **5. 5.**

Meeting Date: 11/09/2021

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
Kurt Ulrich	Kurt Ulrich	11/04/2021 03:53 PM
Form Started By: JoAnn Shaw		Started On: 11/02/2021 01:29 PM
Final Approval Date: 11/04/2021		

Report Name: License Report - License Types
Council Dates: 11/9/2021 to 11/9/2021
Status: Active, Inactive
License Type(s): Rental

City of Ramsey
License Report - License Types

Printed: 11/4/2021

Company	Applicant	Location	Complex	Exp. Date	Council Date	Status
Rental						
Don Volner		8059 154th Ave NW		9/12/2023	11/9/2021	A
Don Volner		8120 154th La NW		9/12/2023	11/9/2021	A
Don Volner		8151 154th La NW		9/12/2023	11/9/2021	A
Don Volner		15431 Iguana St NW		9/12/2023	11/9/2021	A
Don Volner		15120 Kangaroo St NW		9/12/2023	11/9/2021	A

Rental License Count: 5

Total Licenses: 5

CC Regular Session **5. 6.**

Meeting Date: 11/09/2021

By: Tammy Oakes, Finance

Information

Title

Adopt Resolution #21-318 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 21, 2021 through November 3, 2021

Purpose/Background:

Adopt Resolution #21-318 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 21, 2021 through November 3, 2021

Recommendation:

Staff Recommends to Adopt Resolution #21-318 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 21, 2021 through November 3, 2021

Action:

Motion to Adopt Resolution #21-318 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 21, 2021 through November 3, 2021

Attachments

Bills List 11/9/2021

Resolution 21-318

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	11/04/2021 10:07 AM
Kurt Ulrich	Kurt Ulrich	11/04/2021 03:54 PM
Form Started By: Tammy Oakes		Started On: 11/03/2021 02:19 PM
Final Approval Date: 11/04/2021		

CITY OF RAMSEY - FINANCE OFFICE Printed 11/3/2021

RAMSEY CITY COUNCIL MEETING

11/9/2021

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 10/21/2021-/11/3/2021	259,838.00
Accounts Payable 10/21/2021-11/3/2021	88,954.68
Payroll 10/29/2021	196,842.61
Pay Estimates- Projects	

TOTAL SUBMITTED FOR APPROVAL THIS MEETING
(Invoices Available for Reviewal) **$ 545,635.29**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:	APPROVED PREV. MTG	2021 Y.T.D.
NET PAYROLL TOTAL	$ 204,461.57	$ 4,207,704.57
- CORRECTION TO PAYROLL		
PREPAIDS	421,465.79	9,838,355.23
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		412,455.64
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	625,349.08	6,811,811.05
ADD (DELETE) BILLS LIST SUBMITTED PAY ESTIMATE(S)	1,355,101.61	14,924,950.66
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 2,606,378.05**	**$ 36,195,277.15**

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
113623	**10/21/2021**		**100058 ANOKA RAMSEY FARM AND GARDEN**						
		10.00	OVERPAYMENT OF EXPO FEE		109773	10072021	9230.6249	00923001	MISCELLANEOUS OPER/
		10.00							
113624	**10/21/2021**		**100297 CENTERPOINT ENERGY**						
		46.18	6701 HWY 10 FOR 9/8-10/7		109774	6011580-5 SEPT 2021	9410.6373	00041012	GAS
		48.25	SEPT GAS CHARGE ST #1		109775	5914352-9 SEPT 2021	0220.6373		GAS
		155.99	SEPT GAS CHARGE ST #2		109776	5961540-1 SEPT 2021	0220.6373		GAS
		80.02	SEPT GAS AT PUMPHOUSE#3		109777	8782239-1 SEPT 2021	9601.6373		GAS
		1,734.35	SEPT C/H GAS BILL		109778	6702493-5 SEPT 2021	0194.6373		GAS
		2,064.79							
113625	**10/21/2021**		**111696 CITY OF RAMSEY**						
		587.75	YOUTH FIRST INVS 28998/29011		109789	102021	9601.4651		WATER REVENUE
		587.75							
113626	**10/21/2021**		**117958 JUMPN GYMNASTICS**						
		50.00	REIMBURSEMENT FOR EXPO - ILL		109786	101321	9230.6249		MISCELLANEOUS OPER/
		50.00							
113627	**10/21/2021**		**115606 LYNCH, MICHAEL W.**						
		400.00	STARWATCH PARTY 2021		109788	090821	0452.6489		OTHER CONTRACTED SI
		400.00							
113628	**10/21/2021**		**106570 MBPTA**						
		100.00	MBPTA CLASS 10/28 KRUEGER		109780	10122021	0240.6335		TRAINING
		100.00							
113629	**10/21/2021**		**115972 ROBINSON, SCOTT**						
		960.50	50% RR AD SHARE NOV/DEC 2021		109784	10192021	9101.4609		OTHER MISCELLANEOUS
		960.50							
113685	**10/28/2021**		**118945 NASSAU POOLS & SPAS**						
		100.00	REF ESCROW 16501 JARVIS ST NW		109842	102521	9804.6433	00118445	REFUNDS
		100.00							
113686	**10/28/2021**		**117280 CENTRA HOMES**						
		1,500.00	REF EROS ESC 7282 BUNKER LK BL		109849	102721	9804.6433	00118559	REFUNDS
		1,500.00							
113687	**10/28/2021**		**100116 CONNEXUS ENERGY**						
		734.01	ELMCREST OCT IRRIG		109847	444931-267449 SEPT 2021	0452.6371		ELECTRIC UTILITIES
		734.01							
113688	**10/28/2021**		**106583 DELTA DENTAL PLAN OF MINNESOTA**						
		3,886.20	NOV 2021 PREMIUM		109854	RIS0003761242	9101.2170		DENTAL/DISABILITY/LIFE
		3,886.20							
113689	**10/28/2021**		**115768 GABLES MANOR HOMEOWNERS ASSOCIATION**						
		100.00	DEP REFUND RM RENTAL 3/2/2017		109859	10282021	9804.1160		KEY & DAMAGE DEPOSIT

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
113689	10/28/2021		115768 GABLES MANOR HOMEOWNERS ASSOCIATION						Continued.
		100.00							
113690	10/28/2021		100722 LATOUR VINYL						
		7.00	HELMET NAME		109856	070121	0220.6231		UNIFORMS & TURN-OUT
		7.00							
113691	10/28/2021		117814 LEWIS CUSTOM HOMES INC						
		1,500.00	REF EROS ESCR 8896 151ST LA NW		109838	102121	9804.6433	00118506	REFUNDS
		1,500.00							
113692	10/28/2021		100391 POSTMASTER						
		2,070.15	POSTAGE FOR NOV/DEC 2021 RR		109848	102521	0195.6322		POSTAGE
		2,070.15							
113693	10/28/2021		118400 PUMP AND METER SERVICE						
		21,791.57	VEHICLE LIFTS		109837	121381-1J	9438.6520	00202007	BUILDINGS & STRUCTUF
		21,791.57							
113694	10/28/2021		111271 ROYAL OAKS REALTY INC						
		50,000.00	REFUND FINANCIAL GUARANTEE		109852	A117385	9804.6433	00117385	REFUNDS
		50,000.00							
113695	10/28/2021		115092 SKOGQUIST, ALLEN						
		1,500.00	REF EROS ESCR 16501 JARVIS ST		109843	102521A	9804.6433	00117175	REFUNDS
		5,000.00	REF LNSCP ESC 16501 JARVIS ST		109844	102521B	9252.1155.1		MANUAL-ACCOUNTS RE
		6,500.00							
113696	10/28/2021		118112 THE EARPHONE CONNECTION						
		243.45	PORTABLE RADIO EAR SPEAKER		109857	279270	0211.6231		UNIFORMS & TURN-OUT
		184.99-	RETURN DNGL AND REMOTE SWITCH		109858	279721	0211.6231		UNIFORMS & TURN-OUT
		58.46							
113697	10/28/2021		117601 TWIN CITIES GENERATOR LLC						
		485.87	REFUND ESCROW BALANCE		109850	A117986	9804.6433	00117986	REFUNDS
		485.87							
113698	10/28/2021		118958 VEVEA, JOHN						
		525.88	REFUND ESCROW BALANCE		109851	A118038	9804.6433	00118038	REFUNDS
		525.88							
113699	10/28/2021		118956 WILSON, DAVID OR LINDA						
		110.24	REFUND ESCROW		109853	10262021	9804.6433	00117850	REFUNDS
		110.24							
1003089	10/22/2021		112663 CAPSTONE HOMES INC						
		1,500.00	REF EROS ESC 8719 152ND AVE NW		109768	101421A	9804.6433	00118590	REFUNDS
		1,500.00	REF EROS ESC 15153 WOLVERINE		109769	101421B	9804.6433	00118494	REFUNDS
		1,500.00	REF EROS ESC 15216 TIGER ST NW		109770	101521A	9804.6433	00118624	REFUNDS
		1,500.00	REF EROS ESCR 15211 SNOWY OWL		109771	101821A	9804.6433	00118542	REFUNDS
		1,500.00	REF EROS ESCR 15226 SNOWY OWL		109772	101821B	9804.6433	00118540	REFUNDS
		7,500.00							
1003090	10/22/2021		101185 DO ALL PRINTING COM INC						
		878.14	HAPPY DAYS SHIRTS		109785	52592-HD	0296.6249		MISCELLANEOUS OPER/
		878.14							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
1003090	**10/22/2021**		**101185 DO ALL PRINTING COM INC**						**Continued.**
1003091	**10/22/2021**		**114486 SUN LIFE ASSURANCE COMPANY OF CANADA**						
		1,565.05	OCT 2021 PREMIUMS		109781	237724A OCT 2021	9101.2176		LIFE/HEALTH-EMPLOYEE
		463.73	OCT 2021 PREMIUMS		109782	237724B OCT 2021	9101.2170		DENTAL/DISABILITY/LIFE
		370.09	OCT 2021 PREMIUMS		109783	237724C	9101.2170		DENTAL/DISABILITY/LIFE
		2,398.87							
1003092	**10/22/2021**		**105706 TINKLENBERG GROUP INC**						
		3,500.00	OCTOBER RETAINER (4 OF 6)		109767	2141	9402.6315		MISCELLANEOUS PROFE
		3,500.00							
1003093	**10/22/2021**		**100510 VERIZON WIRELESS**						
		210.30	VERIZON-STREETS-OCT		109779	9890238594	0311.6323		CELLULAR PHONES
		196.25	VERIZON-PLANNING-OCT		109779	9890238594	0191.6323		CELLULAR PHONES
		301.56	VERIZON-PARKS-OCT		109779	9890238594	0452.6323		CELLULAR PHONES
		130.80	VERIZON-MAINTENANCE-OCT		109779	9890238594	0194.6323		CELLULAR PHONES
		480.12	VERIZON-FIRE-OCT		109779	9890238594	0220.6323		CELLULAR PHONES
		82.50	VERIZON-FINANCE-OCT		109779	9890238594	0192.6321		TELEPHONE
		708.30	VERIZON-ENGINEERING-OCT		109779	9890238594	0301.6323		CELLULAR PHONES
		117.51	VERIZON-BUILDING-OCT		109779	9890238594	0240.6323		CELLULAR PHONES
		77.50	VERIZON-ADMIN-OCT		109779	9890238594	0130.6323		CELLULAR PHONES
		299.73	VERIZON-UTILITIES-OCT		109779	9890238594	9601.6323		CELLULAR PHONES
		45.20	SEPT WIFI HOT SPOT FOR SCADA		109787	9889638892	9602.6323		CELLULAR PHONES
		2,649.77							
1003142	**10/29/2021**		**116603 ADRENALINE SPORTS CENTER INC**						
		299.00	AD WAIVER REIMBURSEMENT RR		109839	102021	9230.6246		MARKETING & PROMOTI
		299.00							
1003143	**10/29/2021**		**116114 AVESIS THIRD PARTY ADMINISTRATORS**						
		175.01	NOV 2021 PREMIUM		109855	2792211	9101.2170		DENTAL/DISABILITY/LIFE
		175.01							
1003144	**10/29/2021**		**100647 BOLTON AND MENK INC**						
		217.50	CONSTRUCTION STAKING IP 21-02		109845	0272383	9435.6530	00202102	IMPROVEMENTS OTHER
		602.50	CONSTRUCTION STAKING IP 21-03		109846	0272381	9435.6530	00202103	IMPROVEMENTS OTHER
		820.00							
1003145	**10/29/2021**		**116842 THORSTAD, MEGAN**						
		39.98	REIMB FOR PW OPEN HOUSE CAKE		109860	10282021	0311.6249		MISCELLANEOUS OPER/
		39.98							
1003146	**10/29/2021**		**100510 VERIZON WIRELESS**						
		463.13	LAPTOP MONTHLY VERIZON CHARGES		109840	9889672335	0211.6415		OTHER EQUIPMENT REN
		96.74	CRO MONTHLY VERIZON CHARGES		109840	9889672335	0280.6323		CELLULAR PHONES
		1,388.35	OFCR MONTHLY VERIZON CHARGES		109840	9889672335	0211.6323		CELLULAR PHONES
		1,499.70	OFCR MONTHLY VERIZON CHARGES		109841	9887488535	0211.6323		CELLULAR PHONES
		92.88	CRO MONTHLY VERIZON CHARGES		109841	9887488535	0280.6323		CELLULAR PHONES
		463.13	LAPTOP MONTHLY VERIZON CHARGES		109841	9887488535	0211.6415		OTHER EQUIPMENT REN
		4,003.93							
97102921	**10/29/2021**		**118579 ND CHILD SUPPORT DIVISION**						
		287.08			109863	10282112414311	9101.2185		GARNISHMENTS/SUPPO

CITY OF RAMSEY

Council Check Register by GL

Council Check Register and Summary

10/21/2021 -- 12/31/2021

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
97102921	10/29/2021		118579 ND CHILD SUPPORT DIVISION						Continued
		287.08							
98102921	10/29/2021		115568 ALERUS FINANCIAL NA						
		30.00			109862	10282112414310	9101.2176		LIFE/HEALTH-EMPLOYEE
		30.00							
99214987	10/29/2021		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		10,512.48			109870	1028211241438	9101.2175		DEFERRED COMPENSAT
		10,512.48							
99217056	10/29/2021		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		3,860.57			109871	1028211241439	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,860.57							
99626318	10/29/2021		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		25,105.60			109864	1028211241432	9101.2174		PERA-EMPLOYEE
		33,831.90			109865	1028211241433	9101.2183		PERA-EMPLOYER
		58,937.50							
99633571	10/29/2021		100223 ICMA RETIREMENT TRUST 457						
		1,870.85			109861	1028211241431	9101.2175		DEFERRED COMPENSAT
		1,870.85							
99765920	10/29/2021		100601 MN DEPT OF REV WH						
		12,522.21			109866	1028211241434	9101.2172		STATE WITHHOLDING
		12,522.21							
99944298	10/29/2021		101306 IRS						
		26,378.07			109867	1028211241435	9101.2171		FEDERAL WITHHOLDING
		14,816.06			109868	1028211241436	9101.2173		FICA & MEDICARE-EMPL
		14,816.06			109869	1028211241437	9101.2182		FICA & MEDICARE-EMPL
		56,010.19							
		259,838.00	Grand Total						

Payment Instrument Totals

Checks	93,542.42
EFT Payments	144,030.88
A/P ACH Payment	22,264.70
Total Payments	259,838.00

Payment Group Control Number	3305		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
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
118966	CARLSON & SONS, LLC	CANCELLED PERMIT RA049566	PV	109945	001	00999	10/29/2021	10292021	31.00
	CARLSON & SONS, LLC 1688 EAST SHORE DRIVE ST PAUL MN 55109			Summary Total					31.00
				Payment Amount					31.00
118944	PERFORMANCE ADVANTAGE COMPANY	CUST #9914291/ORD #0113495	PV	109900	001	00999	10/21/2021	0112041-IN	1,171.53
	PERFORMANCE ADVANTAGE COMPANY 10 WEST MAIN STREET LANCASTER NY 14086			Summary Total					1,171.53
				Payment Amount					1,171.53
118964	PIETRUSZYNSKI, AMY	REFUND LIC (SEYMOUR/KENNEDY)	PV	109944	001	00999	10/28/2021	102821	200.00
	PIETRUSZYNSKI, AMY 3501 CROSS HILL DRIVE APT 108 MADISON WI 53718			Summary Total					200.00
				Payment Amount					200.00
111377	ANOKA MUNICIPAL UTILITY		PV	109824	001	00999	10/8/2021	22-990005-01 SEPT 2021	88.80
	ANOKA MUNICIPAL UTILITY CITY HALL			Summary Total					88.80
			PV	109825	001	00999	10/8/2021	22-612000-01 SEPT 2021	46.46
	2015 FIRST AVENUE NO ANOKA MN 55303			Summary Total					46.46
			PV	109826	001	00999	10/8/2021	22-613120-01 SEPT 2021	61.18
				Summary Total					61.18
			PV	109827	001	00999	10/8/2021	22-610280-00 SEPT 2021	52.03
				Summary Total					52.03
				Payment Amount					248.47
100063	ASPEN MILLS	CUST ID 55303RFD	PV	109895	001	00999	10/18/2021	282428	174.45
	ASPEN MILLS 8201 C CENTRAL AVE NE			Summary Total					174.45
		CUST ID 55303RFD	PV	109899	001	00999	10/21/2021	282650	79.99
	SPRING LAKE PARK MN 55432			Summary Total					79.99
		CUST ID 55303RFD	PV	109903	001	00999	10/21/2021	282689	226.35

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3305		
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Originator	TOAKES		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2021		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					226.35
		CUST ID 55303RFD	PV	109905	001	00999	10/27/2021	282915	394.92
				Summary Total					394.92
		CUST ID 55303RPD / S.O.12073	PV	109916	001	00999	10/26/2021	282868	41.94
				Summary Total					41.94
				Payment Amount					917.65
100086	BLUE VELVET INC		PV	109894	001	00999	10/18/2021	138	119.80
	BLUE VELVET INC 14101 ST FRANCIS BLVD NW RAMSEY MN 55303			Summary Total					119.80
				Payment Amount					119.80
116439	CANTEEN VENDING	ACCT 3934/001/00001	PV	109792	001	00999	10/19/2021	MSP33058	158.80
	CANTEEN VENDING P O BOX 91337 CHICAGO IL 60693-1337			Summary Total					158.80
				Payment Amount					158.80
112722	CENAIKO EXPO INC	Biz Expo at Adrenaline	PV	109809	001	00999	10/19/2021	21RBE-01	949.50
	CENAIKO EXPO INC 9697 EAST RIVER ROAD MINNEAPOLIS MN 55433			Summary Total					949.50
				Payment Amount					949.50
110734	CITY OF RAMSEY		PV	109872	001	00999	10/25/2021	733061 3RD QTR 2021	1,132.13
	CITY OF RAMSEY P O BOX 251100	6701 hwy 10		Summary Total					1,132.13
			PV	109873	001	00999	10/25/2021	719019 3RD QTR 2021	164.27
	ST PAUL MN 55125-6100			Summary Total					164.27
			PV	109874	001	00999	10/25/2021	444931372 3RD QTR 2021	119.72
				Summary Total					119.72
			PV	109875	001	00999	10/25/2021	727919 3RD QTR 2021	61.13
				Summary Total					61.13
			PV	109876	001	00999	10/25/2021	727918 3RD QTR	133.45

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3305		
Bank Account	999.1010	CASH IN BANK	00002224
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Originator	TOAKES		
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
								2021	
								Summary Total	133.45
			PV	109877	001	00999	10/25/2021	724628 3RD QTR 2021	119.72
								Summary Total	119.72
			PV	109878	001	00999	10/25/2021	723960 3RD QTR 2021	119.72
								Summary Total	119.72
			PV	109879	001	00999	10/25/2021	724470 3RD QTR 2021	658.38
								Summary Total	658.38
			PV	109880	001	00999	10/25/2021	722164 3RD QTR 2021	2,241.39
								Summary Total	2,241.39
			PV	109881	001	00999	10/25/2021	724874 3RD QTR 2021	135.67
								Summary Total	135.67
			PV	109882	001	00999	10/25/2021	726528 3RD QTR 2021	960.58
								Summary Total	960.58
			PV	109883	001	00999	10/25/2021	724931 3RD QTR 2021	76.03
								Summary Total	76.03
			PV	109884	001	00999	10/25/2021	444931294 3RD QTR 2021	895.87
								Summary Total	895.87
			PV	109885	001	00999	10/25/2021	726294 3RD QTR 2021	44.58
								Summary Total	44.58
								Payment Amount	6,862.64
100111	COMMERCIAL ASPHALT COMPANY		PV	109829	001	00999	10/15/2021	211015	394.70
	COMMERCIAL ASPHALT COMPANY P O BOX 1480 MAPLE GROVE MN 55311-6480							Summary Total	394.70
								Payment Amount	394.70
106065	DIVERSIFIED TEXTURING AND ENGRAVING		PV	109898	001	00999	10/13/2021	1324	215.00

Payment Group Control Number	3305		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2021		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	DIVERSIFIED TEXTURING AND ENGRAVING 1609 99TH LANE NE BLAINE MN 55449-4430			Summary Total					215.00
				Payment Amount					215.00
118942	DLOUHY, DAVID	WATER REBATE APPLICATION	PV	109821	001	00999	10/22/2021	102921	358.20
	DAVID DLOUHY 6841 147TH AVE NW RAMSEY MN 55303			Summary Total					358.20
				Payment Amount					358.20
104267	ELITE SANITATION		PV	109830	001	00999	10/18/2021	28236	537.00
	ELITE SANITATION PO BOX 526 ELK RIVER MN 55330			Summary Total					537.00
				Payment Amount					537.00
100143	FERGUSON WATERWORKS # 2516	CUST #24741	PV	109816	001	00999	10/12/2021	0484445	1,010.43
	FERGUSON WATERWORKS 2516 P O BOX 802817	CUST #24740		Summary Total					1,010.43
			PV	109817	001	00999	10/20/2021	0485169	309.97
	CHICAGO IL 60680-2817			Summary Total					309.97
				Payment Amount					1,320.40
110760	FIRE SAFETY USA, INC		PV	109901	001	00999	10/21/2021	151818	913.35
	FIRE SAFETY USA, INC 3253 19TH STREET NW ROCHESTER MN 55901			Summary Total					913.35
				Payment Amount					913.35
111473	GFOA	MEMBER ID:185223003 DIANA LUND	PV	109822	001	00999	10/22/2021	2123003	225.00
	GFOA 203 N LASALLE STREET SUITE 2700 CHICAGO IL 60601-1216			Summary Total					225.00
				Payment Amount					225.00
118946	HOTSY MINNESOTA		PV	109902	001	00999	10/20/2021	10941	757.90

Payment Group Control Number	3305		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
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
	HOTSY MINNESOTA 2951 100TH COURT NE SUITE 100 BLAINE MN 55449			Summary Total					757.90
				Payment Amount					757.90
114164	INITIAL DEFENSE PROTECTION SERVICES LLC		PV	109913	001	00999	10/24/2021	21-39	2,370.00
	INITIAL DEFENSE PROTECTION SERVICES LLC 13055 RIVERDALE DRIVE NW SUITE 500 COON RAPIDS MN 55448			Summary Total					2,370.00
				Payment Amount					2,370.00
117451	INKY ELF LLC	EXPO SIGNS	PV	109790	001	00999	10/14/2021	9499	180.00
	INKY ELF LLC P O BOX 819 ANOKA MN 55303			Summary Total					180.00
				Payment Amount					180.00
116408	INTEGRATED FIRE AND SECURITY INC	CUST #2949	PV	109890	001	00999	10/14/2021	85520	250.00
	INTEGRATED FIRE AND SECURITY INC 7180 NORTHLAND CIRCLE N SUITE 138 BROOKLYN PARK MN 55428			Summary Total					250.00
				Payment Amount					250.00
118015	INTERSTATE TESTING LLC		PV	109942	001	00999	10/25/2021	15360	797.00
	INTERSTATE TESTING LLC P O BOX 55 ANOKA MN 55303			Summary Total					797.00
				Payment Amount					797.00
100256	LANO EQUIPMENT INC		PV	109832	001	00999	10/24/2021	02-870754	2,477.85
	LANO EQUIPMENT INC			Summary Total					2,477.85
	6140 HIGHWAY 10 NW		PV	109833	001	00999	10/24/2021	02-870752	1,180.00
	ANOKA MN 55303			Summary Total					1,180.00
				Payment Amount					3,657.85

Payment Group Control Number	3305		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
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
117248	LUXE LLC		PV	109795	001	00999	10/18/2021	2195	2,200.00
	LUXE LLC					Summary Total			2,200.00
	28134 140TH STREET NW		PV	109796	001	00999	10/18/2021	2194	1,850.00
	ZIMMERMAN MN 55398					Summary Total			1,850.00
						Payment Amount			4,050.00
117918	MACQUEEN EMERGENCY		PV	109896	001	00999	10/18/2021	W00290	171.51
	MACQUEEN EMERGENCY 1125 7TH STREET E ST PAUL MN 55106					Summary Total			171.51
						Payment Amount			171.51
108208	METRO PRODUCTS INC		PV	109931	001	00999	10/27/2021	162842	1,003.75
	METRO PRODUCTS INC 7401 CENTRAL AVENUE NE FRIDLEY MN 55432					Summary Total			1,003.75
						Payment Amount			1,003.75
118941	MIKE ELLIS INSTALLERS, INC	PERMIT RA048876 CANCELED	PV	109937	001	00999	10/21/2021	10/21/2021	26.00
	MIKE ELLIS INSTALLERS, INC 685 141ST LANE NW ANDOVER MN 55304					Summary Total			26.00
						Payment Amount			26.00
104920	MINNESOTA HIGHWAY SAFETY RESEARCH CNTR	CLASS ID 49074 10/26/2021	PV	109910	001	00999	10/26/2021	337900	1,100.00
	MINNESOTA HIGHWAY SAFETY RESEARCH CNTR 720 FOURTH AVENUE SOUTH ST CLOUD MN 56301-4498					Summary Total			1,100.00
						Payment Amount			1,100.00
118957	MUELLER, CHRIS	WATER REBATE APPLICATION	PV	109935	001	00999	10/27/2021	110521	200.00
	CHRIS MUELLER 15376 VANADIUM STREET NW RAMSEY MN 55303					Summary Total			200.00
						Payment Amount			200.00

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CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3305		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2021		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
117381	NORTH METRO ANIMAL CARE AND CONTROL		PV	109808	001	00999	10/15/2021	1087	285.00
	NORTH METRO ANIMAL CARE AND CONTROL 1662 164TH LANE NW ANDOVER MN 55304			Summary Total					285.00
				Payment Amount					285.00
100421	REGAL AWARDS AND TROPHIES	25 YEARS OF SERVICE NAME PLAQU	PV	109917	001	00999	10/26/2021	210220	20.00
	REGAL AWARDS AND TROPHIES 15454 HEMATITE STREET NW ANOKA MN 55303			Summary Total					20.00
				Payment Amount					20.00
100440	SHORT ELLIOT HENDRICKSON INC	CUST ACCT #3721	PV	109818	001	00999	10/15/2021	414131	420.30
	SHORT ELLIOT HENDRICKSON INC			Summary Total					420.30
	P O BOX 64780		PV	109819	001	00999	10/15/2021	414130	1,888.47
	ST PAUL MN 55164-0780			Summary Total					1,888.47
				Payment Amount					2,308.77
118967	TERNUS OUTDOORS		PV	109936	001	00999	10/16/2021	INV10080	750.00
	TERNUS OUTDOORS 5623 157TH AVENUE NW RAMSEY MN 55303			Summary Total					750.00
				Payment Amount					750.00
118947	WARNERS' STELLIAN CO INC	SO-160039	PV	109893	001	00999	10/18/2021	INV-238054	5,129.58
	WARNERS' STELLIAN CO INC 550 ATWATER CIRCLE ST PAUL MN 55103			Summary Total					5,129.58
				Payment Amount					5,129.58
100529	WENDELL'S INC	SALES ORD #462424	PV	109820	001	00999	10/18/2021	2604408	11.35
	WENDELL'S INC			Summary Total					11.35
	6601 BUNKER LAKE BLVD	P&R Commissioner Name Plate	PV	109911	001	00999	10/25/2021	2607001	6.45

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3305		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2021		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount
	PO BOX 458							Summary Total	6.45
	RAMSEY MN 55303-0458								
								Payment Amount	17.80
								Total Amount to be Processed	37,698.20
								Total Number of Payments to be Processed	34

Payment Group Control Number 3306
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator TOAKES
Payment Instrument T A/P ACH 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
116603	ADRENALINE SPORTS CENTER INC	CITYRAM-2021-01	PV	109791	001	00999	10/18/2021	101821	1,300.00
	ADRENALINE SPORTS CENTER INC 8310 147TH LANE NW RAMSEY MN 55303			Summary Total					1,300.00
				Payment Amount					1,300.00
117343	AMAZON CAPITAL SERVICES INC	Acct A3VYUQ4FSATYMN	PV	109797	001	00999	10/18/2021	1KRC-LPRL-6MFF	960.75
	AMAZON CAPITAL SERVICES INC			Summary Total					960.75
	PO BOX 035184	ACT A3VYUQ4FSATYMN	PV	109803	001	00999	10/18/2021	1LW4-GYMP-9LPP	73.00
	SEATTLE WA 98124-5184			Summary Total					73.00
				Payment Amount					1,033.75
100029	ANOKA AREA CHAMBER OF COMMERCE	Anoka Area Chamber Annual Meet	PV	109823	001	00999	10/13/2021	28710	175.00
	ANOKA AREA CHAMBER OF COMMERCE 12 BRIDGE SQUARE ANOKA MN 55303			Summary Total					175.00
				Payment Amount					175.00
107587	ANOKA COUNTY TREASURY DEPARTMENT	CUST 130878	PV	109801	001	00999	10/14/2021	B211012M	492.00
	ANOKA COUNTY TREASURY DEPARTMENT			Summary Total					492.00
	2100 THIRD AVENUE	AR016898/AR019075	PV	109806	001	00999	10/20/2021	130878 OCT 2021	999.75
	ANOKA MN 55303			Summary Total					999.75
		AR019077	PV	109886	001	00999	10/20/2021	236405 OCT 2021	3,791.00
				Summary Total					3,791.00
				Payment Amount					5,282.75
116197	CINTAS CORPORATION	CUST REF 006-24545-01	PV	109828	001	00999	10/20/2021	4099297427	55.62
	CINTAS CORPORATION			Summary Total					55.62
	CINTAS LOC #4K		PV	109897	001	00999	10/20/2021	4099297277	16.56
	P O BOX 650838			Summary Total					16.56
	DALLAS TX 75265-0838		PV	109938	001	00999	10/28/2021	4100160502	13.20
				Summary Total					13.20
			PV	109941	001	00999	10/27/2021	4099973137	53.28
				Summary Total					53.28

Payment Group Control Number	3306		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
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
				Payment Amount					138.66
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC		PV	109923	001	00999	10/22/2021	INV226488	648.36
	DEFINITIVE TECHNOLOGY SOLUTIONS INC 9401 JAMES AVENUE SOUTH SUITE 120 BLOOMINGTON MN 55431			Summary Total					648.36
				Payment Amount					648.36
100158	ECM PUBLISHERS INC	AD #1174846	PV	109810	001	00999	10/15/2021	858467	91.38
	ECM PUBLISHERS INC			Summary Total					91.38
	4095 COON RAPIDS BLVD	AD #1175271	PV	109918	001	00999	10/15/2021	1175271	86.00
	COON RAPIDS MN 55433			Summary Total					86.00
		AD #1175246	PV	109919	001	00999	10/15/2021	858470	247.25
				Summary Total					247.25
		AD #1175242	PV	109920	001	00999	10/15/2021	858469	91.38
				Summary Total					91.38
		AD #1174943	PV	109921	001	00999	10/15/2021	858468	102.13
				Summary Total					102.13
			PV	109926	001	00999	10/17/2021	858761	183.00
				Summary Total					183.00
				Payment Amount					801.14
114680	ELECTRICAL PRODUCTION SERVICES INC		PV	109887	001	00999	10/26/2021	19250	5,000.00
	ELECTRICAL PRODUCTION SERVICES INC			Summary Total					5,000.00
	4201 NOREX DRIVE SUITE 200		PV	109888	001	00999	10/26/2021	19248	8,500.00
	CHASKA MN 55318			Summary Total					8,500.00
			PV	109922	001	00999	10/29/2021	7550	210.00
				Summary Total					210.00
				Payment Amount					13,710.00
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC		PV	109802	001	00999	10/15/2021	DL05272122G	349.20
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC			Summary Total					349.20
	2755 GENEVA AVE N		PV	109805	001	00999	10/18/2021	DL06242120D	3,998.98

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3306		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
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
	OAKDALE MN 55128			Summary Total					3,998.98
			PV	109915	001	00999	10/26/2021	DL100821-22	71.64
				Summary Total					71.64
				Payment Amount					4,419.82
107099	FASTENAL		PV	109831	001	00999	10/20/2021	MNTC8198186	5.13
	FASTENAL COMPANY			Summary Total					5.13
	P O BOX 1286		PV	109939	001	00999	10/26/2021	MNTC8198306	17.17
	WINONA MN 55987			Summary Total					17.17
			PV	109940	001	00999	10/26/2021	MNTC8198313	11.00
				Summary Total					11.00
				Payment Amount					33.30
100650	GRAINGER	ACCT 806511127	PV	109794	001	00999	10/19/2021	9091461781	94.35
	GRAINGER INC			Summary Total					94.35
	DEPT. 806511127	ACCT #806511127	PV	109909	001	00999	10/26/2021	9099769995	80.49
	PALATINE IL 60038-0001			Summary Total					80.49
				Payment Amount					174.84
100211	HAWKINS INC		PV	109815	001	00999	10/18/2021	6044587	1,746.69
	HAWKINS INC			Summary Total					1,746.69
	P O BOX 860263								
	MINNEAPOLIS MN 55486-0263								
				Payment Amount					1,746.69
112475	INNOVATIVE OFFICE SOLUTIONS	Innovative S27569	PV	109933	001	00999	10/27/2021	IN3534847	201.36
	INNOVATIVE OFFICE SOLUTIONS			Summary Total					201.36
	P O BOX 860627								
	MINNEAPOLIS MN 55486-0001								
				Payment Amount					201.36
100284	MENARDS ELK RIVER	ACCT 31250289	PV	109813	001	00999	10/12/2021	40235	80.32
	MENARDS ELK RIVER			Summary Total					80.32
	19521 EVANS STREET NW	ACCT 31250289	PV	109814	001	00999	10/13/2021	40288	137.04
	ELK RIVER MN 55330-1077			Summary Total					137.04
		ACCT 31250289	PV	109904	001	00999	10/19/2021	40623	35.64
				Summary Total					35.64

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Version	LOGIS004V		
Originator	TOAKES		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2021		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					253.00
115167	NET TRANSCRIPTS INC		PV	109912	001	00999	10/15/2021	#NT6618	33.83
	NET TRANSCRIPTS INC PO BOX 95777 CHICAGO IL 60694-5777			Summary Total					33.83
				Payment Amount					33.83
100363	NORTHERN SANITARY SUPPLY CO	CUST #R2298	PV	109793	001	00999	10/20/2021	202823	274.58
	NORTHERN SANITARY SUPPLY CO			Summary Total					274.58
	341 COON RAPIDS BLVD	CUST #R2298	PV	109891	001	00999	10/26/2021	202867	128.50
	MINNEAPOLIS MN 55433			Summary Total					128.50
		CUST #R2298	PV	109892	001	00999	10/26/2021	202863	35.30
				Summary Total					35.30
				Payment Amount					438.38
115232	NORTHERN TECHNOLOGIES LLC		PV	109927	001	00999	10/16/2021	40564	291.25
	NORTHERN TECHNOLOGIES LLC			Summary Total					291.25
	3522 4TH AVENUE S		PV	109928	001	00999	10/16/2021	40551	347.88
	FARGO ND 58103			Summary Total					347.88
			PV	109929	001	00999	10/16/2021	40580	1,797.50
				Summary Total					1,797.50
			PV	109930	001	00999	10/16/2021	40577	1,863.75
				Summary Total					1,863.75
				Payment Amount					4,300.38
115071	NORTHLAND OCCUPATIONAL HEALTH		PV	109799	001	00999	10/19/2021	12508	50.00
	NORTHLAND OCCUPATIONAL HEALTH			Summary Total					50.00
	7533 SUNWOOD DRIVE NW SUITE 212		PV	109906	001	00999	10/22/2021	12546	100.00
	RAMSEY MN 55303			Summary Total					100.00
			PV	109907	001	00999	10/22/2021	12543	50.00
				Summary Total					50.00
			PV	109908	001	00999	10/22/2021	12554	50.00
				Summary Total					50.00
			PV	109932	001	00999	10/22/2021	12558	50.00

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Version	LOGIS004V		
Originator	TOAKES		
Payment Instrument	T	A/P ACH 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
				Summary Total					50.00
				Payment Amount					300.00
113444	PRECISE		PV	109943	001	00999	10/27/2021	200-1033263	900.00
	PRECISE 501 EAST CLIFF ROAD SUITE 100 BURNSVILLE MN 55337			Summary Total					900.00
				Payment Amount					900.00
113737	RATWIK ROSZAK AND MALONEY PA	Statement #69775	PV	109924	001	00999	10/1/2021	69775	2,055.00
	RATWIK ROSZAK AND MALONEY PA 444 CEDAR STREET SUITE 2100 ST PAUL MN 55101			Summary Total					2,055.00
		Statement #69776	PV	109925	001	00999	10/1/2021	69776	3,715.00
				Summary Total					3,715.00
				Payment Amount					5,770.00
110330	RESHETAR SYSTEM INC		PV	109914	001	00999	10/25/2021	21-30921	391.00
	RESHETAR SYSTEM INC 730 BUNKER LAKE BLVD NW ANOKA MN 55303			Summary Total					391.00
				Payment Amount					391.00
100921	RETROFIT COMPANIES INC	ORDER #0108258	PV	109811	001	00999	10/15/2021	0113679-IN	164.00
	RETROFIT COMPANIES INC 1010 HOFFMAN DRIVE SUITE A OWATONNA MN 55060			Summary Total					164.00
				Payment Amount					164.00
115381	RUMRIVER ART CENTER		PV	109798	001	00999	10/18/2021	1215928	350.00
	RUMRIVER ART CENTER 2665 4TH AVENUE SUITE 102 ANOKA MN 55303			Summary Total					350.00
				Payment Amount					350.00
107711	SCHINDLER ELEVATOR	Billing ID 5000143702	PV	109889	001	00999	11/1/2021	8105775839	695.49
	SCHINDLER ELEVATOR			Summary Total					695.49

Payment Group Control Number	3306		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
Payment Instrument	T	A/P ACH 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
	P O BOX 93050 CHICAGO IL 60673-3050								
				Payment Amount					695.49
100976	SHRED IT	CUST 1000431929/ST3 ON FILE	PV	109812	001	00999	10/18/2021	8000212772	228.00
	SHRED IT USA MINNEAPOLIS 28883 NETWORK PLACE CHICAGO IL 60673-1288			Summary Total					228.00
				Payment Amount					228.00
114269	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC		PV	109834	001	00999	10/25/2021	13983	516.35
	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC			Summary Total					516.35
	19128 INDUSTRIAL BLVD NW		PV	109835	001	00999	10/24/2021	13963	2,210.00
	ELK RIVER MN 55330			Summary Total					2,210.00
				Payment Amount					2,726.35
100469	STREICHER'S POLICE EQUIPMENT		PV	109804	001	00999	10/15/2021	I1529564	225.00
	STREICHER'S POLICE EQUIPMENT			Summary Total					225.00
	10911 WEST HWY 55		PV	109807	001	00999	10/20/2021	I1530210	750.00
	MINNEAPOLIS MN 55441			Summary Total					750.00
				Payment Amount					975.00
100485	TIMESAVER OFF SITE SECRETARIAL INC		PV	109800	001	00999	10/18/2021	#M26796	668.63
	TIMESAVER OFF SITE SECRETARIAL INC			Summary Total					668.63
	21021 KAROLINE COURT N		PV	109934	001	00999	10/29/2021	M26838	1,055.75
	FOREST LAKE MN 55025			Summary Total					1,055.75
				Payment Amount					1,724.38
112721	W W GOETSCH ASSOCIATES INC		PV	109836	001	00999	10/13/2021	107008	583.00
	W W GOETSCH ASSOCIATES INC 5250 WEST 74TH STREET SUITE 24 MINNEAPOLIS MN 55439-2226			Summary Total					583.00
				Payment Amount					583.00

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3306		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	TOAKES		
Payment Instrument	T	A/P ACH 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
100541	ZARNOTH BRUSH WORKS INC	CUST RAM1496	PV	109946	001	00999	10/21/2021	0186925-IN	1,758.00

ZARNOTH BRUSH WORKS INC
PO BOX 141
CHILTON WI 53014-0141

Summary Total	1,758.00
Payment Amount	1,758.00
Total Amount to be Processed	51,256.48
Total Number of Payments to be Processed	30

Accounts Payable:
Checks $37,698.20
ACH 51,256.48
$88,954.68

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-318

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF OCTOBER 21, 2021 THROUGH NOVEMBER 3, 2021

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of October 21, 2021, through November 3, 2021, in the amount of $545,635.29 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 October 21, 2021, through November 3, 2021, in the amount of $545,635.29.

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 9th day of November, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 7.**

Meeting Date: 11/09/2021

By: Bruce Westby, Engineering/Public Works

Information

Title

Adopt Resolution #21-187 Approving Minimum Design Standards for Public Utilities in City Right-of-Ways and Easements

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #21-187 approving minimum design standards for municipal utilities in City right-of-way's and easements.

Background:

Attached is case #11602 as reviewed by the City Council at their regular meeting on January 12, 2021, a copy of executed Resolution #21-021, and the approved meeting minutes (see case 7.05 for reference).

Also attached is case #11641 as reviewed by the Public Works Committee at their regular meeting on January 19, 2021, and the approved meeting minutes (see case 5.06 for reference).

Attached is Resolution #21-187, which defines the minimum requirements for public utilities that can be installed within public right-of-way and easements to ensure City Staff can adequately maintain the utilities in perpetuity using City-owned equipment and vehicles. This resolution was developed based on input from the Public Works Committee at their January 19, 2021 meeting.

Staff is requesting approval of a Resolution defining minimum design standards for municipal utilities in City right-of ways and easements because the City Council does not adopt all City design standards in code, therefore this resolution will provide the policy direction needed for Staff to adequately enforce the standards. This policy direction from the Council is helpful on the front end to prevent a situation like Riverwalk Village from occurring again.

It is important to note that per Resolution #21-187, the City may consider accepting smaller utilities on a case by case basis if it can be clearly demonstrated that the City will only need to maintain the smaller utilities for 10 years or less, until permanent utilities meeting the minimum design standards can be constructed, or that the smaller utilities will be maintained by a private party through an adopted maintenance agreement.

Recommendation:

Staff recommends approving Resolution #21-187.

The Public Works Committee recommended approval of a resolution approving minimum design standards for municipal utilities in City right-of-way's and easements at their regular January 19, 2021 meeting.

Action:

Motion to adopt Resolution #21-187 approving minimum design standards for municipal utilities in City right-of-way's and easements.

Attachments

Resolution 21-187
CC case 11602 011221
CC minutes 011221
Adopted Resolution 21-021
PWC case 11641 011921
PWC minutes 011921

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/04/2021 03:51 PM
Form Started By: Bruce Westby		Started On: 06/10/2021 04:31 PM
Final Approval Date: 11/04/2021		

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-187

RESOLUTION ADOPTING MINIMUM REQUIREMENTS FOR PUBLIC UTILITIES IN PUBLIC RIGHT-OF-WAY'S AND EASEMENTS

WHEREAS, the City of Ramsey desires to ensure that all municipal utilities installed within public right-of-way's and easements are able to be adequately maintained in perpetuity by City Staff using City-owned equipment and vehicles.

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

1) The City shall be responsible for maintaining municipal utilities installed within public right-of-way's and easements.
2) The City shall not accept utilities smaller than the following minimum design standards;
    a. 4-inch PVC gravity sanitary sewer
    b. 4-inch HDPE sanitary sewer forcemain
    c. 6-inch DIP watermain
    d. 12-inch concrete or HDPE storm sewer
3) The City shall not accept any designs that are not able to be maintained by City-owned equipment or vehicles.
4) The City may consider accepting smaller utilities on a case by case basis if it can be clearly demonstrated that the City will only need to maintain the smaller utilities for 10 years or less, until permanent utilities meeting the minimum design standards can be constructed, or that the smaller utilities will be maintained by a private party through an adopted maintenance agreement.

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 9th day of November, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **7. 5.**

Meeting Date: 01/12/2021

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution #21-021 Approving REVISED Sanitary Sewer Maintenance and Rain Garden Agreement for River Walk Village; Case of N & D Management, LLC

Purpose/Background:

The purpose of this case is to review a request by N & D Management Management, LLC to request an additional revision to the Council Approved Sanitary Sewer and Rain Garden Maintenance Agreement for River Walk Village. The Developer has accepted the maintenance obligations as approved by City Council. However, the Developer requested removal of the inspection requirement and frequency. After meeting with Public Works and Engineering Staff, City Staff is comfortable with this provision change.

A material change is requested by the is how the Agreement is signed and where the agreement is recorded. Instead of being recorded against individual properties after signed by the current owner (and passed down with each subsequent Buyer), the Agreement is proposed to be executed by the HOA (currently the same as Builder - Price Custom Homes) and recorded against HOA Property (not individual lots). In exchange, the HOA documents that are recorded against each individual property will be revised to reflect the existence of the Agreement. While not ideal, it is acceptable and has been reviewed by the City Attorney.

Please note that Staff was put in a difficult situation with a recent transaction. The Council approved an Agreement that the Developer continued to dispute after approval. Staff was aware that a closing was to occur in the near future and had repeatedly asked if this agreement had been disclosed and reminded the Developer that the agreement needed to be recorded against individual properties. The Developer did not disclose the agreement and asked Staff to quickly revise the day of closing. The Buyer ultimately contacted City Staff and Staff was able to close the loop and allow the closing to occur. Unfortunately, this materially changed the structure of the agreement. Staff believes the City's liability is still covered as outlined above.

This was a unique project and this process would not be followed in the future. Design Standards are being updated to eliminate this type of design as an option in the future. Moving forward, even if time is of the essence, projects will not be allowed to move forward until maintenance agreements such as this are executed and recorded.

The original case text begins below.

When the River Walk Village project was approved, the sanitary sewer plans included a small, private forcemain. due to the . The forcemain was necessary because the topography of the site did not allow wastewater to gravity flow to connect with the existing sanitary sewer. This forcemain is much smaller (2-inch diameter) than the City's existing forcemains, so approval was contingent upon maintenance by the individual homeowners/HOA. The City does not have the appropriate equipment to remove any blockages from the small diameter pipe. The intent of this compromise was for the homeowners to be responsible for regular maintenance of the line.

Additionally, the Developer proposed a rain garden to meet the requirements of the Lower Rum River Watershed Management Organization. A requirement of that was also to enter into a maintenance agreement. Both obligations have been included in a single agreement.

Notification:

Notification is not required.

Observations/Alternatives:

Alternatives:

1. Adopt Agreement as drafted
2. Do not approve the revision and require that the Developer record the originally approved agreement against individual properties

Funding Source:

The Applicant is responsible for all costs associated with processing the request.

Recommendation:

Staff recommends approval of the revised agreement.

Action:

Motion to adopt Resolution #20-265 approving revised version of Maintenance Agreement.

Attachments

Site Plan
REVISED Maintenance Agreement
Resolution #21-021

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	01/07/2021 12:47 PM
Kurt Ulrich	Kurt Ulrich	01/07/2021 04:04 PM
Form Started By: Tim Gladhill		Started On: 01/05/2021 07:41 PM
Final Approval Date: 01/07/2021		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-021

RESOLUTION APPROVING REVISED SANITARY SEWER AND RAIN GARDEN MAINTENANCE AGREEMENT FOR RIVER WALK VILLAGE

WHEREAS, in 2018, the City approved the plat known as River Walk Village; and

WHEREAS, a contingency of approval was entering into a maintenance agreement for maintenance of the private sanitary sewer force main in public right of way as well as the maintenance of the private rain garden to ensure compliance with Lower Rum River Watershed Management Organization; and

WHEREAS, construction of the project began at the end of 2018, starting with the remediation of contaminated soils; and

WHEREAS, recording of this agreement was delayed until Certificates of Occupancy and the project is now substantially complete and ready for Certificates of Occupancy.

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

1) That the City Council hereby approves the Sanitary Sewer and Rain Garden Maintenance Agreement; subject to City Attorney Review, with the following revisions.
   a. The owners shall be responsible for routine maintenance, most notably removal of any blockages.
   b. The City shall be responsible for replacement of the line if damaged.

That the motion for the adoption of the forgoing resolution was duty seconded by Councilmember Menth, and upon vote being taken thereon, the following voted in favor:

and the following voted against the same:

and the following abstained:

and the following were absent:

Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 12th day of January, 2021.

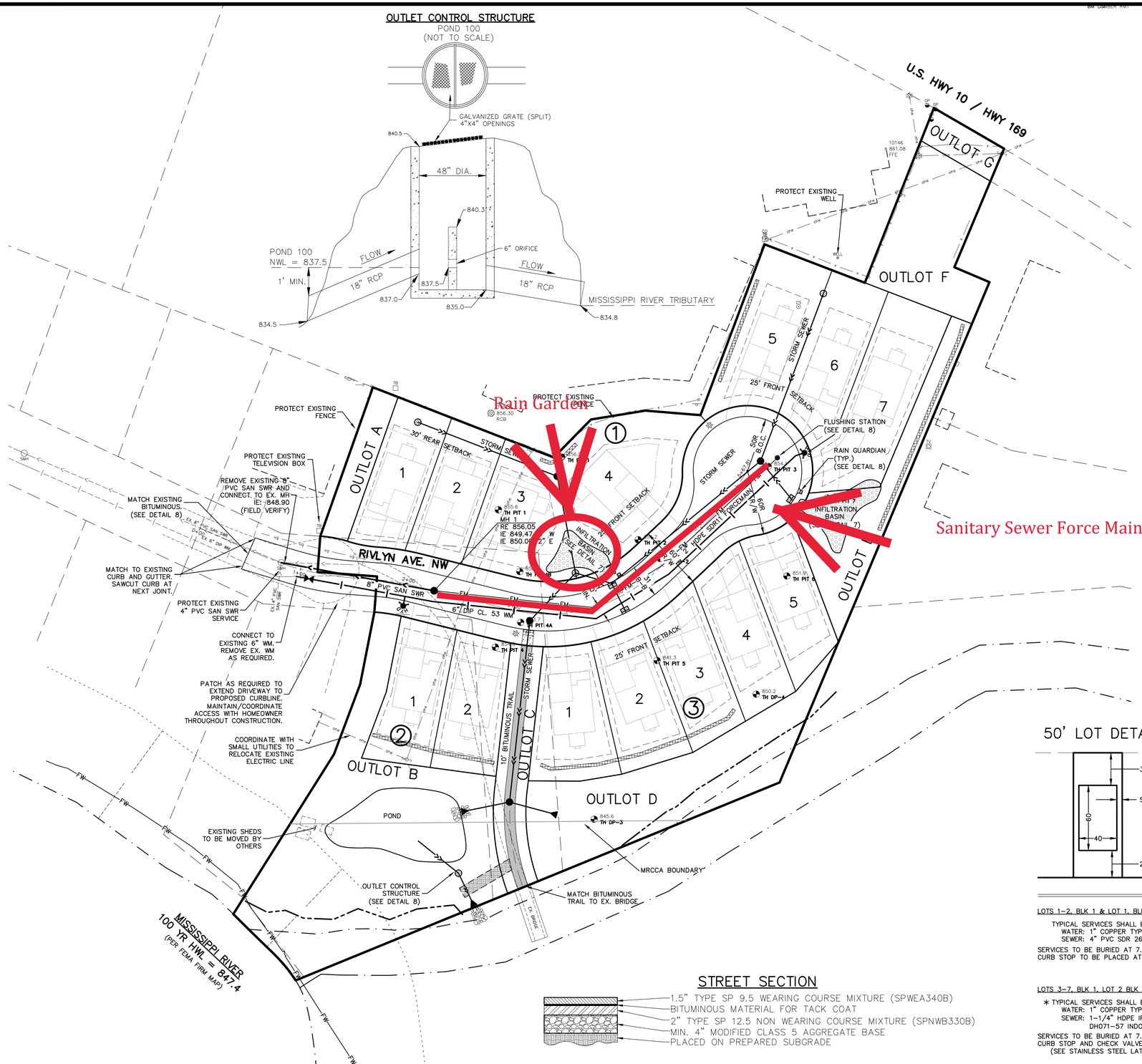
Mayor

ATTEST:

City Clerk

Site Plan Approve

OUTLET CONTROL STRUCTURE
POND 100
(NOT TO SCALE)



Sanitary Sewer Force Main

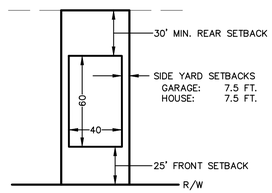
SITE PLAN LEGEND

	EXISTING	PROPOSED
LIGHT POLE		
SANITARY MANHOLE	SMH	
MISCELLANEOUS SIGN		
EXISTING SPOT ELEVATION	x0000.0	
EXISTING TREE		
TELEVISION BOX	TV	
FIRE HYDRANT	HYD	
FLUSHING HYDRANT		
GATE VALVE	GV	
CLEANOUT	CO	
ELECTRIC BOX		
GAS METER	GM	
CATCH BAIN		or
RAIN GUARDIAN		
ELECTRIC METER	EM	
TELEPHONE BOX	TB	
UTILITY POLE	UP	
FLARED END SECTION (W/ RIP RAP)	FES	
STORM MANHOLE	STMH	
BREAKAWAY BOLLARD		
SERVICE	SRV	
SOIL BORING/TEST HOLE	TH	

	MODULAR	ROCK
RETAINING WALL		
WATERMAIN	W	
SANITARY SEWER	SAN	
FORCEMAIN	FM	FM
STORM SEWER	STM	
PROPERTY LINE		
SETBACK LINE		
CURB		
WATER LINE		
WETLAND		
DITCH		
TREE LINE		
UNDERGROUND TELEPHONE	ut	ut
UNDERGROUND ELECTRIC	ue	ue
UNDERGROUND GAS	ug	ug
UNDERGROUND FIBEROPTIC	ufo	ufo
FENCE	x	x
OVERHEAD ELECTRIC	ohe	ohe

CONCRETE SURFACE		
BITUMINOUS SURFACE		
MAINTENANCE ACCESS		
INFILTRATION BASIN		
FEMA FLOODWAY	FW	FW
FEMA FLOODPLAIN	FP	FP

50' LOT DETAIL



LOTS 1–2, BLK 1 & LOT 1, BLK 2

TYPICAL SERVICES SHALL BE:
WATER: 1" COPPER TYPE K
SEWER: 4" PVC SDR 26

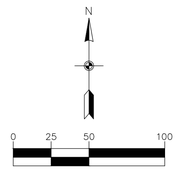
SERVICES TO BE BURIED AT 7.5' MINIMUM DEPTH
CURB STOP TO BE PLACED AT THE R/W

LOTS 3–7, BLK 1, LOT 2 BLK 2 & LOTS 1–5, BLK 3

* TYPICAL SERVICES SHALL BE:
WATER: 1" COPPER TYPE K
SEWER: 1–1/4" HDPE IPS SDR 11
DH071–57 INDOOR GRINDER PUMP

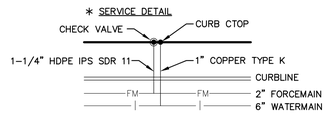
SERVICES TO BE BURIED AT 5' MINIMUM DEPTH
CURB STOP AND CHECK VALVE TO BE PLACED AT THE R/W
(SEE STAINLESS STEEL LATERAL ASSEMBLY DETAIL 8)

STREET SECTION



BENCHMARK

1. MNDOT GSID Station #833, Named "Lumber MNDT RM 1" Elev.= 859.11
2. MNDOT GSID Station #775, Named "E 257" Elev.= 863.67



Carlson McCain
• environmental
• engineering
• surveying

3890 Pheasant Ridge Drive NE, Suite 100
Blaine, MN 55449
Phone: (763) 489-7900
Fax: (763) 489-7959
www.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: Brian J. Krystofiak, P.E.
Signature:
Date: 1/25/19 License #: 25063

Drawn: ADB
Designed: BJK
Date: 1/25/19

Revisions:
1. 4/4/19 per City Comments
2. 5/16/19 per City Comments
3. 7/26/19 per City Comments

VILLAGE BANK
9298 Central Avenue NE
Blaine, MN 55434

RIVER WALK VILLAGE
Ramsey, Minnesota

PRELIMINARY SITE & UTILITY PLAN

5 of 9

Save Date: 07/28/19 | F:\jobs\7801 - 7820\7802 - highway 10 ramsey\cad c3d\engineering\preliminary\7802_site.dwg

(Reserved for Recording Data)

PRIVATE SANITARY SEWER LINE AND RAIN GARDEN MAINTENANCE AGREEMENT

THIS AGREEMENT (this "Agreement") made this _____ day of _____, 2021, by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the "City"), **N & D MANAGEMENT, LLC**, a Minnesota limited liability company (the "Owner"), and **River Walk Village Homeowners' Association**, a Minnesota nonprofit corporation (the "HOA").

Recitals

1. The **OWNER** is the fee owner of certain real property contained within the plat of River Walk Village, filed for record in the office of the County Recorder, Anoka County, Minnesota. ("the Plat").

2. The **OWNER** constructed a private sanitary sewer line within the public right of way, benefitting the residential lots contained on the Plat ("Private Sanitary Sewer Line") within the boundaries of the Plat, as shown on Exhibit A, attached hereto.

3. The **OWNER** constructed a private rain garden on Outlot E, River Walk Village, Anoka County, Minnesota (the "Rain Garden") to meet the requirements of the Lower Rum River Watershed Management Organization. Outlot E is owned by the HOA and is defined as a Common Element in the Declaration of Covenants, Conditions and Restrictions for River Walk Village, filed for record in the office of the County Recorder, Anoka County, Minnesota as document number 2273534.005.

4. The **CITY** approved the Plat conditioned on the requirement that the **HOA** enter into an agreement for the maintenance of the Private Sanitary Sewer Line for the Plat.

5. The **HOA** is a Minnesota nonprofit corporation constituting and acting as the homeowners' association for the property contained within the Plat, which is being developed as a planned community.

6. The **CITY**, **OWNER** and **HOA** desire to set forth their understanding with respect to the construction, repair and maintenance of the Private Sanitary Sewer Line and Rain Garden and the responsibility relating to the costs of the repair and maintenance of the Private Sanitary Sewer Line and Rain Garden.

NOW THEREFORE, in consideration of the foregoing facts and circumstances, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Recitals Incorporated. Recitals above are hereby incorporated into this Agreement.

2. Construction of the Private Sanitary Sewer Line and Rain Garden. The **OWNER** constructed the Private Sanitary Sewer Line and Rain Garden according to the plans approved by the City Council and on file with the City at its sole cost and expense.

3. Maintenance of the Private Sanitary Sewer Line. Other than the specific exceptions set forth below, the **HOA** will be responsible for maintenance and repair of the Private Sanitary Sewer Line, including, without limitation, removal of any blockages to the service lines and/or main line. Without limiting the foregoing, if any inspection by the **HOA** or **CITY** staff, reveals that the Private Sanitary Sewer Line (i) is not functioning as originally designed and intended; or (ii) is in need of repair, the **HOA** agrees to restore the Private Sanitary Sewer Line so that it functions as originally designed and intended pursuant to the Plans, subject to the review and approval of the City, which approval shall not be unreasonably withheld or delayed. The foregoing shall be subject to the following exceptions:

i) The **CITY** will be responsible for any and all repairs that require excavation under Rivlyn Avenue NW, Ramsey, Minnesota;

ii) The **CITY** will be responsible for replacement of the Private Sanitary Sewer Line in the event of damage beyond repair, not including individual service lines servicing individual dwellings; and

4. Recording. This Agreement shall be recorded in the Anoka County, Minnesota Recorder's Office at **OWNER'S** expense.

5. Maintenance of Rain Garden. The **HOA** shall maintain the Rain Garden in accordance with Lower Rum River Watershed Management Organization.

6. Assessment. Any repair or maintenance work undertaken by the **CITY** pursuant to this Agreement may be assessed pursuant to Minnesota Statutes chapter 429, the City Charter, and the then current assessment policy.

7. Terms and Conditions. The terms and conditions of this Agreement shall be binding upon, and shall insure to the benefit of, the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have caused this document to be executed as of the day and year first above written.

(Signature pages attached)

CITY OF RAMSEY:

By:_____
Its Mayor

By:_____
Its City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2021, by Mark E. Kuzma and by Kurt Ulrich, respectively the Mayor and City Administrator of the City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

_____
Notary Public

(Additional signature pages attached)

N & D Management, LLC:

By:_____
Its: Chief Manager

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2021, by _____, the Chief Manager of N & D Management, LLC, a Minnesota limited liability company.

_____
Notary Public

River Walk Village Homeowners' Association:

By:_____
Adam Price
Its: President

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2021, by Adam Price, the President of River Walk Village Homeowners' Association, a Minnesota nonprofit corporation.

_____
Notary Public

Exhibit A
Plan of Private Sanitary Sewer Line

TABLE OF CONTENTS

1. CALL TO ORDER 2
2. PRESENTATION 2
2.01: Swearing In Ceremony for the Mayor and Councilmembers 2
3. CITIZEN INPUT 3
4. APPROVE AGENDA 4
5. CONSENT AGENDA 4
6. PUBLIC HEARING 5
6.01: Public Hearing: Introduce Ordinance #21-05 Vacating Easement and Resolution #21-017 Approving Development Agreement for Riverstone 5th Addition 5
7. COUNCIL BUSINESS 6
7.01: Adopt Resolution #21-001 Approving the 2021 Council Organization 6
~~7.02: Introduce Ordinance #21-04 Approving an Addition to Chapter 58 of the City Code: Utilities~~ Case was removed from the agenda 6
7.03: Adopt Resolution #21-018 Providing Feedback for Bacon Property Sketch Plan; Case of Bill Boyum 6
7.04: Adopt Resolution #21-020 Approving a Home Occupation Permit for Twin Cities Generator at 17040 Baugh St NW (Project No. 20-132); Case of Twin Cities Generator 7
7.05: Adopt Resolution #21-021 Approving REVISED Sanitary Sewer Maintenance and Rain Garden Agreement for River Walk Village; Case of N&D Management, LLC 8
8. MAYOR, COUNCIL AND STAFF INPUT 10
9. ADJOURNMENT 11

CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, January 12, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Mark Kuzma
Councilmember Chelsea 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
Senior Planner Chloe McGuire Brigl

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.

City Administrator Ulrich read a statement related to the COVID-19 pandemic and local state of emergency. In declaring this Local State of Emergency, the City of Ramsey has determined that it is not practical or prudent for all members to attend meetings in person under Minnesota Statutes Section 13D.02 because of the declared health pandemic emergency.

2. PRESENTATION

2.01: Swearing In Ceremony for the Mayor and Councilmembers

Mayor Kuzma asked each of the members of the Council to introduce themselves. All members introduced themselves and advised of the ward they represent. Mayor Kuzma also recognized that County Commissioner Matt Look was in attendance.

Administrative Services Director Lasher stated that in the November 2020 election, Mark Kuzma was elected as Mayor, Chelsea Howell was elected as Councilmember At Large, Matt Woestehoff was elected as Councilmember Ward 2, and Debra Musgrove was elected as

Councilmember Ward 4. Each Councilmember has been officially sworn in prior to the meeting to allow them to begin their duties as Councilmembers.

The ceremonial swearing in was completed for Mayor Kuzma and Councilmembers Howell, Musgrove and Woestehoff.

3. CITIZEN INPUT

Jodelle Semen, 7349 168th Circle NW, stated that she has had the opportunity to meet with many of the Councilmembers at their home in their yard. She stated that she received a bill from the City dated November 30th, which she received on December 31st. She stated that she left a message for Deputy City Administrator Gladhill and has not received a call back from him. She asked if the Council is fully aware of the information and process that has occurred related to her backyard. She stated that in speaking with staff, she has been told that the City would share cost for the issue. She stated that she has multiple emails beginning August 7, 2020 in which staff states that the City would share costs and identifies those costs. She stated that she has paid $1,750 on top of fixing the safety issues in their backyard. She stated that she has been told multiple times that they would not be charged any more money and again referenced written communication she has from City staff. She stated that the bill she received has a breakdown of different charges including civil engineering services, even though she has emails from the City stating that they would handle the engineering. She stated that she is willing to work with the City, which is why they fixed the problem because of the safety issues and have paid $1,750. She stated that she has not heard from staff since November 24th and then received a bill for $1,600 more. She asked if the City is really working with them. She stated that they have been willing and cooperative but does not feel that they are getting the same in return. She stated that they fixed a problem that the City was concerned about, noting comments that were made at a previous meeting from other residents in the area. She stated that the bill she received stated that they may have additional costs and services that will need to be paid and that is not what they agreed to.

Mayor Kuzma stated that he will speak with staff in order to follow up and provide a response.

Mrs. Semen commented that she is willing to share the documentation that she has with the Council.

Deputy City Administrator Gladhill stated that staff had said that they would cover the cost for engineering services and confirmed that he would review the information. He stated that the piece that needs to be recovered is the cost for the vacation of the conservation easement, noting that staff is still looking into that process. He committed to continue to work on the issue.

Councilmember Riley asked that the Council continue to be updated on this process to ensure that it is handled according to the previous agreement.

Councilmember Specht thanked the residents for speaking tonight. He asked that if a resolution cannot be reached that satisfies both sides, that it come back before the Council.

County Commissioner Matt Look congratulated the new members of the Council and election of the Mayor. He stated that an evaluation study was recently completed on Highway 10 in order to develop cost saving alternatives. He stated that additional funding was able to be secured and hoped that the evaluation study would help to close the gap and gain additional funding. He hoped that the findings in the plan would be acceptable to the City. He referenced the Semen issue that was just brought up, noting that he had the opportunity to meet the family. He commented that the family had a drainage problem that was sloughing dirt from the property onto the path and into the wetland. He stated that the property owners attempted to resolve that erosion issue which created problems with the easement. He stated that the constituents reached out to him, which is not uncommon. He stated that he reached out to City staff in attempt to find a quick and inexpensive resolution, but the situation has only become more expensive and lengthier. He stated that he is disappointed to hear that his involvement was a disadvantage to the residents. He stated that he hopes that this issue could be resolved quickly, and that common ground could be gained without costing the residents additional funds.

Deputy City Administrator Gladhill stated that an update on Highway 10 will be provided to the Council at its next worksession.

4. APPROVE AGENDA

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

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

5. CONSENT AGENDA

Motion by Councilmember Riley, seconded by Councilmember Woestehoff, to approve the following items on the Consent Agenda:

5.01: Receive November 2020 Financial Reports – General Fund and Enterprise Funds
5.02: Receive Cash and Investments for Period Ending November 30, 2020
5.03: Receive Cash and Investments for Period Ending December 31, 2020
5.04: Approve the following Meeting Minutes:
  1) City Council Work Session dated December 8, 2020
  2) City Council Regular dated December 8, 2020
  3) City Council Special Session dated December 15, 2020
5.05: Approve Amending City Council Meeting Schedule for 2021
5.06: Approve Business Licenses
5.07: Approve Rental Licenses
5.08: Adopt Resolution #21-013 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 10, 2020 through December 30, 2020

5.09: Adopt Resolution #21-019 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 1, 2021 through January 6, 2021

5.10: Adopt Resolution #21-002 Designating Financial Institutions as Official Depositories; Adopt Resolution #21-003 Authorizing Signatures for Financial Transactions and Adopt Resolution #21-004 Designating Bank of the West as the Official Financial Institution for the City of Ramsey Banking Services for the Year of 2021

5:11: Adopt Resolution #21-005 Approving the City of Ramsey's 2022 Budget Calendar

5:12: Adopt Resolution #21-006 Adopting 2021 Enterprise Fund Budgets

5:13: Adopt Resolution ~~#20-281~~ #21-036 Approving an Interim Use Permit for Storage Containers for Ve-Ve Inc. (Project No. 20-136); Case of John Vevea on behalf of Ve-Ve Inc.

5:14: Adopt Resolution #21-009 Ordering Plans and Specifications for Improvement Project #21-02, Tiger Street Reconstruction

5.15: Adopt Resolution #21-010 Ordering Plans and Specifications for Improvement Project #21-03, Business Park 95 Street Reconstruction

5.16: Adopt Resolution #21-011 Ordering Plans and Specifications for Improvement Project #21-04, 2021 Neighborhood Pavement Overlay Improvements

5.17: Adopt Resolution #21-012 Ordering Plans and Specification for Improvement Project #21-05, 2021 MSA Pavement Overlay Improvements

5.18: Adopt Resolution #21-016 Appointing Election Judges for the Special Election on February 9, 2021

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

6. PUBLIC HEARING

6.01: Public Hearing: Introduce Ordinance #21-05 Vacating Easement and Resolution #21-017 Approving Development Agreement for Riverstone 5th Addition

Presentation

Deputy City Administrator Gladhill reviewed the staff report and recommendation to introduce Ordinance #21-05 vacating a 60-foot drainage and utility easement related to Riverstone Addition. And adopt Resolution #21-07 approving the Development Agreement for Riverstone 5th Addition.

Public Hearing

Mayor Kuzma called the public hearing to order at 7:25 p.m.

Citizen Input

There was none.

Motion by Councilmember Riley, seconded by Councilmember Musgrove, to close the public hearing.

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

The public hearing was closed at 7:26 p.m.

Council Business

Motion by Councilmember Woestehoff, seconded by Councilmember Specht, to introduce Ordinance #21-05 Vacating 60 Foot Easement Related to Riverstone 4th Addition and adopt Resolution #21-017 Approving Development Agreement for Riverstone 5th Addition.

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

7. COUNCIL BUSINESS

7.01: Adopt Resolution #21-001 Approving the 2021 Council Organization

City Administrator Ulrich reviewed the staff report and recommendation to adopt the resolution approving the 2021 Council organization.

Motion by Councilmember Riley, seconded by Councilmember Howell, to Adopt Resolution #21-001 for 2021 Council Organization.

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

~~7.02: Introduce Ordinance #21-04 Approving an Addition to Chapter 58 of the City Code: Utilities~~ Case was removed from the agenda

7.03: Adopt Resolution #21-018 Providing Feedback for Bacon Property Sketch Plan; Case of Bill Boyum

Deputy City Administrator Gladhill reviewed the staff report and recommendation to adopt the resolution and provide the applicant feedback on which concept plan to move forward with and develop a formal sketch plan application.

Councilmember Musgrove asked for the potential to have a wider road to help with concerns that could arise from the length of the cul-de-sac. She asked if there is an easement on the northern portion of the property that could provide a connection to a future road.

Deputy City Administrator Gladhill replied that this concept does not include an easement for a future road, as it would be unlikely that a connection would be made because of the wetlands. He stated that staff has made the comment that the road be widened to 32 feet wide, recognizing that there are some wetland constraints.

Councilmember Musgrove commented that she agrees with a width of 32 feet. She stated that in the Commission there was a narrative for a proposal with 19 lots and asked if there is potential for that to move forward. She clarified that she does prefer the nine-lot configuration.

Deputy City Administrator Gladhill stated that the developer is only seeking input on the nine-lot configuration and is not submitting the 19-lot proposal.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to Adopt Resolution #21-018 Providing Feedback on Proposed Subdivision on Bacon Property.

Further discussion: Councilmember Riley commented that he likes the nine-lot configuration and agreed that staff should work with the developer on the road width in order to provide the best product that everyone can support. Councilmember Musgrove asked for information on easements, recognizing that those can cause challenges. Deputy City Administrator Gladhill commented that there would not be a conservation easement or density transitioning in this case. He clarified that the process for conservation easements and density transitioning has changed to provide ownership and enforcement ability for the City.

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

7.04: Adopt Resolution #21-020 Approving a Home Occupation Permit for Twin Cities Generator at 17040 Baugh St NW (Project No. 20-132); Case of Twin Cities Generator

Senior Planner McGuire Brigl reviewed the staff report and recommendation of the Planning Commission to approve Resolution #21-020 granting a Home Occupation Permit on the subject property.

Councilmember Musgrove provided some grammatical changes on the permit. She asked if there were violations or complaints that occurred on this site.

Senior Planner McGuire Brigl stated that this did come before staff as a violation as the appropriate home occupation permit was not obtained. She stated that there were no violations from noise or outdoor storage.

Councilmember Musgrove asked if the item should be worded differently as the language makes it appear that there were violations, but they were only complaints.

Senior Planner McGuire Brigl commented that language could be made clearer.

Councilmember Musgrove referenced the condition that customers can only visit the site once per day and commented that seems unnecessary and asked if it should be removed.

Senior Planner McGuire Brigl stated that language could be removed but noted that it is kept in order to provide enforcement should an issue arise. She noted that traffic is the main complaint

staff receives related to home businesses. She stated that the condition could be reworded but staff would like a condition related to traffic in order to provide enforcement if an issue arises.

Councilmember Musgrove referenced the condition related to hours of operation and asked if that language is standard and whether other home businesses in the area have the same limitation on hours.

Senior Planner McGuire Brigl commented that language mirrors the language for the home occupation permit for the neighboring property to ensure that the hours of operation are consistent for home-based businesses.

Councilmember Musgrove commented that her questions were to ensure that the conditions were fair and consistent with other home-based businesses. She wished the business owner success.

Councilmember Howell commented that a customer may need to stop more than once and agreed that the language for that condition should be changed to address overall traffic for the site.

Deputy City Administrator Gladhill stated that the condition should reference the Code Section related to the number of daily trips as that would provide enforcement ability should that become an issue.

Councilmember Riley asked that the applicant be provided an opportunity to speak.

Jesse Larson, applicant, attempted to speak but his internet quality was not cooperating.

Councilmember Riley asked if staff is aware as to whether the applicant agrees with the conditions as proposed.

Senior Planner McGuire Brigl commented that staff has been working with the applicant for the past few months and he has seen the draft and is comfortable with the parameters.

Motion by Councilmember Musgrove, seconded by Councilmember Howell, to Adopt Resolution #21-020 Approving the Request for a Home Occupation Permit to Operate a Generator Business on the Property Located at 17040 Baugh Street NW.

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

7.05: Adopt Resolution #21-021 Approving REVISED Sanitary Sewer Maintenance and Rain Garden Agreement for River Walk Village; Case of N&D Management, LLC

Deputy City Administrator Gladhill reviewed the staff report and recommendation to approve the revised agreement.

Councilmember Musgrove stated that she is concerned that the information will not be disclosed at the time of sale and asked for details on when that information would be disclosed to the

homeowners. She recognized that the City agreed to complete repairs under the street and asked if there was any change in the responsibility of repairs from the pipe to the homes.

Deputy City Administrator Gladhill replied that the developer has agreed to revise the articles of incorporation for the HOA to reference this agreement. He stated that there have been additional conversations that staff would like confirmation that this information is shared with at least the first buyers of the homes. He stated that in working with the City Attorney, staff is comfortable with the approach. He stated that the policy direction from the Council has not changed and is referenced in the agreement.

Councilmember Musgrove stated that when she signs an HOA agreement she looks most at cost and not the other elements. She noted that she wants to ensure that homeowners are aware of this responsibility and does not want it to come back on the City.

Deputy City Administrator Gladhill stated that even with a separate agreement, it is glazed over by purchasers in the title work. He stated that there is final protection through the 429 assessment process, should that tool need to be utilized for emergency repairs.

Councilmember Specht referenced an email previously received by Judy Larson, who mentioned that she would be available on the meeting virtually and asked if she had any comments to share.

Deputy City Administrator Gladhill commented that Ms. Larson is on the call. He felt that it would be most important for that conversation to occur at Public Works.

Councilmember Specht asked if Ms. Larson is comfortable beginning at Public Works.

Ms. Larson confirmed that she is comfortable starting at Public Works.

Councilmember Riley commented that the first lot was sold without the agreement attached and asked if the agreement would be attached to future lots.

Deputy City Administrator Gladhill stated that the agreement will be with the HOA and on the HOA lots. He stated that the lots that originally received a certificate of occupancy were not and will not be on this force main system.

Councilmember Riley stated that he is a little concerned with some of the maintenance definitions and provided examples of his concern.

Deputy City Administrator Gladhill provided background information, noting that if excavation of the road is required that would fall to the City. He stated that the City still has the ability to assess that cost to the properties if desired.

Mayor Kuzma commented that when the Council previously discussed this it was mentioned that there were grinders before the material reached the street. He referenced the comment that the resident would go to Public Works and asked if action should still occur on this item tonight.

Deputy City Administrator Gladhill clarified that this item should have action tonight and noted that the discussion for Public Works would be related to the policy moving forward.

Councilmember Riley commented that it has been proven that HOAs cannot maintain landscaping and asked if there are concerns that the HOA would not maintain the rain gardens.

Deputy City Administrator Gladhill commented that a contractor has been identified and the City would have the option of the assessment process, should that be necessary. He stated that this situation is unique, and the future policy discussion will ensure that this situation does not occur again in the future.

Councilmember Musgrove stated that someone will end up paying, whether that be the developer up front or the homeowner later on. She referenced the language in the second provision and asked if that would apply from the home to the street or from the property line to the system.

Deputy City Administrator Gladhill replied that the City is never responsible for the line to the home. He stated that language would apply to the mainline in the street, not the individual service lines to the homes.

Councilmember Musgrove referenced the language related to the sewer line and the City's responsibility.

Deputy City Administrator Gladhill noted that the City Attorney could clarify that language if desired but again noted that the City is never responsible for the individual home lines.

Councilmember Musgrove commented that she would prefer for that language to be clarified as she would interpret private lines differently.

Deputy City Administrator Gladhill confirmed that consensus to clarify that language with the attorneys.

Motion by Councilmember Musgrove, seconded by Councilmember Specht, to Adopt Resolution #21-021 Approving Revised Sanitary Sewer and Rain Garden Maintenance Agreement for River Walk Village, subject to review and approval by the City Attorney.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Musgrove thanked the constituents that voted for her in the recent election and encouraged residents to reach out with any issues they have.

Mayor Kuzma welcomed the newly elected Councilmembers, noting that he looks forward to working with them.

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 8:09 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.

Councilmember Musgrove introduced the following resolution and moved for its adoption:

RESOLUTION #21-021

RESOLUTION APPROVING REVISED SANITARY SEWER AND RAIN GARDEN MAINTENANCE AGREEMENT FOR RIVER WALK VILLAGE

WHEREAS, in 2018, the City approved the plat known as River Walk Village; and

WHEREAS, a contingency of approval was entering into a maintenance agreement for maintenance of the private sanitary sewer force main in public right of way as well as the maintenance of the private rain garden to ensure compliance with Lower Rum River Watershed Management Organization; and

WHEREAS, construction of the project began at the end of 2018, starting with the remediation of contaminated soils; and

WHEREAS, recording of this agreement was delayed until Certificates of Occupancy and the project is now substantially complete and ready for Certificates of Occupancy.

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

1) That the City Council hereby approves the Sanitary Sewer and Rain Garden Maintenance Agreement; subject to City Attorney Review, with the following revisions.
   a. The owners shall be responsible for routine maintenance, most notably removal of any blockages.
   b. The City shall be responsible for replacement of the line if damaged.

That the motion for the adoption of the forgoing resolution was duty seconded by Councilmember Specht, and upon vote being taken thereon, the following voted in favor:

Mayor Kuzma
Councilmember Musgrove
Councilmember Specht
Councilmember Riley
Councilmember Woestehoff

and the following voted against the same:

Councilmember Howell

and the following abstained:

None

and the following were absent:

Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 12th day of January, 2021.

Mayor

ATTEST:

City Clerk

Public Works Committee **5. 6.**

Meeting Date: 01/19/2021

By: Bruce Westby, Engineering/Public Works

Title:

Consider Recommending City Council Approval of Resolution Adopting Minimum Requirements for Public Utilities Installed in Public Right-of-Ways and Easements

Purpose/Background:

Purpose:

The purpose of this case is to consider recommending City Council approval of a Resolution adopting minimum requirements for public utilities installed in public right-of-ways and easements.

Background:

Attached is case #11602 as discussed by City Council on January 12, 2021. The attached resolution includes minimum requirements for public utilities installed within public right-of-ways and easements to ensure City Staff can adequately maintain public utilities in perpetuity using City-owned equipment and vehicles.

Timeframe:

Staff estimates 10 minutes will be required to present this case and respond to questions.

Observations/Alternatives:

Observations:

Staff is developing minimum design standards for municipal utilities to be installed within public right-of-ways and easements to ensure the City can adequately maintain the utilities in perpetuity using City-owned equipment and vehicles. Attached is a draft resolution intended to be used to open discussions. A final resolution incorporating comments received from the Public Works Committee will be presented to the City Council for approval at a future meeting.

Alternatives:

Alternative #1 – Motion recommending City Council approval of a Resolution adopting minimum requirements for public utilities installed in public right-of-ways and easements.

Alternative #2 – Motion of other.

Funding Source:

No costs are associated with this case.

Recommendation:

Staff recommends alternative #1.

Action:

Motion recommending City Council approval of a Resolution adopting minimum requirements for public utilities installed in public right-of-ways and easements.

Attachments

Council case 11602

Draft Resolution

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	01/14/2021 01:47 PM
Kurt Ulrich	Kurt Ulrich	01/14/2021 03:53 PM
Form Started By: Bruce Westby		Started On: 01/14/2021 12:53 PM
Final Approval Date: 01/14/2021		

Councilmember_____introduced the following resolution and moved for its adoption:

RESOLUTION #21-___

RESOLUTION ADOPTING MINIMUM REQUIREMENTS FOR PUBLIC UTILITIES IN PUBLIC RIGHT-OF-WAYS AND EASEMENTS

WHEREAS, the City of Ramsey desires to ensure that all public utilities installed within public right-of-ways and easements are able to be adequately maintained in perpetuity using City-owned equipment and vehicles.

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

1) The City shall be responsible for maintaining utility mains and trunk lines under streets.
2) The City shall not accept any designs that do not meet minimum City design standards.
3) The City shall not accept any designs that are not able to be maintained by City-owned equipment or vehicles.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember __ _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the __ day of ____, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Public Works Committee conducted a regular meeting on Tuesday, January 19, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
Councilmember Debra Musgrove
Councilmember Matt Woestehoff

Also Present: City Engineer Bruce Westby
Deputy City Administrator Tim Gladhill
Councilmember Chelsea Howell

1. CALL TO ORDER

Acting Chairperson Riley called the regular meeting of the Public Works Committee to order at 5:30 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

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

Motion carried. Voting Yes: Acting Chairperson Riley, Councilmembers Woestehoff and Musgrove. Voting No: None.

4. APPROVE MINUTES

4.01: Approve November 17, 2020, Meeting Minutes

Acting Chairperson Riley acknowledged that the other members were not present at the meeting but commented that the minutes accurately reflect the discussion.

Councilmember Musgrove was unsure that the motion could be passed as the members not present would need to abstain.

Deputy City Administrator Gladhill confirmed that the group could approve the minutes even though not present.

Motion by Acting Chairperson Riley, seconded by Councilmember Woestehoff, to approve the following minutes:

Regular Meeting Minutes dated November 17, 2020.

Motion carried. Voting Yes: Acting Chairperson Riley and Councilmembers Woestehoff. Voting No: None. Abstain: Councilmember Musgrove.

5. COMMITTEE BUSINESS

5.01: Appoint Chair and Vice Chair of the Public Works Committee

City Engineer Westby noted that a Chairperson and Vice Chairperson would need to be elected.

Acting Chairperson Riley recommended appointing the Chair and Vice Chair at the first Public Works Committee meeting of the year in future years.

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to appoint Councilmember Riley as Chairperson and Councilmember Musgrove as Vice Chairperson of the Public Works Committee.

Motion carried. Voting Yes: Acting Chairperson Riley, Councilmembers Woestehoff and Musgrove. Voting No: None.

5.02: Receive Update on Cost Share Alternatives for Riverdale Drive Extension Improvement Project Related to Riverstone South; Case of Capstone Homes and Pearson Properties of Ramsey

Deputy City Administrator Gladhill provided an update on a potential cost share framework for the Riverdale Drive Extension Improvement Project.

Councilmember Musgrove asked for additional input on the timeframe planned for Riverdale Drive and the projected funding sources.

Deputy City Administrator Gladhill stated that the original study from MnDOT and Anoka County for Highway 10 and the corridor had Riverdale Drive labeled as an opportunity or development driven project with no specific timeframe, therefore it would move forward when development occurred, or funding was available. He noted that if the project were not development driven the extension would be linked to grant funding, similar to the other phases of Riverdale Drive, which would have estimated that about five or ten years out. He provided additional details on grant funding, noting that typically a project of this scope would have a five-year planning process in order to successfully obtain grants.

Councilmember Musgrove asked for more clarity related to the developer and assurance that the contribution of the City for this project would not financially benefit the developer's project.

Deputy City Administrator Gladhill explained that the City looks at the project as a whole and the benefit that it provides. He noted that all contributions to the project are valid, but the City is concerned that its contribution could be considered above industry standards and therefore it would make sense to have underwriting done.

Councilmember Musgrove asked if the $350,000 would not be paid in addition to the preserve land.

Deputy City Administrator Gladhill provided background information on the park dedication for the Riverstone South property, noting that park dedication focused on the one acre of park and cash contribution of $350,000. He noted that the City will look for outside funding to assist in the price for the preserved area.

Chairperson Riley asked if the reason this has changed is related to the County parcel.

Deputy City Administrator Gladhill confirmed that is a large portion of the discussion but noted that the developer also offered a counteroffer.

Chairperson Riley asked if the offer would be to buy the entire County parcel.

Deputy City Administrator Gladhill stated that there are three parcels that make up the property in discussion, noting that the County purchased that in 2008 in attempt to preserve that for a future river crossing. He stated that the parcel is split in three pieces because the County used different funding sources to purchase the property. He noted that the City would not be purchasing the entire County owned parcel, but the entire parcel outlined in the case.

Chairperson Riley asked and received confirmation that the road would take up about one third of that proposed parcel.

Deputy City Administrator Gladhill believed that a user could be found for the remainder of the parcel outside of the road.

Councilmember Woestehoff asked if there is contingency planned if the funds are not received from MnDOT.

Deputy City Administrator Gladhill stated that the deal would not move forward without that funding from MnDOT, therefore when action is taken on the preliminary plat, the City will be well protected.

Tom Bakritges, Capstone Homes, commented that this has been a 13-month process thus far and a lot of different iterations to the plan have occurred, to the good. He commented that they have been cooperative with all the necessary parties, noting that by the time construction would begin they would be more than two years into the planning process. He commented on the seven acres of wooded area that will be preserved, the one acre of wooded park land, the buffering that would occur along Riverdale Drive, and the variety of housing that would be provided through their development. He stated that there are 15 acres of open space on the south side that provide

buffering between the Riverstone development and adjacent Bowers Drive neighborhood. He stated that the seven acres plus one acre equate to over 10 percent of the site which is above the required park dedication with only land contributions. He referenced the original framework for Riverdale Drive that used one third contributions that everyone agreed to, acknowledging that there was a gap. He stated that they do not agree to spend their funds on a public improvement on County property. He stated that the mechanism of the dollar amounts, and percentages do not change by much, but they do not want to contribute to the County property. He commented that things were added to the project which add cost and they do not want to contribute to. He stated that staff was able to develop the new framework which they agree to. He stated that they cost-shared on the construction of Puma with the City in Riverdale North and is an example of how this can work. He stated that they agreed to the recommendation of staff to provide the seven acres of wooded area, one acre of park land and a cash park dedication of $350,000 for Riverstone South as long as the City purchases the seven acres of wooded land for $350,000. He stated that they have not discussed about opening books throughout this process and would not agree to that. He stated that they are not asking for TIF or anything above what is typically done for public improvement projects. He commented that they realize that the City and County are going through the appraisal process for the County parcel and that potential purchase would provide the City with benefit down the road when development of that site occurs. He stated that if Capstone had to put more dollars into this improvement, they would not move the project forward. He stated that the goal would be for the City to have its third-party financing in order to move forward in spring of 2022 when Capstone is ready to move forward on Riverstone South. He stated that they want to continue working with and collaborating with staff and agree to the framework but do not agree with the underwriting component.

John Dobbs, representing the Pearson family, commented that they have had direct conversations with staff which he appreciates. He commented that there are two things different in this framework, than the original which split it into thirds. He stated that the land value is different and not accounted for. He stated that if grant funds are allocated for land purchase that provides the City with land that would be improved as it would have both right-of-way and road access and could be sold for development, therefore he struggles with the premise that the entire cost for the land is shown on the sheet, but the future value is not accredited to offset that. He stated that the other difference from the original framework is the Bowers Drive extension, cul-de-sac, and access point. He commented that the Pearson family is donating the right-of-way for Riverdale Drive and would also be asked to provide the right-of-way and cul-de-sac area for Bowers Drive, which is not their responsibility to donate. He stated that the associated details and costs were not shown in the original framework and it is the opinion that the Bowers Drive right-of-way and cul-de-sac for Bowers Drive is the responsibility of Bowers Drive residents and not the Pearson family. He stated that the original framework agreed to each of the three parties contributing one third of the cost, with an acknowledgement that there was a gap on the County contribution. He stated that the new framework does not show the value of the land that the City would purchase with grant funds and also shows the Bowers Drive requirements as a credit on the City portion. He stated that the Pearson's agreed to the one third split and do not agree to the Bowers Drive components.

Steve Bona, Capstone Homes, commented that the original framework included the one third split of costs between the parties and Capstone still agrees to that. He stated that the framework then allowed the negotiation of the park dedication and tree preservation, which was then approved.

He noted that those two elements were approved, and Capstone proceeded with the preliminary plat in order to reach this point. He stated that they are concerned because there is now a discussion about underwriting and that is being used in a manner to say that if Capstone does not want to go through underwriting, it could forego the $350,000 the City offered to pay for the tree preservation area or could pay $272,000 for Riverdale Drive. He stated that means that the framework originally approved as significantly changed. He noted that the initial funding gap in the original framework for the County was $117,000.

Chairperson Riley thanked Capstone for being present as they have been a great partner and developer in the community. He stated that it appears that Capstone agrees to the framework but is concerned with the tree preservation dollars and the Ehlers underwriting. He stated that it appears the Pearson family is concerned with the land value.

Mr. Dobbs commented that he understands the land value is an estimate but there is no estimate for the potential return on investment for the City owning the land if the grant funds will all be used for that acquisition. He noted that the Bowers Drive portion also reduces the City contribution and was not included in the original framework.

Councilmember Musgrove commented that she feels that she understands both sides after hearing input. She asked if there would be time to gain additional outside funds associated with the tree preservation land.

Deputy City Administrator Gladhill stated that staff has been discussing opportunities with different outside groups that are providing input to the City.

Councilmember Musgrove stated that it sounds like these issues were perhaps unknowns and they are now fitting them into the framework. She stated that she would like to stick to the original framework to the extent possible and encouraged staff to continue to look for funding with the option of perhaps using the County HRA funds as well.

Deputy City Administrator Gladhill stated that if the road wants to be built, it has been the input from the County that the City would need to purchase that parcel. He noted that staff continues to have discussions with the County to investigate options that would not include purchase of the parcel.

Councilmember Musgrove stated that it appears there is still time to move forward with the original framework split and continue to look for funds to use for tree preservation and the County portion. She stated that the consensus throughout this discussion has included the preserved trees and the developer presented that plan.

Deputy City Administrator Gladhill noted that staff is attempting to stay close to the original framework and provided details.

Councilmember Musgrove asked if a cul-de-sac is needed at the end of Bowers Drive.

Deputy City Administrator Gladhill stated that MnDOT is not going to allow two access points that close together and if that cul-de-sac is not provided, the $1,250,000 grant will not be provided from MnDOT.

Councilmember Musgrove asked if the road could be stubbed rather than a cul-de-sac.

City Engineer Westby commented that a shared driveway or something of that nature could be considered but that comes with other issues.

Deputy City Administrator Gladhill stated that a second connection to Bowers Drive was already foregone and therefore he would find it hard to believe that public works and public safety would agree to less than a cul-de-sac.

Councilmember Woestehoff asked the density for the County parcel.

Deputy City Administrator Gladhill stated that currently the parcel is zoned R-2, medium density residential. He stated that part of this exercise would be to determine the highest and best use of the parcel adjacent to the solar farm.

Chairperson Riley stated that it appears that everyone agrees to the one third split for the framework as presented and reviewed some of the other assumptions. He stated that it appears the consensus is to continue to look for outside funds for tree preservation purchase. He stated that underwriting is often done for the EDA but was unsure if that was typically done for public works.

Deputy City Administrator Gladhill confirmed that it would be at the discretion of the City as to whether to require that underwriting. He stated that the underwriting does not have to be done and was provided as a tool.

Chairperson Riley stated that two uses of funds were identified that could remove the underwriting recommendation.

Mr. Bakritges stated that the mention of underwriting is new. He stated that the dollars for the approved framework and this framework are essentially the same and therefore he does not see a need for underwriting. He stated that the County parcel was not part of the framework before and now it is, and they agree that if funds are received the City can use them in that way. He stated that they do not see any additional enrichment of dollars to the developer which would justify underwriting.

Mr. Bona stated that Capstone would never open their books for private development. He stated that the seven acres of tree preservation is something the City asked them to do. He stated that Riverdale is a collector road and traditionally both the City and developers contribute. He stated that they are not asking for public assistance that would justify underwriting.

Chairperson Riley stated that underwriting is typically done for the EDA and it would essentially be the same idea but recognized that it is not typically done.

Councilmember Musgrove commented that she does not see the developer gaining anything differently because the City would be acquiring land in order to construct a road through that parcel.

Deputy City Administrator Gladhill stated that underwriting is not recommended because of the new version but more related to the more known costs.

Councilmember Musgrove commented that she does not fully understand the implications of underwriting.

Chairperson Riley provided additional details on the underwriting process and rate of return on the investment related to the City contribution.

Mr. Bona commented that they did two assessment projects that included City contributions, Bunker Lake and Puma, and there was never a discussion of underwriting or Capstone opening its books. He stated that they would like to continue to follow that process.

Councilmember Woestehoff stated that he was unsure that underwriting is the right process for this. He acknowledged that without the County property, this project would die because the collector road cannot go through.

Mr. Dobbs stated that when the original framework was done the required right-of-way was not known and so they understand that more details are known at this time. He stated that he has a lot of residential, commercial, and industrial development experience and while it makes sense to use underwriting to show benefit on commercial development it would be unrealistic to do that for residential development. He stated that he does not speak for Capstone but based on his experience in development it would not make sense for Capstone to open its books for underwriting.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to recommend City Council approve the alternate cost share framework without the underwriting.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Musgrove and Woestehoff. Voting No: None.

5.03: Consider Water Treatment Plant Site Selection Recommendation

City Engineer Westby reviewed the staff report and stated that engineering and public works staff recommend locating the proposed water treatment plant (WTP) on the Public Works Site due to that site having the lowest estimated construction cost; the ability to maintain control over the cemetery access road; the ability to most cost-effectively share security infrastructure, an emergency generator, and garage space; and significant operational efficiencies and cost savings of the life of the WTP. Staff also recommends proceeding with the proposed WTP construction in as timely a manner as possible to ensure the City is able to continue to provide water in compliance with Minnesota Department of Health (MDH) health based values (HBV) for manganese, The City has been running only two to four municipal wells to supply water to the City since the summer of 2019, meaning these wells are constantly in operation and are not able

to be rested or taken off-line for routine maintenance. If the City elects to move forward with constructing a WTP in a timely manner, it could be operational by spring of 2023. On January 7th, the Planning Commission unanimously recommended City Council approval of the Public Works Site for the proposed WTP. On January 14th, the Economic Development Authority unanimously recommended approval of the Public Works Site for the proposed WTP.

Deputy City Administrator Gladhill stated that public works prefer the east side of the site for access to the cemetery. He stated that in terms of EDA this is the best site for economic development, but the economy is in a much different position than it was, and this site provides the most overall benefit.

Councilmember Musgrove commented that this seems to be well thought out and this site seems to be the best location. She agreed that it would make the most sense to use the public works site because of the efficiencies identified in the report. She referenced the funding for the added project costs and whether that could come from the same funding source even though those are ancillary uses.

City Engineer Westby stated that this would all be part of constructing the WTP and therefore all the funding could be used for that purpose.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to recommend City Council approval of the Public Works Site for the proposed Water Treatment Plant.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Musgrove and Woestehoff. Voting No: None.

5.04: Consider Recommending City Council Approval of Plans and Specifications and Authorization to Advertise for Bids for Riverdale Drive Reconstruction, Improvement Project #21-00

City Engineer Westby reviewed the staff report and recommendation to recommend approval of plans and specifications and authorization to advertise for bids for Riverdale Drive Reconstruction, Improvement Project #21-00. Staff recommendations include not constructing concrete sidewalk south of Riverdale Drive as part of this project, and not constructing the Mississippi River observation deck as part of this project.

Councilmember Musgrove asked for additional details as it relates to the Ramsey Gateway Highway 10 improvements.

City Engineer Westby provided additional details noting that design alternatives are being reviewed for the Ramsey Gateway project, and identified the construction limits on the east end of Riverdale Drive, which could then be tied into the Highway 10 project in the future.

Councilmember Musgrove commented that the Highway 10 plans are still being finalized.

City Engineer Westby noted that the proposed termination of the road would align as closely as possible with the Ramsey Gateway Highway 10 plans.

Councilmember Musgrove referenced the section of road for the townhome section, west of Feldspar Street, and asked the width of that segment and whether that would match in terms of width and lanes to the new road east of Feldspar Street.

City Engineer Westby replied that is a narrower segment and this segment would be about four feet wider. He identified the placement of the trail and noted that the lanes would align even with the different widths.

Chairperson Riley asked the amount of MSA funds the City has been receiving.

City Engineer Westby replied that the City received around $1,600,000 last year in total for construction and maintenance. He confirmed that all previous loans have been paid back and therefore any MSA funds received moving forward will be available for projects. He noted that they are estimating less in MSA funds this year because the calculation is based on road usage and there were less people on the road in 2020 due to the pandemic.

Chairperson Riley commented that 15 or 20 years ago the City borrowed money against future MSA to construct specific improvements. He noted that those funds have been paid back and the funds therefore are available for use on projects.

Councilmember Musgrove asked if the plans and specifications are typically included in cases or only upon request.

City Engineer Westby commented that if the plans and specifications are complete they could be included in the case, but he explained that if the plans are included in the case, they become public and anyone can access that information. He explained that if changes are made to the plans after that time, a contractor could then incorrectly base their bid on the plans that were included in the case. He stated that the plans can be presented and shared with the Council once they are fully prepared. He acknowledged that the plan development process has been hurried the past few years so Council approvals were requested while plans were being finalized but he hoped that this would be the last year because of the change in funding, which will allow Staff to start developing projects earlier in the year. He noted that the most relevant plans would be included in the presentation to the full Council when the process reaches that step.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to recommend City Council approval of plans and specifications and authorization to advertise for bids for Riverdale Drive Reconstruction, Improvement Project #21-00.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Musgrove and Woestehoff. Voting No: None.

5.05: Consider Recommending City Council Approval of Plans and Specifications and Authorization to Advertise for Bids for 2021 Crack Seal Improvements, Improvement Project #21-06

City Engineer Westby reviewed the staff report and recommendation to recommend approval of plans and specifications and authorization to advertise for bids for 2021 Crack Seal Improvements, Improvement Project #21-06 as crack sealing remains the most cost-effective maintenance operation available.

Chairperson Riley noted that it is scheduled to crack seal the rejuvenated section in Stanhope and asked if that would be the intended process.

City Engineer Westby noted that the projects are unrelated. He explained when the rejuvenation would typically occur and noted that once that is completed crack sealing could occur anytime.

Councilmember Musgrove stated that within the case she noticed similar lengths of area with different materials proposed and asked if that is related to the age of the street.

City Engineer Westby replied that the pounds of the material are adjusted based on the condition of the road. He stated that staff estimate the pounds that will be needed in order to address the disparity of the cracking.

Councilmember Musgrove referenced areas within the Riverstone development, noting that those are new streets and asked how those roads would already need crack sealing. She stated that when she has driven on the roads, they look really nice and she was surprised to see them on the list.

City Engineer Westby replied that staff attempts to crack seal pavements three years after construction and these roads were constructed in 2017. He commented that the cracking should be minimal, but they are attempting to be proactive in maintenance.

Councilmember Musgrove asked if other areas of the City would be more in need than this newer area.

City Engineer Westby replied that the primary focus is to be proactive with maintenance in order to keep the good streets good. He commented that some streets in the City are past the point of maintenance and staff will do something if they can, but the priority will remain on extending the lifespan of the new roads.

Councilmember Howell asked how staff determines that quality work will be received from bids.

City Engineer Westby replied that experience is the best teacher, noting that typically the City receives bids from the same contractors that they know to do a good job. He stated that if a contractor is not known, staff reaches out for input from other municipalities to determine if there have been past issues. He stated that very rarely does the City find a contractor they do not want to work with. He stated that the City is typically required to award to the low bidder. He noted that there are specifications and the minimum requirements that a low bidder must meet.

Chairperson Riley stated that the City has become strict on inspections to ensure that road is built to specification.

Councilmember Musgrove referenced the MSA roads included for crack seal and asked if that would be funded through crack seal or MSA funds.

City Engineer Westby replied that crack seal funds budgeted are historically used for crack sealing, regardless of whether a road is an MSA road. He stated that the intent is to use MSA funds for reconstruction or overlay projects.

Councilmember Musgrove asked if additional crack seal work would be anticipated later this year using MSA maintenance dollars.

City Engineer Westby replied that the budget for this year uses the MSA funds for reconstruction and overlay projects.

Councilmember Musgrove asked for details on the 14 percent indirect costs associated in the case. She also asked for details on the consortium that exists for road improvements.

City Engineer Westby replied that he could bring additional information back to the group related to the consortium. He stated that Ramsey is not a partner city, but he is on the email list and receives shared information. He believed there were currently 11 members in the consortium with Coon Rapids leading the group and organized maintenance activities. He stated that Ramsey has been watching the consortium to determine if they should join for maintenance, but thus far Ramsey has received lower bids, including the 14 percent indirect costs which includes plan preparation and inspection. He noted that being independent also allows for greater flexibility in scheduling the work, which can benefit abutting property owners.

Motion by Councilmember Woestehoff, seconded by Councilmember Musgrove, to recommend City Council approval of plans and specifications and authorization to advertise for bids for 2021 Crack Seal Improvements, Improvement Project #21-06.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Woestehoff and Musgrove. Voting No: None.

5.06: Consider Recommending City Council Approval of Resolution Adopting Minimum Requirements for Public Utilities Installed in Public Right-of-Ways and Easements

City Engineer Westby reviewed the staff report and recommendation to approval of a resolution adopting minimum requirements for public utilities installed in public right-of-way and easements.

Chairperson Riley stated that he likes where this is headed. He asked if this were in place would it be hamstringing the City and future developers.

City Engineer Westby replied that the City prefers gravity sewer, and the Riverwalk site was too low to make that work. He reviewed the different options that could be used and noted that the developer chose the cheapest route with the intent of the developer maintaining that line. He stated that if that option were chosen in a future development, one lift station would need to be created with a pressurized system going to the gravity system. He recognized that there would be additional cost to a developer for that.

Councilmember Woestehoff asked if this is something that should be run by EDA and the Planning Commission before going before the Council.

Chairperson Riley commented that this is more of a policy decision.

Councilmember Woestehoff stated that there are sites that may fall into this category and as a previous member of the Planning Commission he did not recall this being an issue when Riverwalk was proposed.

Deputy City Administrator Gladhill explained that the core function of the EDA is business retention and subsidy, and this level of detail is not intended to be a function of the Planning Commission. He commented that additional feedback could be gathered from those groups, but Public Works Committee would be the appropriate group to review this and make a recommendation to the Council.

Councilmember Musgrove commented that as part of this draft resolution, perhaps the excluded areas of the City should be listed. She asked if Riverwalk would be the only development of that nature.

City Engineer Westby replied that there are numerous undeveloped parcels that would fall into this category and require some level of a pressurized system to reach the City system.

Councilmember Musgrove clarified that she did not want to misconstrue that this action would make the City responsible for any other systems.

Chairperson Riley stated that the language is generic in utility and trunk lines and asked if that would accurately cover water and sewer.

City Engineer Westby replied that it is his understanding that it is the intent of the City to maintain infrastructure under the roadway and/or right-of-way and therefore the City would want to ensure that the pipes are adequately sized.

Chairperson Riley asked if there would be a downside.

City Engineer Westby replied that he did not notice a downside but would double check with Public Works Superintendent Riemer before bringing this forward to Council. He noted that this was intended to be a starting point and therefore broad language was used and confirmed that staff would verify to ensure that the City would not be at risk.

Councilmember Musgrove asked if a resolution is needed or whether the City simply needs to update the policy/designs.

Deputy City Administrator Gladhill stated that having the backing of the Council through resolution helps with developer discussions. He stated that the language is broad enough yet specific enough for negotiations and code enforcement.

City Engineer Westby replied that the Council does not adopt the design standards per se, therefore the resolution provides the policy direction to guide those standards.

Deputy City Administrator Gladhill explained that this direction and policy from the Council is helpful on the front end to prevent a situation like Riverwalk from occurring.

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to recommend City Council approval of a resolution adopting minimum requirements for public utilities in public right-of-way and easements as discussed.

Further discussion: Chairperson Riley commented that if staff feels that additional language is needed for the resolution it should be added as discussed. Councilmember Woestehoff commented that he would be comfortable with staff making the amendments in line with the discussion.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Musgrove and Woestehoff. Voting No: None.

6. COMMITTEE / STAFF INPUT

6.01: Staff Updates on Improvement Projects and Items of Interest

City Engineer Westby provided an update on current and proposed City, County and MnDOT improvement projects and studies and other items of interest to the Committee.

6.02: Review Future Topics Calendar

City Engineer Westby stated that staff is doing its best to reach the topics on the list once other projects are cleared off.

Councilmember Musgrove asked if any of the projects on the list would qualify for Watershed Based Funding.

City Engineer Westby stated that staff will look through the CIP to determine if any of the projects would qualify.

7. ADJOURNMENT

Motion by Councilmember Musgrove, seconded by Councilmember Woestehoff, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 8:23 p.m.

Respectfully submitted,

Grant Riemer
Public Works Superintendent

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **5. 8.**

Meeting Date: 11/09/2021

By: Brian McCann, Community Development

Information

Title

Adopt Resolution #21-287 Granting a Conditional Use Permit for Auto Sales at 6957 Highway 10 NW; Case of Laws Auto Connection

Purpose/Background:

The purpose of this case is to consider a request from Laws Auto Connection (the "Applicant") for a Conditional Use Permit (CUP) for auto sales at 6957 Highway 10 NW (the "Subject Property"). The Applicant is proposing an online sales method with scheduled showings at the Subject Property. The property is zoned H-1 Highway 10 Business District and is guided for Commercial in the comprehensive plan. Motor vehicle, implement, and recreation equipment sales and service are allowed as a Conditional Use in the H-1 District.

Notification:

Staff attempted to notify all property owners within 350 feet of the Subject Property of the requested Conditional Use Permit via standard U.S. mail and published the Notice of Public Hearing in the Anoka County UnionHerald.

Observations/Alternatives:

Section 117-115 (B-2 Highway Business District) states that motor vehicle sales is a conditional use in this district. Laws Auto Connection ("the Applicant") is currently licensed and operating at 6957 Highway 10 NW (the "Subject Property") and plans on opening his own office in the same building. The applicant has provided a site plan of proposed parking locations for both sales and customers on the Subject Property.

Section 117-356 (Off-Street Parking Standards) states that one (1) customer space must be provided for each ten (10) automobiles displayed one (1) space for each full time employee. The applicant's site plan provides five (5) customer parking spaces with a stall width of nine (9) feet with the remainder of the space for sales parking, as required by the State for a Motor Vehicle Dealer's License. The Subject Property has a paved surface lot. The new use will not create a shortage of parking on the Subject Property, and with minimal customers coming to and from the Property, Staff is supportive of the request.

<u>October Planning Commission</u>

At the Planning Commission's regular meeting on October 28, 2021, the Planning Commission recommended adoption of Resolution #21-287 Granting a Conditional Use Permit for auto sales in a B-2 Highway Business District.

<u>Alternatives</u>

Option 1: Motion to adopt Resolution #21-287 approving a Conditional Use Permit for auto sales in a B-2 Highway Business District. Auto sales is a conditional use in this district, the applicant currently is licensed and operating at this location, and the Subject Property will adequately function as a site for auto sales.Staff supports this option.

Option 2: Motion to deny the request. The City would need to find that the property does not adequately function as a site for auto sales due to outdoor parking and storage constraints or other conflicts with City Code provisions. Staff does not support this option.

Funding Source:

The Applicant is responsible for all costs associated with review.

Recommendation:

The Planning Commission recommends adopting Resolution #21-287 Granting a Conditional Use Permit to Laws Auto Connection for auto sales at 6957 Highway 10 NW.

Action:

Motion to adopt Resolution #21-287 Granting a Conditional Use Permit for auto sales at 6957 Highway 10 NW.

Attachments

Site Location Map
Site Plans
Narrative
Resolution #21-287

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	11/04/2021 10:15 AM
Kurt Ulrich	Kurt Ulrich	11/04/2021 03:43 PM
Form Started By: Brian McCann		Started On: 10/27/2021 03:01 PM
Final Approval Date: 11/04/2021		

City of RAMSEY

Site Location Map

6957 Highway 10 NW

Laws Auto Connection CUP

Legend

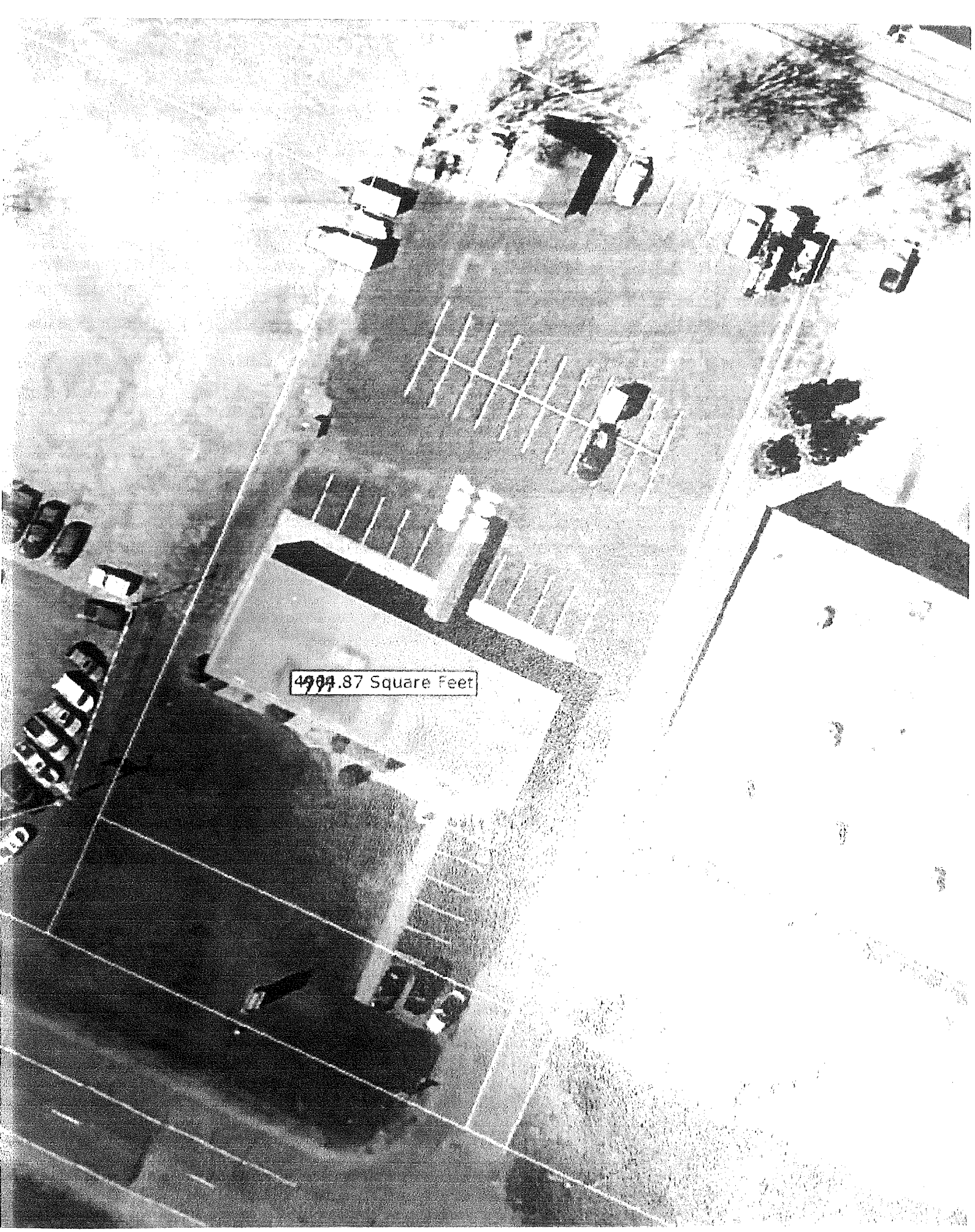
Site

Parcels

N

10/6/2021, 4:08:03 PM

0 0.045 0.09 mi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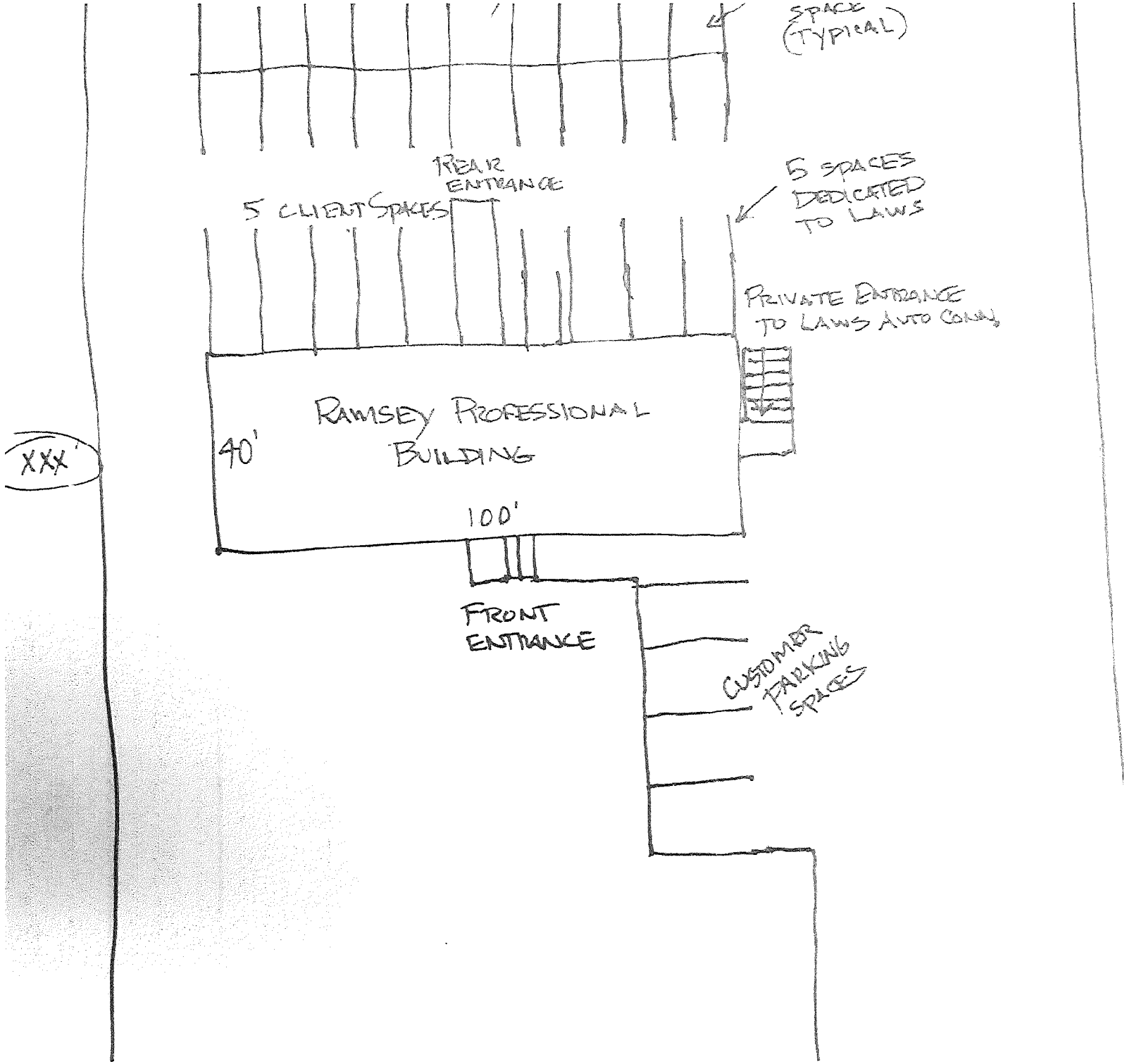
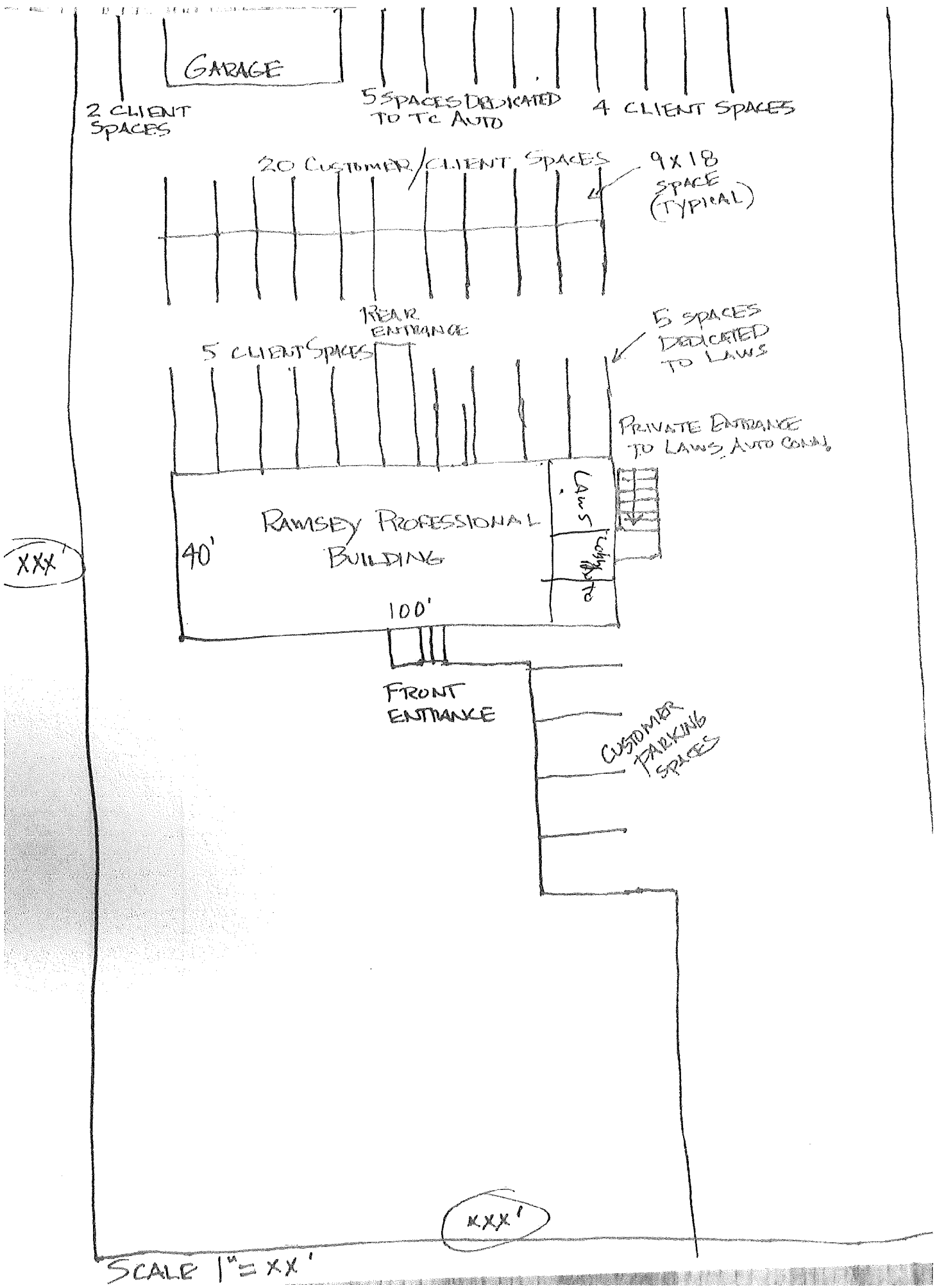
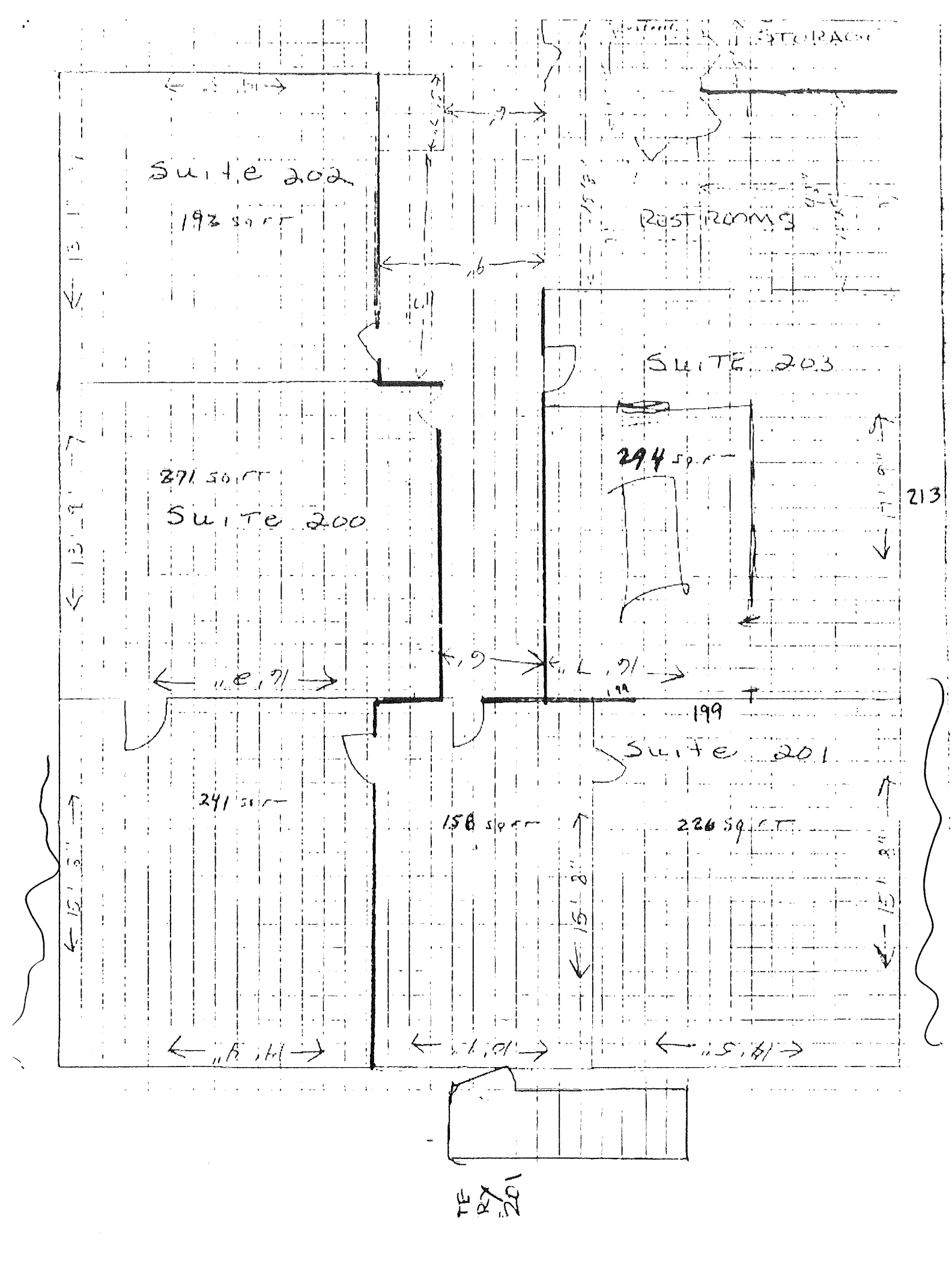

SPACE (TYPICAL)
REAR ENTRANCE
5 CLIENT SPACES
5 SPACES DEDICATED TO LAWS
PRIVATE ENTRANCE TO LAWS AUTO CONN.
RAMSEY PROFESSIONAL BUILDING
40'
100'
XXX'
FRONT ENTRANCE
CUSTOMER PARKING SPACES


GARAGE
2 CLIENT SPACES
5 SPACES DEDICATED TO TC AUTO
4 CLIENT SPACES
20 CUSTOMER/CLIENT SPACES
9X18 SPACE (TYPICAL)
REAR ENTRANCE
5 CLIENT SPACES
5 SPACES DEDICATED TO LAWS
PRIVATE ENTRANCE TO LAWS, AUTO CONN.
RAMSEY PROFESSIONAL BUILDING
40'
100'
XXX'
FRONT ENTRANCE
CUSTOMER PARKING SPACES
XXX'
SCALE 1"= XX'


STORAGE
Suite 202
193 sq ft
RESTROOMS
Suite 203
294 sq ft
271 sq ft
Suite 200
213
199
Suite 201
241 sq ft
158 sq ft
226 sq ft

Laws Auto Connection

My plan is simple. I will be placing 1 vehicle in the front of the building for sale with up to 5 more in the back of the building on hand. My business model is not a traditional car lot model. I will keep a handful of vehicles on hand that will be serviced off site and offered to the public online. I have a virtual lot online thru Facebook marketplace and various other online platforms to advertise my vehicles and abilities to procure new and used vehicles for current and potential clients. I will set appointments to view the vehicles at the site in question. I will also be brokering new and used vehicles using other dealer's facilities and inventories along with wholesaling vehicles form dealer to dealer. I will not be stacking up the lot with vehicles and salespeople waiting for clients. I will be setting appointments for clients to show them vehicles on hand and to meet with them to go over their automotive needs. The process of buying a vehicle in my humble opinion is often horrible and time consuming. The car sales environment is often selfish and toxic. That environment was a serious strain on my health and family life which pushed me and my 30-years of automotive owner and sales experience to help people get the vehicle they need and want at a fair price in the easiest, friendliest, and personalized manner possible.

Sincerely,

Jay Laws

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-287

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR AUTOMOTIVE SALES AT 6957 HIGHWAY 10 NW AND DECLARING TERMS OF AGREEMENT

RECITALS

1. Jay Laws, on behalf of Laws Auto Connection, hereafter referred to as "**Permittee**", has properly applied for a Conditional Use Permit to allow motor vehicle sales on the property generally known as 6957 Highway 10 NW and legally described as:

   LOT 4 AUDITORS SUBDIVISION NO 31 DESC AS FOL: COM AT SE COR OF SD LOT, TH NWLY ALG SWLY LINE OF SD LOT 520 FT TO POB, TH CONT NWLY ALG SD SWLY LINE 155 FT, TH DEFL TO RT AT ANG OF 88 DEG 335 FT +OR- TO NELY LINE OF SD LOT, TH SELY ALG SD NELY LINE 155 FT +OR- TO INTER/W A LINE EXTD NELY FROM POB AT ANG OF 88 DEG, TH SWLY ALG SD LINE 338 FT +OR- TO POB, EX SLY 42 FT THEREOF, Anoka County, Minnesota

   (the '**Subject Property**');

2. That the **Subject Property** is zoned H-1 Highway 10 Business District and is approximately 1.04 acres in size.

3. That motor vehicle, implement, and recreation equipment sales and service is a conditional use in the H-1 Highway 10 Business District.

4. That the **Subject Property** abuts Highway 10 NW to the south, and parcels to the east and west of the **Subject Property** are zoned H-1 Highway 10 Business District.

5. That the **Permittee** has submitted a site plan indicating five (5) parking spaces dedicated to the business in the north existing parking lot, and a private entrance to their office.

6. That Section 117-120 of the City Code requires all parking and pavement (including maneuvering, sales, and display areas) be setback from the street right-of-way a distance of at least twenty (20) feet.

7. That City Code Section 117-356 (Commercial and Industrial Development Off-Street Parking) requires one (1) dedicated customer parking space for every ten (10) vehicles displayed; three (3) dedicated customer parking spaces for each enclosed bay; and one (1) dedicated parking space for each full time employee.

8. That vehicles displayed for sale shall be restricted to bituminous or concrete surfaces only.

9. That the Planning Commission met on October 28, 2021, and conducted a public hearing and recommended approval of the request.

10. That the City Council met on November 9, 2021 and approved the request.

FINDINGS OF FACT

1. That motor vehicle sales 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 motor vehicle sales will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That the motor vehicle sales operation will be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will/will not change the essential character of the area.

4. That motor vehicle sales will not be hazardous to existing or future neighboring uses.

5. That motor vehicle sales will not impact essential public facilities and services, such as highways, streets, police and fire protection.

6. That motor vehicle sales 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 motor vehicle sales will not involve uses, activities and equipment that would 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 THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

That the Ramsey City Council hereby grants approval of a Conditional Use Permit (the "**Permit**") for motor vehicle sales on the **Subject Property** contingent upon the following conditions:

CONDITIONS

1. That this **Permit** allows for motor vehicle sales to occur on the **Subject Property**.

2. That this **Permit** is contingent upon site plan review and site plan approval by the Ramsey City Council.

3. That there shall be no parking or maneuvering on any unpaved area at any time.

4. That the Permittee shall ensure that any new or upgraded parking and pavement onsite comply with Section 117-120 of the City Code requiring all parking and pavement (including maneuvering, sales, and display areas) require at least a twenty (20) foot setback from adjacent street right-of-way.

5. That the striping of the paved areas area shall be in compliance with the City Code; the **Permittee** shall submit plans to the City of Ramsey prior to any paving or striping for proper permitting.

The **Permittee** shall stripe all required customer parking stalls and those stalls shall not be used for any use other than customer parking.

6. That the **Permittee** shall maintain the **Subject Property** in compliance with City Code Section 117-356 (Commercial and Industrial Development Off-Street Parking) and Chapter 30 (Nuisances) at all times.

7. That there shall be no salvaging of parts from inoperable motor vehicles on site to be used to repair other motor vehicles.

8. That there shall be no outside storage of parts or cannibalized vehicles on the **Subject Property**.

9. That the **Permittee** shall obtain all necessary permits to complete any required building modifications or site modifications.

10. That the **Permittee** (or any other tenants) shall obtain all necessary licenses to lawfully operate motor vehicle sales operations on the **Subject Property**.

11. That the **Permittee** shall maintain all required drive aisle widths in accordance with City Code Section 117-356.

12. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.

13. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this Permit.

14. 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.

15. That this **Permit** shall automatically expire if the use is not initiated within one (1) year of the date of this approval.

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 9th day of November, 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 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:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

CC Regular Session **5. 9.**

Meeting Date: 11/09/2021

By: Brian McCann, Community Development

Information

Title

Adopt Resolution #21-288 Granting a Conditional Use Permit for Auto Sales at 6740 Highway 10 NW and Declaring Terms of Agreement

Purpose/Background:

The purpose of this case is to consider a request from Sang Huynh and Toan Danh (the "Applicants") for a Conditional Use Permit (CUP) for commercial auto sales as well as outdoor storage of vehicles, trucks, and trailers attendant to this business located at 6740 Highway 10 NW (the "Subject Property"). The Applicant is proposing operation hours of 8:00 a.m. to 5:00 p.m. Monday though Friday, 8:00 a.m. to noon on Saturday, and being closed on Sundays. The property is zoned B-2 Highway Business District and is guided for Commercial in the comprehensive plan. Motor vehicle, implement, and recreation equipment sales and service are allowed as a Conditional Use in the B-2 District. The Applicants are proposing two motor vehicle dealers operating from this location.

Notification:

Staff attempted to notify all property owners within 350 feet of the Subject Property of the requested Conditional Use Permit via standard U.S. mail and published the Notice of Public Hearing in the Anoka County UnionHerald.

Observations/Alternatives:

Summary

In addition to auto sales, the Applicants are proposing to fully enclose the Subject Property with a privacy fence to ensure security and a presentable view from Highway 10. Another proposed change to the Subject Property is an expansion to the property's parking lot. The expansion is proposed for the southwestern portion of the property and will connect existing bituminous pavement up to the property line. The proposed expansion will add approximately 6,000 square feet of impervious surface to the Subject Property.

They anticipate the number of vehicles on site to fluctuate based on business volume and number of customers. They plan for the average number of vehicles to be consistent with approximately 80% of the total number of marked parking stalls that the Applicant intents to paint, with adequate allowance for movement of the vehicles as well as for traffic generated by customers and staff. This will not include building areas and customer/staff parking.

An onsite inspection of the Subject Property was made on October 7, 2021 with Planning Staff and the Building Official. The inspection revealed non-compliant ADA bathrooms, no striping for costumer parking and only enough office space for a single automotive salesperson. There was brief discussion into the feasibility of the Applicant's desire to convert some of the mini storage units into an automotive repair facility, but the Applicants are no longer pursuing that and it was not deemed feasible by the Building Official.

October Planning Commission

At their regular meeting on October 28th, 2021, the Planning Commission recommended adoption of Resolution #21-288 Granting a Conditional Use Permit for Auto Sales at 6740 Highway 10 NW and Declaring Terms of Agreement.

Alternatives

Alternative 1: Motion to approve the CUP with conditions as proposed by City Staff. Staff is supportive of this

alternative.
Alternative 2: Motion to approve the CUP with additional conditions, as well as the conditions proposed by City Staff. Staff also supports this alternative.
Alternative 3: Motion to deny approval of the CUP. Staff does not recommend this alternative.

Funding Source:

The Applicant is responsible for all costs associated with review.

Recommendation:

The Planning Commission recommends adopting Resolution #21-288 Granting a Conditional Use Permit for commercial auto sales and outdoor storage of vehicles and trucks at 6740 Highway 10 NW.

Action:

Motion to adopt Resolution #21-288 Granting a Conditional Use Permit for commercial auto sales at 6740 Highway 10 NW.

Attachments

Site Location Map

Site Plan

Narrative

Resolution #21-288

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	11/04/2021 11:12 AM
Kurt Ulrich	Kurt Ulrich	11/04/2021 03:44 PM
Form Started By: Brian McCann		Started On: 10/27/2021 03:07 PM
Final Approval Date: 11/04/2021		

City of RAMSEY

Site Location Map

6740 Highway 10 NW

Auto Sales Conditional Use Permit

Legend

Site

Parcels

N

10/8/2021, 11:19:28 AM

0 0.0225 0.045 mi

Future private fence
6740
6740
6740
6740
6740
Customer parking
Employee parking
Future outdoor storage
and asphalt parking
expansion
Future private fence
Future private fence
RIVERDALE DR NW

September 28, 2021

Sang Huynh and Toan Danh
9700 University Ave NW
Blaine, MN 55448

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Dear City of Ramsey:

We submitted a Land Use Application, and received your request that we deliver this letter explaining our intentions regarding the proposed usage of the commercial lot located at 6740 Hwy 10, Ramsey, MN 55303.

We would like to use the location for a business engaged in commercial auto sales, as well as outdoor storage for vehicles, trucks, and trailers attendant to this business. The area will be delimited by a privacy fence to ensure security and a clean view from the road. Business will be operated Monday to Friday from 8:00 am to 5:00 pm, and Saturday from 8:00 am to noon, and closed on Sundays.

You asked how many vehicles we intend to park or store. We anticipate that the number of vehicles will fluctuate from time to time based on our business volume and customer action. We plan that the average number of vehicles will be consistent with approximately 80% of the maximum number of marked parking stalls that we intend to paint in the parking area, with suitable allowance for movement of the vehicles as well as for traffic by customers and staff. This will not include the area of the building and customer/staff parking. We look to the City for guidance on rules regarding marking such parking areas, and it is our intention to comply with same.

We are proud to be a diversely owned Minnesota small business with strong community values. We are very keen on safety and the environmental impact of our work.

Thank you for your attention and consideration,

Sincerely,

Sang Huynh and Toan Danh

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-288

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR AUTOMOTIVE SALES AT 6740 HIGHWAY 10 NW AND DECLARING TERMS OF AGREEMENT

RECITALS

1. Sang Huynh and Toan Danh, hereafter referred to as "**Permittees**", have properly applied for a Conditional Use Permit to allow motor vehicle sales and outdoor storage on the property generally known as 6740 Highway 10 NW and legally described as:

   Lot 3, Block 1, Riverside West, Subject to Easements of Record, Anoka County, Minnesota

   (the '**Subject Property**');

2. That the **Subject Property** is zoned B-2 Highway Business District and is approximately 1.32 acres in size.

3. That the **Subject Property** is guided for Commercial in the City's 2040 Comprehensive Plan.

4. That motor vehicle, implement, and recreation equipment sales and service is a conditional use in the B-2 Highway Business District.

5. That the **Subject Property** abuts Highway 10 NW to the north, and parcels to the east and west of the **Subject Property** are zoned B-2 Highway Business District.

6. That the **Permittees** have submitted a site plan indicating general areas for parking of employees, customers, and vehicles for sale. The plan also includes proposed future parking expansion area, and the installation of a fence.

7. That Section 117-120 of the City Code requires all parking and pavement (including maneuvering, sales, and display areas) be setback from the street right-of-way a distance of at least twenty (20) feet.

8. That City Code Section 117-356 (Commercial and Industrial Development Off-Street Parking) requires one (1) dedicated customer parking space for every ten (10) vehicles displayed; three (3) dedicated customer parking spaces for each enclosed bay; and one (1) dedicated parking space for each full time employee.

9. That vehicles displayed for sale shall be restricted to bituminous or concrete surfaces only.

10. That the **Permittees** have requested permission to have two (2) dealers on the **Subject Property**.

11. That the Planning Commission met on October 28, 2021, and conducted a public hearing and recommended approval of the request.

12. That the City Council met on November 9, 2021 and approved the request.

FINDINGS OF FACT

1. That motor vehicle sales 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 motor vehicle sales will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That the motor vehicle sales operation will be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will/will not change the essential character of the area.

4. That motor vehicle sales will not be hazardous to existing or future neighboring uses.

5. That motor vehicle sales will not impact essential public facilities and services, such as highways, streets, police and fire protection.

6. That motor vehicle sales will not create excessive additional requirements at public cost for public facilities and services and will/will not be detrimental to the economic welfare of the community.

7. That motor vehicle sales will not involve uses, activities and equipment that will/will not 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 THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

That the Ramsey City Council hereby grants approval of a Conditional Use Permit (the "**Permit**") for motor vehicle sales on the **Subject Property** contingent upon the following conditions:

CONDITIONS

1. That this **Permit** allows for motor vehicle sales for two (2) dealers to occur on the **Subject Property**. Any expansion of number of dealers will require a revised Conditional Use Permit.

2. That the **Permittees** are allowed to sell motor vehicles and passenger vehicles, this **Permit** does not cover boats, RVs, trailer sales, or similar uses.

3. That this **Permit** is contingent upon site plan review and site plan approval.

4. That the building on the **Subject Property** must meet all applicable federal, state, and local regulations including ADA compliant bathrooms, as noted by the Building Official during an on-site inspection.

5. That each automotive dealer must have a designated office space, and that any building modifications shall require proper permitting.

6. That the number of automotive dealers on the **Subject Property** shall not exceed two (2) dealers.

7. That there shall be no parking or maneuvering on any unpaved area at any time.

8. That the **Permittees** shall ensure that any new or upgraded parking and pavement onsite comply with Section 117-120 of the City Code requiring all parking and pavement (including maneuvering, sales, and display areas) require at least a twenty (20) foot setback from adjacent street right-of-way, as well as any required permit. All parking must be striped per City Code, and each dealer's spaces must be signed appropriately.

9. That the striping and signage of the paved areas area shall be in compliance with the City Code; the **Permittees** shall submit plans to the City of Ramsey prior to any paving or striping for proper permitting. The **Permittees** shall stripe all required customer parking stalls and those stalls shall not be used for any use other than customer parking. Customer parking and handicapped parking shall also be signed appropriately.

10. That the **Permittees** shall maintain the **Subject Property** in compliance with City Code Section 117-356 (Commercial and Industrial Development Off-Street Parking) and Chapter 30 (Nuisances) at all times.

11. That there shall be no auto repair work on the **Subject Property**, which includes, but it not limited to, salvaging of parts from inoperable motor vehicles on site to be used to repair other motor vehicles.

12. That all vehicles on the **Subject Property** must be fully operable, road-worthy, and licensed properly.

13. That the outdoor storage will consist of no more than one (1) vehicle related to the towing business, of which the **Subject Property** will be the headquarters for but will not hold vehicles related to the towing business. No storage related to offsite businesses, friends, family, or personal storage is allowed.

14. That the **Permittees** shall apply for a Site Plan for any changes onsite, including but not limited to, expanding the parking lot, changing signage, or modifications to the building. That the **Permittees** shall obtain all necessary permits to complete any required building modifications or site modifications, including permits for the proposed fencing and parking expansion.

15. That the **Permittees** (or any other tenants) shall obtain all necessary licenses to lawfully operate motor vehicle sales operations on the **Subject Property**. All businesses shall be properly registered with the Secretary of State, and receive Motor Vehicle Dealer's Licenses from the State. The **Permittees** must provide proof of licensure to the City.

16. That the **Permittees** shall maintain all required drive aisle widths in accordance with City Code Section 117-356.

17. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.

18. That the **Permittees** shall be responsible for all City costs incurred in administering and enforcing this **Permit**.

19. 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.

20. That this **Permit** shall automatically expire if the use is not initiated within one (1) year of the date of approval.

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 9th day of November, 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 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:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

CC Regular Session **5. 10.**

Meeting Date: 11/09/2021

Submitted For: Bria Raines, Community Development

By: Bria Raines, Community Development

Information

Title

Adopt Resolution #21-308 Approving a Beekeeping License on a Residential Property at 7590 149th Lane NW; Case of Jared Little

Purpose/Background:

The City has received an application for a Beekeeping License from Jared Little (the "Applicant"), who desire to maintain the existing four (4) honeybee hives on the property located at 7590 149th Lane NW (the "Subject Property"). The Applicant owns and resides at the Subject Property.

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 a devastating 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.

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 his existing four (4) honeybee hives on the Subject Property. The Subject Property is zoned R-1 Residential (Rural Developing). The Subject Property is approximately 1.03 acres in size.

Per the Applicant's Site Plan, the beehives would be located in the rear yard. The beehives are nearly fifty (50) feet from the road to the East and nearly one-hundred (100) feet from the neighboring property to the West. The beehives are more than 150 feet from the adjacent homes and 130 feet from the Applicant's home. The Applicant has an existing water source for the bees. The proposed location(s), number of hives, and size/volume of hives all comply with City Code Section 10-1 (f) (Beekeeping).

Alternatives

Alternative 1: Adopt Resolution #21-308 approving 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 #21-308. 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 objections to the Beekeeping License

request from surrounding property owners.

Funding Source:

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

Recommendation:

Staff recommends approval of Resolution #21-308 granting a Beekeeping License to Jared Little on the Subject Property.

Action:

Motion to adopt Resolution #21-308 granting a Beekeeping License to Jared Little on the Subject Property.

Attachments

Application

Applicant's Site Plan

Resolution #21-308

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	11/04/2021 10:03 AM
Kurt Ulrich	Kurt Ulrich	11/04/2021 03:39 PM
Form Started By: Bria Raines		Started On: 10/18/2021 03:08 PM
Final Approval Date: 11/04/2021		

Land Use Application

☐ Plat – Sketch Plan	☐ Plat – Preliminary Plat	☐ Plat – Final Plat
☐ Administrative Plat	☐ Site Plan Review	☐ Easement/ROW Vacation
☐ Conditional Use Permit	☐ Interim Use Permit	☐ Comprehensive Plan Amendment
☐ Zoning Amendment	☐ Home Occupation Permit	☐ Variance
☐ Dwelling Moving Permit	☐ Environmental Permit	☐ Registered Land Survey
☐ Non-Traditional Animal License	☒ Beekeeping License	☐ Private Kennel License

Applicant Contact Information

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

Name:	Jared Little		
Street Address:	7590 149th Ln NW		
City, State, ZIP:	Ramsey, MN 55303		
Home Phone:	479-445-2772	Work Phone:	
Email:	tobelikejesus@gmail.com	Fax Number:	
Name of Business (if applicable):			
Business Address (if applicable)			
Business City, State, ZIP			
Business Phone:		Business Fax:	

Subject Property Information

(Location of Application)

Address	7590 149th Ln NW, Ramsey, MN 55303
PIN	
Legal Description	
Zoning District	

Contact the Planning Division at 763-433-9824 or planning@cityoframsey.com to request a Zoning Verification

Property Owner Information

(If different than Applicant)

Name:			
Street Address:			
City, State, ZIP:			
Home Phone:		Work Phone:	
Email:		Fax Number:	

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

4 hives
have current water source
Over 700+ft feet from any neighbor property lines

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

Applicant Signature	Jared Little	Co-Applicant Signature	
Printed Name	Jared Little	Printed Name	
Title		Title	
Date	7/1/21	Date	

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

Property Owner Signature	Jared Little	Property Owner Signature	
Printed Name	Jared Little	Printed Name	Sarah Little
Title		Title	
Date	7/1/21	Date	7/1/21

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

license: 20187773
TCH builders inc.
design and build remodeling
Tom Hedberg
2099 130th ave. n.w.
coon rapids, mn 55448
763-755-8539
cell: 612-889-0539

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-308

RESOLUTION APPROVING A BEEKEEPING LICENSE ON A RESIDENTIAL PROPERTY GENERALLY KNOWN AS 7590 149th LANE NW

WHEREAS, Jared Little, hereinafter referred to as the "Applicant", has properly applied to the City of Ramsey (the "City") for a Beekeeping License on the property generally known as 7590 149th Lane NW and legally described as follows:

Lot 1, Block 11 Pineview Estates, Anoka County, Minnesota

("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 November 9, 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 four (4) honeybee hives 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 _____, 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 9th day of November, 2021.

LICENSEE

Jared Little hereby acknowledges receipt of this **License** and that they have reviewed the conditions of this **License** and have agreed to comply with the terms of this **License**.

_____
Jared Little

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, 2021, before me, a Notary Public, personally appeared Jared Little 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 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 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. 11.**

Meeting Date: 11/09/2021

By: Bria Raines, Community Development

Information

Title

Adopt Resolution #21-315 Approving Development Agreement for G Will Liquors

Purpose/Background:

The purpose of this case is to review a request from Rademacher Companies, Inc. (the "Applicant") for a development agreement associated with a perviously approved site plan and final plat G Will Liquors. this is the standard last step in the development process. The site plan and final plat met all City Code requirements, and the attached Development Agreement template is the City's standard template, which has been reviewed by the City's Attorney.

The attached development agreement is the City's standard template, unchanged from the template. The development agreement lays out fees, project costs, and financial sureties that the City will take in order to ensure that the project is completed to City standards.

Notification:

No notification is required.

Funding Source:

The Applicant is responsible for all costs associated with review.

Recommendation:

Staff recommends adoption of Resolution #21-315 Approving the Development Agreement for G Will Liquors

Action:

Motion to adopt Resolution #21-315 Approving the Development Agreement for G Will Liquors

Attachments

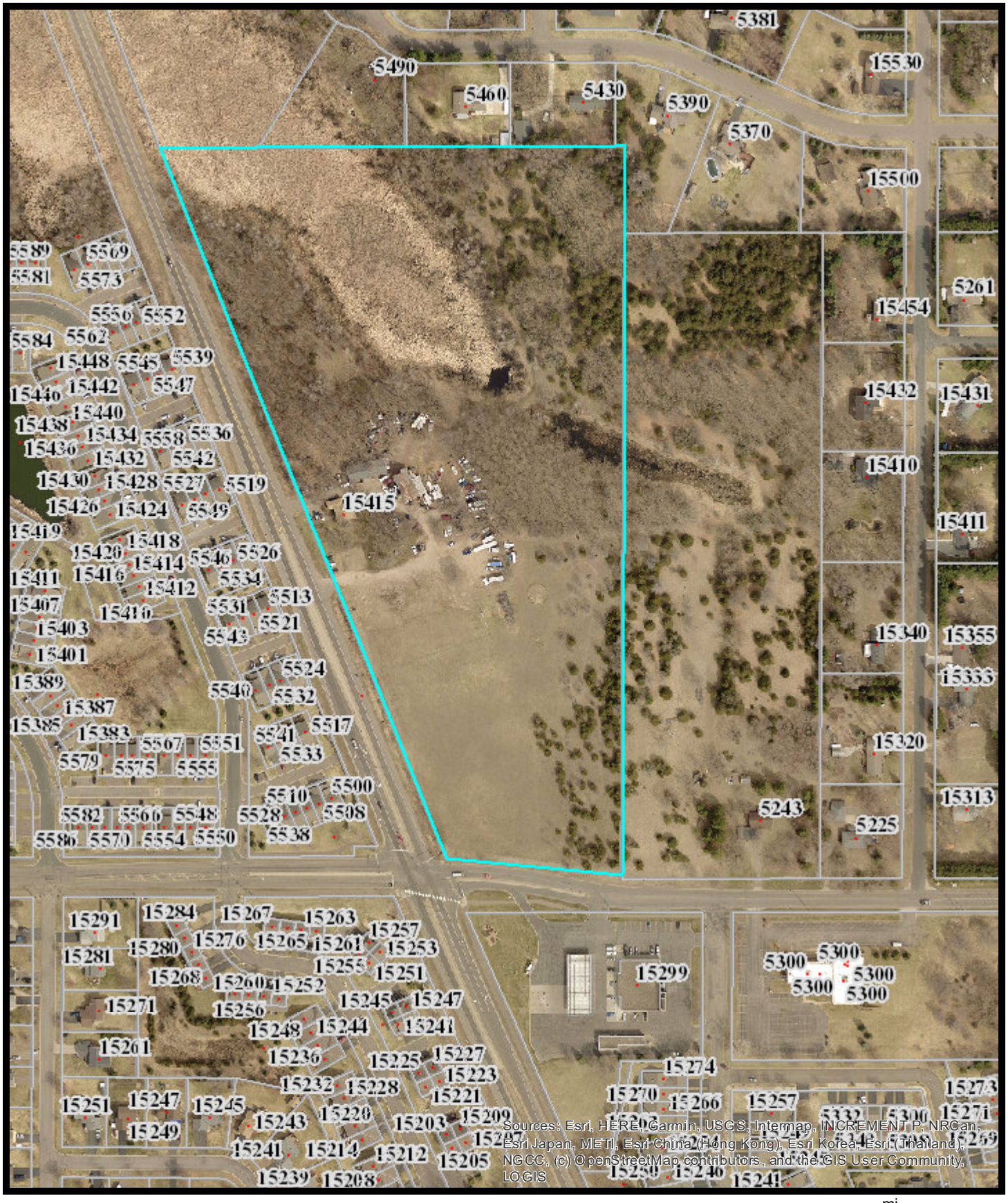
Site Location Map
Resolution #21-315
Development Agreement

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	11/04/2021 09:58 AM
Kurt Ulrich	Kurt Ulrich	11/04/2021 03:50 PM
Form Started By: Bria Raines		Started On: 10/28/2021 04:36 PM
Final Approval Date: 11/04/2021		

Site Location Map

St. Francis And Alpine Drive



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

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8/5/2021 3:22:18 PM

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-315

A RESOLUTION APPROVING DEVELOPMENT AGREEMENT FOR G WILL LIQUORS

RECITALS

1. Rademacher Companies Inc., hereinafter referred to as the "Permittee" has had their Site Plan and Final Plat approved for an off-sales liquor store on the property legally described as follows:

   UNPLATTED CITY OF RAMSEY THAT PART OF THE SW1/4 OF SEC 24-32-25 IN ANOKA CNTY, MN DESC ASFOL-BEG AT THE SE CORNER OF SAID SW1/4 OF NW1/4-TH N 0 DEG 18 MIN 42 SEC E ON THE E LINE OF SAID SW1/4 OF NW1 /4 A DIST OF 1491.56 FT-TH S 83 DEG 00 MIN 01 SEC W A DIST OF 991.96 FT TO THE CENTER LINE OF STATE TRK HWY NO 47 AS IT IS NOW LAID OUT & TRAVELLED-TH S 21 DEG 59 MIN 59 SEC E ALONG SAID CENTER LIN E A DIST OF 1603.56 FT TO THE S LINE OF SAID SW1/4 OF NW1/4-TH E ON SAID S LINE A DIST OF 386.52 FT TO THE POINT OF BEG(SUBJ TO EASEFOR ROAD PURP OVER THE WLY 33 FT & THE S 33 FT OF THE ABOVE DE SCTR ACT), Anoka County, Minnesota

   Or upon platting:

   Lot 1, Block 1, Becker Addition, Anoka County, Minnesota

   ("Subject Property")

2. That the Applicant is purchasing the Subject Property from Wendy and Wayne Becker.

3. That the Subject Property is zoned B-1 Business District, which is a commercial zoning designation and guided as such in the 2040 Comprehensive Plan.

4. That the City Council reviewed and approved the Site Plan and Final Plat on September 14, 2021.

5. That a contingency of approval for the Site Plan and Final Plat included the Permittee entering into a Development Agreement with the City.

6. That the City Council reviewed and approved the Development Agreement on November 9, 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 Development Agreement (the "Agreement") for G Will Liquors on the Subject Property contingent upon the following conditions:

CONDITIONS

1. Final legal form approved by the City Attorney.
2. That the Applicant executes the purchase agreement with the City for the Subject Property.
3. That the Permittee shall be responsible for all City costs incurred in administering and enforcing this Permit.

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 9 day of November, 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

CITY OF RAMSEY
DEVELOPMENT AGREEMENT FOR G WILL LIQUORS

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 G-Will Liquors, a 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 BECKER ADDITION (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 Hakanson Anderson, dated July 20, 2021. 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. Required Improvements. The improvements the **PERMITTEE** will construct or install are as follows:

a. Lot grading.
b. Sidewalks.
c. Electricity (within one-fourth mile).
d. Phone (within one-fourth mile).
e. Natural gas (within one-fourth mile).
f. Boulevard sodding.
g. Water shut off boxes.
h. Landscaping
i. Street lights per agreement with Connexus Energy
j. Installation of survey monumentation.
k. Sanitary sewer
l. Water
m. Parking lot
n. Concrete curb and gutter

(the "Required Improvements").

The **PERMITTEE** agrees to construct the Required 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 Required Improvements and acceptance by the **CITY**. As as-built plans are a Required Improvement item per City Code Section 117-615, the **CITY** will not release in its entirety the Required 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 Required Improvements.

5. Lot Corner Staking. The **PERMITTEE** must install lot corner stakes at all lot corners.

6. Installation of the Required Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Required 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 Required Improvements, the **PERMITTEE** shall provide

the **CITY** with a complete set of reproducible "As Built" plans for the Required Improvements.

7. Time of Performance for the Required Improvements. The **PERMITTEE** must complete the Required Improvements within one (1) year after the recording of the Plat.

8. Required 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 Improvements. The license shall expire after the **CITY** accepts ownership of Improvements.

9. Financial Guaranty for Required Improvements. The **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Required Improvements, and their timely completion. The **PERMITTEE** shall be responsible for a financial guarantee in the amount of **($322,178.00),** which amount is 75% of the **CITY** Engineer's estimated cost of the Required Improvements. Upon completion of Required 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.

10. Inspection Fees for the Required Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Required Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of **($21,479.00)**, which amount is 5% of the City Engineer's estimated cost of the Required 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 Required Improvements acceptance by the **CITY**.

11. Warranty for Required Improvements. The **PERMITTEE** shall provide a one year warranty in the amount of **$107,393.00**, which is 25% of the cost of the Required 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.

12. 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 $**5,895**. [# plantings (49 trees) x cost/planting ($300/tree x 30% average non-survival rate, (66 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.

13. Street Cleaning and Clean Up. After the street surfacing that is a part of the Required 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 Required 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.

14. Payment of Development Fees. 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.

15. 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 Required Improvements.

16. **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).

17. 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 Required 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:
Rademacher Companies, Inc.
Attn: Grant Rademacher
14021 Round Lake Boulevard
Andover, MN 55304

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:

Rademacher Companies, Inc.

By:_____, Grant Rademacher
Its: Owner

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2021, by Grant Rademacher, Owner of Rademacher Companies, Inc., a Minnesota 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

Unplatted City of Ramsey that part of the Southwest ¼ of Section 24, Township 32, Range 25 in Anoka County, MN described as follows – Beginning at the Southeast corner of said Southwest ¼ of Northwest ¼ - Thence North 0 Degrees, 18 Minutes, 42 Seconds East on the East line of said Southwest ¼ of Northwest ¼ a distance of 1491.56 feet – Thence South 83 Degrees, 0 Minutes, 01 Second West a distance of 991.96 feet to the center line of State Trunk Highway Number 47 as it is now laid out and travelled – Thence South 21 Degrees, 59 Minutes, 59 Seconds East along said center line a distance of 1603.56 feet to the South line of said Southwest ¼ of Northwest ¼ - Thence East on said South line a distance of 386.52 feet to the point of beginning (Subject to easement for road purpose over the Westerly 33 feet and the South 33 feet of the above described tract) Anoka County, Minnesota

EXHIBIT B

Fees Payable to the City

2021 Commercial/Industrial Development Fee Calculator (Estimate)

	Units		Unit Type	Unit Price	Total	Notes
Park Dedication and Trail Development						
Park Dedication						
Commercial	3.006		per acre	*$5,100*	$15,331	
Industrial			per acre	*$4,375*	$0	
Trail Development	3.006		per acre	*$1,300*	$3,908	
Subtotal Park and Trail Development					***$19,238***	
Water and Sewer Fees						
Water Trunk (Connection)	3.006		per acre	*$6,766*	$20,339	
Sanitary Sewer Trunk (Connection)	3.006		per acre	*$3,837*	$11,534	
Subtotal Water and Sewer Fees					***$31,873***	
Stormwater Management Fees						
Stormwater Management	3.006		per acre	*$5,001*	$15,033	
Subtotal Stormwater Management					***$15,033***	
Sureties and Inspection Fees - Calculated at time of Site Plan Review						
Performance Surety (returned when complete)	429571	*	cost of improvement	*75%*	$322,178	Cash or Letter of Credit
Engineering Inspection Fee	429571	*	cost of improvement	*5%*	$21,479	Cash Escrow
		*estimated				
GRAND TOTAL FOR DEVELOPMENT FEES					**$66,144**	

CC Regular Session **5. 12.**

Meeting Date: 11/09/2021

By: Bruce Westby, Engineering/Public Works

Information

Title

Adopt Resolution #21-316 Rescheduling Public Hearing for Petitioned Cartway Access to Thorn Lake Property (PID #04-32-25-31-0001); Case of Thomas and Pattiann Kurak

Purpose/Background:

Purpose:

The purpose of this case is to reschedule the Public Hearing for petitioned cartway access to Thorn Lake property, PID #04-32-25-31-0001, from December 14, 2021 to February 8, 2022 at the request of the property owners.

Background:

On October 12, 2021, the Ramsey City Council adopted Resolution #21-291 designating a route for petitioned cartway access to Thorn Lake property, PID #04-32-25-31-0001, using the alternate route through Shawn Acres Park, and ordering a Public Hearing at 7 pm on December 14, 2021. Attached is the October 12th Staff report, including attachments, as well as a copy of certified Resolution #21-291 as provided to the petitioner on October 13, 2021, for their use in serving notice of the Public Hearing to affected landowners and the Minnesota Department of Natural Resources (DNR).

The petitioner, not the City, is responsible for serving notice of the Public Hearing to affected landowners. Since the Subject Property contains a public water, the petitioner shall also serve said notice, by certified mail, to the Minnesota Department of Natural Resources at least 60 days in advance of the public hearing.

After receiving a copy of certified Resolution #21-291 on October 13th, the petitioner contacted Staff to request that the Public Hearing be rescheduled as they would not be able to attend the meeting if it was held on December 14th as originally scheduled, and that they would not be able to serve the Public Hearing notice to the DNR via certified mail by the required deadline. The petitioner requested that the City allow at least 70 days between the date the hearing is ordered and the date of the hearing so they can serve notice to the DNR via certified mail and receive the required affidavit of mailing. Rescheduling the hearing to February 8, 2022, will provide 90 days between the date the hearing is ordered and the date of the hearing, and according to the petitioner they will be available to attend the hearing on February 8, 2022.

Staff will email the petitioner a certified copy of Resolution #21-316 on November 10, 2021, for their use in mailing the hearing notice to the DNR via certified mail, and for personally serving to affected landowners. This will allow 30 days for the petitioner to mail the notice to the DNR via certified mail and to receive an affidavit of mailing.

Recommendation:

Staff recommends adopting Resolution #21-316 rescheduling the Public Hearing for the petitioned cartway access to the Thorn Lake property, PID #04-32-25-31-0001, to February 8, 2022, as requested by the petitioner.

Action:

Motion to adopt Resolution #21-316 rescheduling the Public Hearing for the petitioned cartway access to the Thorn Lake property, PID #04-32-25-31-0001, to February 8, 2022.

Attachments

Resolution 21-316
October 12, 2021 Staff report
Certified Resolution 21-291

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/04/2021 03:52 PM
Form Started By: Bruce Westby		Started On: 11/01/2021 01:38 PM
Final Approval Date: 11/04/2021		

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-316

RESOLUTION RESCHEDULING THE PUBLIC HEARING FOR PETITIONED CARTWAY ACCESS TO THORN LAKE PROPERTY (PID #04-32-25-31-0001); CASE OF THOMAS AND PATTIANN KURAK

WHEREAS, on August 18, 2021, the City of Ramsey received a petition for the establishment of a cartway to access the landlocked Thorn Lake parcel having PID #04-32-25-31-0001, a copy of which is attached to and made part of hereof as Exhibit A, and

WHEREAS, the petition seeks to establish a cartway pursuant to Minnesota Statute 435.37, and

WHEREAS, the legal description of the petitioned cartway is as follows:

Route 1 – Petitioned Cartway Easement Description:

A permanent easement for cartway purposes over, under, and across the northerly 16.50 feet of Lot 4, Block 1, WILLIAMS WOODS, Anoka County, Minnesota.

A permanent easement for cartway purposes over, under, and across the southerly 16.50 feet of Lot 5, Block 1, WILLIAMS WOODS, Anoka County, Minnesota.

and

WHEREAS, the legal description of City Staff's recommended cartway is as follows:

Route 2 – Staff's recommended Cartway Easement Description:

A permanent easement for cartway purposes over, under, and across the southerly and easterly 33 feet of PARK, SHAWN ACRES, Anoka County, Minnesota.

A permanent easement for cartway purposes over, under, and across that part of the Southeast ¼ of the Southwest ¼ of section 4, Township 32, Range 25 described as follows: Commencing at the Southwest corner of said Southeast ¼ of the Southwest ¼ thence East along the South line thereof a distance of 200 feet; thence North and parallel with the West line of said Southeast ¼ of the Southwest ¼ to the point of intersection with the North line of said Southeast ¼ of the Southwest ¼; thence West along the said North line to its intersection with the West line thereof; thence South along the West line of said Southeast ¼ of the Southwest ¼ to the point of beginning. Subject to easement restrictions and reservations of record if any.

Commencing at the Northwest corner of said Parcel, thence South 00 degrees 50 minutes 44 seconds West a distance of 88.32 feet; thence North 79 degrees 06 minutes 09 seconds

East a distance of 30.63 feet; thence North 00 degrees 51 minutes 94 seconds East a distance of 81.90 feet to the North line of said Parcel; thence westerly along said North line of said Parcel to the point of beginning.

and

WHEREAS, Minnesota Statute 435.37, subd. 1(a), requires a city council to establish a cartway at least two rods wide connecting a petitioner's land to a public road if a petition is presented by the owner of a tract of land containing at least five acres who has no access thereto except over lands of others; and

WHEREAS, Minnesota Statute 435.37, subd. 1(b), says that the city council may select an alternate route other than that petitioned for if the alternate route is deemed by the city council to be less disruptive and less damaging to the affected landowners and in the public's best interest; and

WHEREAS, Minnesota Statute 435.37, subd. 1(c), states that the amount of damages must be paid by the petitioner to the city before the cartway is opened. For the purposes of said subdivision, damages means (1) the compensation (if any) awarded to the owner of the land upon which the cartway is established and (2) the costs of professional and other services, hearing costs, administrative costs, recording costs, and other costs and expenses that the city may incur in connection with the proceedings for the establishment of the cartway; and

WHEREAS, pursuant to Ramsey City Council Resolution #21-291, adopted on October 12, 2021, a route for the petitioned cartway access to Thorn Lake property PID #04-32-25-31-0001 was designated using the alternate route through Shawn Acres Park, and a Public Hearing was ordered for December 14, 2021, at 7:00 pm, and

WHEREAS, the petitioner has requested that the Public Hearing be rescheduled to February 8, 2022, for the purpose of allowing the petitioner to attend the hearing and to provide additional time for the petitioner to serve required hearing notices.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, pursuant to Minnesota Statutes 435.37 and 164.07, as follows:

1) A hearing upon the attached Cartway Petition shall be held at the City Hall in the City of Ramsey on February 8, 2022, at 7:00 pm.

2) The purpose of the hearing shall include, but is not limited to, determining:

   a. Whether the Petitioner is entitled to a cartway under Section 435.37, subd. 1(a);

   b. If so, whether the cartway should be located where requested and to the width requested, or whether it should be located at an alternate route or of a different width;

c. What damages, if any, must the Petitioner pay to affected landowners for the establishment of the cartway;

d. What other damages have been incurred or likely will be incurred by the City in connection with the establishment of the cartway; and

e. Any other issue or matter that might relate to the cartway petition.

3) The Petitioner shall:

a. Cause personal service of this Order and the Cartway Petition to be made upon each owner and occupant of land over which or adjacent to which the proposed cartway would pass, and upon each person whose land would be reasonably expected to be affected by the establishment of the proposed cartway;

b. Post a copy of this Order and the Cartway Petition at the City's posting places;

c. Accomplish items 3 (a) and (b) at least ten days before the cartway hearing; and

d. Submit to the City an affidavit, prior to the hearing, showing that items 3 (a) – (c) have been accomplished.

e. Escrow $20,000 with the City to cover the City's costs and expenses pursuant to Minnesota Statute section 435.37, subdivision 1(c). No further action by the City, including the hearing, shall occur until the escrow is in place.

4) All persons who wish to be heard on any of these issues identified above, or of any other issue or matter relating to the Cartway Petition, should appear at the hearing and be prepared to offer or present any testimony, evidence, opinions, or views that they may have.

5) Affected landowners are hereby notified, pursuant to Minnesota Statute 164.07, subd. 2, that they are entitled to judicial review of damages, need and purpose if the cartway is established, but that to do so they must follow all of the procedures set forth in Minnesota Statute Section 164.07, subd. 7, including but not limited to serving and filing a notice of appeal within 40 days after the filing of the award of damages, and within ten days after the filing of the award of damages if they wish to delay the opening of the cartway, together with an approved bond of not less than $250.

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 9th day of November, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **7. 1.**

Meeting Date: 10/12/2021

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #21-291 Designating Cartway Route and Ordering Public Hearing for Petitioned Cartway Access to Thorn Lake Property (PID #04-32-25-31-0001); Case of Thomas and Pattiann Kurak

Purpose/Background:

Purpose:

The purpose of this case is to designate an official cartway route to provide access to the Subject Property, and to order a Public Hearing to receive input on the cartway petition request.

Background:

Under Minnesota statute, if a property owner has no legal access to a public road leading to their property, cartway statute states the municipality's governing body must grant access from a public road. That access — which is called a cartway — must be at least 33 feet (i.e., two rods) wide.

On August 18, 2021 the City received an official petition from Thomas and Pattiann Kurak seeking cartway access to a landlocked, forty (40) acre parcel they own north of 175th Avenue, east of Chameleon Street, and south of 178th Lane (the "Subject Property").

On September 14th Staff presented the official petition for cartway access to the Subject Property to the City Council, outlined the petitioner's requested cartway route plus two alternate routes developed by City Staff, and attempted to address any questions the City Council had at the time. Within 30 days of that meeting, the City Council is required to issue an order describing the designated location of said cartway and ordering a public hearing.

Notification:

Notice of the Public Hearing will be published in the Anoka Union Herald as required in advance of the Public Hearing. The Petitioner will be required to serve notice to potentially impacted property owners, as well as the Department of Natural Resources (the Subject Property contains a public water), as outlined within this case.

Time Frame/Observations/Alternatives:

Observations:

Minnesota State Statutes 435.37 (Easement for Cartway) and 164.07 (Establishment, Alteration, or Vacation of Town Road) outline the process and procedures for processing a petition for a cartway. Should the City grant the cartway, it shall be not less than thirty-three (33) feet in width.

It is important to note that the petitioner, not the City, is responsible for providing the notice to affected landowners and said notice must be personally served by the petitioner. And since the Subject Property contains a public water, the petitioner shall also serve said notice, by certified mail, to the Minnesota Department of Natural Resources at least 60 days in advance of the public hearing.

The petitioner is also responsible for all damages, which includes compensation to the owner of the lands upon which the cartway is established, together with the cost of professional services such as delineating wetlands, surveying, appraisals, hearing costs, recording costs, administrative costs, etc., before the cartway can be 'opened'. For this reason, Staff recommends requiring the petitioner to post a cash surety with the City before holding the

Public Hearing, as is required per the attached resolution.

Potential Cartway Routes
In general, there are challenges to accessing the Subject Property, regardless of which route is ultimately chosen. The entirety of the Subject Property appears to be wetland and there is wetland on all abutting lands as well. Furthermore, the entirety of the Subject Property is within the General Floodplain District, which also extends beyond the boundaries into abutting lands. Construction of any sort of cartway improvements, which would be the petitioner's responsibility, may be restricted and, if allowed, would likely be very expensive due to construction within wetlands and 2:1 wetland mitigation requirements.

The petitioner has requested a route from the proposed new public street in the plat known as Williams Woods (the "Plat") to access the northeast quadrant of the Subject Property. Since approval of the Williams Woods Preliminary Plat was not contingent upon inclusion of an access to the Subject Property, this cannot be made a condition of approval of that Final Plat. Thus, the petitioner's requested route, which would be through upland and wetland area, would appear to have greater negative impacts than two other alternative routes.

Staff investigated two alternate cartway routes through two nearby public parks to provide cartway access the Subject Property.

The first alternate route is through Caroline Acres Park, which is an undeveloped park that accesses 178th Lane near the northeast corner of the Subject Property. This route appears to result in the longest route and the greatest impact to wetlands. Also, there is only forty (40) feet of frontage along 178th Lane so if a thirty-three (33) foot wide cartway were to be established, future access to this park would be severely restricted.

The second alternate route is through Shawn Acres Park, which is an undeveloped park that accesses Chameleon Street near the southwest corner of the Subject Property. Of the three routes considered, this route would result in the least impact to private properties, and would have less impacts to wetlands than the Caroline Acres Park route. Designating this as the official cartway route therefore appears to be in the public’s best interest.

Staff has had several conversations with the petitioners during which it was confirmed that they fully understand Minnesota’s cartway statutes 435.37 and 164.07, including their financial obligations and other responsibilities associated with their petition. The petitioner initially informed Staff that they wanted access to the northeast corner of their property because this area has the greatest elevation differential between the ground and groundwater making it the most likely location for future improvements. But more recently the petitioner informed Staff that they do not have a strong preference for a cartway route and acknowledged that a cartway through Shawn Acres Park to the southwest corner of their property would work just fine to provide access to their landlocked parcel.

The petitioner is not able to attend the Council meeting.

Wetland Impact Considerations
If the property owner applied to add fill within these Wetland Conservation Act (WCA) jurisdiction wetlands, they would first need to go through the sequencing process. This process requires a purpose and need and if there is no buildable area for a home then a permit likely would not be granted. If purpose and need could be shown, and if WCA impacts were unavoidable, wetland impacts would need to be minimized and then replaced. Mitigation would be required at a 2:1 ratio so for every square foot impacted, 2 square feet would need to be purchased.

Cartway rules do not negate DNR rules which prohibit filling into public waters, such as for a road. Access improvements for a cartway would not likely be deemed to provide any public purpose and would therefore likely be considered ineligible for a permit. Further, this area is within a General Floodplain District which raises additional complications for structures like a boardwalk where there must be floodway and flood fringe determinations to further evaluate the implications.

Any wetland impact considerations would need to be further vetted with the regulating agencies.

Alternatives:
Alternative 1: Motion to adopt Resolution No. 21-291 designating a Cartway Route and Ordering a Public Hearing for the Petitioned Cartway Access to Thorn Lake Property PID #04-32-25-31-0001, using the alternative route through Shawn Acres Park.

Alternative 2: Motion of other.

Funding Source:
Staff estimates $20,000 will be needed to secure a cartway per the petition request. Again, the petitioner is responsible for paying for all damages, which includes compensation to the owner of the lands upon which the cartway is established, together with the cost of professional services such as delineating wetlands, surveying, appraisals, hearing costs, recording costs, administrative costs, etc.

Recommendation:
Staff recommends adopting Resolution #21-291 designating a Cartway Route and Ordering a Public Hearing for the Petitioned Cartway Access to Thorn Lake Property PID #04-32-25-31-0001, using the alternative route through Shawn Acres Park.

Outcome/Action:
Motion to adopt Resolution No. 21-291 designating a Cartway Route and Ordering a Public Hearing for the Petitioned Cartway Access to Thorn Lake Property PID #04-32-25-31-0001, using the alternative route through Shawn Acres Park.

Attachments

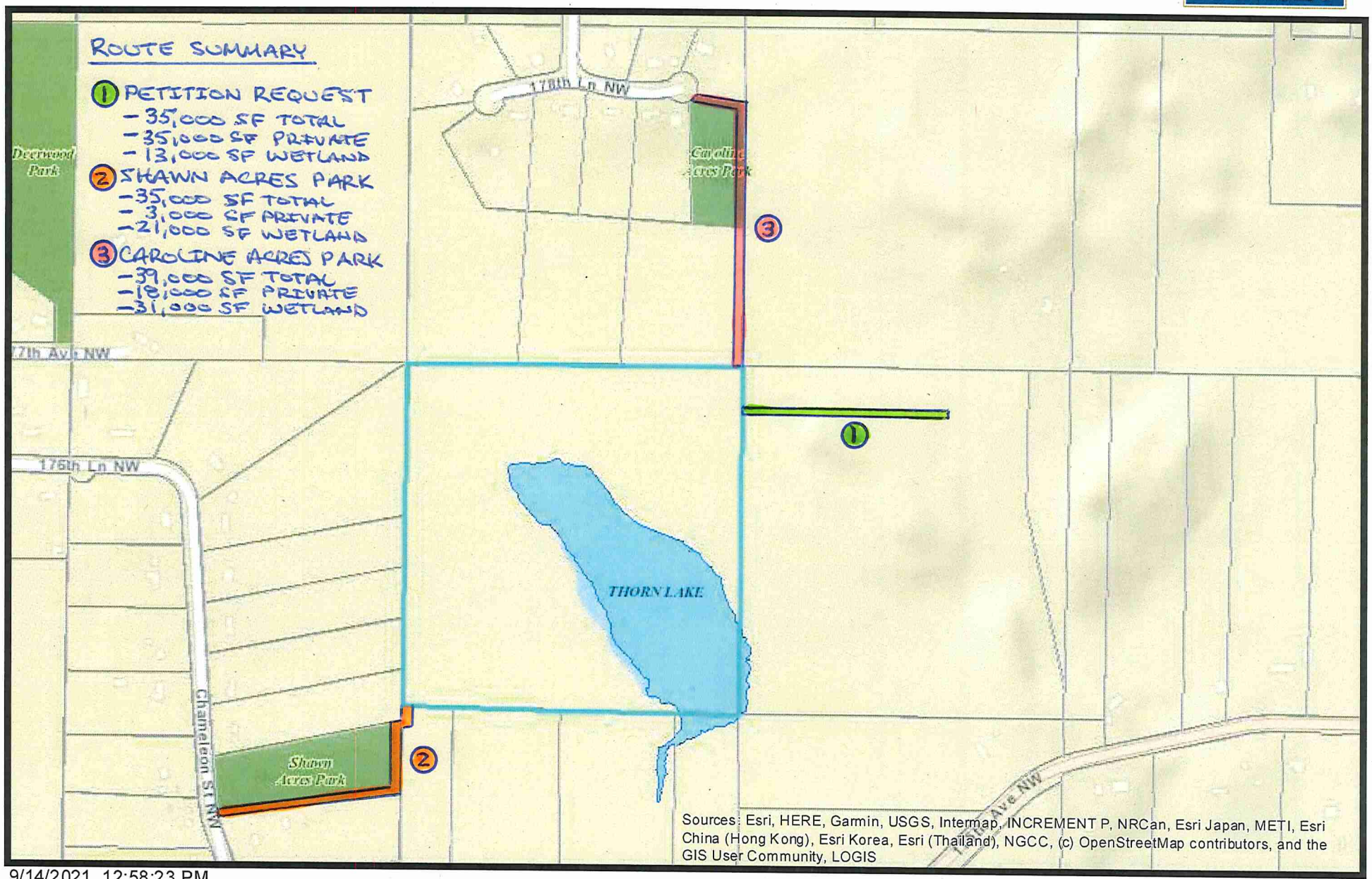
Resolution 21-291
Potential Cartway Routes
Kurak Cartway Petition
MSS 164.07
MSS 435.37
Kurak Property Map
Wetlands and Cartway Routes

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/07/2021 04:34 PM
Form Started By: Bruce Westby		Started On: 09/21/2021 03:59 PM
Final Approval Date: 10/07/2021		

Alternative Cartway Routes

Kurak Property



9/14/2021, 12:58:23 PM

0 0.0375 0.075 0.15 0.225 0.3 mi

164.07 MS 1957 [Repealed, 1959 c 500 art 6 s 13]

164.07 ESTABLISHMENT, ALTERATION, OR VACATION OF TOWN ROAD.

Subdivision 1. **Authorization; petition.** Any town board may alter or vacate a town road, including those dedicated to the public by plat, or establish a new road in its town upon a petition of not less than eight voters of the town, who own real estate, or occupy real estate under the homestead or preemption laws or under contract with the state, within three miles of the road proposed to be established, altered, or vacated; provided, that in any town not having eight voters who own real estate or occupy real estate under the homestead or preemption laws or under contract with the state, within three miles of any proposed road, the town board of such town may alter or vacate a town road, or establish a new road in the town upon a petition signed by a less number of voters of such town, who own real estate or occupy real estate under the homestead or preemption laws or under contract with the state, in such town. Such petition shall contain a description of the road, and what part thereof is to be altered or vacated, and, if a new road, the names of the owners of the land, if known, over which such road is to pass, its point of beginning, general course, and termination. If the petition is to establish or alter a road, the petition must also contain a statement of the purpose and necessity for establishing or altering the road.

Subd. 2. **Hearing; notice.** (a) The petition shall be filed with the town clerk, who shall forthwith present it to the town board. The town board within 30 days thereafter shall make an order describing as nearly as practicable the road proposed to be established, altered, or vacated and the several tracts of land through which it passes, and fixing a time and place when and where it will meet and act upon the petition. The order must also contain a notice to affected landowners that a landowner is entitled to judicial review of damages, need, and purpose under subdivision 7 following a determination to establish or alter a road. The petitioners shall cause personal service of the order and a copy of the petition to be made upon each occupant of the land at least ten days before the meeting and cause ten days' posted notice thereof to be given.

(b) In addition, the petitioners shall serve notice of the order by certified mail upon the commissioner of natural resources at least 60 days before the meeting required under paragraph (a), if the road to be vacated terminates at, abuts upon, or is adjacent to any public water.

(c) The notice under this paragraph does not create a right of intervention by the commissioner of natural resources. At least 15 days prior to convening the meeting required under paragraph (a), the town board or its designee must consult with the commissioner of natural resources to review the proposed vacation. The commissioner must evaluate:

(1) the proposed vacation and the public benefits to do so;

(2) the present and potential use of the land for access to public waters; and

(3) how the vacation would impact conservation of natural resources.

The commissioner must advise the town board or its designee accordingly upon the evaluation.

Subd. 3. **Examination of proposed road.** At the time and place designated, the town board shall meet and, on proof by affidavit of the giving of such notice, it shall examine the road proposed to be established, altered, or vacated, hear all parties interested, and determine whether it will grant or refuse the petition. If it be refused, the fact shall be noted on the back thereof.

Subd. 3a. **Drainage facility.** On consideration of a petition for vacation of a road, the town board shall determine whether the lateral ditches of said road are essential for surface drainage of adjacent lands, or for drainage of public highways, in the area. If the board finds that preservation of such drainage facilities is

for the general health and welfare of the public, then the board may cause the road to be vacated with a provision that the town shall retain the right of access for the purpose of maintaining such drainage facilities. An owner of land adjacent to the vacated portion of the road shall not interfere with the functioning of such drainage facilities.

Subd. 4. **Survey.** If the petition be granted, the town board, if it deem it necessary, shall cause a survey to be made. When the center of such road does not follow a section line, or some subdivisional line of a section, the surveyor shall note the distance to the point on any course at which such course will intersect a section line, and the distance of such point of intersection from the most convenient section, quarter-section, or meander corner, as established by the government survey; and the notes of such intersections, and a description of the road so established, altered, or vacated shall be incorporated in an order to be signed by the town board.

Subd. 5. **Damages.** The damages sustained by reason of establishing, altering, or vacating any road may be ascertained by the agreement of the owners and the town board; and unless such agreement is made, or the owners release in writing all claims to damages, the same shall be assessed and awarded before such road is opened, worked, or used. Every agreement and release shall be filed with the town clerk and be final as to the matters therein contained. The town board shall assess the damages of each claimant with whom it cannot agree, or who is unknown, specifying the amount awarded to each and briefly describing each parcel of land. In ascertaining the damages which will be sustained by any owner the town board shall determine the money value of the benefits which the establishment, alteration, or vacation, as the case may be, will confer, and deduct the benefits, if any, from the damages, if any, and award the difference, if any as damages.

Subd. 6. **Filing of award; notification.** The award of damages shall be filed with the town clerk. Within seven days after filing the town clerk shall notify, in writing, each known owner and occupant of each tract of the filing of the award of damages. The notification shall set forth the date of the award, the amount of the award of damages and any terms or conditions of the award. The notification must include a clear and coherent explanation, written in language using words with common and everyday meanings, of the requirements for appealing the award of damages under subdivision 7.

Subd. 7. **Appeal.** Within 40 days after the filing of the award of damages any owner or occupant may appeal from the award by filing a notice of appeal with the court administrator of the district court of the county where the lands lie. However, the owner or occupant must file the notice of appeal within ten days in order to delay the opening, construction, alteration, change, or other improvement in or to the road pursuant to subdivision 10. The notice of appeal shall be accompanied by a bond of not less than $250, with sufficient surety approved by the judge or the county auditor conditioned to pay all costs arising from the appeal in case the award is sustained. A copy of the notice shall be mailed by registered or certified mail to the town clerk or any member of the town board. The notice of appeal shall specify the award or failure to award appealed from, the land to which it relates, the nature and amount of the claim of appellant, and the grounds of the appeal, which may include a challenge to the public purpose or necessity of the proposed road or condemnation.

Subd. 8. **Trial.** The appeal shall be entered upon the calendar for trial at the next general term of the court occurring more than 20 days after the appeal is perfected. It shall be tried in the same manner as an appeal in eminent domain proceedings under chapter 117. The prevailing party shall recover costs and disbursements as in other civil cases and judgment shall be entered upon the verdict.

Subd. 9. **Payment.** If no appeal is taken within the appeal period, the award shall be considered the same as a judgment. The provisions of sections 365.41 and 365.42 shall apply as to payment of all awards

and judgments; and such award or judgment shall draw interest at the rate of six percent per annum to date of payment. The duty of the town board to pay the award or final judgment shall be held and construed to be just compensation or the securing of just compensation within the meaning of the constitution.

Subd. 10. **Appeal not to delay improvement.** After the award of damages has been filed, the board may proceed to open, construct, alter, or change the highway; provided it does not receive notice of appeal within ten days pursuant to subdivision 7. If the board receives a notice of appeal within ten days that challenges the public purpose or necessity of the proposed road or condemnation, it shall suspend any proposed work on the road until a final judicial determination supporting the condemnation is made. If the notice of appeal does not challenge the public purpose or necessity, the appeal shall not delay the prosecution of the proposed improvement, and the town board may proceed as if no appeal had been taken.

Subd. 11. **Order; recordation, evidentiary status.** (a) The order establishing, altering, or vacating any road shall be recorded by the town clerk, and a copy thereof certified as true and correct by the town clerk shall be forthwith recorded with the county recorder or registrar of titles of the county within which the land and premises are located. The certified copy of the order shall be first presented to the county auditor who shall enter the same in the transfer records and note upon the certified copy over the auditor's official signature, the words "entered in the transfer record."

(b) The order or a certified copy shall be received in all courts as competent evidence of the facts therein contained and be prima facie evidence of the regularity of the proceedings prior to the making thereof, except upon the hearing of an appeal.

Subd. 12. **Refusal to establish.** The determination of a town board refusing to establish, alter, or vacate any road shall be final, unless appealed from, for one year from the filing of its order; and no petition for establishing, altering, or vacating such road shall be acted upon within that time. In case its determination granting a petition is appealed from and reversed, it shall not within one year from date of such determination entertain a petition having the same or a similar object.

Subd. 13. **Entry for property examination or survey.** For the purposes of this section and section 164.08, the town board, its employees or agents, may enter upon any property, public or private, to conduct property examinations and surveys. This subdivision does not grant immunity to the town board, its employees, or agents for damage caused to public or private property as the result of an entry onto the property.

History: *1959 c 500 art 5 s 7; 1967 c 723 s 1; 1973 c 24 s 1; 1976 c 181 s 2; 1986 c 444; 1Sp1986 c 3 art 1 s 82; 1989 c 183 s 3; 1994 c 451 s 1; 1995 c 25 s 2; 2000 c 334 s 1; 2001 c 139 s 4-7; 2005 c 4 s 31; 2005 c 117 s 1*

435.37 EASEMENT FOR CARTWAY.

Subdivision 1. **Mandatory establishment; conditions.** (a) Upon petition presented to the city council by the owner of a tract of land containing at least five acres, who has no access thereto except over a navigable waterway or over the lands of others, or whose access thereto is less than two rods in width, the city council by resolution shall establish a cartway at least two rods wide connecting the petitioner's land with a public road.

(b) The city council may select an alternative route other than that petitioned for if the alternative is deemed by the city council to be less disruptive and damaging to the affected landowners and in the public's best interest.

(c) The amount of damages must be paid by the petitioner to the city before the cartway is opened. For the purposes of this subdivision, damages means the compensation, if any, awarded to the owner of the land upon which the cartway is established together with the cost of professional and other services, hearing costs, administrative costs, recording costs, and other costs and expenses that the city may incur in connection with the proceedings for the establishment of the cartway. The city council may by resolution require the petitioner to post a bond or other security acceptable to the city council for the total estimated damages before the city council takes action on the petition.

(d) The city may not expend street or bridge funds on the cartway unless the city council, by resolution, determines that an expenditure is in the public interest. If no resolution is adopted to that effect, the grading or other construction work and the maintenance of the cartway is the responsibility of the petitioner.

(e) After the cartway has been constructed, the city council may by resolution designate the cartway as a private driveway with the written consent of the affected landowner, in which case from the effective date of the resolution no town road and bridge funds may be expended for maintenance of the driveway.

Subd. 2. **Maintenance costs.** When a cartway is not maintained by the city, one or more of the private property owners who own land adjacent to a cartway, or one or more of the private property owners who has no access to the owner's land except by way of the cartway, may maintain the cartway. The cost of maintenance must be equitably divided among all of the private property owners who own land adjacent to the cartway and all of the private property owners who have no access to their land except by way of the cartway. The following factors may be taken into consideration when determining an equitable share of maintenance expenses: the frequency of use, the type and weight of the vehicles or equipment, and the distance traveled on the cartway to the individual's property. The city council may determine the maintenance costs to be apportioned to each private property owner if the private property owners cannot agree on the division of the costs. The city council's decision may be appealed within 30 days to the district court of the county in which the cartway is located. Private property owners who pay the cost of maintenance have a civil cause of action against any of the private property owners who refuse to pay their share of the maintenance cost.

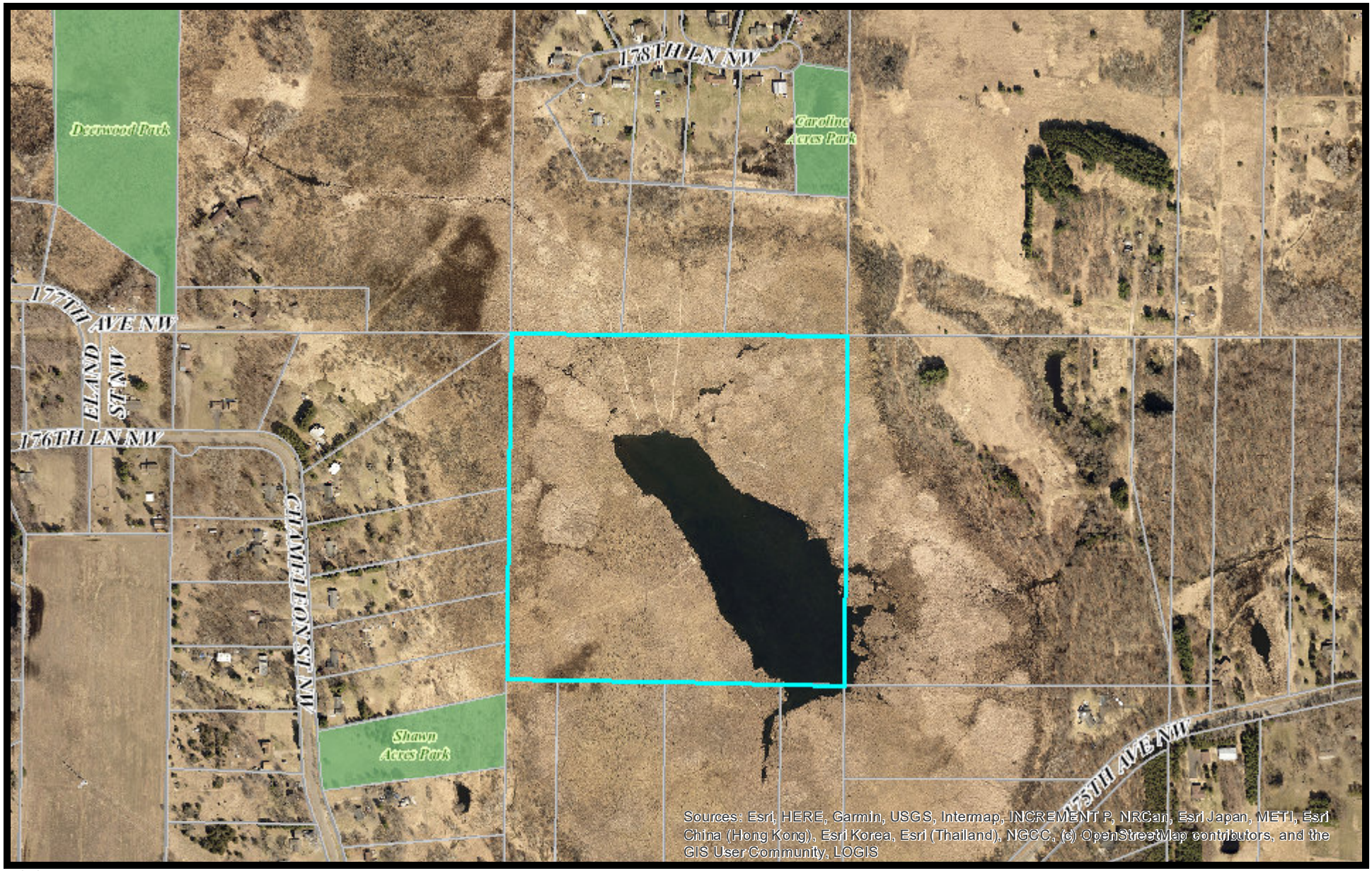
Subd. 3. **City defined.** For purposes of this section, "city" includes statutory and home rule charter cities.

Subd. 4. **Procedure.** For the purposes of this section, the proceedings of the city council shall be in accordance with the procedures set forth in section 164.07, except that references in section 164.07 to "town," "town clerk," "town board," or "town costs" shall be construed to mean references to "city," "city clerk," "city council," or "city costs," respectively, or equivalent terms, as required by the context.

History: *2006 c 236 art 1 s 3; 2009 c 30 art 3 s 3*

Site Location Map

Cartway Request



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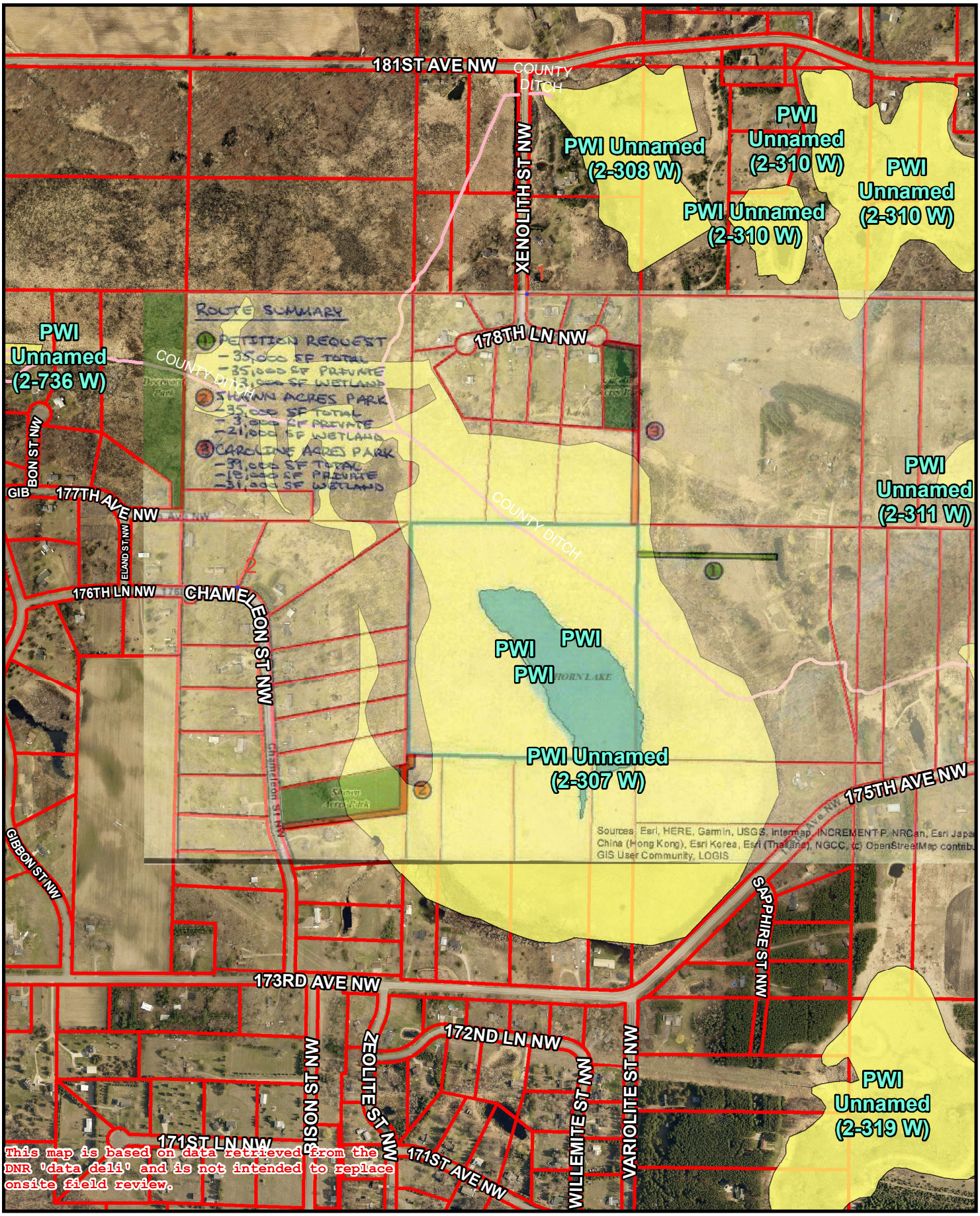


This map is ONLY for planning purposes.
Use with caution.

Map Created: 9/23/2021

Legend

- Public Water Inventory*
- Parcels

N

0 225 450 900 1,350 1,800 Feet

Disclaimer: The information provided on this map is for reference purposes only. The Anoka Conservation District does not guarantee the accuracy of the information contained herein and makes no representation or warranties, either express or implied, for the merchantability or fitness of the information provided on this map for a particular purpose.

CERTIFICATION

State of Minnesota)
)
County of Anoka)
)
City of Ramsey)

I hereby certify that the foregoing Resolution #21-291, is a true and correct copy of the Resolution adopted by the City Council of the City of Ramsey at a meeting thereof held in the City of Ramsey, Minnesota, on the 12th day of October, 2021, as disclosed by the records of said City in my possession.

Dated this the 13th day of October, 2021.

City Clerk

(CITY SEAL)

The foregoing instrument was acknowledged before me the 13th day of October, 2021, by Kathy Schmitz, Administrative Clerk, for the City of Ramsey, Minnesota.

Signature of Notary

KATHLEEN A SCHMITZ
Notary Public
Minnesota
My Commission Expires January 31, 2026

Councilmember Musgrove introduced the following resolution and moved for its adoption:

RESOLUTION #21-291

RESOLUTION DESIGNATING CARTWAY ROUTE AND ORDERING A PUBLIC HEARING FOR PETITIONED CARTWAY ACCESS TO THORN LAKE PROPERTY (PID #04-32-25-31-0001); CASE OF THOMAS AND PATTIANN KURAK

WHEREAS, on August 18, 2021, the City of Ramsey received a petition for the establishment of a cartway to access the landlocked Thorn Lake parcel having PID #04-32-25-31-0001, a copy of which is attached to and made part of hereof as Exhibit A, and

WHEREAS, the petition seeks to establish a cartway pursuant to Minnesota Statute 435.37, and

WHEREAS, the legal description of the petitioned cartway is as follows:

Route 1 – Petitioned Cartway Easement Description:

A permanent easement for cartway purposes over, under, and across the northerly 16.50 feet of Lot 4, Block 1, WILLIAMS WOODS, Anoka County, Minnesota.

A permanent easement for cartway purposes over, under, and across the southerly 16.50 feet of Lot 5, Block 1, WILLIAMS WOODS, Anoka County, Minnesota.

and

WHEREAS, the legal description of Staff's recommended cartway is as follows:

Route 2 – Staff's recommended Cartway Easement Description:

A permanent easement for cartway purposes over, under, and across the southerly and easterly 33 feet of PARK, SHAWN ACRES, Anoka County, Minnesota.

A permanent easement for cartway purposes over, under, and across that part of the Southeast ¼ of the Southwest ¼ of section 4, Township 32, Range 25 described as follows: Commencing at the Southwest corner of said Southeast ¼ of the Southwest ¼ thence East along the South line thereof a distance of 200 feet; thence North and parallel with the West line of said Southeast ¼ of the Southwest ¼ to the point of intersection with the North line of said Southeast ¼ of the Southwest ¼; thence West along the said North line to its intersection with the West line thereof; thence South along the West line of said Southeast ¼ of the Southwest ¼ to the point of beginning. Subject to easement restrictions and reservations of record if any.

Commencing at the Nowthwest corner of said Parcel, thence South 00 degrees 50 minutes 44 seconds West a distance of 88.32 feet; thence North 79 degrees 06 minutes 09 seconds

East a distance of 30.63 feet; thence North 00 degrees 51 minutes 94 seconds East a distance of 81.90 feet to the North line of said Parcel; thence westerly along said North line of said Parcel to the point of beginning.

and

WHEREAS, Minnesota Statute 435.37, subd. 1(a), requires a city council to establish a cartway at least two rods wide connecting a petitioner's land to a public road if a petition is presented by the owner of a tract of land containing at least five acres who has no access thereto except over lands of others; and

WHEREAS, Minnesota Statute 435.37, subd. 1(b), says that the city council may select an alternate route other than that petitioned for if the alternate route is deemed by the city council to be less disruptive and less damaging to the affected landowners and in the public's best interest; and

WHEREAS, Minnesota Statute 435.37, subd. 1(c), states that the amount of damages must be paid by the petitioner to the city before the cartway is opened. For the purposes of said subdivision, damages means (1) the compensation (if any) awarded to the owner of the land upon which the cartway is established and (2) the costs of professional and other services, hearing costs, administrative costs, recording costs, and other costs and expenses that the city may incur in connection with the proceedings for the establishment of the cartway.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, pursuant to Minnesota Statutes 435.37 and 164.07, as follows:

1) A hearing upon the attached Cartway Petition shall be held at the City Hall in the City of Ramsey on December 14, 2021, at 7:00 p.m.

2) The purpose of the hearing shall include, but is not limited to, determining:

   a. Whether the Petitioner is entitled to a cartway under Section 435.37, subd. 1(a);

   b. If so, whether the cartway should be located where requested and to the width requested, or whether it should be located at an alternate route or of a different width;

   c. What damages, if any, must the Petitioner pay to affected landowners for the establishment of the cartway;

   d. What other damages have been incurred or likely will be incurred by the City in connection with the establishment of the cartway; and

   e. Any other issue or matter that might relate to the cartway petition.

3) The Petitioner shall:

a. Cause personal service of this Order and the Cartway Petition to be made upon each owner and occupant of land over which or adjacent to which the proposed cartway would pass, and upon each person whose land would be reasonably expected to be affected by the establishment of the proposed cartway;

b. Post a copy of this Order and the Cartway Petition at the City's posting places;

c. Accomplish items 3 (a) and (b) at least ten days before the cartway hearing; and

d. Submit to the City an affidavit, prior to the hearing, showing that items 3 (a) – (c) have been accomplished.

e. Escrow $20,000 with the City to cover the City's costs and expenses pursuant to Minnesota Statute section 435.37, subdivision 1(c). No further action by the City, including the hearing, shall occur until the escrow is in place.

4) All persons who wish to be heard on any of these issues identified above, or of any other issue or matter relating to the Cartway Petition, should appear at the hearing and be prepared to offer or present any testimony, evidence, opinions, or views that they may have.

5) Affected landowners are hereby notified, pursuant to Minnesota Statute 164.07, subd. 2, that they are entitled to judicial review of damages, need and purpose if the cartway is established, but that to do so they must follow all of the procedures set forth in Minnesota Statute Section 164.07, subd. 7, including but not limited to serving and filing a notice of appeal within 40 days after the filing of the award of damages, and within ten days after the filing of the award of damages if they wish to delay the opening of the cartway, together with an approved bond of not less than $250.

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:

Mayor Kuzma
Councilmember Musgrove
Councilmember Riley
Councilmember Heineman
Councilmember Howell
Councilmember Specht
Councilmember Wostehoff

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 12th day of October, 2021.

Mayor

ATTEST:

City Clerk

Exhibit A

Chris Anderson

From: PATTI KURAK <twcorp@comcast.net>
Sent: Monday, August 16, 2021 11:40 AM
To: Chris Anderson; Chloe McGuire Brigl
Cc: Mark Kuzma; Chris Riley; Chelsee Howell; Ryan Heineman; Matt Woestehoff; Dan Specht; Debra Musgrove
Subject: Cart way to land locked parcel and Thorne Lake

REGARDING: Thomas and Pattiann Kurak petition for Cart way easement to access landlocked 40 acre parcel in north Ramsey, MN. PARCEL # 04-32--25-31-0001 per Minnesota State Statutes # 435-37.

Contact at Ramsey MN Chris Anderson.

Mr. Anderson this is my petition to gain access to my landlocked parcel.

The access I think would be best going into the northeast quadrant of my 40 acres. I have reviewed the proposed plat of Williams Woods and I think an easement from their city in Williams Woods to my northeast quadrant would be best.

Thomas Kurak
15001 Sunfish Lake Blvd NW, Ramsey, MN.
763-242-7953

CC Regular Session **5. 13.**

Meeting Date: 11/09/2021

By: Chris Anderson, Community Development

Information

Title

Adopt Resolution #21-317 Approving Grading Agreement for Lynwood; Case of US Home Corporation dba Lennar (Project 21-122)

Purpose/Background:

On September 28, 2021, the City Council approved, with contingencies, the Preliminary Plat for the Lynwood subdivision, which is located on the land west and south of Fire Station #1 on Armstrong Boulevard (the "Subject Property"). US Home Corporation dba Lennar (the "Applicant") has requested authorization to begin preliminary mass grading of the Subject Property yet this year before the ground freezes. Preliminary Grading is a standard process that the City allows in anticipation of future development.

Approval of a Grading Agreement would allow the Applicant to remove necessary trees and shrubs from the site and then "move dirt" around onsite to create the slopes and grades approved by the City. Grading is an extremely important part of any project to ensure that the project is safe for future owners from flooding, excessive runoff, rain events, etc. The City has allowed preliminary grading on several occasions, most notably the site of the Bunker Lake Industrial Park and Preserve at Northfork.

There were multiple contingencies included with the approval of the Preliminary Plat. Two have yet to be satisfied, including Metropolitan Council approval of a Comprehensive Plan Amendment (CPA) re-guiding the Subject Property from High Density Residential to Medium Density Residential and Lower Rum River Watershed Management Organization (LRRWMO) approval of the wetland delineation and stormwater management plan. On November 1, 2021, the Community Development Committee (of the Metropolitan Council) unanimously voted to move the CPA forward the full Metropolitan Council for approval on November 10, 2021. The LRRWMO approved the wetland delineation on September 16, 2021. The stormwater management plan is scheduled for consideration by the LRRWMO on November 18, 2021. Both of these contingencies are included in the Grading Agreement and would need to be satisfied before commencing grading activities.

Notification:

Notification is not required.

Observations/Alternatives:

Attached is a standard Grading Agreement for private development. This agreement sets minimum expectations as well as providing a financial security to ensure that the project is completed in accordance with City Code and inspection fees for the Engineering Division to complete inspections throughout the process. However, as noted above, it does specify that no activity can begin on the Subject Property until after confirmation that the Metropolitan Council has formally approved the CPA (again, scheduled for November 10, 2021) and the LRRWMO has formally approved the stormwater management plan (scheduled for November 18, 2021).

Funding Source:

All costs associated with processing this Application are the responsibility of the Developer.

Recommendation:

Staff recommends approval of the request.

Action:

Motion to Adopt Resolution 21-317 Approving Grading Agreement for Lynwood.

Attachments

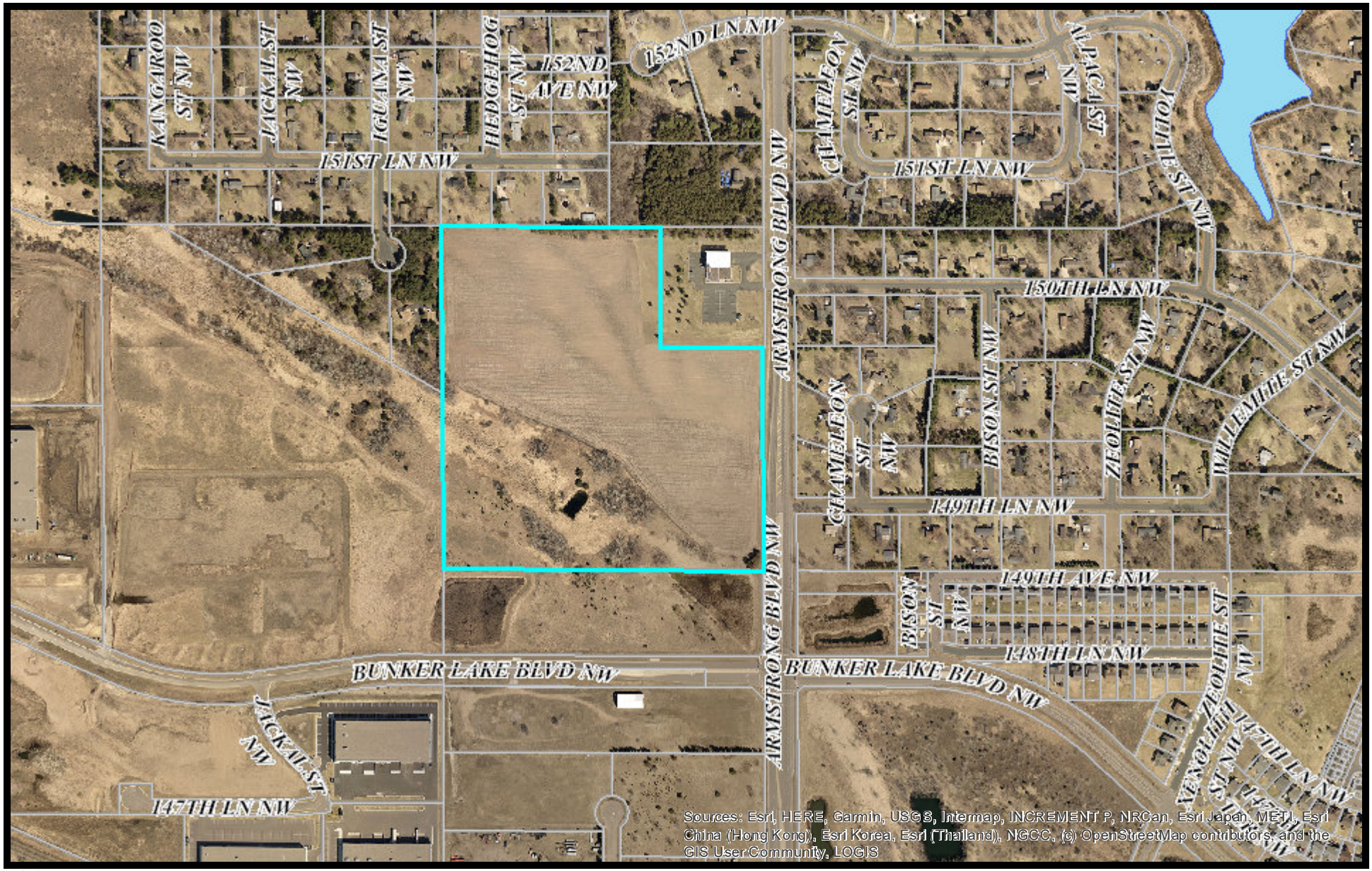
Site Location Map
Preliminary Plat
Engineer's Estimate
Grading Agreement
Resolution #21-317

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Kathy Schmitz	11/04/2021 04:12 PM
Bruce Westby	Bruce Westby	11/04/2021 04:24 PM
Kurt Ulrich	Kurt Ulrich	11/04/2021 04:26 PM
Form Started By: Chris Anderson		Started On: 11/02/2021 02:19 PM
Final Approval Date: 11/04/2021		

Grading Agreement

Site Location Map: PID #20-32-25-44-0003



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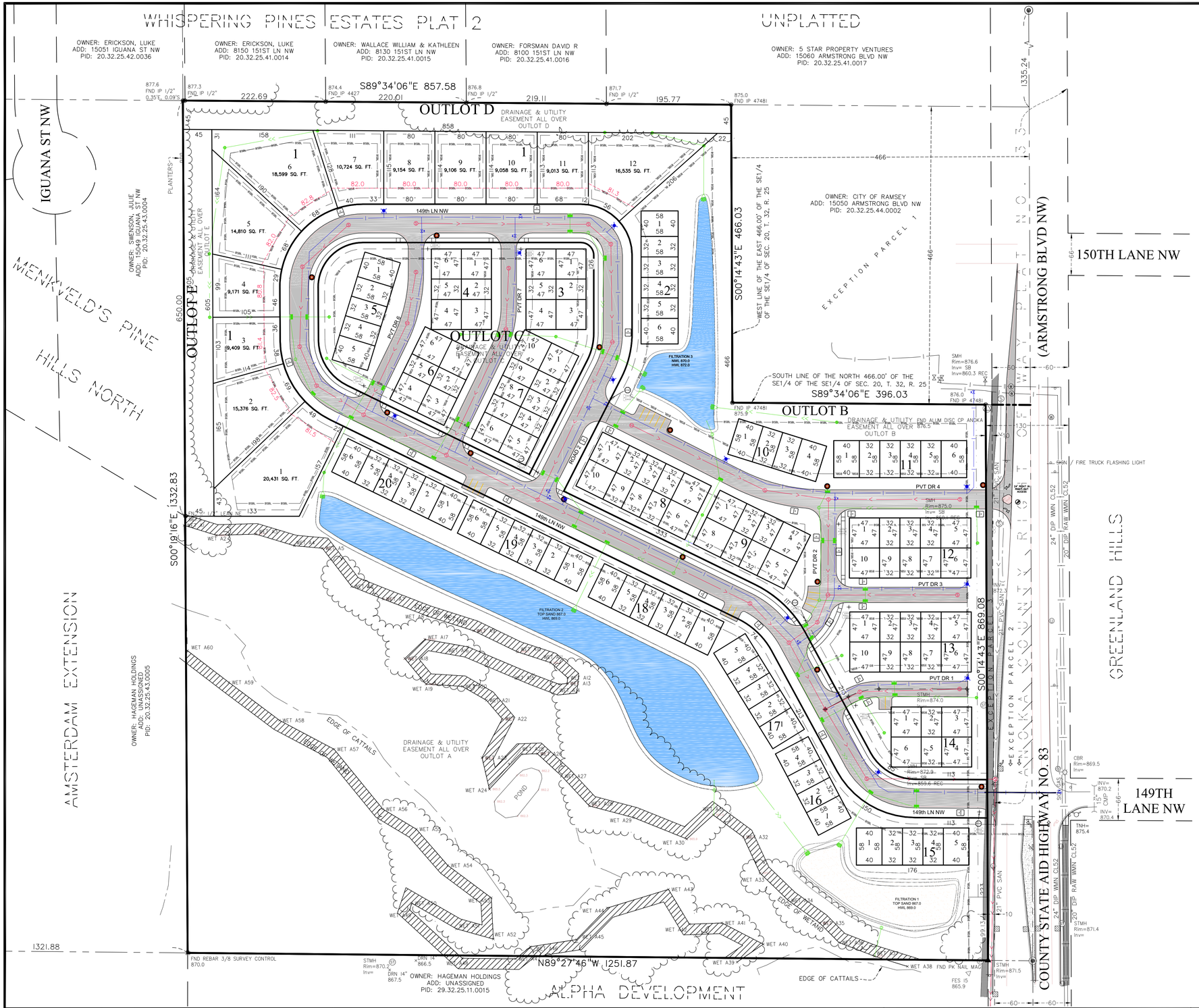


DESCRIPTION OF PROPERTY SURVEYED
(Per Schedule A of the herein referenced Title Commitment)

The Southeast Quarter of the Southeast Quarter of Section 20, Township 32, Range 25, except the following 3 Exception Parcels, to wit:

EXCEPTION PARCEL 1: The East 466 feet of the North 466 feet thereof;

EXCEPTION PARCEL 2: That part thereof lying within Anoka County Highway Right of Way Plat Number 33, according to the map or plat thereof of record in the office of the Anoka County Recorder;

EXCEPTION PARCEL 3: That part thereof lying within Parcel 1 of Anoka County Highway Right-of-Way Plat No. 74, according to the map or plat thereof of record in the office of the Anoka County Recorder.

(Abstract Property)

ALTA/NSPS OPTIONAL TABLE A NOTES
(The following items reference Table A optional survey responsibilities and specifications)

2) **Site Address**: Unassigned Armstrong Boulevard, Ramsey, Minnesota 55303

3) **Flood Zone Information**: This property appears to lie in Zone X (area determined to be outside of the 0.2% annual chance floodplain) per Flood Insurance Rate Map, Community Panel No. 27003C0280E effective date of December 16, 2015.

4) **Parcel Area Information**: Gross Area: 1,486,411 s.f. ~ 34.123 acres
*We do not affirmatively insure the quantity of acreage set forth in the description

5) **Benchmark**: Elevations are based on Anoka County Benchmark No. 3076 which has an elevation of: 890.186 feet (NAVD88).

6) **Zoning Information**: The current Zoning for the subject property is R-3 (High Density Residential) per the City of Ramsey's zoning map dated January, 2020. The setback, height, and floor space area restrictions for said zoning designation are as follows:

Principal Structure Setbacks - Street(s): 25 feet (Armstrong Boulevard)
Side: 30 feet
Rear: 30 feet
Height: 35 feet
Maximum Lot Coverage: 35 percent of lot area

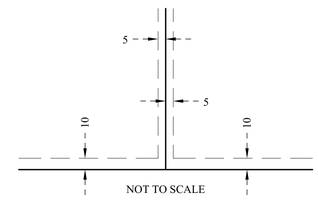
Please note that the zoning information shown hereon may have been amended through a city process. We recommend that a zoning letter be obtained from the Zoning Administrator for the current restrictions for this site. All setback information and hardcover data for planning and design must be verified by all parties involved in the design and planning process.

We have not received the current zoning classification and building setback requirements from the insurer.

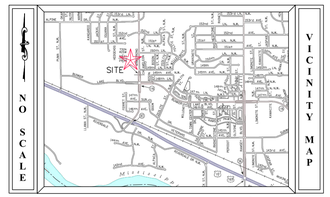
11) **Utilities**: We have shown the location of utilities on the surveyed property by observed evidence only. There may be underground utilities encumbering the subject property we are unaware. Please note that we have not placed a Gopher State One Call for this survey. There may or may not be underground utilities in the mapped area, therefore extreme caution must be exercise before any excavation takes place on or near this site. Also, please note that seasonal conditions may inhibit our ability to visibly observe all the utilities located on the subject property Before digging, you are required by law to notify Gopher State One Call at least 48 hours in advance at 651/454-0002.

18) **Wetland Delineation**: The wetland delineation was not performed at the time of this certification.

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 this plat.



Bearings are based on the Anoka County Coordinate System (NAD 83 - 1986 adj.)

80 40 0 40 80 160
SCALE IN FEET

SURVEY LEGEND

- CAST IRON MONUMENT
- IRON PIPE MONUMENT SET
- IRON PIPE MONUMENT FOUND
- DRILL HOLE FOUND
- CHISELED "X" MONUMENT SET
- CHISELED "X" MONUMENT FOUND
- REBAR MONUMENT FOUND
- PK NAIL MONUMENT SET
- PK NAIL MONUMENT FOUND
- PK NAIL W/ ALUMINUM DISC
- SURVEY CONTROL POINT
- A/C UNIT
- CABLE TV PEDESTAL
- ELECTRIC TRANSFORMER
- ELECTRIC MANHOLE
- ELECTRIC METER
- ELECTRIC OUTLET
- YARD LIGHT
- LIGHT POLE
- FIBER OPTIC MANHOLE
- FIRE DEPT. HOOK UP
- FLAG POLE
- FUEL PUMP
- FUEL TANK
- PROPANE TANK
- GAS METER
- GAS VALVE
- GAS MANHOLE
- GENERATOR
- GUARD POST
- HAND HOLE
- MAIL BOX
- PIEZOMETER
- POWER POLE
- GUY WIRE
- ROOF DRAIN
- LIFT STATION
- SANITARY MANHOLE
- SANITARY CLEANOUT
- STORM MANHOLE
- STORM DRAIN
- CATCH BASIN
- FLARED END SECTION
- TREE CONIFEROUS
- TREE DECIDUOUS
- TREE CONIFEROUS REMOVED
- TREE DECIDUOUS REMOVED
- TELEPHONE MANHOLE
- TELEPHONE PEDESTAL
- UTILITY MANHOLE
- UTILITY PEDESTAL
- UTILITY VAULT
- WATERMAIN MANHOLE
- WATER METER
- WATER SPIGOT
- WELL
- MONITORING WELL
- CURB STOP
- GATE VALVE
- HYDRANT
- IRRIGATION VALVE
- POST INDICATOR VALVE
- SIGN
- SOIL BORING
- WOE WALKOUT ELEVATION
- FFE FIRST FLOOR ELEVATION
- GFE GARAGE FLOOR ELEVATION
- TOF TOP OF FOUNDATION ELEV.
- LOE LOWEST OPENING ELEV.
- CONCRETE
- BITUMINOUS
- BUILDING SETBACK LINE
- CABLE TV
- CONCRETE CURB
- CONTOUR EXISTING
- CONTOUR PROPOSED
- GUARD RAIL
- DRAIN TILE
- ELECTRIC UNDERGROUND
- FENCE
- FIBER OPTIC UNDERGROUND
- GAS UNDERGROUND
- OVERHEAD UTILITY
- TREE LINE
- SANITARY SEWER
- STORM SEWER
- TELEPHONE UNDERGROUND
- RETAINING WALL
- UTILITY UNDERGROUND
- WATERMAIN
- TRAFFIC SIGNAL
- RAILROAD TRACKS
- RAILROAD SIGNAL
- RAILROAD SWITCH
- SATELLITE DISH
- WETLAND BUFFER SIGN

FIELD CREW	NO.	BY	DATE	REVISION
DM AK AK	1	EMW	9/2/2021	REVISED LOT LINES
DRAWN				
EMW				
CHECKED				
DLS				
DATE				
6-1-21				

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To: U.S. Homes Corporation, a Delaware corporation, InFaith Community Foundation, a Minnesota nonprofit corporation, and First American Title Insurance Company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1 - 5, 8, 11, 13 and 18 of Table A thereof. The field work was completed on June 8th, 2021.

Date of Plat or Map: June 16th, 2021

Daniel L. Schmidt, PLS — Minnesota License No. 26147

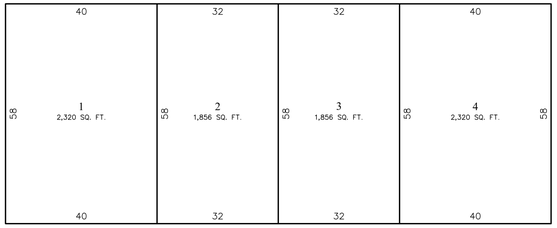
SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000
WWW.SATHRE.COM

TWP:032-RGE.25-SEC.20
Anoka County
RAMSEY, MINNESOTA

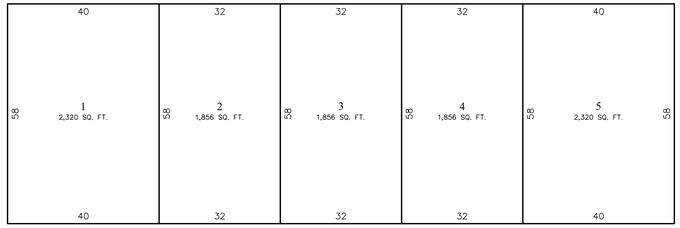
PRELIMINARY PLAT
LYNWOOD
PREPARED FOR:
U.S. HOMES CORPORATION

FILE NO. 5401-686

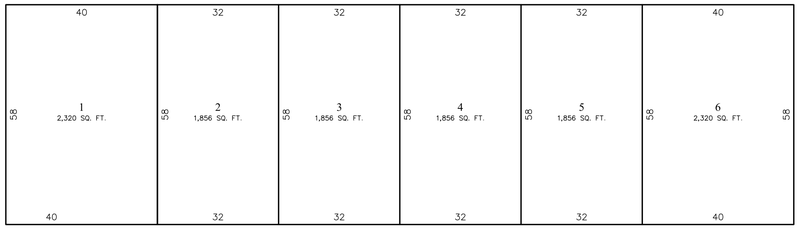
TYPICAL 4 UNIT - 2 ON BLOCKS 10 & 16



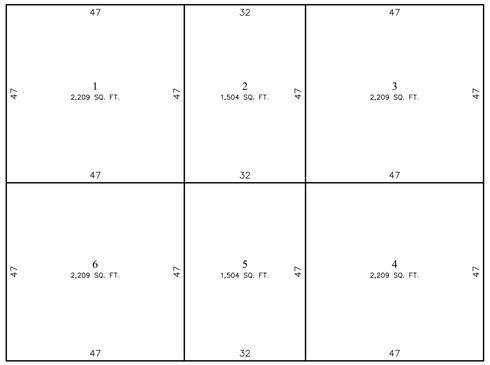
TYPICAL 5 UNIT - 3 ON BLOCKS 5, 15, & 17



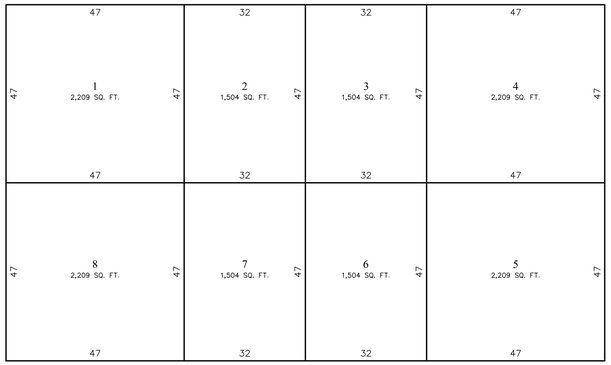
TYPICAL 6 UNIT SINGLE ROW - 5 ON BLOCKS 2, 11, 18, 19, & 20



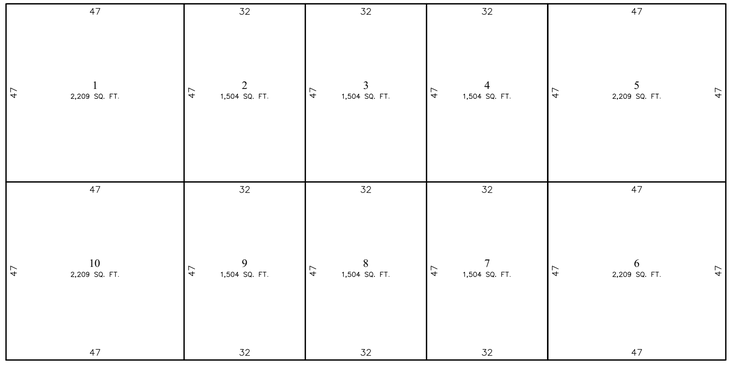
TYPICAL 6 UNIT BACK TO BACK - 4 ON BLOCKS 3, 4, 6, & 14



TYPICAL 8 UNIT - 1 ON BLOCK 9



TYPICAL 10 UNIT - 4 ON BLOCKS 7, 8, 12, & 13



20 10 0 10 20 40

SCALE IN FEET

Notes:
Public Street ROW: 60ft
Public Street Width: 30ft Back to Back

Private Street Width: 24ft Back to Back

Lots: 12 Single Family Lots
Minimum Lot Width: 65ft
Front Yard Setback: 25ft
Side Yard Setback: 5ft/5ft
Side Yard Setback Corner Lot: 15ft
Rear Yard Setback: 30ft

125 Townhome Units
Front Yard Setback: 25ft (Front Door)
Side Yard Setback: 25ft (Building to Building)
Rear Yard Setback: 30ft

PREPARED BY	PREPARED FOR
ENGINEER SATHRE-BERGQUIST, INC. 150 SOUTH BROADWAY WAYZATA, MINNESOTA 55391 PHONE: (952) 476-6000 FAX: (952) 476-0104 CONTACT: CHARLIE WIEMERSLAGE,P.E. EMAIL: CWIEMERSLAGE@SATHRE.COM	DEVELOPER LENNAR 16305 36TH AVE N. SUITE 600 PLYMOUTH, MN 55446 CONTACT: JOE JABLONSKI PHONE: (952) 249-3014 EMAIL: JOE.JABLONSKI@LENNAR.COM PAUL TABONE PHONE: (952) 249-3086 EMAIL: PAUL.TABONE@LENNAR.COM

FIELD CREW	NO.	BY	DATE	REVISION
DM AK AK	1	EMW	9/2/2021	REVISED LOT LINES
DRAWN				
EMW				
CHECKED				
DLS				
DATE				
6-1-21				

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To: U.S. Homes Corporation, a Delaware corporation, InFaith Community Foundation, a Minnesota nonprofit corporation, and First American Title Insurance Company:
This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1 - 5, 8, 11, 13 and 18 of Table A thereof. The field work was completed on June 8th, 2021.

Date of Plat or Map: June 16th, 2021

Daniel L. Schmidt

Daniel L. Schmidt, PLS Minnesota License No. 26147

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000
WWW.SATHRE.COM

TWP:032-RGE.25-SEC.20
Anoka County

RAMSEY, MINNESOTA

PRELIMINARY PLAT-LOT AREA DETAIL
LYNWOOD
PREPARED FOR:
U.S. HOMES CORPORATION

FILE NO. 5401-686

PROJECT : Lynwood
LOCATION : Ramsey, MINNESOTA

PREPARED FOR : Lennar
PREPARED BY : SATHRE-BERGQUIST, INC.

DATE :
Revised:

Engineers Estimat

Description	Unit	Estimated Quantity	Unit Price	Bid Amount
Site Grading				
Mobilization - Grading	L.S.	1.0	$5,000.00	$5,000.00
Rock Entrance Berm	EACH	1.0	$1,500.00	$1,500.00
Clearing & Grubbing	ACRE	0.5	$5,000.00	$2,500.00
Silt Fence (before construction)	L.F.	5,740.0	$1.75	$10,045.00
Silt Fence (after construction)	L.F.	2,030.0	$1.75	$3,552.50
Silt Fence Repair and Cleaning	L.F.	1,554.0	$2.00	$3,108.00
Common Excavation	C.Y.	46,500.0	$2.25	$104,625.00
Subcut Unsuitable in Structural Fill Areas	C.Y.	33,500.0	$2.00	$67,000.00
Import Suitable Structural Fill (1.3LV)	C.Y.	58,000.0	$7.00	$406,000.00
Trench Borrow	C.Y.	0.0	$1.50	$0.00
Respread Topsoil	C.Y.	16,500.0	$2.00	$33,000.00
Retaining Walls (1.5ft bury, w-3rail spilt rail fence)	S.F.	550.0	$30.00	$16,500.00
Erosion Blanket	S.Y.	4,030.0	$1.50	$6,045.00
Rock Checks (2" rock min - 1ft H x 1ft W))	LF	100.0	$2.00	$200.00
Construct Temporary Sedimentation Basin (s) (3600cf/ac)	CY	220.0	$2.00	$440.00
Temporary Basin Outlet device (faircloth or equal)	EACH	3.0	$2,000.00	$6,000.00
Restoration (Seed and Mulch)	ACRE	18.0	$625.00	$11,250.00
		Site Grading Total:		$676,765.50

CITY OF RAMSEY
GRADING AGREEMENT FOR LYNWOOD

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 **U.S. Home Corporation, dba Lennar,** a Delaware corporation (the "**PERMITTEE**").

Recitals

A. The **PERMITTEE** is the owner of land legally described on the attached Exhibit A (the "Subject Property").

B. The **PERMITTEE** desires to complete preliminary mass grading in advance of formal final plat plan review.

C. The PERMITTEE acknowledges that corrections and/or revisions to the grading plans may still be identified and required as part of the final plat plan review, which could impact preliminary mass grading that is conducted under this Agreement.

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 Lynwood Preliminary Plat (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 commencing grading activities, 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.

d. Metropolitan Council Approval of a Comprehensive Plan Amendment. On August 24, 2021, the Ramsey City Council approved a Comprehensive Plan Amendment for the Subject Property, contingent upon approval by the Metropolitan Council. On November 1, 2021, the Community Development Committee for the Metropolitan Council unanimously voted to move the Amendment forward to the Metropolitan Council for approval on November 10, 2021.

e. Lower Rum River Watershed Management Organization Stormwater Permit Approval. The **PERMITTEE** shall provide the **CITY** a copy of the approved Stormwater Water Permit from the Lower Rum River Watershed Management Organization (LRRWMO) prior to commencing grading activities. This is scheduled for consideration by the LRRWMO on November 18, 2021.

3. The Plans. Final grading plans must be approved by the City Engineer.

4. Improvements. The improvements the **PERMITTEE** will construct or install are as follows:

Preliminary Grading (the "Improvements").

5. Improvement Financial Guarantee. The **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Improvements and their timely completion. The **CITY** shall require a financial guarantee in the amount of thirty percent of the grading estimate. The **PERMITTEE** shall be responsible for a financial guarantee in the amount of Two Hundred Three Thousand Thirty Dollars and No Cents (**$203,030.00)** which is 30% of the $676,765.50 grading estimate provided by the **PERMITTEE.**

6. Inspection Fees for the Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of Thirty Three Thousand Eight Hundred Thirty Eight Dollars and No Cents (**$33,838.00)** which is 5% of the $676,765.50 grading estimate provided by the **PERMITTEE.**

7. Installation of the Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Improvements. The **PERMITEE** must provide the **CITY** with copies of the National Pollutant Discharge Elimination System (NPDES) and Lower Rum River Water Management Organization (LRRMWO) permits prior to or when the **PERMITTEE** applies for a grading permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion of the Improvements, the **PERMITTEE** shall provide the **CITY** with a complete set of reproducible "As Built" plans for the Improvements.

8. Time of Performance for the Improvements. The **PERMITTEE** must substantially complete the Improvements within one (1) year after issuance of a grading permit.

9. Street Cleaning and Clean Up. The **PERMITTEE** shall clear any soil, earth, or debris from the streets resulting from the construction of improvements. If the **PERMITTEE** fails to keep streets clean the **CITY** shall notify the **PERMITTEE** of the issue and **PERMITTEE** shall clear soil, earth, or debris from the streets resulting from the construction of the Improvements within 48 hours of notification. If the PERMITTEE fails to clean streets after said 48-hour period the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the 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 thirty (30) days of the date of the invoice.

10. Payment of Development Fees. Since the Property is not being platted, the **PERMITTEE** acknowledges that the development fees will be required at time of final plat.

11. **PERMITTEE** Defaults. If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Contract (most notably temporary and permanent erosion control measures), i) the **CITY shall** give the **PERMITTEE** thirty (30) days written notice of the default and ii) if the **PERMITTEE** fails to cure the default within thirty (30) days of receipt of notice of default, 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 thirty (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 thirty (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).

12. Haul Route. Truck traffic hauling routes must be approved by the City Engineer.

13. Limits of Construction. The City Engineer shall approve the limits of construction.

14. 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 Improvements comply 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 Improvements do 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. 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.

e. Estimated Cost. It is understood and agreed that cost amounts set forth in this Agreement as to 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.

f. 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.

g. 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:
U.S. Home Corporation, dba Lennar
Attn.: Joe Jablonski
16305 36th Avenue North, Suite 600
Plymouth, MN 55446

TO THE CITY:
City of Ramsey
Attn: Deputy City Administrator
7550 Sunwood Drive NW
Ramsey, MN 55303

THE PERMITTEE:

U.S. Home Corporation, dba Lennar

By:_____
Jon Aune
Its: Vice President

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____ , 2021, by Jon Aune, Vice President of U.S. Home Corporation, dba Lennar, a Delaware corporation, under the laws of the State of Delaware 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 Kurt 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

EXHIBIT A

Legal Description of the Subject Property

THE SE1/4 OF SE1/4 OF SEC 20 TWP 32 RGE 25, EX E 466 FT OF N 466 FT THEREOF, EX RD, SUBJ TO EASE OF REC, Anoka County, Minnesota

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-317

RESOLUTION APPROVING GRADING AGREEMENT FOR LYNWOOD SUBDIVISION

WHEREAS, U.S. Home Corporation, dba Lennar, hereafter referred to as "Developer", has requested approval from the City to grade the property for Lynwood (the "Project") subdivision prior to final plat approval, on the land generally located west of Armstrong Boulevard, north of Bunker Lake Boulevard, and south of 151st Lane NW and legally described as:

THE SE1/4 OF SE1/4 OF SEC 20 TWP 32 RGE 25, EX E 466 FT OF N 466 FT THEREOF, EX RD, SUBJ TO EASE OF REC, Anoka County, Minnesota

(the 'Subject Property'); and

WHEREAS, the Developer applied for a Comprehensive Plan Amendment (CPA) to re-guide the Subject Property from High Density Residential (HDR) to Medium Density Residential (HDR) and for a Zoning Amendment to rezone a portion of the Subject Property from R-3 Residential (High Density) to R-2 Residential (Medium Density); and

WHEREAS, the City Council approved the CPA on August 24, 2021 and directed Staff to submit the CPA to the Metropolitan Council; and

WHEREAS, the City Council approved the Zoning Amendment and the Preliminary Plat for Lynwood Subdivision on September 28, 2021; and

WHEREAS, on November 1, 2021, the Community Development Committee (Metropolitan Council) unanimously voted to forward the CPA to the full Metropolitan Council for consideration and approval on November 10, 2021; and

WHEREAS, the Developer has not applied for Final Plat approval yet, but has requested approval to begin clearing and grading the Subject Property yet in 2021; and

WHEREAS, the City has drafted their standard grading agreement, which includes a financial surety to ensure the work is completed in accordance with City standards.

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 grants approval of the Grading Agreement for Lynwood Subdivision contingent upon the following conditions:
    a. Conformance with Staff review comments in ProjectDox and approval of plans by the City Engineer.
    b. Approval of a Comprehensive Plan Amendment by the Metropolitan Council to re-guide the Subject Property from HDR to MDR (scheduled for November 10, 2021).
    c. Approval of Stormwater Management Plan and Wetland Delineation by the Lower Rum River Watershed Management Organization (scheduled for November 18, 2021).
    d. City Engineer review and approval of the submitted Engineer's Estimate quantities and values.

e. Execution of the Grading Agreement with approved financial surety by the City's Finance Director and approval of legal form by the City Attorney.

f. Holding a grading pre-construction meeting with City Staff prior to commencing grading operations.

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 9th day of November, 2021.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **6. 1.**

Meeting Date: 11/09/2021

By: Chloe McGuire Brigl, Community Development

Information

Title:

PUBLIC HEARING: Adopt Resolution #21-309 and Introduce Ordinance #21-23 Approving Preliminary Plat for Trott Brook Crossing; Case of Sotarra

Purpose/Background:

The purpose of this case is to review a Preliminary Plat application from Sotarra (previously the Excelsior Group) (the "Applicant") for a 270 lot residential subdivision west of Nowthen Blvd NW, east of Variolite Street, and north of Trott Brook. The site is approximately 270 acres and consists of six separate parcels (the "Subject Properties"). The Applicant has proposed all lots within the Single-Family (80 foot wide) lot width designation. The case was previously referred to as Trott Brook North and included a request for smaller than 80 foot wide lots. The City Council directed the Applicant to revise the plans to show quarter acre, 80 foot wide lots. All lots in the proposed preliminary plat meet said direction.

Notification:

The City attempted to notify all property owners, as reflected in the Anoka County Property Records, within 700 feet of the Subject Property of the request by U.S. Mail both for this meeting and for the October 28, 2021 Public Hearing. The Public Hearing notice was also posted in the City's Official Newspaper, the Anoka County UnionHerald.

This is the second public hearing on the item, the first held at Planning Commission on October 28, 2021.

Observations/Alternatives:

Summary

The proposed preliminary plat shows 270 lots on the 200 acres. The project includes a large public park in the northeast corner of the site, consisting of the homestead and historic farm buildings. The Subject Property is guided for 80 foot wide lots on City utilities, and zoned similarly, except the southwestern most parcel on the Subject Property. The Applicant has requested that the City rezone and re-guide this property to allow for 7 lots on this parcel.

Conformity with City Code

The proposed preliminary plat does appear to generally meet the requirements of City Code. There are a few minor changes that will be required, as is typical with any sketch plan, preliminary plat, or subdivision application. The Preliminary Plat appears to meet all of the requirements for the R-1 MUSA District.

Key Staff Comments

- Wetlands and Floodplain: All wetlands will be delineated and approved by the Lower Rum River Watershed Management Organization, which will also need to issue a permit in order for work to start onsite. Wetlands will be encumbered by a 16.5 foot easement. The City of Ramsey can require as-builts with any new home that is built in the City. Based on the sensitive environmental nature and potential increase to insurance associated with owning a property by the floodplain, Staff will require as-builts for all of these sensitive lots.
- Utilities: The City is working with Bolton and Menk on an Infrastructure Study for the general planning area of Trott Brook North, north of the Brook, and between Variolite St and Nowthen Blvd. The Infrastructure Study shows that in order to serve the areas guided for City Utilities (within the MUSA), they will largely

need to come through this site from the South. This property will then serve adjacent properties, such as North Brook Meadows. The City can require utility connections when land subdivides at urban scales (e.g. quarter acre lots). **The City cannot force a private property owner to connect to City utilities, even if they are put in the road in front of their home. This right is protected in the City Charter.**

- Sidewalks and Trails: The City requires a sidewalk on one side of each public street. Additionally, the City will require a trail along 173rd. Additionally, there will need to be a pedestrian crossing on 173rd.
- Roads:173rd will need to be upgraded to a full public road as part of this project. The Applicant is working with the Applicant to the north coordinating on this item. It is likely that there will be a cost-share agreement outlined as part of road project, which will be discussed with the Applicants and City Council at a future date. This road must be upgraded as part of this project, in order to properly serve the new residents.
- Lot Sizes and Alignments: All of the proposed lots are 80 foot wide lots.

EAW

Based on the scale of the project, Minnesota Statutes require that this project complete an EAW. The Environmental Analysis Worksheet was approved for distribution by the City Council with a one month public comment period, which ended on October 28, 2021. A contingency is included in the attached resolution indicating that all comments must be addressed from the EAW. The majority of comments were advisory or standard comments.

The EAW is available for review at: http://www.ci.ramsey.mn.us/748/Trott-Brook-Crossing

The EAW also includes the traffic study, which has also been attached for reference.

Note, Council Member Howell and Musgrove have requested consideration of an additional traffic study to verify previous study results. Previous verification included the City hiring two different consultants (WSB and Bolton & Menk) to review the traffic study from the EAW. Anoka County is also reviewing the plan and have not yet submitted formal plan review comments, that will include the proposed requirement for improvements to Nowthen Boulevard/CSAH 5. The City's infrastructure study, which was jointly funded by the City (1/3 cost) also discusses and evaluates traffic. Currently, their are two separate traffic studies, one from the EAW and one from Bolton and Menk. A Draft resolution is attached if an additional study is deemed necessary.

Comprehensive Plan and Rezoning (SW parcel)

The southwestern most lot in the project area is currently zoned R-1 Rural Developing and guided for Rural Residential in the City's comprehensive plan. That specific property is just under 30 acres and is significantly encumbered by wetland. As part of this project, the Applicant has requested to rezone and re-guide this area to Low Density Residential and rezone it to R-1 MUSA 80, allowing for 7 lots to exist or encroach onto this property area.

Parks

The Application includes dedication of park land and historic barn buildings in the northeast corner of the site. The City is excited at the opportunity to bring a larger public park to this area through the dedication of land and buildings, as well as the ability to protect the historic buildings and pay homage to the history of the property. The Applicant is proposing to dedicate 10.8 acres of fully buildable land, and 4.3 acres of land underneath an electric transmission line for the park. Land under the electric transmissions lines will likely be used for parking, while the remainder of the land shall be used for other park amenities. The historic buildings will remain on the property.

Planning Commission

The Planning Commission voted to recommend the City Council approve the project. The Planning Commission also directed Staff to work with Anoka County to see if there are any options for improvements, specifically a roundabout, at the intersection of 175th Ave NW and Nowthen Blvd. Staff is working

Platting Process

1. Sketch Plan - Identify red flags and direct the Applicant on moving forward to Preliminary Plat
2. Preliminary Plat - Engineering documents, formal public hearing, if approved, the project has entitlement (we are here)

3. Final Plat - Construction documents and legal agreements, only heard by City Council

City Code Sections

- Section 117-111: R-1 Residential (Existing and Proposed Zoning)
- Section 117-588: Major Plat
- Section 117-614: Subdivision Design Standards

Funding Source:
The Applicant is responsible for all costs associated with review.

Recommendation:
The Planning Commission recommended adoption of Resolution #21-309 and Ordinance #21-23.

Action:
Motion to adopt Resolution #21-309 approving the preliminary plat for Trott Brook Crossing with contingencies.

and

Motion to waive the Charter amendment requiring the ordinance is read aloud and introduce Ordinance #21-23.

Attachments

Preliminary Plat (Color Rendering)
Site Location Map
Informational Session Flyer
Preliminary Plat Sheets
Landscape Plan
Trott Brook North Planning Framework (July 2020)
Preliminary Phasing Plan (Informational Only)
Draft presentation (to be updated)
Infrastructure Study (Final)
Traffic Study (Part of EAW)
Draft Ordinance #21-23
Draft Resolution #21-309
Informational Handout
Res #21-239 traffic study
City Attorney Opinion

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Kathy Schmitz	11/04/2021 04:12 PM
Bruce Westby	Bruce Westby	11/04/2021 04:27 PM
Kurt Ulrich	Kurt Ulrich	11/04/2021 06:00 PM
Bruce Westby	Kathy Schmitz	11/04/2021 06:06 PM
Brian Hagen	Kathy Schmitz	11/04/2021 06:07 PM
Form Started By: Chloe McGuire Brigl		Started On: 11/01/2021 11:28 AM
Final Approval Date: 11/04/2021		

Wetland
Overhead Lines
Overhead Lines
Wetland
Stormwater Basin
Infiltration Basin
Stormwater Basin
Stormwater Basin
Infiltration Basin
Infiltration Basin
Stormwater Basin
Wetland
Trott Brook
17th Ave NW
Nowthen BLVD NW
170th Trail NW
Variolite Street NW

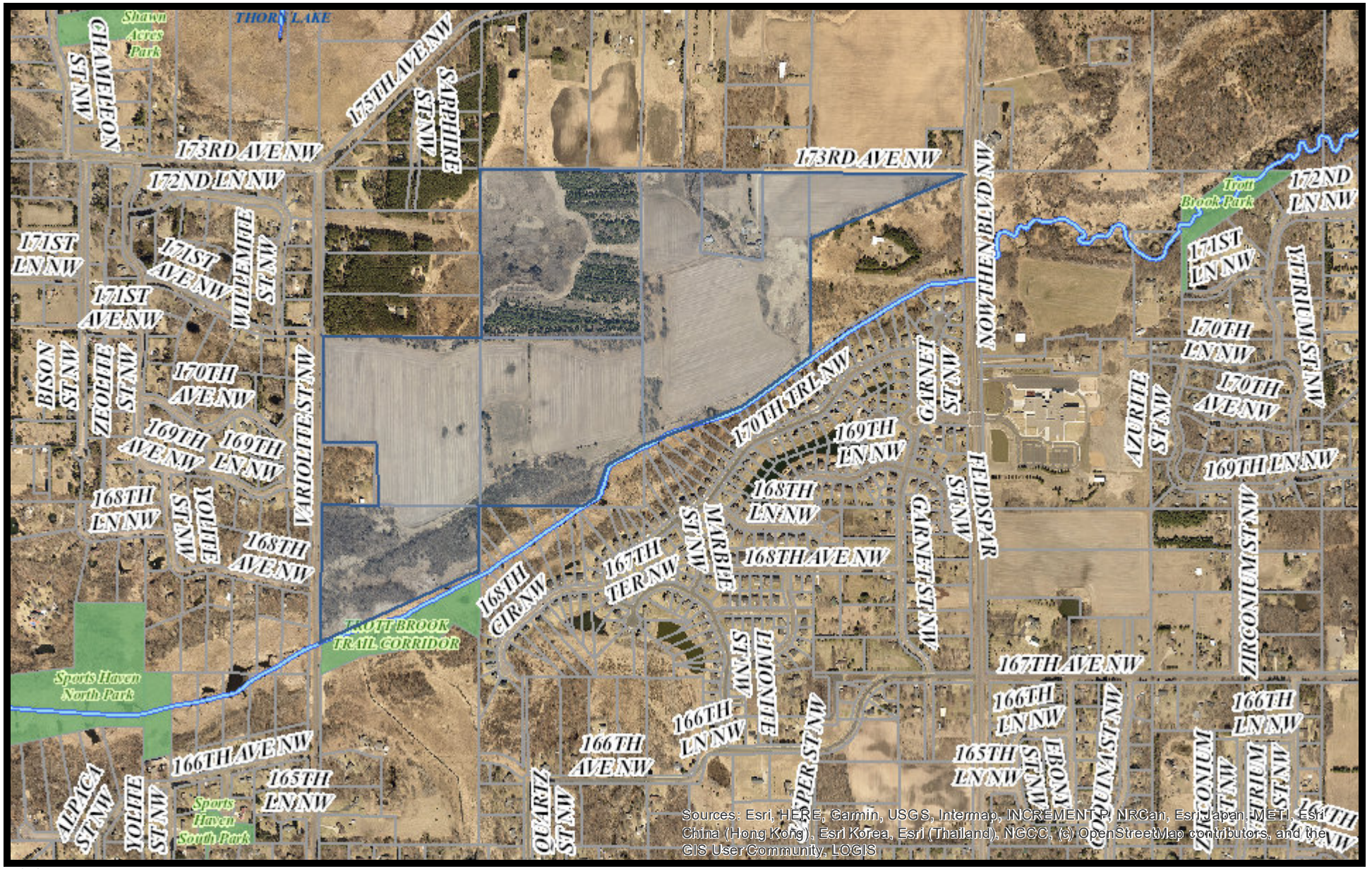
SOTARRA

TROTT BROOK
CROSSING

Ramsey, MN

Site Location Map

Trott Brook North



8/9/2021, 11:08:27 AM

0 0.075 0.15 0.3 0.45 0.6 mi

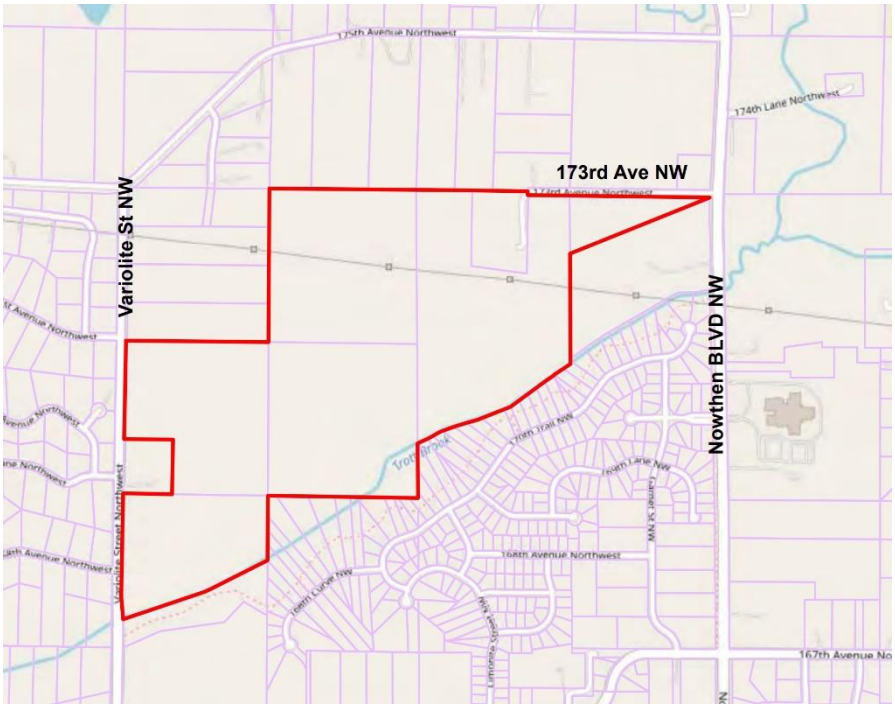
Trott Brook Crossing Informational Session

Public Informational Meeting

The Applicant, Sotarra, (previously the Excelsior Group) is proposing a 270-lot residential subdivision comprised of 80-foot wide, quarter-acre lots.

On October 28, 2021, the Applicant is requesting the Planning Commission to consider approving a Preliminary Plat, at which time a public hearing will be held.

The informational meeting on November 4, 2021 is an opportunity for residents to have questions answered and learn about the proposed development from both the Applicant and City Staff.



The purpose of this meeting is to provide information regarding the Trott Brook Development. This meeting is informative in nature. There will be no formal presentation, but instead will be an open house style format.

Event: Information Session for the Proposed Residential Development of Trott Brook Crossing

Location:

Ramsey Municipal Center
Lake Itasca Room
7550 Sunwood Drive NW
Ramsey, MN 55303

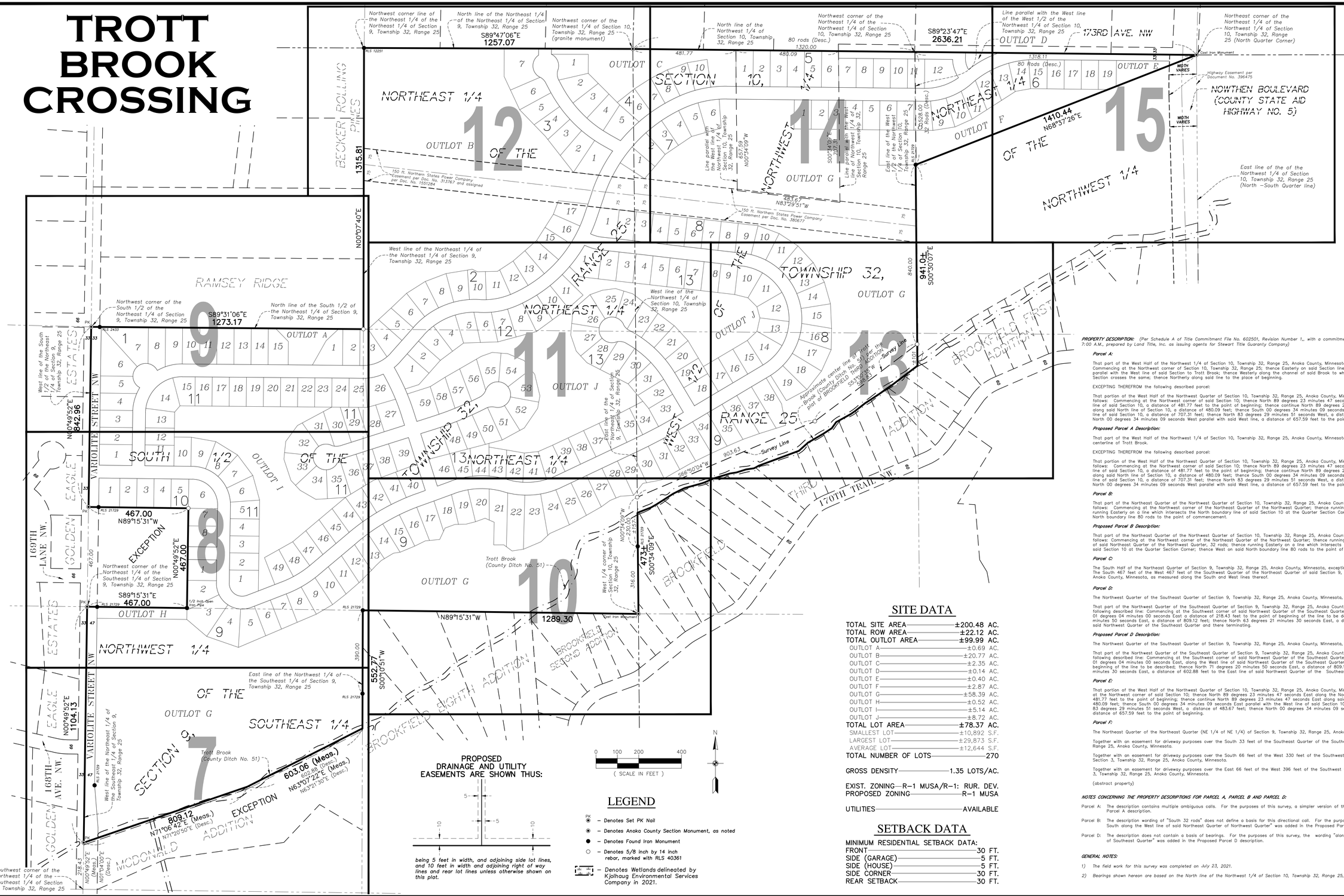
Date: November 4, 2021

Time: 5 to 6:30pm

For more information:

Contact Community Development Staff at 763-433-9840

TROTT BROOK CROSSING



SITE DATA

TOTAL SITE AREA	±200.48 AC.
TOTAL ROW AREA	±22.12 AC.
TOTAL OUTLOT AREA	±99.99 AC.
OUTLOT A	±0.69 AC.
OUTLOT B	±20.77 AC.
OUTLOT C	±2.35 AC.
OUTLOT D	±0.14 AC.
OUTLOT E	±0.40 AC.
OUTLOT F	±2.87 AC.
OUTLOT G	±58.39 AC.
OUTLOT H	±0.52 AC.
OUTLOT I	±5.14 AC.
OUTLOT J	±8.72 AC.
TOTAL LOT AREA	±78.37 AC.
SMALLEST LOT	±10,892 S.F.
LARGEST LOT	±29,873 S.F.
AVERAGE LOT	±12,644 S.F.
TOTAL NUMBER OF LOTS	270
GROSS DENSITY	1.35 LOTS/AC.
EXIST. ZONING	R–1 MUSA/R–1: RUR. DEV.
PROPOSED ZONING	R–1 MUSA
UTILITIES	AVAILABLE

SETBACK DATA

MINIMUM RESIDENTIAL SETBACK DATA:

FRONT	30 FT.
SIDE (GARAGE)	5 FT.
SIDE (HOUSE)	5 FT.
SIDE CORNER	30 FT.
REAR SETBACK	30 FT.

PROPERTY DESCRIPTION: *(Per Schedule A of Title Commitment File No. 602501, Revision Number 1., with a commitment date of May 6, 2021 at 7:00 A.M., prepared by Land Title, Inc. as issuing agents for Stewart Title Guaranty Company)*

Parcel A:

That part of the West Half of the Northwest 1/4 of Section 10, Township 32, Range 25, Anoka County, Minnesota described as follows: Commencing at the Northwest corner of Section 10, Township 32, Range 25; thence Easterly on said Section line 80 rods; thence Southerly parallel with the West line of said Section to Trott Brook; thence Westerly along the channel of said Brook to where the West line of said Section crosses the same; thence Northerly along said line to the place of beginning.

EXCEPTING THEREFROM the following described parcel:

That portion of the West Half of the Northwest Quarter of Section 10, Township 32, Range 25, Anoka County, Minnesota described as follows: Commencing at the Northwest corner of said Section 10; thence North 89 degrees 23 minutes 47 seconds East along the North line of said Section 10, a distance of 481.77 feet to the point of beginning; thence continue North 89 degrees 23 minutes 47 seconds East along said North line of Section 10, a distance of 480.09 feet; thence South 00 degrees 34 minutes 09 seconds East parallel with the West line of said Section 10, a distance of 707.31 feet; thence North 83 degrees 29 minutes 51 seconds West, a distance of 483.67 feet; thence North 00 degrees 34 minutes 09 seconds West parallel with said West line, a distance of 657.59 feet to the point of beginning.

Proposed Parcel A Description:

That part of the West Half of the Northwest 1/4 of Section 10, Township 32, Range 25, Anoka County, Minnesota lying northerly of the centerline of Trott Brook.

EXCEPTING THEREFROM the following described parcel:

That portion of the West Half of the Northwest Quarter of Section 10, Township 32, Range 25, Anoka County, Minnesota described as follows: Commencing at the Northwest corner of said Section 10; thence North 89 degrees 23 minutes 47 seconds East along the North line of said Section 10, a distance of 481.77 feet to the point of beginning; thence continue North 89 degrees 23 minutes 47 seconds East along said North line of Section 10, a distance of 480.09 feet; thence South 00 degrees 34 minutes 09 seconds East parallel with the West line of said Section 10, a distance of 707.31 feet; thence North 83 degrees 29 minutes 51 seconds West, a distance of 483.67 feet; thence North 00 degrees 34 minutes 09 seconds West parallel with said West line, a distance of 657.59 feet to the point of beginning.

Parcel B:

That part of the Northeast Quarter of the Northwest Quarter of Section 10, Township 32, Range 25, Anoka County, Minnesota, described as follows: Commencing at the Northwest corner of the Northeast Quarter of the Northwest Quarter; thence running South 32 rods; thence running Easterly on a line which intersects the North boundary line of said Section 10 at the Quarter Section Corner; thence West on said North boundary line 80 rods to the point of commencement.

Proposed Parcel B Description:

That part of the Northeast Quarter of the Northwest Quarter of Section 10, Township 32, Range 25, Anoka County, Minnesota, described as follows: Commencing at the Northwest corner of the Northeast Quarter of the Northwest Quarter; thence running South, along the West line of said Northeast Quarter of the Northwest Quarter, 32 rods; thence running Easterly on a line which intersects the North boundary line of said Section 10 at the Quarter Section Corner; thence West on said North boundary line 80 rods to the point of commencement.

Parcel C:

The South Half of the Northeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, excepting therefrom the following: The South 467 feet of the West 467 feet of the Southwest Quarter of the Northeast Quarter of said Section 9, Township 32, Range 25, Anoka County, Minnesota, as measured along the South and West lines thereof.

Parcel D:

The Northwest Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, excepting therefrom the following:

That part of the Northwest Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, which lies South of the following described line: Commencing at the Southwest corner of said Northwest Quarter of the Southeast Quarter; thence on an assumed bearing of North 01 degrees 04 minutes 00 seconds East a distance of 218.43 feet to the point of beginning of the line to be described; thence North 71 degrees 20 minutes 50 seconds East, a distance of 809.12 feet; thence North 63 degrees 21 minutes 30 seconds East, a distance of 602.88 feet to the East line of said Northwest Quarter of the Southeast Quarter and there terminating.

Proposed Parcel D Description:

The Northwest Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, excepting therefrom the following:

That part of the Northwest Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, which lies South of the following described line: Commencing at the Southwest corner of said Northwest Quarter of the Southeast Quarter; thence on an assumed bearing of North 01 degrees 04 minutes 00 seconds East, along the West line of said Northwest Quarter of the Southeast Quarter, a distance of 218.43 feet to the point of beginning of the line to be described; thence North 71 degrees 20 minutes 50 seconds East, a distance of 809.12 feet; thence North 63 degrees 21 minutes 30 seconds East, a distance of 602.88 feet to the East line of said Northwest Quarter of the Southeast Quarter and there terminating.

Parcel E:

That portion of the West Half of the Northwest Quarter of Section 10, Township 32, Range 25, Anoka County, Minnesota described as follows: Commencing at the Northwest corner of said Section 10; thence North 89 degrees 23 minutes 47 seconds East along the North line of said Section 10, a distance of 481.77 feet to the point of beginning; thence continue North 89 degrees 23 minutes 47 seconds East along said North line of Section 10, a distance of 480.09 feet; thence South 00 degrees 34 minutes 09 seconds East parallel with the West line of said Section 10, a distance of 707.31 feet; thence North 83 degrees 29 minutes 51 seconds West, a distance of 483.67 feet; thence North 00 degrees 34 minutes 09 seconds West parallel with said West line, a distance of 657.59 feet to the point of beginning.

Parcel F:

The Northeast Quarter of the Northeast Quarter (NE 1/4 of NE 1/4) of Section 9, Township 32, Range 25, Anoka County, Minnesota.

Together with an easement for driveway purposes over the South 33 feet of the Southeast Quarter of the Southeast Quarter of Section 4, Township 32, Range 25, Anoka County, Minnesota.

Together with an easement for driveway purposes over the South 66 feet of the West 330 feet of the Southwest Quarter of the Southwest Quarter of Section 3, Township 32, Range 25, Anoka County, Minnesota.

Together with an easement for driveway purposes over the East 66 feet of the West 396 feet of the Southwest Quarter of the Southwest Quarter of Section 3, Township 32, Range 25, Anoka County, Minnesota.

(obstract property)

NOTES CONCERNING THE PROPERTY DESCRIPTIONS FOR PARCEL A, PARCEL B AND PARCEL D:

Parcel A: The description contains multiple ambiguous calls. For the purposes of this survey, a simpler version of the description is shown in the Proposed Parcel A description.

Parcel B: The description wording of "South 32 rods" does not define a basis for this directional call. For the purposes of this survey, the wording "along the South along the West line of said Northeast Quarter of Northwest Quarter" was added in the Proposed Parcel B description.

Parcel D: The description does not contain a basis of bearings. For the purposes of this survey, the wording "along the West line of said Northwest Quarter of Southeast Quarter" was added in the Proposed Parcel D description.

GENERAL NOTES:

1) The field work for this survey was completed on July 23, 2021.

2) Bearings shown hereon are based on the North line of the Northwest 1/4 of Section 10, Township 32, Range 25, which is assumed to bear S89°23'47"E.

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 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

Print Name: Thomas R. Balluff, L.S.
Signature:
Date: 9/23/21 License #: 40361

DRAWN BY: KCM
ISSUE DATE: 9/23/21
FILE NO: 2334

Revisions:

SOTARRA, LLC
(TEG LAND HOLDINGS, LLC.)
1660 Hwy 100 South, Suite 400
St. Louis Park, Minnesota 55416

TROTT BROOK CROSSING
Ramsey, MN

PRELIMINARY PLAT INDEX

Save Date: 09/23/21 | F:\jobs\9461 - 9480\9461 - trott brook\cad c3d\survey\pre plat\9461_prp index.dwg

SECTION 9,

NORTHWEST 1/4

TOWNSHIP 32,

OF THE

SOUTHEAST 1/4

RANGE 25

GOLDEN EAGLE ESTATES

VARIOLITE STREET NW

168TH AVE NW.

West line of the Northeast 1/4 of the Southeast 1/4 of Section 9, Township 32, Range 25

N00°49'52"E
1104.13

781.7

552.77
S00°10'51"W

East line of the Northwest 1/4 of the Southeast 1/4 of Section 9, Township 32, Range 25

RLS 21729

Trott Brook
(County Ditch No. 51)

603.06 (Meas.)
602.88 (Desc.)
N63°07'22"E (Meas.)
N63°21'30"E (Desc.)

OUTLOT G
±2,543,736 sq.ft.
Drainage and Utility Easement
(Over all of Outlot G)

809.12
N71°06'42"E (Meas.)
N71°20'50"E (Desc.)

MCDONALD ADDITION

EXCEPTION

33 47 33 66

198.2

48.0

70.1

PK

Public Street and Utility Easement per Doc. No. 545865

218.43
N00°49'52"E
(Meas.)
N00°10'51"E
(Desc.)

Southwest corner of the Northwest 1/4 of the Southeast 1/4 of Section 9, Township 32, Range 25

N

0 25 50 100

(SCALE IN FEET)

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

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Print Name: Thomas R. Balluff, L.S.
Signature:
Date: 9/23/21 License #: 40361

DRAWN BY: KCM
ISSUE DATE: 9/23/21
FILE NO: 2334

Revisions:

SOTARRA, LLC
(TEG LAND HOLDINGS, LLC.)
1660 Hwy 100 South, Suite 400
St. Louis Park, Minnesota 55416

TROTT BROOK CROSSING
Ramsey, MN

PRELIMINARY PLAT

7 of 33

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SOUTH 1/2

SECTION 9,

10

11

32,

OF THE

NORTHWEST 1/4

NORTHEAST 1/4

SOUTHEAST 1/4

RANGE 25

STREET B

STREET C1

EXCEPTION

169TH LANE NW.

VARIOLA

GOLDEN EAGLE ESTATES

BROOKFIELD EIGHTH ADDITION

1 ±14,929 sq.ft.
2 ±10,896 sq.ft.
3 ±10,896 sq.ft.
4 ±10,896 sq.ft.
5 ±11,214 sq.ft.
6 ±15,478 sq.ft.
7 ±11,206 sq.ft.
8 ±13,280 sq.ft.
1 ±13,279 sq.ft.
2 ±14,656 sq.ft.
3 ±19,858 sq.ft.
4 ±18,787 sq.ft.
5 ±15,767 sq.ft.
6 ±11,740 sq.ft.
7 ±11,518 sq.ft.
8 ±12,463 sq.ft.
9 ±12,198 sq.ft.
10 ±12,054 sq.ft.
11 ±12,100 sq.ft.
12 ±11,777 sq.ft.
13 ±11,189 sq.ft.
14 ±11,597 sq.ft.
15 ±12,995 sq.ft.
16 ±13,226 sq.ft.
1 ±15,017 sq.ft.
2 ±10,896 sq.ft.
3 ±10,896 sq.ft.
4 ±10,896 sq.ft.
5 ±11,348 sq.ft.
6 ±12,449 sq.ft.
7 ±12,383 sq.ft.
8 ±12,383 sq.ft.
9 ±12,252 sq.ft.
10 ±10,896 sq.ft.
11 ±13,285 sq.ft.
33 ±14,532 sq.ft.
34 ±15,146 sq.ft.
35 ±13,680 sq.ft.
36 ±12,863 sq.ft.
37 ±11,479 sq.ft.
38 ±10,999 sq.ft.
39 ±12,967 sq.ft.
40 ±12,970 sq.ft.
41 ±10,942 sq.ft.
42 ±11,415 sq.ft.
43 ±11,449 sq.ft.
44 ±11,175 sq.ft.
45 ±10,954 sq.ft.
46 ±10,954 sq.ft.
47 ±10,963 sq.ft.
48 ±11,762 sq.ft.
49 ±12,008 sq.ft.

OUTLOT H
±22,470 sq.ft.
Drainage and Utility Easement

OUTLOT I
±224,031 sq.ft.
Drainage and Utility Easement
(Over all of Outlot I)

OUTLOT G
±2,543,736 sq.ft.
Drainage and Utility Easement
(Over all of Outlot G)

OUTLOT G
±2,543,736 sq.ft.
Drainage and Utility Easement
(Over all of Outlot G)

Drainage and Utility Easement

14 ft. Public Street and Utility Easement per Doc. No. 545865

Public Street and Utility Easement per Doc. No. 545865

467.00
N89°15'31"W

S89°15'31"E
467.00

N00°49'52"E
467.00

483.0
253.0
230.0
235.9
R=150.0
175.9
R=90.0
165.7
R=500.0
351.1
R=1000.0
R=60.0
R=90.0
R=60.0
R=60.0

Northwest corner of the Northeast 1/4 of the Southeast 1/4 of Section 9, Township 32, Range 25

1/2 inch Open Iron Pipe

RLS 21729

390.00

S2°32.77'10"51"W

0 25 50 100
(SCALE IN FEET)

CARLSON McCAIN
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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 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

Print Name: Thomas R. Balluff, L.S.
Signature:
Date: 9/23/21 License #: 40361

DRAWN BY: KCM
ISSUE DATE: 9/23/21
FILE NO: 2334

Revisions:

SOTARRA, LLC
(TEG LAND HOLDINGS, LLC.)
1660 Hwy 100 South, Suite 400
St. Louis Park, Minnesota 55416

TROTT BROOK CROSSING
Ramsey, MN

PRELIMINARY PLAT

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RAMSEY RIDGE

N

0 25 50 100

(SCALE IN FEET)

Northwest corner of the South 1/2 of the Northeast 1/4 of Section 9, Township 32, Range 25

North line of the South 1/2 of the Northeast 1/4 of Section 9, Township 32, Range 25

S89°31'06"E 1273.17

GOLDEN EAGLE ESTATES

VARIOLITE STREET NW

14 ft. Public Street and Utility Easement per Doc. No. 545865

West line of the South 1/2 of the Northeast 1/4 of Section 9, Township 32, Range 25

N00°49'52"E 842.96

676.8

SECTION 9, TOWNSHIP 32, RANGE 25

SOUTH 1/2

Drainage and Utility Easement

45.00 foot wide Transition Zone

STREET A

STREET B

STREET C

STREET D

845.6

279.0

253.0

483.0

709.6

525.0

425.0

OUTLOT A
±29,873 sq.ft.
Drainage and Utility Easement
(Over all of Outlot A)

OUTLOT I
±224,031 sq.ft.
Drainage and Utility Easement
(Over all of Outlot I)

1 ±14,929 sq.ft.
2 ±12,240 sq.ft.
3 ±12,240 sq.ft.
4 ±12,752 sq.ft.
5 ±13,372 sq.ft.
6 ±22,918 sq.ft.
7 ±24,451 sq.ft.
8 ±14,871 sq.ft.
9 ±13,978 sq.ft.
10 ±13,785 sq.ft.
11 ±13,600 sq.ft.
12 ±13,600 sq.ft.
13 ±13,600 sq.ft.
14 ±13,600 sq.ft.
15 ±14,143 sq.ft.

1 ±15,229 sq.ft.
2 ±13,600 sq.ft.
3 ±14,461 sq.ft.
4 ±12,745 sq.ft.
5 ±11,405 sq.ft.
6 ±11,941 sq.ft.

1 ±14,533 sq.ft.

1 ±13,288 sq.ft.
2 ±10,896 sq.ft.
3 ±10,896 sq.ft.
4 ±10,896 sq.ft.
5 ±11,214 sq.ft.
6 ±15,478 sq.ft.
7 ±12,383 sq.ft.
8 ±12,383 sq.ft.
9 ±12,252 sq.ft.
10 ±10,896 sq.ft.
11 ±13,285 sq.ft.
12 ±10,896 sq.ft.
13 ±11,323 sq.ft.
14 ±16,600 sq.ft.
15 ±11,876 sq.ft.
16 ±10,896 sq.ft.
17 ±10,896 sq.ft.
18 ±10,896 sq.ft.
19 ±10,896 sq.ft.
20 ±10,896 sq.ft.
21 ±10,896 sq.ft.
22 ±10,896 sq.ft.
23 ±10,896 sq.ft.
24 ±10,896 sq.ft.
25 ±11,200 sq.ft.
26 ±14,490 sq.ft.
27 ±12,940 sq.ft.
28 ±11,028 sq.ft.
29 ±12,711 sq.ft.
30 ±14,515 sq.ft.
31 ±12,975 sq.ft.
32 ±15,038 sq.ft.
33 ±14,532 sq.ft.
34 ±15,146 sq.ft.
35 ±13,680 sq.ft.
36 ±12,863 sq.ft.
37 ±11,479 sq.ft.
38 ±10,999 sq.ft.
39 ±12,967 sq.ft.
40 ±12,970 sq.ft.
41 ±10,942 sq.ft.
42 ±11,415 sq.ft.
43 ±11,449 sq.ft.

TOWNSHIP 32, RANGE 25

NORTHEAST 1/4

OF THE

SECTION 9, TOWNSHIP 32, RANGE 25

467.00

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STREET E
331.1
R=1572.5

STREET C
398.1
316.7

STREET B
253.5
R=400.0

STREET B
239.1
R=2500.0

254.1
R=350.0

400.0

TOWNSHIP 32,

RANGE 25

SECTION 9,

ADDITION

THIRD

BROOKFIELD

BROOKFIELD SECOND ADDITION

Drainage and Utility Easement

Survey Line

S66°50'04"W
903.63

N00°34'09"W
230.00
±157

473±
S00°34'09"E

316.00

East line of the Northeast 1/4 of Section 9, Township 32, Range 25

West 1/4 corner of Section 10, Township 32, Range 25 (cast iron monument)

Trott Brook (County Ditch No. 51)

1289.30
N89°15'31"W

OUTLOT G
±2,543,736 sq.ft.
Drainage and Utility Easement (Over all of Outlot G)

39 ±14,949 sq.ft.	52 ±14,265 sq.ft.	33 ±12,908 sq.ft.	37 ±17,331 sq.
47 ±12,626 sq.ft.	48 ±11,187 sq.ft.	49 ±11,877 sq.ft.	50 ±12,681 sq.ft.	51 ±12,572 sq.ft.	34 ±11,047 sq.ft.	35 ±11,075 sq.ft.	36 ±10,892 sq.ft.	37 ±10,892 sq.ft.	38 ±10,892 sq.ft.	39 ±10,892 sq.ft.	40 ±11,492 sq.ft.	41 ±12,313 sq.ft.	42 ±11,178 sq.ft.	43 ±10,912 sq.ft.	44 ±11,759 sq.ft.	45 ±10,912 sq.ft.	46 ±12,605 sq.ft.	13
39 ±12,967 sq.ft.	40 ±12,970 sq.ft.	1 ±2 sq.ft.	15 ±12,995 sq.ft.	16 ±13,226 sq.ft.	17 ±13,622 sq.ft.	18 ±11,340 sq.ft.	19 ±12,127 sq.ft.	20 ±12,042 sq.ft.	21 ±18,818 sq.ft.	22 ±20,729 sq.ft.	23 ±22,018 sq.ft.	24 ±16,806 sq.ft.	25 ±14,430 sq.ft.	26 ±13,208 sq.ft.	27 ±12,466 sq.ft.	28 ±13,052 sq.ft.	29 ±12,695 sq.ft.	30 ±13,018 sq.ft.	31 ±13,538 sq.ft.	32 ±13,393 sq.ft.	33 ±13,603 sq.ft.	34 ±14,099 sq.ft.	35 ±14,884 sq.ft.	36 ±15,940 sq.ft.	9

0 25 50 100
(SCALE IN FEET)

CARLSON McCAIN ENGINEERING SURVEYING ENVIRONMENTAL

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Ramsey, MN

PRELIMINARY PLAT

10 of 33

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(SCALE IN FEET)

NORTHEAST 1/4 SECTION 9, TOWNSHIP 32, RANGE 25

West line of the Northeast 1/4 of the Northeast 1/4 of Section 9, Township 32, Range 25

OUTLOT B
±904,811 sq.ft.
Drainage and Utility Easement
(Over all of Outlot B)

OUTLOT J
±379,673 sq.ft.
Drainage and Utility Easement
(Over all of Outlot J)

STREET A
STREET B
STREET C
STREET D
STREET E
STREET F

SOUTH 1/2

NORTHEAST 1/4

RANGE 25

45.00 foot wide Transition Zone

Drainage and Utility Easement

East line of the Northeast 1/4 of Section 9, Township 32, Range 25

West line of the Northwest 1/4 of Section 10, Township 32, Range 25

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 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

Print Name: Thomas R. Balluff, L.S.
Signature:
Date: 9/23/21 License #: 40361

DRAWN BY: KCM
ISSUE DATE: 9/23/21
FILE NO: 2334

Revisions:

SOTARRA, LLC
(TEG LAND HOLDINGS, LLC.)
1660 Hwy 100 South, Suite 400
St. Louis Park, Minnesota 55416

TROTT BROOK CROSSING
Ramsey, MN

PRELIMINARY PLAT

11 of 33

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SECTION 4

TOWNSHIP 32,

RANGE 25

SECT

Northwest corner line of the Northeast 1/4 of the Northeast 1/4 of Section 9, Township 32, Range 25

S89°47'06"E
1257.07

Northwest corner of the Northwest 1/4 of Section 10, Township 32, Range 25 (granite monument)

30 ft. Roadway, Utility and Trail Easement per Doc. No. 2036331.005 (to be potentially vacated at a future date)

481.77
483.4

NORTHEAST 1/4
SECTION 9,

North line of the Northeast 1/4 of the Northeast 1/4 of Section 9, Township 32, Range 25

45.00 foot wide Transition Zone

45.00 foot wide Transition Zone

East line of the Northeast 1/4 of Section 9, Township 32, Range 25

OUTLOT B
±904,811 sq.ft.
Drainage and Utility Easement
(Over all of Outlot B)

OUTLOT C
±102,488 sq.ft.
Drainage and Utility Easement
(Over all of Outlot C)

OF THE

TOWNSHIP 32,

BECKER ROLLING DUNES

7 ±24,748 sq.ft.

1 ±15,244 sq.ft.

2 ±13,668 sq.ft.

3 ±12,677 sq.ft.

4 ±12,449 sq.ft.

5 ±13,992 sq.ft.

6 ±15,385 sq.ft.

5 ±13,353 sq.ft.

4 ±12,009 sq.ft.

3 ±12,404 sq.ft.

2 ±14,255 sq.ft.

1 ±15,601 sq.ft.

STREET G

STREET A

4 ±16.7

6 ±11,897 sq.ft.

7 ±11,251 sq.ft.

8 ±11,102 sq.ft.

9 ±11,606 sq.ft.

4 ±11,551 sq.ft.

3 ±11,551 sq.ft.

7

2 ±11,563 sq.ft.

1 ±11,588 sq.ft.

150 ft. Northern States Power Company Easement per Doc. No. 313767 and assigned per Doc. No. 1551284

150 ft. Northern States Power Company Easement per Doc. No. 313767 and assigned per Doc. No. 1551284

150 ft. Northern States Power Company Easement per Doc. No. 380677

Drainage and Utility Easement

17 ±12,099 sq.ft.

2 16 ±11,625 sq.ft.

15 ±11,625 sq.ft.

East line of the Northeast 1/4 of Section 9, Township 32, Range 25

RANGE 25

1 ±14,118 sq.ft.

2 ±10,896 sq.ft.

3 ±10,896 sq.ft.

4 ±10,896 sq.ft.

5 ±10,896 sq.ft.

N00°07'40"E
1315.81

1/4 of ion 9,

N

0 25 50 100

(SCALE IN FEET)

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SECTION 10, TOWNSHIP 32, RANGE 25

WEST 1/2

NORTHWEST 1/4

OUTLOT J
±379,673 sq.ft.
Drainage and Utility Easement
(Over all of Outlot J)

OUTLOT G
±2,543,736 sq.ft.
Drainage and Utility Easement
(Over all of Outlot G)

STREET B
239.1
R=2600.0

STREET F
295.0

STREET H
697.4
R=280.0

941.0±
S00°30'07"E

Survey Line

S66°50'04"W
903.63

S53°30'35"W
336.83

Approximate center line of Trott Brook (County Ditch No. 51) per the plat of BROOKFIELD THIRD ADDITION

BROOKFIELD FIRST ADDITION

BROOKFIELD THIRD ADDITION

Drainage and Utility Easement

N

0 25 50 100
(SCALE IN FEET)

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13 of 33

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SECTION 3,

SECTION 10,

WEST 1/2

NORTHWEST 1/4

NORTHWEST 1/4

RANGE 25

TOWNSHIP 32,

OF THE

OF THE

30 ft. Roadway, Utility and Trail Easement per Doc. No. 2036331.005 (to be potentially vacated at a future date)

30 ft. Roadway, Utility and Trail Easement per Doc. No. 2036331.005 (to be potentially vacated at a future date)

North line of the Northwest 1/4 of Section 10, Township 32, Range 25

80 rods (Desc.) 1320.00

173rd Avenue NW right of way as shown on Anoka County half section maps (no other documents were provided) (To Be Vacated)

Northwest corner of the Northeast 1/4 of the Northwest 1/4 of Section 10, Township 32, Range 25

S89°23'47"E 2636.21

481.77 483.4

483.67 N83°29'51"W

657.59 N00°34'09"W

S00°54'09"E 707.31

S00°54'09"E 2722

OUTLOT C
±102,488 sq.ft.
Drainage and Utility Easement (Over all of Outlot C)

OUTLOT D 157.5
Drainage and Utility Easement (Over all of Outlot D)
±5,897 sq.ft.

OUTLOT F
±124,938 sq.ft.
Drainage and Utility Easement (Over all of Outlot F)

OUTLOT G
±2,543,736 sq.ft.
Drainage and Utility Easement (Over all of Outlot G)

STREET A

STREET B
663.9

STREET H
533.6

STREET I

45.00 foot wide Transition Zone

Drainage and Utility Easement

150 ft. Northern States Power Company Easement per Doc. No. 380677

Line parallel with the West line of Northwest 1/4 of Section 10, Township 32, Range 25

Line parallel with the West line of the West 1/2 of the Northwest 1/4 of Section 10, Township 32, Range 25

East line of the West 1/2 of the Northwest 1/4 of Section 10, Township 32, Range 25

| | | |

N

0 25 50 100

(SCALE IN FEET)

RANGE 25

SECTION 3, TOWNSHIP 32, RANGE 25

Northwest corner of the Northeast 1/4 of the Northwest 1/4 of Section 10, Township 32, Range 25

173rd Avenue NW right of way as shown on Anoka County half section maps (no other documents were provided) (To Be Vacated)

S89°23'47"E 2636.21

564.5

SECTION 10, TOWNSHIP 32, RANGE 25

533.6

45.00 foot wide Transition Zone

OUTLOT D
Drainage and Utility Easement
(Over all of Outlot D)
±5,897 sq.ft.

157.5

171.5

1318.11
80 Rods (Desc.)

173RD AVE. NW

750.9

STREET A

Northeast corner of the Northwest 1/4 of Section 32, Range 25 (North Quarter

Cast iron Monument

136.4

Highway Easement per Document No. 396475

WEST 1/2 OF THE NORTHEAST 1/4

8 ±10,960 sq.ft.
9 ±10,960 sq.ft.
10 ±10,960 sq.ft.
11 ±10,960 sq.ft.
12 ±17,554 sq.ft.
13 ±11,977 sq.ft.
14 ±11,514 sq.ft.
15 ±11,169 sq.ft.
16 ±10,896 sq.ft.
17 ±10,896 sq.ft.
18 ±10,896 sq.ft.
19 ±11,096 sq.ft.

Drainage and Utility Easement

STREET A

STREET II

OUTLOT E
±17,551 sq.ft.

WIDTH VARIES

NOWTHEN BOULEVARD NW (COUNTY STATE AID HIGHWAY NO. 5)

East line of the of the Northwest 1/4 of Section 10, Township 32, Range 25 (North - South Quarter line)

WEST 1/2 OF THE SOUTHWEST 1/4

5 ±10,896 sq.ft.
6 ±10,896 sq.ft.
7 ±10,896 sq.ft.
8 ±11,389 sq.ft.
9 ±12,252 sq.ft.
10 ±11,535 sq.ft.
11 ±11,398 sq.ft.
12 ±11,915 sq.ft.

OUTLOT F
±124,938 sq.ft.
Drainage and Utility Easement
(Over all of Outlot F)

1410.44
N68°37'26"E

966.4

NORTHWEST 1/4

RANGE 25

Line parallel with the West line of the West 1/2 of the Northwest 1/4 of Section 10, Township 32, Range 25

East line of the West 1/2 of the Northwest 1/4 of Section 10, Township 32, Range 25

NORTHWEST 1/4

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Ramsey, MN

PRELIMINARY PLAT

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CITY OF RAMSEY LANDSCAPE REQUIREMENTS

1. MINIMUM PLANTINGS. MINIMUM OF TWO (2) TREES REQUIRED PER DWELLING UNIT. THE COMPLEMENT OF TREES FULFILLING THE LANDSCAPING REQUIREMENTS SHALL NOT BE LESS THAN 25 PERCENT DECIDUOUS AND NOT LESS THAN 25 PERCENT CONIFEROUS. NOT MORE THAN 25 PERCENT OF THE REQUIRED PLANTINGS SHALL CONSIST OF ORNAMENTAL OR UNDERSTORY TREES.

   TREES REQUIRED = 540 (270 UNITS x 2)
   TREES PROVIDED = 444 OVERSTORY TREES (68%)
   163 CONIFEROUS TREES (25%)
   46 ORNAMENTAL TREES (7%)
   653 TREES TOTAL (INCLUDES ADDITIONAL TREES FOR SCREENING ALONG WEST AND NORTH PROPERTY LINES)

2. RESIDENTIAL DEVELOPMENT TRANSITIONING. LEVEL 3 BUFFER REQUIRED BETWEEN PROPOSED R-1 ZONE DEVELOPMENT AND EXISTING R-1 RURAL DEVELOPING.

   VEGETATIVE BUFFER 'C' = 45' WIDTH BUFFER INCLUDING 24 TREES PER 100 LF AS FOLLOWS.
   A. 8 OVERSTORY TREES
   B. 8 EVERGREEN TREES
   C. 8 UNDERSTORY TREES

   OVERSTORY TREES REQUIRED = 66 (815 LF / 100' x 8)
   OVERSTORY TREES PROVIDED = 66

   EVERGREEN TREES REQUIRED = 66 (815 LF / 100' x 8)
   EVERGREEN TREES PROVIDED = 66

   ORNAMENTAL TREES REQUIRED = 66 (815 LF / 100' x 8)
   ORNAMENTAL TREES PROVIDED = 66

   TOTAL TREES PROVIDED = 851

ZONING = R1 RURAL DEVELOPING

815 LF RESIDENTIAL TRANSITION ZONE

SHEET L3
SHEET L2

SHEET L3
SHEET L2

VARIOLITE STREET NW

JOHNTHEN BLVD. NW (C.S.A.H. 5)

STREET A, STREET B, STREET C, STREET C1, STREET D, STREET E, STREET F, STREET G, STREET H

N

0 75 150 300
(IN FEET)

CALL BEFORE YOU DIG

811 Know what's below. Call before you dig.

LANDSCAPE PLAN NOTES

1. EXISTING CONDITIONS. CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO BIDDING AND CONSTRUCTION START. ANY DISCREPANCIES FOUND THAT AFFECT THE WORK SHALL BE REPORTED TO THE OWNER/LANDSCAPE ARCHITECT FOR CLARIFICATION PRIOR TO BIDDING OR APPROVING ANY ADDITIONAL WORK REQUIRED.
2. UTILITY LOCATES. CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND VERIFYING ALL PUBLIC AND PRIVATE UTILITIES, INCLUDING IRRIGATION LINES, AT LEAST 48 HOURS BEFORE EXCAVATING OR IN ACCORDANCE WITH STATE LAW. IN MINNESOTA, CALL GOPHER STATE ONE-CALL AT 651-454-0002 FOR FIELD LOCATION OF PUBLIC UNDERGROUND UTILITY LINES. ALL LOCATES AND ITEMS NOTED AS 'FIELD VERIFY' ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR AT THEIR EXPENSE.
3. PERMITS. CONTRACTOR SHALL VERIFY WITH THE OWNER/LANDSCAPE ARCHITECT THAT THE REQUIRED PERMITS HAVE BEEN OBTAINED PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE CODES, REGULATIONS, AND PERMITS GOVERNING THE WORK.
4. EXISTING ITEMS TO REMAIN. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING PAVEMENT, STRUCTURES, UTILITIES, TREES, SITE AMENITIES, ETC. THAT ARE TO REMAIN FROM DAMAGE DURING CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR CORRECTING ANY DAMAGE (AT CONTRACTOR'S EXPENSE) TO EXISTING ITEMS TO REMAIN.
5. CONSTRUCTION STAGING AND ACCESS. CONTRACTOR SHALL VERIFY THE LOCATION FOR CONSTRUCTION STAGING AND SITE ACCESS WITH THE OWNER/LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING PEDESTRIAN AND VEHICLE ACCESS WITHIN AND ADJACENT TO THE SITE THROUGHOUT THE CONSTRUCTION PERIOD UNLESS OTHERWISE NOTED. LONG-TERM STORAGE OF MATERIALS OR SUPPLIES ON-SITE WILL NOT BE PERMITTED. ALL WASTE AND/OR UNUSED MATERIAL SHALL BE PROMPTLY REMOVED FROM THE SITE.
6. SITE REMOVALS. REFER TO CIVIL PLANS FOR GENERAL SITE REMOVALS. ALL ITEMS NOTED TO BE REMOVED SHALL BE COMPLETED BY THE CONTRACTOR AND IMMEDIATELY DISPOSED OF OFF-SITE, IN ACCORDANCE WITH LOCAL REGULATIONS, UNLESS OTHERWISE NOTED. COORDINATE WITH OWNER/LANDSCAPE ARCHITECT FOR ANY ITEMS NOTED AS 'REMOVED BY OTHERS' OR 'REMOVE AND SALVAGE.'
7. UTILITY COORDINATION. REFER TO CIVIL PLAN SHEETS FOR INFORMATION RELATED TO PROPOSED UTILITIES. COORDINATE WITH ELECTRICAL CONTRACTORS FOR SITE ELECTRICAL WORK AND SITE LIGHTING.
8. CONSTRUCTION STAKING. UNLESS OTHERWISE NOTED, CONTRACTOR SHALL BE RESPONSIBLE FOR ESTABLISHING CONTROL POINTS AND ALL CONSTRUCTION FIELD STAKING DURING THE COURSE OF THE PROJECT.
9. DIMENSIONS. DIMENSIONS TAKE PRECEDENCE OVER SCALE. DIMENSIONS ARE TO FACE OF CURB, EDGE OF PAVEMENT/WALKWAY, OR OUTSIDE FACE OF BUILDING UNLESS OTHERWISE NOTED.
10. PLAN QUANTITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL MATERIAL QUANTITIES PER PLAN. MATERIAL SCHEDULES ARE PROVIDED SOLELY FOR CONTRACTOR'S CONVENIENCE.
11. REFERENCE SPECIFICATIONS. THE FOLLOWING SPECIFICATIONS SHALL GOVERN THIS PROJECT ACCORDING TO THE FOLLOWING ORDER:
    1. ADDENDA, WITH THOSE OF A LATER DATE HAVING PRECEDENCE OVER THOSE OF AN EARLIER DATE.
    2. LANDSCAPE SPECIFICATIONS.
    3. PLAN DRAWINGS.
    4. PLANT / MATERIAL SCHEDULES.
    5. CITY STANDARD SPECIFICATIONS AND DETAILS.
    6. MnDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, LATEST EDITION.

I
L1 OVERALL LANDSCAPE PLAN

CARLSON McCAIN ENGINEERING SURVEYING ENVIRONMENTAL
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SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
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Print Name: Ryan J. Ruttger, RLA
Signature:
Date: 9/23/21 License #: 56346

Drawn: RJR
Designed: RJR
Date: 9/23/21

Revisions:
1. 10/19/21 - Density Transition Plantings Added

SOTARRA, LLC
(TEG LAND HOLDINGS, LLC.)
1660 Hwy 100 South, Suite 400
St. Louis Park, Minnesota 55416

TROTT BROOK CROSSING
Ramsey, Minnesota

PRELIMINARY LANDSCAPE PLAN

L1 of 4

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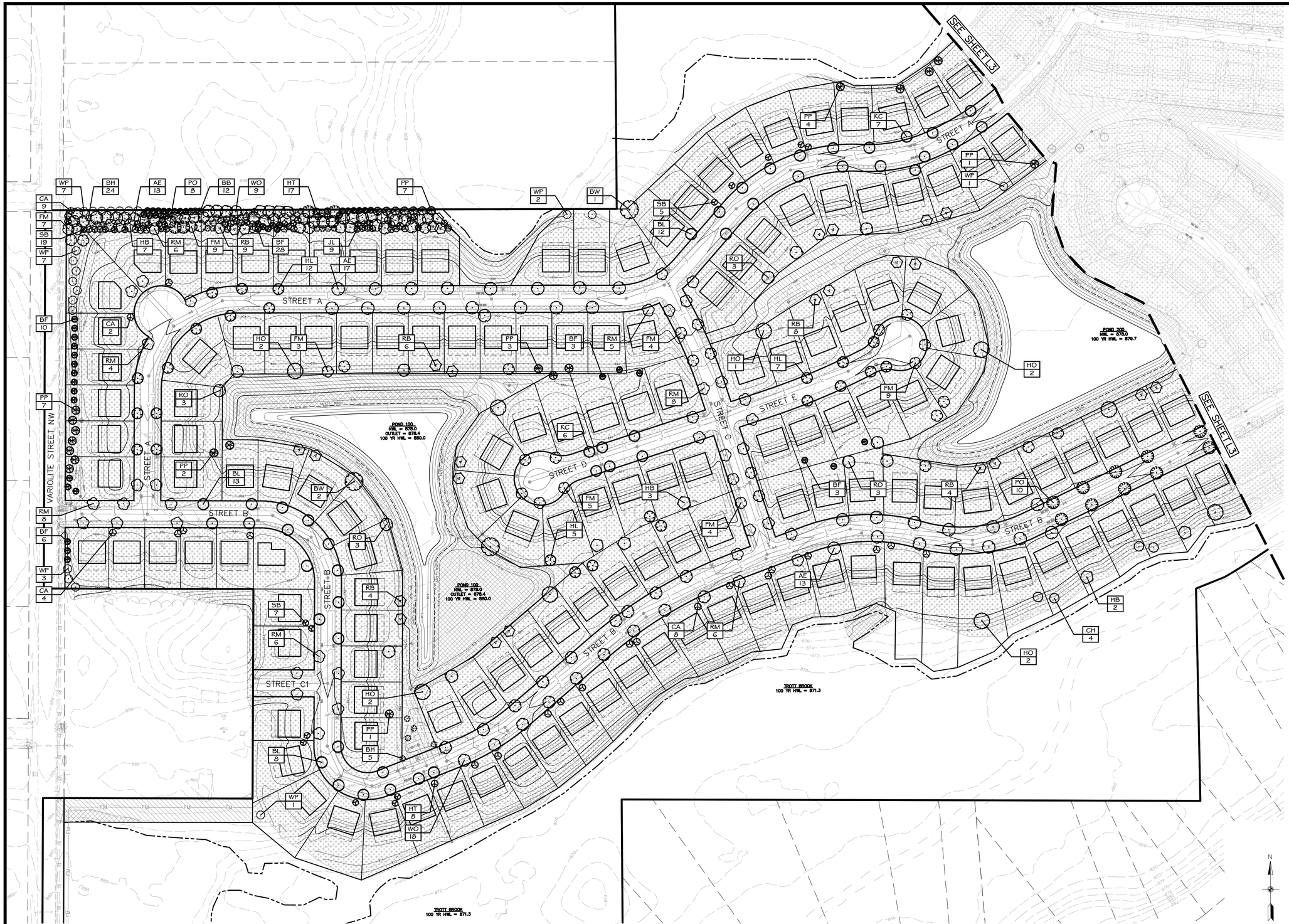

1 L2 LANDSCAPE PLAN ENLARGEMENT

LANDSCAPE KEY

TREES	CODE	COMMON NAME
	RM	Northwood Red Maple
	FM	Sienna Glen Maple
	RB	River Birch Multi-Trunk
	HB	Common Hackberry
	HL	Northern Acclaim Thornless Honey Locust
	KC	Kentucky Coffeetree
	WO	Swamp White Oak
	PO	Northern Pin Oak
	RO	Red Oak
	HO	Heritage Oak
	BW	Black Willow
	BL	Boulevard Linden
	AE	American Elm
CONIFEROUS TREES	CODE	COMMON NAME
	BF	Balsam Fir
	BH	Black Hills Spruce
	PP	Ponderosa Pine
	WP	White Pine
	CH	Canadian Hemlock
ORNAMENTAL TREES	CODE	COMMON NAME
	SB	Autumn Brilliance Serviceberry
	BB	Blue Beech
	HT	Thornless Hawthorn
	CA	Prairifire Crabapple
	JL	Japanese Tree Lilac
GROUND COVERS	CODE	COMMON NAME
	TI	MnDOT Seed Mix 25-151
	TII	MnDOT Seed Mix 33-261
	TIII	MnDOT Seed Mix 32-241

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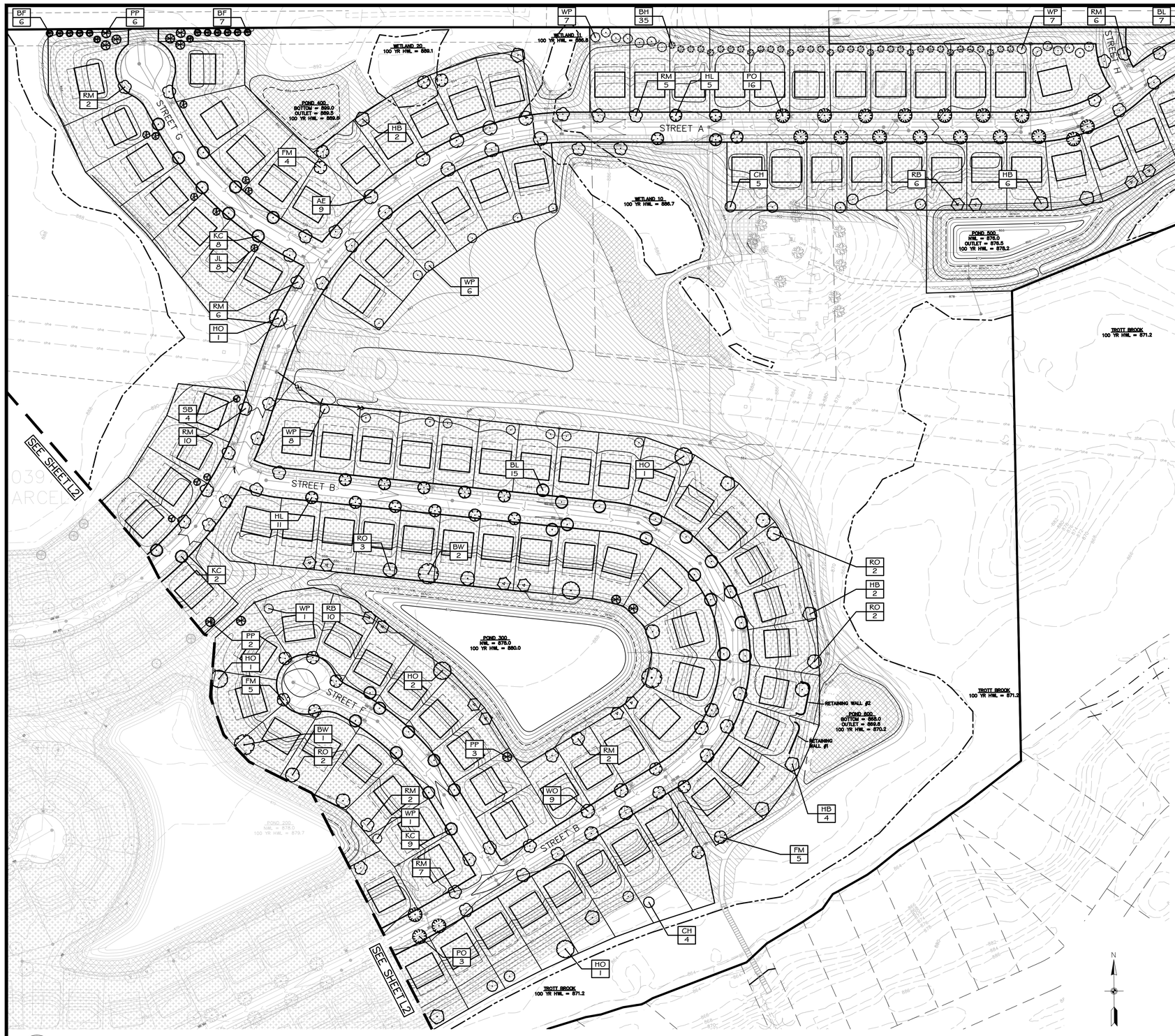

1 / L3 LANDSCAPE PLAN ENLARGEMENT

LANDSCAPE KEY

TREES	CODE	COMMON NAME
	RM	Northwood Red Maple
	FM	Sienna Glen Maple
	RB	River Birch Multi-Trunk
	HB	Common Hackberry
	HL	Northern Acclaim Thornless Honey Locust
	KC	Kentucky Coffeetree
	WO	Swamp White Oak
	PO	Northern Pin Oak
	RO	Red Oak
	HO	Heritage Oak
	BW	Black Willow
	BL	Boulevard Linden
	AE	American Elm

CONIFEROUS TREES	CODE	COMMON NAME
	BF	Balsam Fir
	BH	Black Hills Spruce
	PP	Ponderosa Pine
	WP	White Pine
	CH	Canadian Hemlock

ORNAMENTAL TREES	CODE	COMMON NAME
	SB	Autumn Brilliance Serviceberry
	BB	Blue Beech
	HT	Thornless Hawthorn
	CA	Prairifire Crabapple
	JL	Japanese Tree Lilac

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L3 of 4

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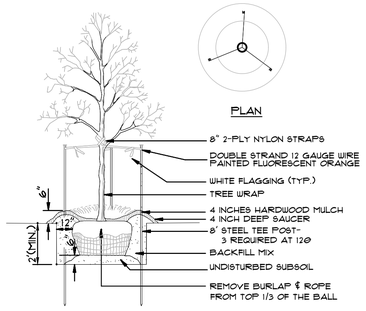


NOTE: SEE PLANTING NOTES FOR THE TYPE OF MULCH MATERIAL TO USE.

A DECIDUOUS TREE PLANTING DETAIL
NOT TO SCALE

1. SCARIFY BOTTOM AND SIDES OF HOLE PRIOR TO PLANTING.

2. TRIM OUT DEAD WOOD AND WEAK AND/OR DEFORMED TWIGS. DO NOT CUT A LEADER. DO NOT PAINT CUTS.

3. SET PLANT ON UNDISTURBED NATIVE SOIL OR THOROUGHLY COMPACTED BACKFILL SOIL. INSTALL PLANT SO THE ROOT FLARE IS AT OR UP TO 2" ABOVE THE FINISHED GRADE.

4. PLACE PLANT IN PLANTING HOLE WITH BURLAP AND WIRE BASKET, (IF USED) INTACT. BACKFILL WITHIN APPROXIMATELY 12" OF THE TOP OF ROOTBALL. WATER PLANT. REMOVE TOP 1/3 OF THE BASKET OR THE TOP TWO HORIZONTAL RINGS, WHICHEVER IS GREATER. REMOVE ALL BURLAP AND NAILS FROM TOP 1/3 OF THE BALL. REMOVE ALL TWINE.

5. PLUMB AND BACKFILL WITH BACKFILL SOIL.

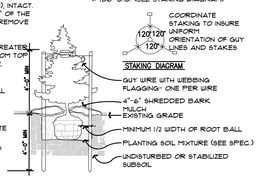
6. WATER TO SETTLE PLANTS AND FILL VOIDS.

7. WATER WITHIN TWO HOURS OF INSTALLATION. WATERING MUST BE SUFFICIENT TO THOROUGHLY SATURATE ROOT BALL AND PLANTING HOLE.

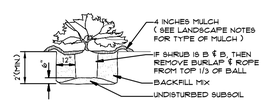
8. PLACE MULCH WITHIN 48 HOURS OF THE SECOND WATERING UNLESS SOIL MOISTURE IS EXCESSIVE.

NOTE: GUY ASSEMBLY OPTIONAL BUT CONTRACTOR ASSUMES FULL RESPONSIBILITY FOR MAINTAINING TREE IN A PLUMB POSITION FOR THE DURATION OF THE GUARANTEE PERIOD

GUY ASSEMBLY- 16" POLYPROPYLENE OR POLYETHYLENE (40 MIL) 1-1/2" WIDE STRAP (TYP) DOUBLE STRAND 10 GA. WIRE, 2-T ROLLED STEEL POSTS (MNDOT 3401) @ 180° O.C. (SEE STAKING DIAGRAM)



B CONIFEROUS TREE PLANTING DETAIL
NOT TO SCALE



C SHRUB & CONTAINER PLANTING DETAIL
NOT TO SCALE

PLANT SCHEDULE

TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	RM	88	Acer rubrum `Northwood`	Northwood Red Maple	2" Cal.	B&B
	FM	55	Acer x freemanii `Sienna`	Sienna Glen Maple	2" Cal.	B&B
	RB	47	Betula nigra Clump Form, 2" Cal Equivalent	River Birch Multi-Trunk	7` Ht.	B&B
	HB	26	Celtis occidentalis	Common Hackberry	2" Cal.	B&B
	HL	40	Gleditsia triacanthos inermis `Harve`	Northern Acclaim Thornless Honey Locust	2" Cal.	B&B
	KC	32	Gymnocladus dioica `Espresso`	Kentucky Coffeetree	2" Cal.	B&B
	WO	36	Quercus bicolor	Swamp White Oak	2" Cal.	B&B
	PO	37	Quercus ellipsoidalis	Northern Pin Oak	2" Cal.	B&B
	RO	21	Quercus rubra	Red Oak	2" Cal.	B&B
	HO	15	Quercus x macdanielii `Clemons` TM	Heritage Oak	2" Cal.	B&B
	BW	6	Salix nigra	Black Willow	2" Cal.	B&B
	BL	55	Tilia americana `Boulevard`	Boulevard Linden	2" Cal.	B&B
	AE	52	Ulmus americana `Princeton`	American Elm	2" Cal.	B&B
CONIFEROUS TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	BF	63	Abies balsamea	Balsam Fir	6` Ht.	B&B
	BH	64	Picea glauca densata	Black Hills Spruce	6` Ht.	B&B
	PP	36	Pinus ponderosa	Ponderosa Pine	6` Ht.	B&B
	WP	53	Pinus strobus	White Pine	6` Ht.	B&B
	CH	13	Tsuga canadensis	Canadian Hemlock	6` Ht.	B&B
ORNAMENTAL TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	SB	35	Amelanchier x grandiflora `Autumn Brilliance` Clump Form, 1.5" Cal Equivalent	Autumn Brilliance Serviceberry	7` Ht.	B&B
	BB	12	Carpinus caroliniana	Blue Beech	1.5" Cal.	B&B
	HT	25	Crataegus crus-galli ``Inermis``	Thornless Hawthorn	1.5" Cal.	B&B
	CA	23	Malus x `Prairifire` Red Flowers	Prairifire Crabapple	1.5" Cal.	B&B
	JL	17	Syringa reticulata White Flowers	Japanese Tree Lilac	1.5" Cal.	B&B
GROUND COVERS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	TI	49,980 sf	Type I - Turf Seed Mix Refer to notes for acceptable seeding methods Seeding Rate 180 lb/ac	MnDOT Seed Mix 25-151	seed	
	TII	416,276 sf	Type II - Stormwater Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 52.0 lb/ac	MnDOT Seed Mix 33-261	seed	
	TIII	3,616,206 sf	Type III - Native Construction Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 57.0 lb/ac	MnDOT Seed Mix 32-241	seed	
	TIV	560,108 sf	Type IV - Buffer Seed Mix Refer to notes for acceptable seeding methods. Seeding Rate 55.0 lb/ac	MnDOT Seed Mix 35-241	seed	

LANDSCAPE SPECIFICATIONS

1. TREE PROTECTION. ALL TREES NOT SPECIFICALLY NOTED OR MARKED ON SITE FOR REMOVAL SHALL REMAIN PROTECTED AND UNDISTURBED DURING CONSTRUCTION. TREE PROTECTION SHALL EXTEND TO THE DRIP LINE, WITHIN WHICH NO CONSTRUCTION ACTIVITY, MATERIAL STORAGE, OR VEHICLE PARKING SHALL BE PERMITTED. TREE PROTECTION FENCING SHALL BE ERECTED PRIOR TO CONSTRUCTION START PER PLANS OR AS DIRECTED BY OWNER/LANDSCAPE ARCHITECT AND SHALL CONSIST OF 4' TALL HEAVY DUTY ORANGE CONSTRUCTION FENCING WITH 6' STEEL FENCE POSTS SPACED 6' O.C. MAX.

2. EROSION CONTROL. REFER TO CIVIL PLAN SHEETS FOR STORMWATER POLLUTION PREVENTION PLAN (SWPPP), AND TEMPORARY AND PERMANENT STORMWATER BMPS, INCLUDING SILT FENCE, BIO-ROLLS, INLET PROTECTION, EROSION CONTROL BLANKETING, DUST CONTROL, SWEEPING AND ROCK CONSTRUCTION ENTRANCE. ALL DISTURBED AREAS SHALL RECEIVE PERMANENT STABILIZATION IN ACCORDANCE WITH THE LANDSCAPE PLAN WITHIN 7 DAYS AFTER CONSTRUCTION ACTIVITY IN THE DISTURBED AREA HAS CEASED. IN THE EVENT PERMANENT STABILIZATION CANNOT BE IMPLEMENTED WITHIN 7 DAYS, TEMPORARY STABILIZATION BMPS MUST BE IMPLEMENTED WITHIN 7 DAYS USING.

3. CLEARING AND GRUBBING. CONTRACTOR SHALL BE RESPONSIBLE FOR CLEARING AND GRUBBING ALL AREAS INDICATED AS BEING DISTURBED OR OTHERWISE SHOWN ON PLANS. CLEARING AND GRUBBING SHALL INCLUDE REMOVAL AND DISPOSAL OF ALL TREES, STUMPS, BRUSH, GRASS, ROOTS AND OTHER ORGANIC MATERIAL AT AN APPROVED OFF-SITE DISPOSAL LOCATION.

4. SOIL PREPARATION. REFER TO GEOTECHNICAL REPORT FOR ANY REQUIRED SOIL CORRECTIONS, AMENDMENTS OR ADDITIONAL INFORMATION (IF APPLICABLE). EXISTING TOPSOIL SHALL BE STRIPPED FROM ALL DISTURBED AREAS AND STOCKPILED IN AN APPROVED LOCATION FOR RE-SPREAD. ALL AREAS WHERE SOIL HAS BEEN COMPACTED BY CONSTRUCTION ACTIVITY AND THAT ARE INDICATED TO BE SODDED, SEEDED OR PLANTING BED SHALL BE DE-COMPACTED TO A MINIMUM DEPTH OF 12 INCHES BY SOIL RIPPING, TILLING OR OTHER APPROVED SOIL LOOSENING METHOD.

5. TOPSOIL MATERIAL. ALL EXISTING, AMENDED OR IMPORTED TOPSOIL SHALL MEET THE REQUIREMENTS OF MNDOT TOPSOIL TYPE A. A MINIMUM 4 INCH DEPTH OF TOPSOIL SHALL BE PLACED ON ALL AREAS TO BE SODDED OR SEEDED. A MINIMUM 12 INCH DEPTH OF TOPSOIL SHALL BE PLACED WITHIN ALL PLANTING BED AREAS. ALL TOPSOIL SHALL BE FINE GRADED, RAKED AND DRAGGED TO PROVIDE A SMOOTH, UNIFORM SURFACE. TOPSOIL GRADES SHALL BE WITHIN .1 FEET OF INDICATED FINISHED GRADE AND SHALL BE TRUE TO GRADIENTS SHOWN ON PLANS. REFER TO CIVIL PLAN SHEETS FOR FILTRATION BASIN SOIL REQUIREMENTS.

6. SEEDING AND TURF ESTABLISHMENT. CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SEEDING. APPLY 12-12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SEEDING.. SEEDS SHALL BE SOWED IN 2 PERPENDICULAR PASSES, EACH PASS AT ONE-HALF THE INDICATED RATE, VIA BROADCAST SPREADER, DROP SEEDER OR DRILL SEEDER. FOLLOWING SEED APPLICATION, INSTALL TYPE 3N EROSION CONTROL BLANKET ON ALL SLOPES GREATER THAN 4:1. IN ALL OTHER AREAS, APPLY HYDROMULCH COVER (MUST BE A SEPARATE OPERATION FROM SEEDING) AT A TARGETED DRY WEIGHT RATE OF 3500 LBS PER ACRE. SOIL SHALL BE KEPT MOIST DURING ESTABLISHMENT WITH ADDITIONAL RE-SEEDING AS NECESSARY TO ACHIEVE A HEALTHY, UNIFORM STAND OF GRASS, FREE OF WEEDS AND WITH COVERAGE EXCEEDING 75% IN ANY 10'x10' AREA PRIOR TO FINAL ACCEPTANCE.

7. SODDING. CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SODDING. APPLY 12-12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SODDING AND ROLL TOPSOIL TO CREATE A UNIFORM SURFACE FOR LAYING SOD. SOD SHALL NOT BE CUT MORE THAN 24-HOURS IN ADVANCE OF INSTALLATION. CONTRACTOR SHALL KEEP SOD MOIST FOR A MINIMUM OF 30 DAYS AND SHALL BE RESPONSIBLE FOR MAINTAINING THE SOD UNTIL FINAL ACCEPTANCE.

8. PLANT MATERIAL. ALL PLANTING STOCK SHALL CONFORM TO THE "AMERICAN STANDARD FOR NURSERY STOCK," ANSI-Z60, LATEST EDITION, OF THE AMERICAN ASSOCIATION OF NURSERYMEN, INC. AND SHALL CONSTITUTE MINIMUM QUALITY REQUIREMENTS FOR PLANT MATERIALS. OWNER/LANDSCAPE ARCHITECT RESERVE THE RIGHT TO REJECT ANY PLANTS WHICH ARE DEEMED UNSATISFACTORY BEFORE, DURING, OR AFTER INSTALLATION. NO SUBSTITUTION OF PLANT MATERIAL SHALL BE ACCEPTED UNLESS APPROVED IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.

9. PLANT MATERIAL SUBSTITUTIONS. ALL REQUESTS FOR PLANT SUBSTITUTIONS SHALL BE MADE IN WRITING TO THE OWNER/LANDSCAPE ARCHITECT AND MUST BE APPROVED BY THE CITY.

10. PLANT INSTALLATION AND ESTABLISHMENT. REFER TO STANDARD PLANTING DETAILS. CONTRACTOR SHALL STAKE TREE LOCATIONS FOR APPROVAL BY OWNER/LANDSCAPE ARCHITECT PRIOR TO PLANTING. ANY PLANT MATERIAL WHICH DIES, TURNS BROWN, OR DEFOLIATES (PRIOR TO TOTAL ACCEPTANCE OF THE WORK) SHALL BE PROMPTLY REMOVED FROM THE SITE AND REPLACED WITH MATERIAL OF THE SAME SPECIES, QUANTITY, AND SIZE.

11. MULCH MATERIAL. DOUBLE SHREDDED HARDWOOD MULCH OR ROCK MULCH AS INDICATED ON PLANS. ALL MULCH SHALL BE CLEAN AND FREE OF NOXIOUS WEEDS, SOIL, OR OTHER DELETERIOUS MATERIAL, AND SHALL BE INSTALLED OVER A NON-WOVEN GEOTEXTILE FABRIC (INCIDENTAL) OR OTHER APPROVED WEED BARRIER TO A MINIMUM SETTLED DEPTH OF 4". MULCH SHALL BE HELD BACK FROM PLANT STEMS/TRUNKS A MINIMUM OF 3". WOOD MULCH SHALL BE PLACED AROUND INDIVIDUAL TREES TO A 4' MINIMUM DIAMETER. MULCH SHALL BE INSTALLED WITHIN 48-HOURS OF PLANT INSTALLATION.

12. LANDSCAPE EDGING. INSTALL LANDSCAPE EDGING BETWEEN ALL MULCH AREAS AND TURF. EDGING SHALL BE COMMERCIAL GRADE BLACK POLYETHYLENE OR VINYL EDGING, 0.1 INCH THICK BY 5 INCHES DEEP, V-LIPPED BOTTOM, HORIZONTALLY GROOVED, 1-INCH ROUND TOP, EXTRUDED IN STANDARD LENGTHS, WITH 9-INCH STEEL ANGLE STAKES.

13. IRRIGATION. DESIGN, FURNISH AND INSTALL A COMPLETE UNDERGROUND IRRIGATION SYSTEM FROM APPROVED POINT(S)-OF-CONNECTION WITHIN THE SITE COVERING ALL TURF AND PLANTING AREAS AS SHOWN ON THE LANDSCAPE PLAN. INCLUDES FLOW/PRESSURE TESTING, PLANS WITH DESIGN CALCULATIONS, AS-BUILT DRAWINGS, LABOR, MATERIALS, EQUIPMENT, AND SERVICES FOR THE TESTING, ADJUSTING, RETESTING AND READJUSTING AS REQUIRED TO PLACE THE SYSTEM IN AN APPROVED OPERATING CONDITION. THE IRRIGATION SYSTEM SHALL INCLUDE THE DESIGN AND INSTALLATION OF THE FOLLOWING: PIPING, METER AND BACKFLOW ASSEMBLIES, SPRINKLER HEADS, CABINETS, VALVES AND VALVE BOXES, CONTROLLERS, CONTROL WIRING, FITTINGS, ELECTRICAL CONNECTIONS, QUICK-COUPLERS, ALL OTHER NECESSARY ACCESSORIES, SYSTEM MANUALS, 1-YEAR MAINTENANCE PERIOD INCLUDING 1 FALL WINTERIZATION AND 1 SPRING START-UP. IRRIGATION PLANS TO BE PREPARED BY A QUALIFIED IRRIGATION DESIGNER AND SUBMITTED TO OWNER/LANDSCAPE ARCHITECT FOR APPROVAL.

14. MAINTENANCE. MAINTENANCE SHALL BEGIN IMMEDIATELY AFTER EACH PORTION OF THE WORK IS IN PLACE. PLANT MATERIAL SHALL BE PROTECTED AND MAINTAINED UNTIL THE INSTALLATION OF THE PLANTS IS COMPLETE, INSPECTION HAS BEEN MADE, AND PLANTINGS ARE ACCEPTED EXCLUSIVE OF THE GUARANTEE. MAINTENANCE SHALL INCLUDE MOWING, TRIMMING, WATERING, FERTILIZING, WEED AND PESTICIDE CONTROL, MULCHING, REMOVAL OF DEAD MATERIALS, RE-SETTING PLANTS TO PROPER GRADE AND KEEPING PLANTS IN A PLUMB POSITION. AFTER ACCEPTANCE, THE OWNER SHALL ASSUME MAINTENANCE RESPONSIBILITIES, HOWEVER, THE CONTRACTOR SHALL RETAIN RESPONSIBILITY FOR ALL PLANT MATERIAL THROUGH THE COMPLETION OF THE WARRANTY PERIOD.

15. WATERING. UPON ESTABLISHMENT OF SEED AND INSTALLATION OF PLANTS, CONTRACTOR SHALL MAINTAIN A WATERING SCHEDULE WHICH WILL THOROUGHLY WATER ALL PLANTS AND TURF AREAS A MINIMUM OF ONCE A WEEK. MORE FREQUENT WATERING MAY BE REQUIRED DURING PERIODS OF HOT, DRY WEATHER. CONTRACTOR SHALL MAKE THE NECESSARY ARRANGEMENTS FOR WATER. IN THE ABSENCE OF PERMANENT IRRIGATION, TEMPORARY IRRIGATION, TREE WATERING BAGS, OR HAND-WATERING ARE ACCEPTABLE.

16. NATIVE PLANT ESTABLISHMENT. THIS PROJECT INCLUDES ONE OR MORE NATIVE PLANT SEED MIXES CONSISTING OF A VARIETY OF GRASSES, SEDGES AND FLOWERING FORBS. BECAUSE THESE PLANTS TYPICALLY HAVE A LONGER GERMINATION PERIOD, A COVER CROP SPECIES IS REQUIRED TO PROVIDE TEMPORARY COVER AND STABILIZATION. MAINTENANCE OF THESE SEEDED AREAS IS CRITICAL DURING THE FIRST SEVERAL YEARS TO ESTABLISH A SUCCESSFUL NATIVE PLANT COMMUNITY. SEEDED AREAS SHALL BE MOWED / WEED-WHIPPED TO A HEIGHT OF 6-10 INCHES IN MID-JULY AND EARLY SEPTEMBER DURING THE FIRST 2-3 YEARS OF ESTABLISHMENT. IN ADDITION, ALL NON-NATIVE SPECIES / WEEDS SHALL BE SPOT SPRAYED NO LESS THAN 3 TIMES A YEAR WITH HERBICIDE BY A LICENSED APPLICATOR. RE-SEEDING AS NECESSARY SHALL OCCUR IN MAY. A NATIVE PLANT COMMUNITY SHALL BE CONSIDERED SUCCESSFULLY ESTABLISHED NO SOONER THAT 3 YEARS AFTER INITIAL SEEDING – ONCE THE COVER CROP HAS BEEN SUFFICIENTLY REPLACED BY NATIVE PLANTS AND THE AREA IS FREE OF ALL NON-NATIVE AND INVASIVE SPECIES. AT THIS TIME, MAINTENANCE CAN BE REDUCED TO MOWING / WEED-WHIPPING TO A HEIGHT OF 6-10 INCHES ONCE A YEAR IN EARLY SEPTEMBER AND SPOT SPRAYING OF HERBACIDE ONLY AS NEEDED.

17. FINAL ACCEPTANCE. UPON SUBSTANTIAL COMPLETION OF THE WORK, CONTRACTOR SHALL REQUEST FINAL ACCEPTANCE OF THE WORK IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT. IF ANY WORK IS FOUND TO BE INCOMPLETE OR UNSATISFACTORY IN THE OPINION OF THE OWNER/LANDSCAPE ARCHITECT, A WRITTEN PUNCH LIST WILL BE PREPARED LISTING ALL ITEMS THAT REQUIRE COMPLETING OR CORRECTING BEFORE FINAL ACCEPTANCE.

18. WARRANTY. ALL PLANTS, MATERIALS AND WORKMANSHIP SHALL BE GUARANTEED FOR ONE YEAR FROM THE DATE OF FINAL ACCEPTANCE, UNLESS OTHERWISE SPECIFIED. THE GUARANTEE SHALL COVER THE FULL COST OF REPLACEMENT INCLUDING LABOR AND MATERIAL.

CARLSON McCAIN ENGINEERING SURVEYING ENVIRONMENTAL
3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
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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 Landscape Architect under the laws of the State of Minnesota

Print Name: Ryan J. Ruttger, RLA
Signature:
Date: 9/23/21 License #: 56346

Drawn: RJR
Designed: RJR
Date: 9/23/21

Revisions:
1. 10/19/21 - Density Transition Plantings Added

SOTARRA, LLC
(TEG LAND HOLDINGS, LLC.)
1660 Hwy 100 South, Suite 400
St. Louis Park, Minnesota 55416

TROTT BROOK CROSSING
Ramsey, Minnesota

PRELIMINARY LANDSCAPE PLAN

L4 of 4

[Save Date: 10/19/21] F:\jobs\9461 - 9480\9461 - trott brook\cad c3d\landscape\9461_landscape.dwg

#9461

Trott Brook North Small Area Planning Framework

July 9, 2020

Document Purpose

The purpose of this document is to outline high-level land use planning policy for a portion of the area generally known as Trott Brook North between Variolite Street and Nowthen Boulevard, north of Trott Brook, based on recent City Council direction. There is no obligation to change policies and plans. However, at minimum, this document will provide additional detail beyond our Comprehensive Plan and Zoning Code.

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, if needed.

City of RAMSEY

Summary of Review

Meeting Date	Meeting Type
May 7, 2020	Planning Commission (Sketch Plan)
May 26, 2020	City Council (Sketch Plan)
July 9, 2020	Planning Commission Work Session and Regular Session (Policy Document)

City of RAMSEY

Planning Area

City of RAMSEY

Existing Conditions

- Variolite St (West) and Nowthen Blvd (East)
- Allowed Land Use: 80 foot wide lots
- Adjacent Land Uses
  - West, North, East: Rural Residential, Private Well/Septic
  - South: 80 foot wide lots, City Utilities
- Significant Historical Context
  - Barn and homestead
- Significant Ecological Resources
  - Tree Cover
  - Wetland
  - Trott Brook (and adjacent corridor)

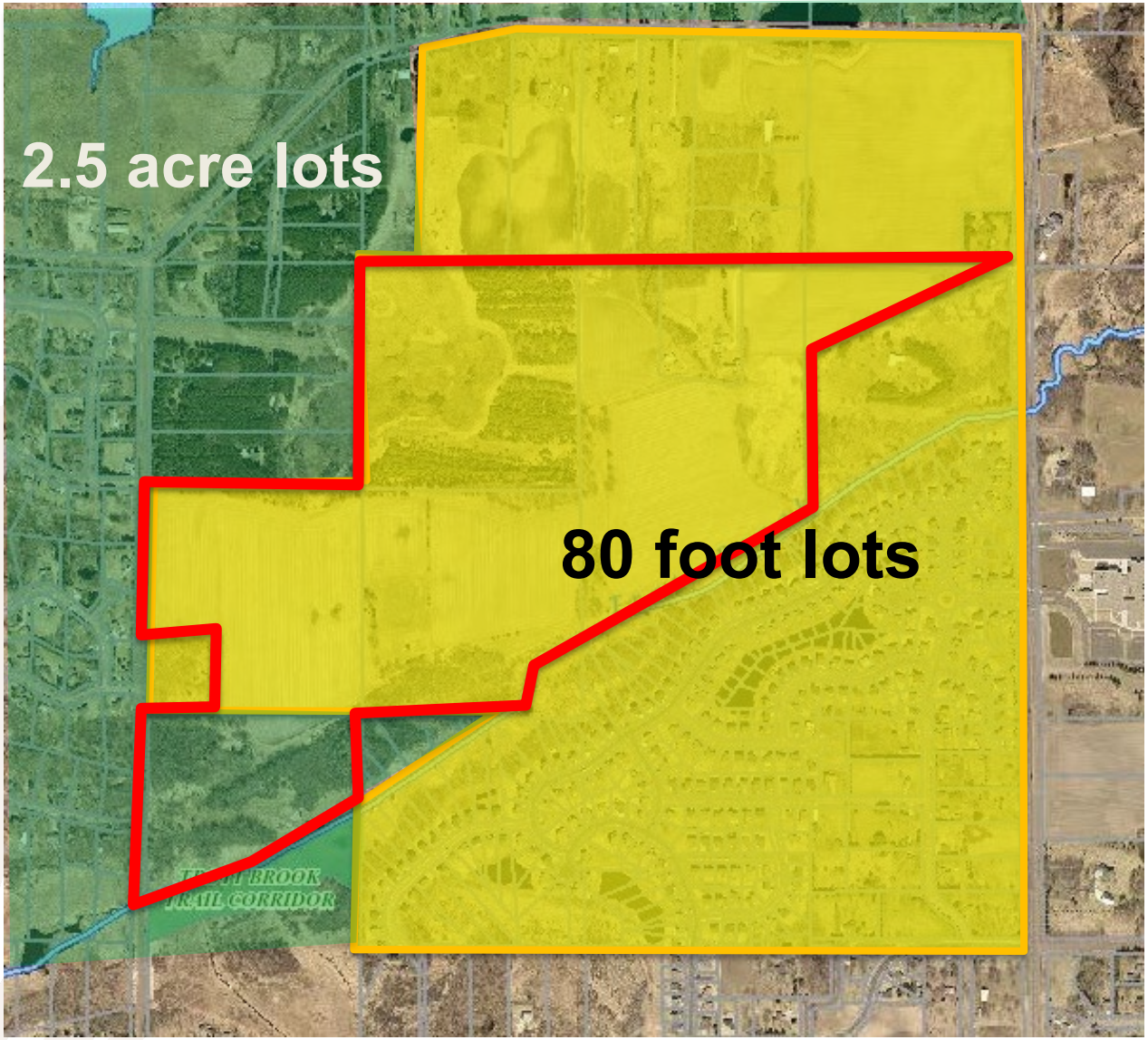
City of RAMSEY

Future Conditions

- Hunt Property
  - Future Development Likely, Zoned for 80 Foot Lots (City Utilities)
- Nowthen Blvd Plan
  - City-Directed Plan
- Tree Preservation Plan
- Public Park
  - Opportunity to Preserve Barn for Public Park Space
- Density Transitioning
  - Adjacent to Existing Residential

City of RAMSEY

Future Land Use



City of RAMSEY

Density transitioning required
No density transitioning required but recommended

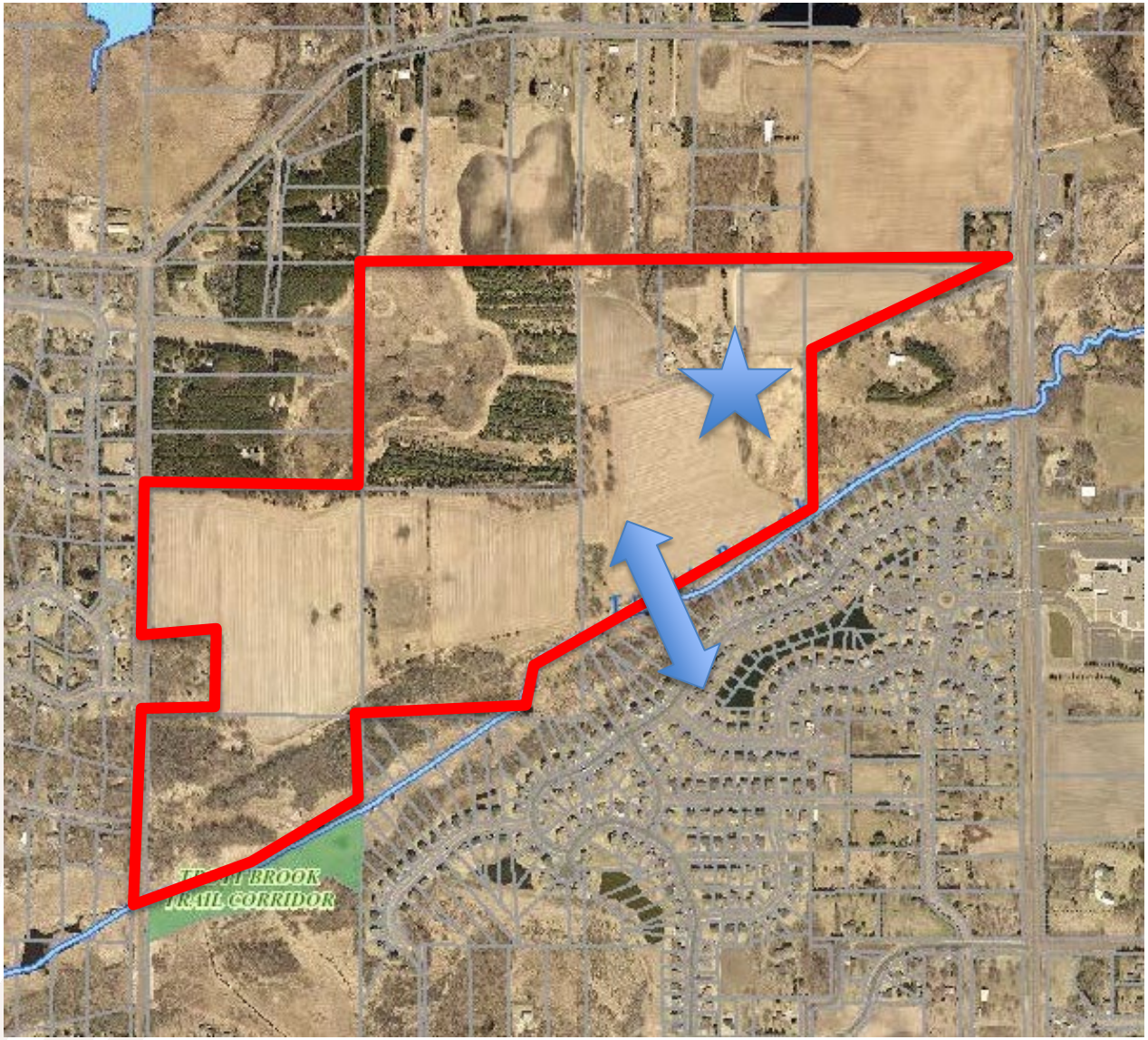
Developer/Owner Request to Discuss: Potential Compromise

City of RAMSEY

Historical Context/Park Plan

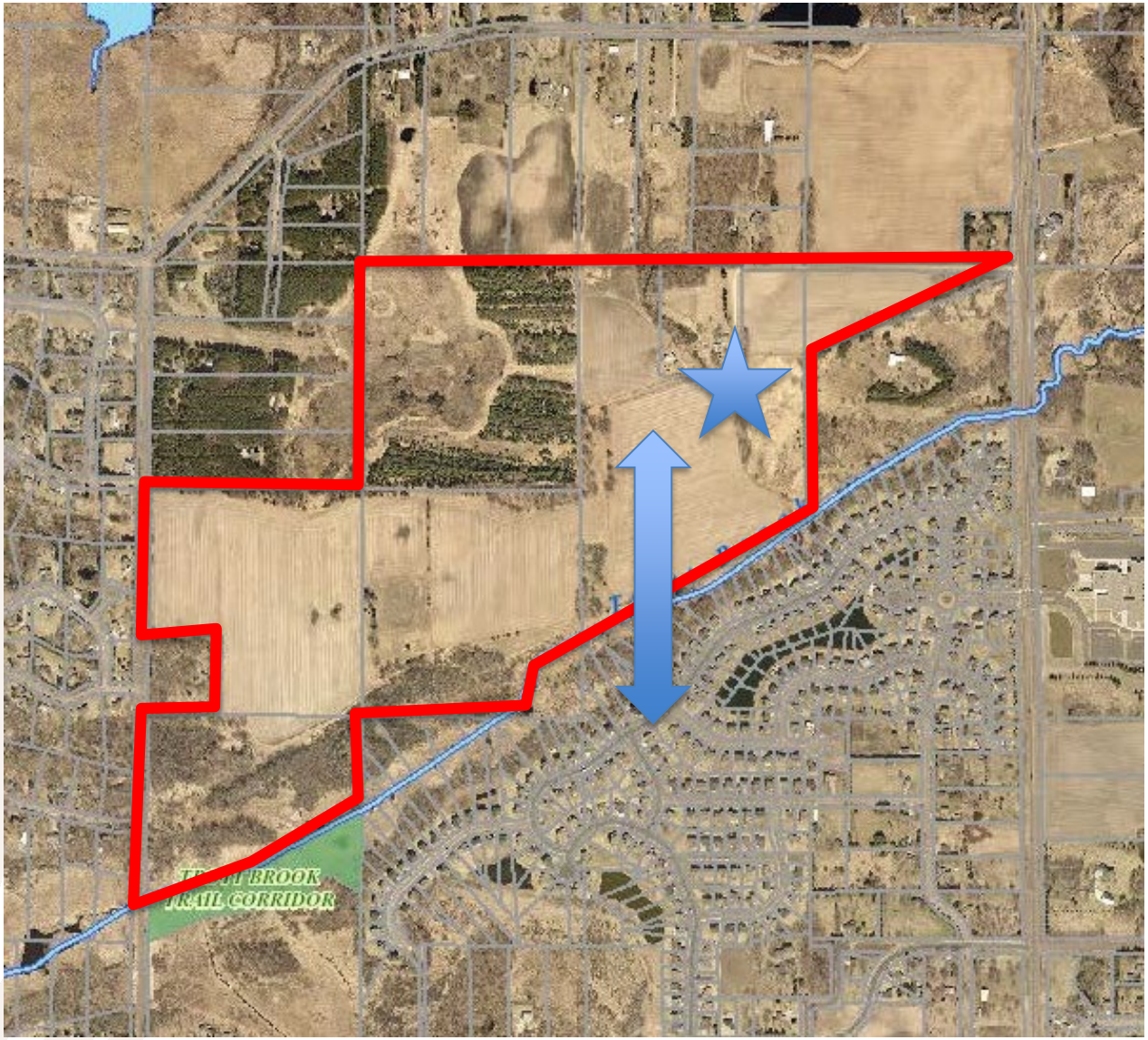
City of RAMSEY

TRAIL CONNECTION



City of RAMSEY

Historical Context/Park Plan



Connect Existing Brookfield Neighborhood with New Park via Walking Path

City of RAMSEY

Implementation Plan

1. [Park Planning] Create high quality public park onsite utilizing existing historical buildings in NE section of site
   - Trails throughout site and connecting to existing Brookfield neighborhood that is lacking park amenities
2. Land Use Planning
   1. Alternative 1: City Council Direction
      1. All 80 foot wide lots
   2. Alternative 2: Applicant request to allow mix of lot sizes in exchange for the following:
      - 80 foot lots around entirely of site
      - Medium-sized lots only internal to site, not adjacent to any existing residential
      - No lots that don't fall into R-1 regulations – no lots smaller than 65 foot wide (current R-1 minimum)

City of RAMSEY

Phase I - 2022 61 lots

Phase II - 2023 65 lots

Phase III - 2025 47 lots

Phase IV - 2026 43 lots

Phase V - 2027 54 lots

270 lots

SE WO	9
SE/R - LO(2)/SE WO	87
WO (8' BSMT.)	139
WO (9' BSMT)	35
	270

Trott Brook Crossing Preliminary Plat

October 28, 2021

Subdivision Process

Subdivision Steps

1. Sketch Plan
   - High level idea
   - Identification of red flags and required steps

2. Preliminary Plat
   - Engineering documents
   - Gives land “entitlement” to project
   - Formal public hearing

3. Final Plat
   - Construction documents
   - Legal subdivision of land

City of RAMSEY

Subdivision Timeline

1. Sketch Plan → Planning Commission
   - Min: 60 – 90 Days
   - Max: 120 Days

2. Preliminary Plat → Planning Commission + Council
   - Min: 60 – 90 Days
   - Max: 120 Days

3. Final Plat → City Council only
   - Max: 60 Days

City of RAMSEY

Minnesota Statutes Chapter 15.99 (60 Day Rule)

State Statute requires that the City of Ramsey respond to an Application within 60 days of submittal.

The City of Ramsey is allowed one 60 day extension in order to respond, allowing a total of 120 days. After 120 days, the Applicant must agree to further extensions.

Sketch Plan Review

- Planning Commission
  - March 24, 2020, May 7, 2020, September 3, 2020, January 7, 2021, August 26, 2021
- City Council Review
  - April 2, 2020, May 7, 2020, May 26, 2020, February 11, 2020, June 4, 2020, May 11, 2021
- Applicants have revised sketch plan and developed preliminary plat to reflect City Staff, Planning Commission and City Council direction

Current Proposal

TROTT BROOK CROSSING

- Approximately 200 acres
- 270 single family homes
  - All will be detached “traditional” single family home
  - No attached products, such as attached townhomes or apartment buildings)
  - (Previous proposal of 343 homes denied.)
- Is there a demand for this type of product?
  - The City is seeing a demand for this type of product
  - Recently completed housing study shows demand for small lot, single family homes (young families, empty nesters downsizing, etc.)
  - Price point for first-time buyers

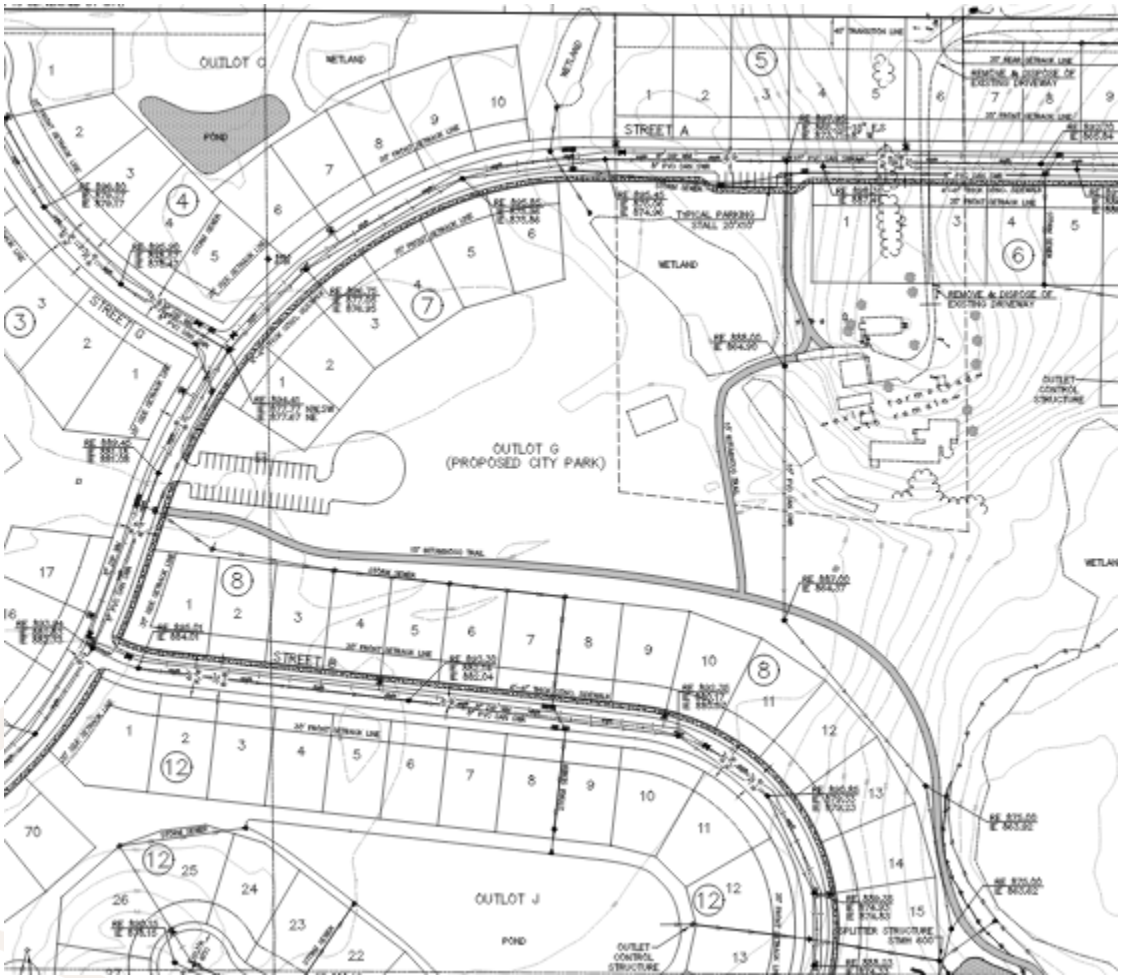
SUMMARY

- Site Acreage: 200 Acres
- Proposed lots: 270 Lots
- Gross Density: 1.35 units/acre
- Net Density: ~2.2 units/acre
- Average lot size: 12,644 sq ft.
  - Required lot size: 10,800 sq ft

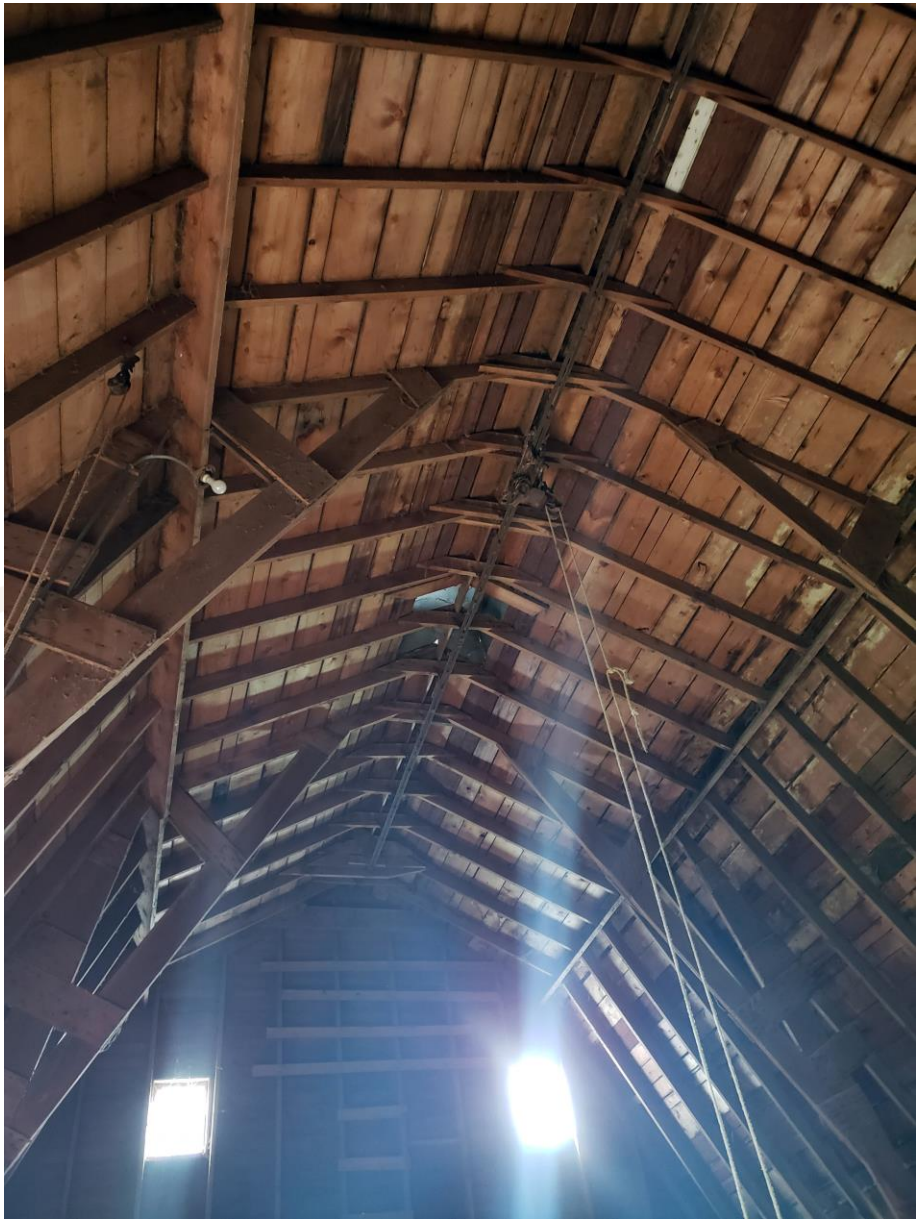
City of RAMSEY

PARKS

- City will be deeded and maintain historic homestead and barn buildings for future large public park
- Applicant proposing both on and off-street parking
- Trail connections to large park

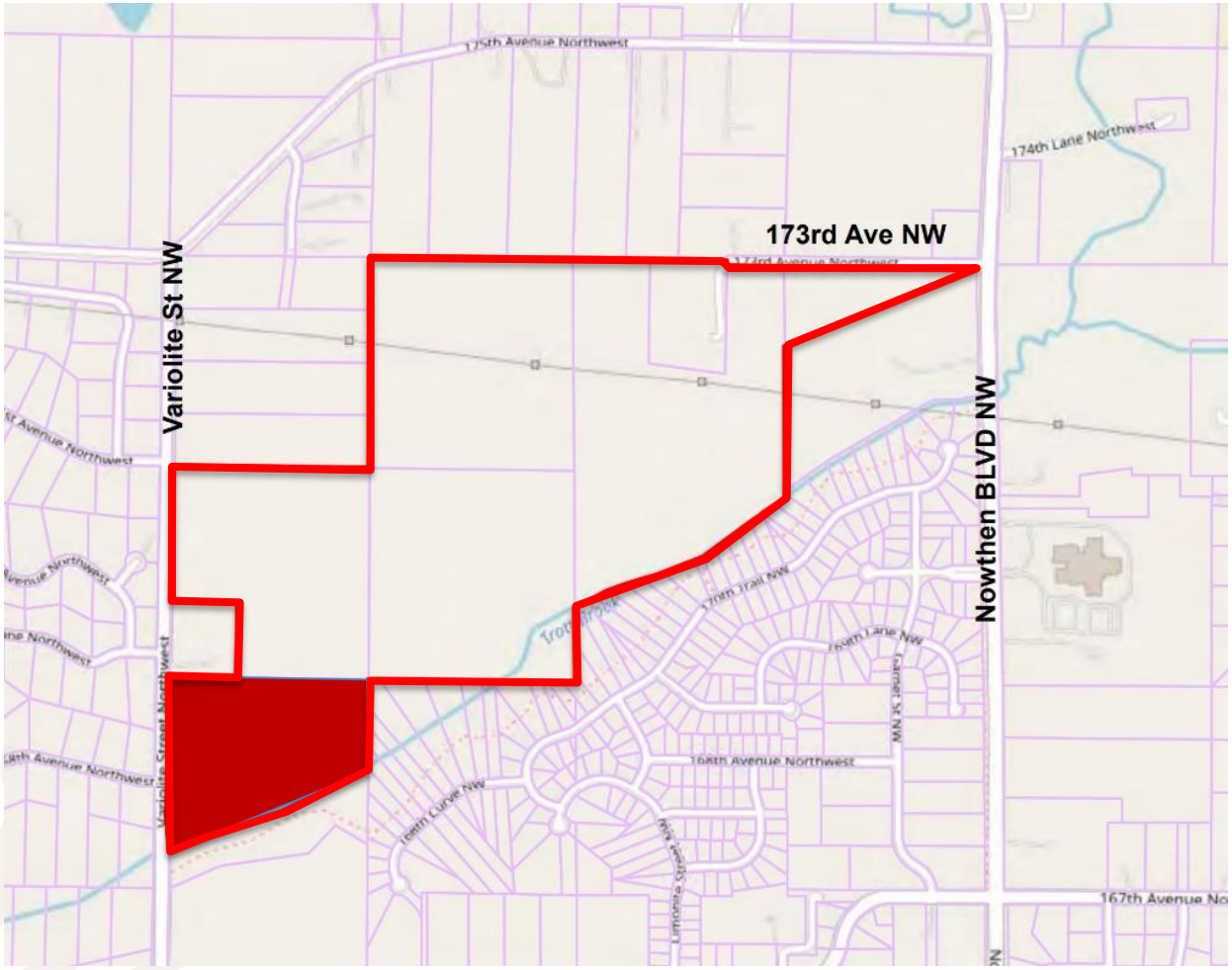


City of RAMSEY



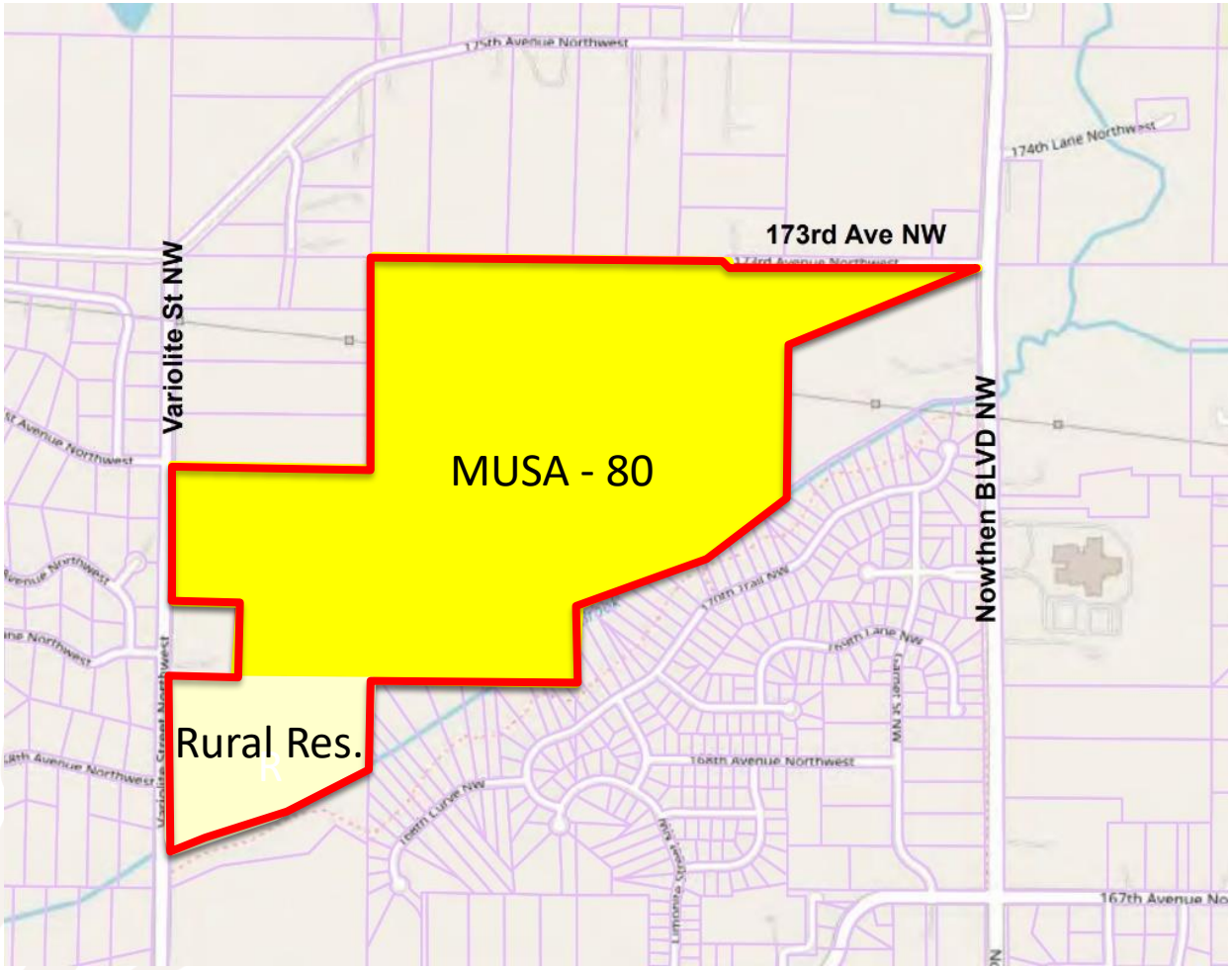
City of RAMSEY

Parcel D (SW Parcel)



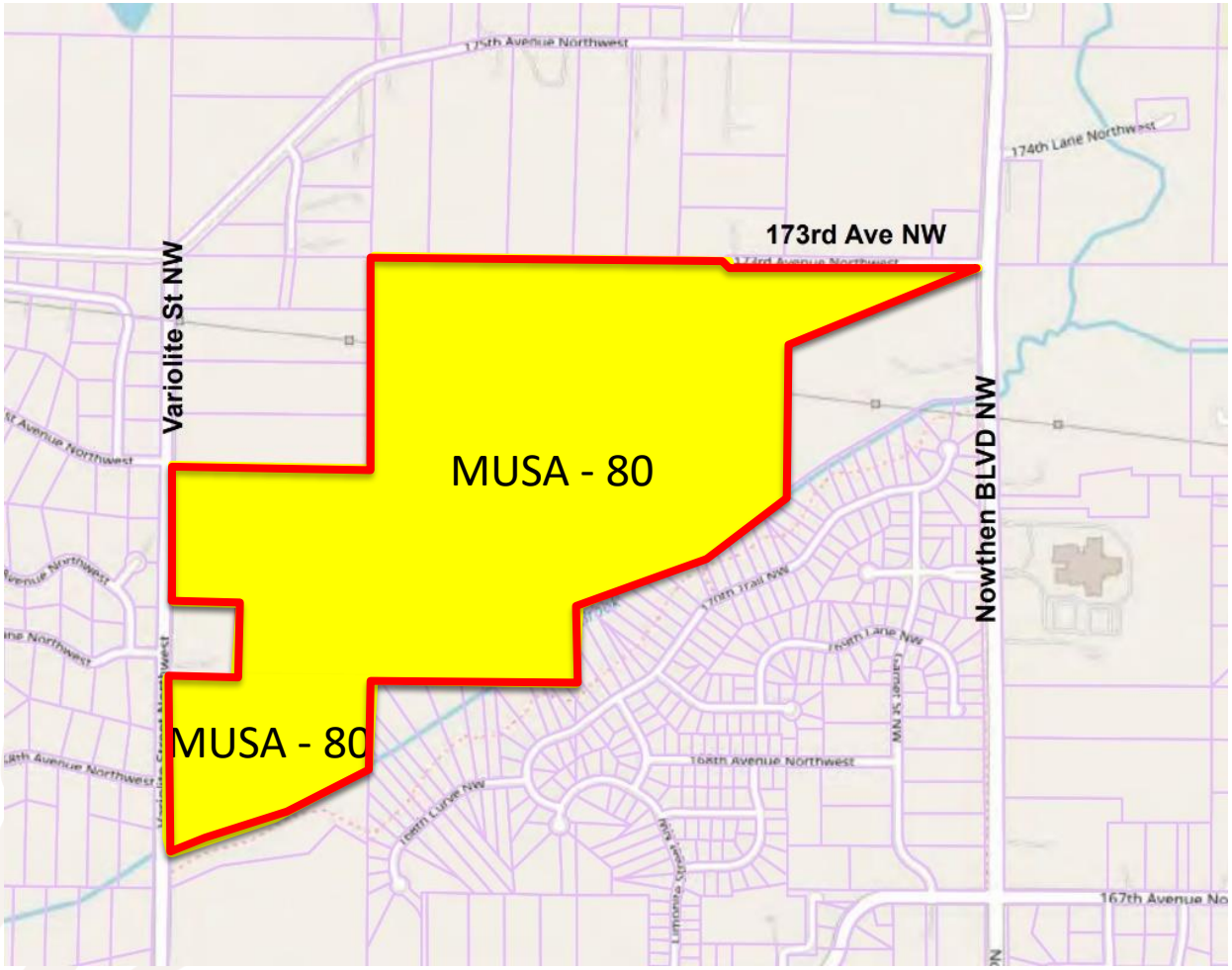
City of RAMSEY

ZONING - EXISTING



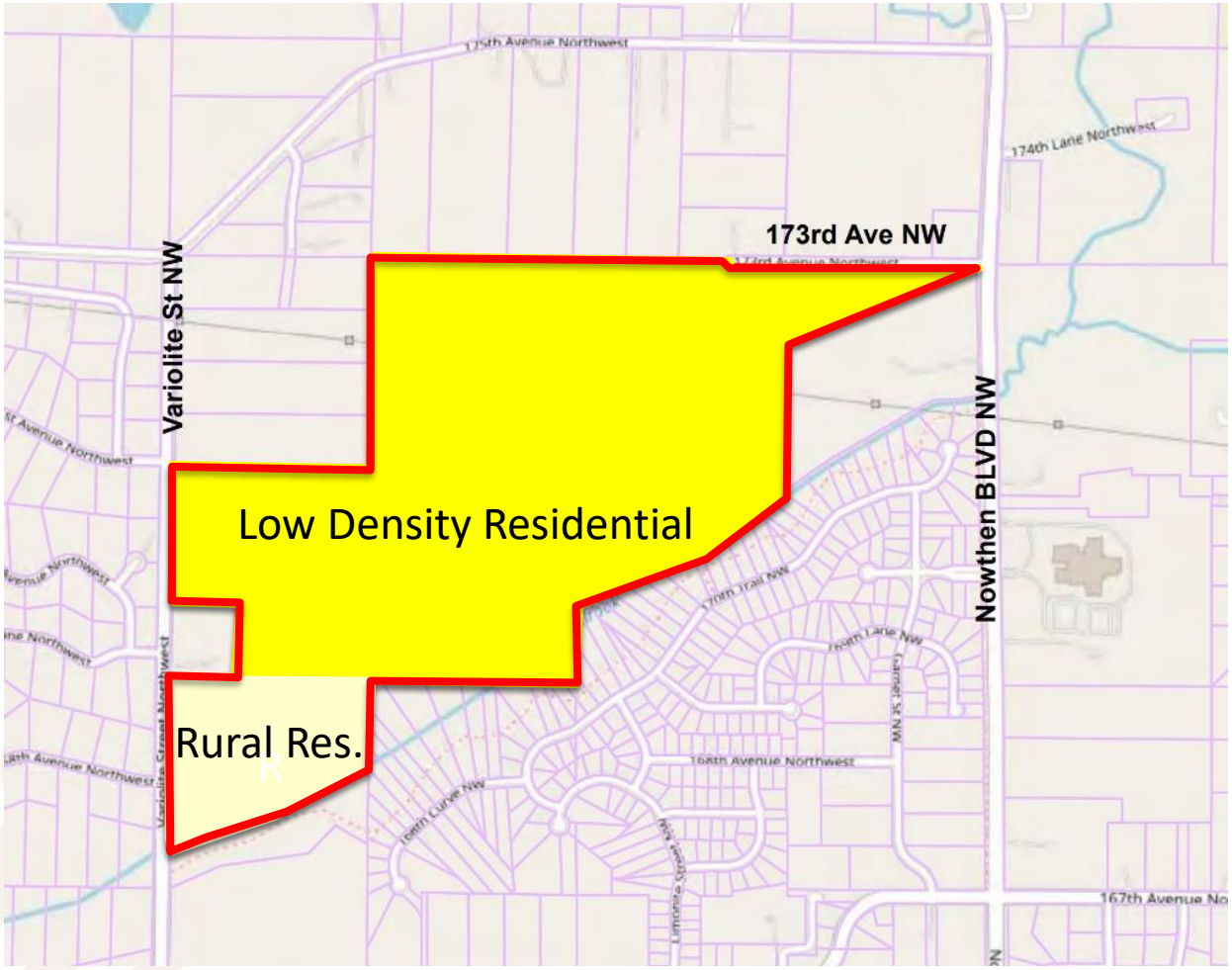
City of RAMSEY

ZONING - EXISTING



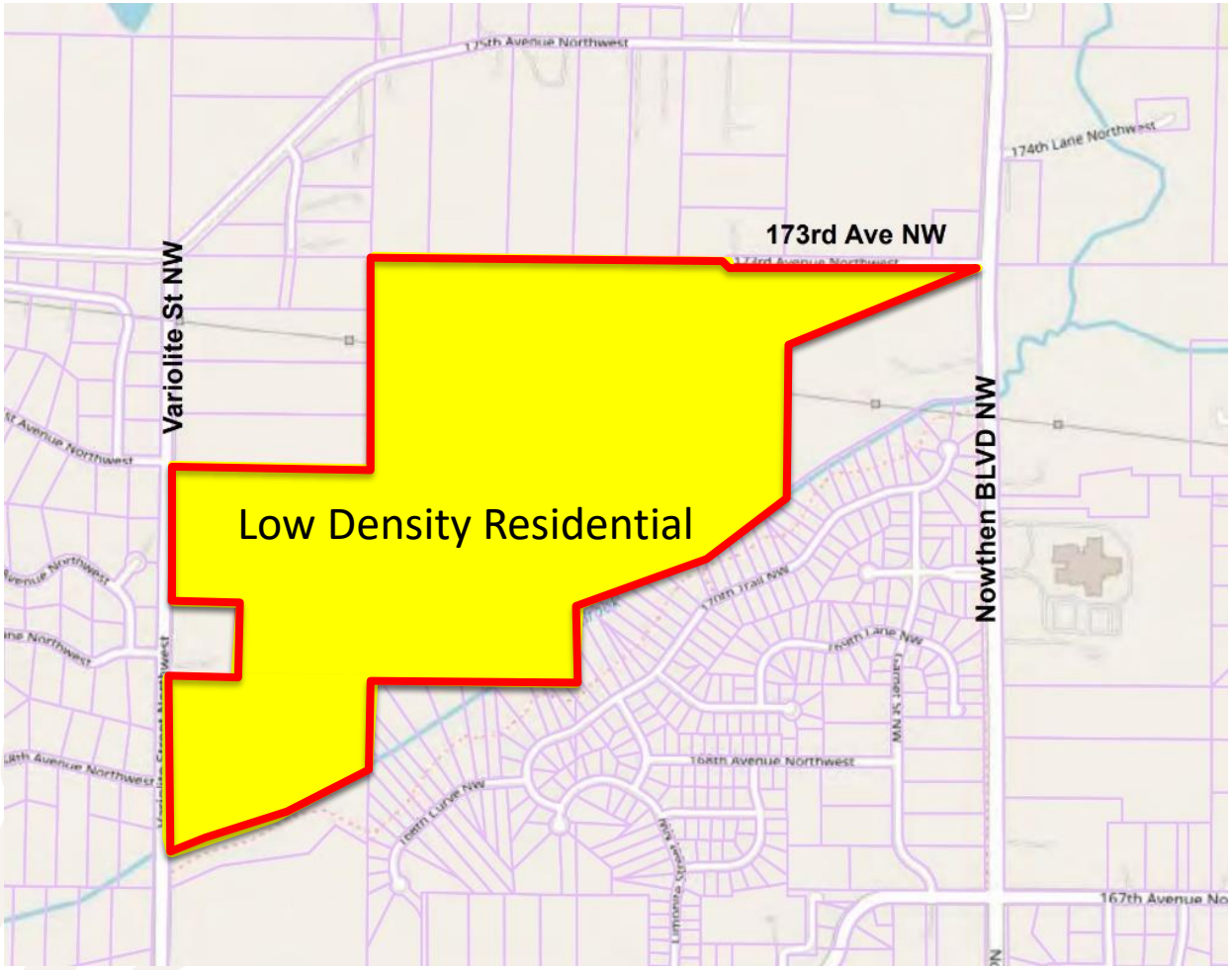
City of RAMSEY

Comprehensive Plan Amendment

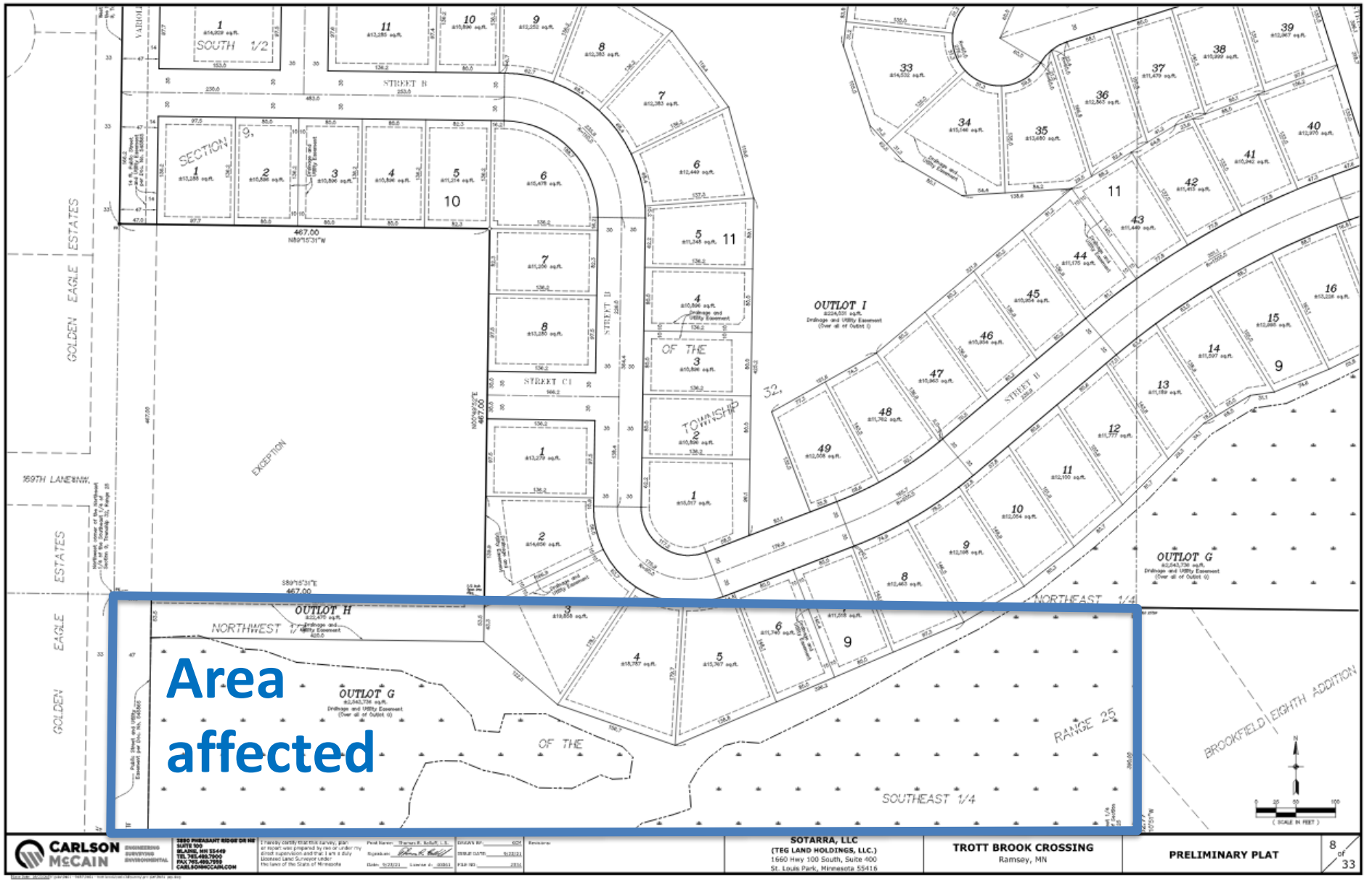


City of RAMSEY

Comprehensive Plan Amendment



City of RAMSEY



CARLSON McCAIN ENGINEERING SURVEYING ENVIRONMENTAL
3880 PHEASANT RIDGE DR NE SUITE 100 BLAINE, MN 55449 TEL 763.493.7900 FAX 763.493.7999 CARLSONMCCAIN.COM

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

Print Name: Thomas R. Scott, L.S.
Signature:
Date: 5/23/23 License #: 40861

DRAWN BY: KDF
ISSUE DATE: 5/23/23
PLAT NO: 2316

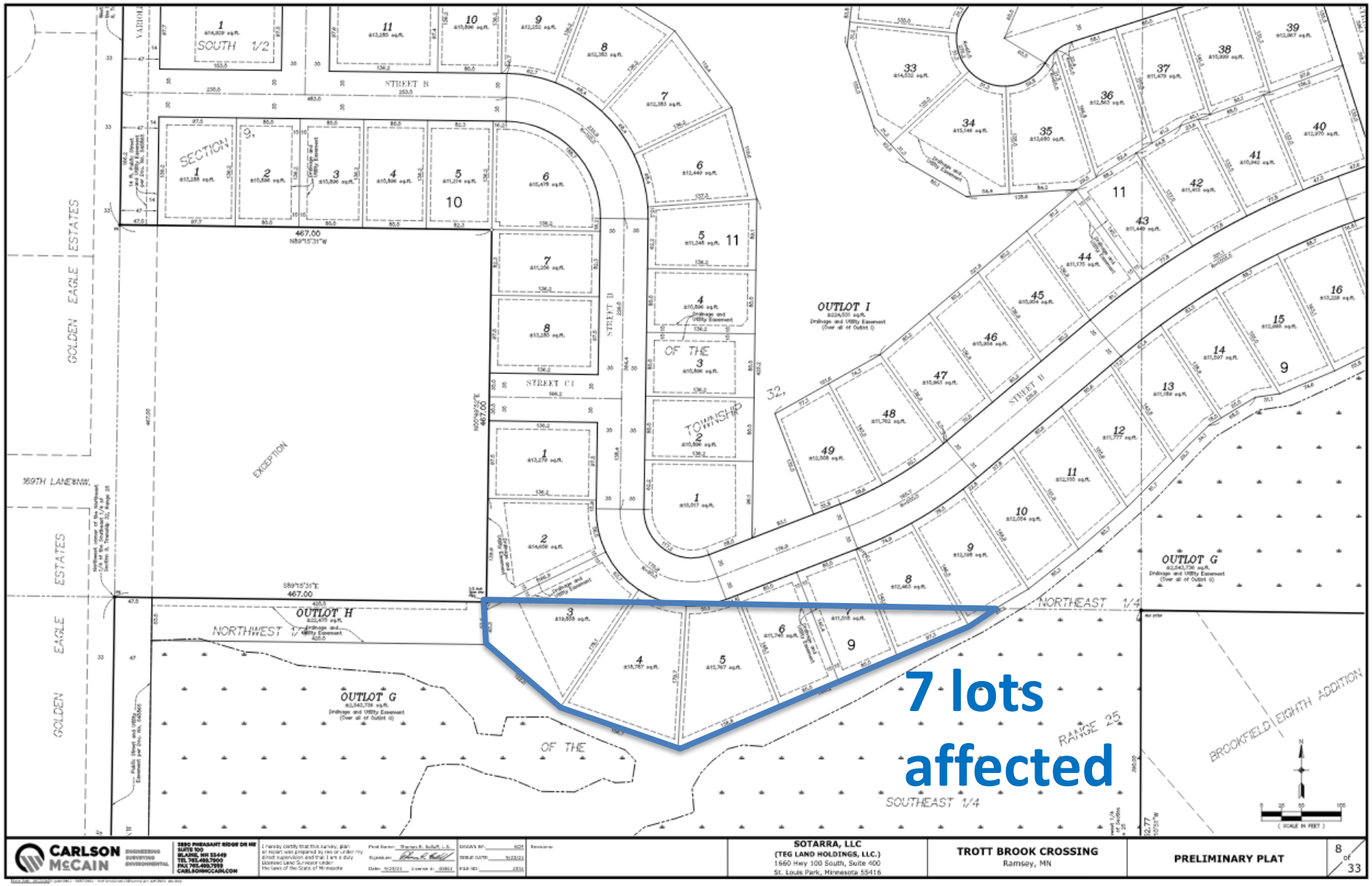
Revisions:

SOTARRA, LLC
(TEG LAND HOLDINGS, LLC.)
1660 Hwy 100 South, Suite 400
St. Louis Park, Minnesota 55416

TROTT BROOK CROSSING
Ramsey, MN

PRELIMINARY PLAT

8 of 33


7 lots affected
OUTLOT I
OUTLOT G
OUTLOT H
STREET B
STREET C1
STREET D
STREET H
NORTHWEST 1/4
NORTHEAST 1/4
SOUTHEAST 1/4
OF THE
TOWNSHIP
RANGE 25
EXCEPTION
GOLDEN EAGLE ESTATES
BROOKFIELD EIGHTH ADDITION
169TH LANE NW
467.00
N89°15'31"W
S89°15'31"E
SOTARRA, LLC
(TEG LAND HOLDINGS, LLC.)
1660 Hwy 100 South, Suite 400
St. Louis Park, Minnesota 55416
TROTT BROOK CROSSING
Ramsey, MN
PRELIMINARY PLAT
8 of 33
CARLSON McCAIN
ENGINEERING SURVEYING ENVIRONMENTAL

Staff Comments

- Wetlands and Floodplain
  - Floodplains must be shown on plat
  - Wetland delineation and permit approval required from LRRWMO
  - Wetlands need 16.5 easement, as-builts also required
- Utilities
  - Infrastructure Study (Bolton and Menk)
  - Development in tandem with Trott Brook North development
- Sidewalks and Trails
  - Sidewalks along public streets
  - Trails along 173rd, 175th, and Nowthen Blvd
  - Pedestrian crossing at 173rd

City of RAMSEY

Additional Staff Comments

- Roads
  - 173rd will become a full public road
- Lot Sizes and Alignments
  - 80 foot wide lots
- Timing
  - Phasing plan

Recommended Action

Motion to recommend City Council adopt Resolution #21-309 and Ordinance #21-13 approving the Preliminary Plat and associated items.

BOLTON & MENK

Real People. Real Solutions.

City of Ramsey

Trott Brook North Infrastructure Study

September 2021

Analysis and Report

Submitted by:
Bolton & Menk, Inc.
7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303
P: 763-433-2851

I. INTRODUCTION

The City of Ramsey has identified the need to prepare for the development of an area generally located north of Trott Brook, south of 175th Avenue, between Nowthen Boulevard and Variolite Street (see Figure 1). The proposed development area is not serviced with municipal utilities, therefore a general review of the entire service area north of Trott Brook was performed. In addition, transportation improvements were reviewed for the intersection of 173rd Avenue and County Road 5/Nowthen Boulevard, which will serve as the primary access point for the proposed development area.

Based on the current zoning map (January 2020), the area is zoned R-1 MUSA.

II. PRELIMINARY CONSIDERATIONS

Required public utility improvements are based on information contained in the City's Sanitary Sewer (Figure 2) and Water System (Figure 3) Comprehensive Plans. The trunk sanitary sewer and water system improvements are considered as base requirements for development of this area.

The roadway improvements reviewed are consistent with concept plans received for the developments. The anticipated roadway improvements along Nowthen Boulevard are also consistent with Anoka County standards. The roadway geometrics may require additional analysis if the proposed land uses change.

III. DESIGN CONSIDERATIONS

The design of the trunk sanitary sewer system is based on flow projections and rates detailed in the Comprehensive Sanitary Sewer Plan and the current City Zoning Map (dated January 2020). See Figure 4 for the City Zoning Map used for this analysis. Capacity limitations were analyzed at key points in the system.

IV. DEVELOPMENT CONCEPTS

Two potential developments are being considered for the area north of Trott Brook, west of Nowthen Boulevard. The specific properties being evaluated for this study include:

Hunt Addition: A 35.5-acre parcel between 173rd Avenue and 175th Avenue, west of Nowthen Boulevard. The Hunt Addition currently proposes to include 77 single family lots with the development traffic using both 173rd Avenue and 175th Ave NW to access Nowthen Boulevard.

Makowsky Addition: An approximate 200-acre parcel directly north of Trott Brook between Nowthen Boulevard and Variolite Street. The Makowsky Addition currently proposes to include 270 single family lots with development traffic accessing Nowthen Boulevard at 173rd Avenue, with an additional site access along Variolite Street approximately 1800 feet north of Trott Brook.

Three development scenarios were reviewed:

- The Hunt Addition develops as a stand-alone project (Figure 5A),
- The Hunt Addition and a portion of the Makowsky Addition develop simultaneously (Figure

5B), and

- The Hunt Addition and all of the Makowsky Addition develop simultaneously (Figure 5C).

In relation to proposed infrastructure improvements, it appears that the trunk facility extensions will be similar whether part or all of the Makowsky property develops.

V. TRUNK & LATERAL SANITARY SEWER SYSTEM

The primary area of analysis is depicted in the City's Comprehensive Sanitary Sewer Plan as District R22 (see Figure 2). Based on the City's Sanitary Sewer Comprehensive Plan, the area will be served by the 21-inch main line located south of Trott Brook in the Variolite Street right of way. The Comprehensive Plan depicts the flows being directed to an existing lift station located in the Brookfield Estates Addition, along 168th Circle, just west of Olivine Street.

Lift Station Considerations

The City has indicated that alternative means of conveyance to the Variolite system should be analyzed, as the existing lift station appears to be at or near capacity. A review of the Comprehensive Plan indicates the lift station was initially sized for a portion of the sewer district, with upgrades required in the future if larger areas were to be serviced.

Pumping data received from the City for June of 2021 indicates the existing duplex pumping station experiences an average of 44 starts per day, with the average run time being 2.59 minutes per start. Based on the pumping data, the lift station has adequate capacity to accommodate flows from undeveloped properties located east of Nowthen Boulevard, along with flows from the new developments.

Rather than upgrade the lift station to serve the entire area north of Trott Brook, the City indicated their preference is to construct a new lift station on the north side of Trott Brook. The new lift station would serve the area located north of Trott Brook as shown in green on Figure 2. There are several reasons to consider construction of a new lift station rather than continuing to add flows to the existing facility:

- The depth of the existing lift station makes it difficult to maintain with the City's equipment. The City has expressed concern with adding more flow to the station, which may result in more frequent maintenance of the facility.
- Installation of a new lift station limits the number of impacted properties if the existing facility failed due to flooding, lighting strikes, etc.

For these reasons, we have assumed new developments would be directed away from the existing lift station to the extent practical.

Hunt Addition Only

Sanitary sewer service for the Hunt Addition was analyzed based on the proposed concept plan for the site. When fully developed, the flows from the site will be approximately 18,000 GPD average daily flow and approximately 67,000 GPD peak flow. The flow will ultimately be connected to a gravity system that is proposed to traverse the Makowsky property. An interim system will be required until such time as the Makowsky property develops.

The interim service is anticipated to be routed to the same manhole that serves the new

elementary school, located east of Nowthen Boulevard. A gravity line along Nowthen Boulevard was analyzed and found to be not feasible due to a large culvert located at Trott Brook. Although alternative means, such as an inverted siphon could be used to cross the creek via gravity, the capital costs and resulting potential maintenance costs, made this option not feasible.

The interim service is recommended to include a lift station with a forcemain discharging to the manhole south of Trott Brook located along Nowthen Boulevard.

We reviewed the gravity sewer along 170th Trail, Olivine Street and 168th Circle. Based upon both existing and future flows from the area, adequate capacity in the gravity main exists to allow for the Hunt Addition connection to occur. As reviewed previously, the existing lift station has capacity to accommodate the additional flows on a temporary basis.

See Figure 6A for anticipated improvements.

Hunt Addition and Makowsky Addition

With the Hunt Addition and the Makowsky Addition developing simultaneously, a new lift station and forcemain would be required. This would be required if either a portion or all of the Makowski property develops. The lift station is assumed to be located near the southwest portion of the Makowski property, with the forcemain then installed along Variolite Street.

The gravity sewer through the Makowsky Addition should be placed at an adequate depth to allow for the Hunt Addition to be served by the system. The main line should also be sized to account for areas north of Trott Brook, east of Nowthen Boulevard. The lift station should also be sized to accommodate the ultimate service area, which includes all areas north of Trott Brook.

See Figures 6B and 6C for anticipated improvements.

VI. WATERMAIN

Based on the City's Comprehensive Plan, a trunk 12-inch watermain loop is proposed to extend along Nowthen Boulevard to 175th Avenue, along 175th Avenue to Variolite Street, and along Variolite Street. The watermains are a portion of the North Central Loop.

Hunt Addition

For the Hunt Addition, we assumed the trunk watermain would extend along Nowthen Boulevard to 175th Street and along 175th Street to the westerly edge of the Hunt Addition. The lateral watermains within the development will provide the interim looping of the system.

See Figure 6A for anticipated improvements.

Hunt Addition and Makowsky Addition

If both properties develop, we assumed the watermain would be installed along Nowthen Boulevard from south of Trott Brook to 175th Avenue, along 175th Avenue to the westerly edge of the Hunt Addition. The trunk line along Variolite Street was installed as a portion of the recently completed roadway reconstruction project. The lateral watermains within the developments will provide the interim looping of the system.

There will be a segment of watermain along 175th Avenue to be installed to complete the North Central Loop. This could be completed in conjunction with these improvements or completed

separately at a future date.

The watermain improvements are shown on Figures 6B and 6C.

VII. ROADWAY IMPROVEMENTS

The majority of the internal site roadways will be constructed as the developments are constructed. The primary access point will be 173rd Avenue at Nowthen Boulevard.

Supplemental access points will be along 175th Avenue for the Hunt Addition and along Variolite Street for the Makowsky Addition. These supplemental accesses are anticipated to have low traffic volumes and will access onto roadways with less than 1,000 ADT per 2019 traffic count data. Additionally, sight distances are adequate for turning movements into and out of the developments. The supplemental access points appear adequate from both roadway capacity and safety perspectives.

Hunt Addition

A traffic analysis was completed which includes requirements for the ultimate improvements needed assuming both properties develop. Considering recommendations from the analysis, if the Hunt property develops independently, the following improvements will be required:

- Construction of a left turn lane along Nowthen Boulevard,
- Construction of 173rd Avenue to the internal access road for the development,
- Construction of a right turn lane and left turn lane for eastbound traffic at Nowthen Boulevard, and
- Construction of a temporary cul-de-sac at the west end of 173rd Avenue.

Hunt Addition and Makowsky Addition

If the developments occur simultaneously, the improvements are anticipated to include:

- Construction of a left turn lane along Nowthen Boulevard, and
- Construction of a right turn lane and left turn lane for eastbound traffic at Nowthen Boulevard.

EAW Process

The developer for the Makowsky property is completing a traffic study as a portion of the EAW process. The traffic study they are completing may identify and recommend additional roadway improvements within the general project area.

The roadway improvements are depicted on Figure 7. The traffic analysis is also attached for reference.

VIII. ASSUMPTIONS

a. Right-of-Way Requirements

We have assumed that most of the required improvements will be development driven and right of way will be secured through the platting process. During the development review process, the City should review the right of way required and secure needed easements. Various other utility easements may also be required, depending upon how the combined sites develop.

b. Jurisdictional Authority/Approvals/Permits

As the project moves from the planning stages to design and construction, permits will be required from various agencies. The following agencies will be permitting entities for considered improvements:

- Minnesota Department of Transportation State Aid: Variolite Street is a State Aid route,
- Anoka County: Nowthen Boulevard is a county roadway,
- Minnesota Pollution Control Agency: NPDES Storm Water Permit,
- Minnesota Pollution Control Agency: Sanitary Sewer Extension Permit,
- Minnesota Department of Health (MDH): Watermain Extension,
- Minnesota Department of Natural Resources (MNDNR): Dewatering, and
- Lower Rum River Watershed Management Organization: Storm Water related.

IX. ADDITIONAL IMPROVEMENT CONSIDERATIONS

Street Lighting

No costs are included in this report for street lighting.

Trails/Sidewalks

No trails or sidewalks are included in this analysis.

Landscaping

The improvements considered with this report include a very utilitarian landscaping approach to the area. Features, such as trees, shrubs, decorative features, and monuments are not included in the estimated project costs.

Right of Way and Easements

We assumed that required rights of way would be dedicated as a portion of the development process, and no costs are included in the project costs for acquisitions.

X. COST CONSIDERATIONS

The estimated project costs are summarized below. Costs were developed based upon similar types of projects completed previously, with adjustments for inflation.

Improvement	Hunt Addition	Hunt Addition plus ½ Makowsky Addition	Hunt Addition plus Makowsky Addition
Road & Storm (173rd Street Perm)	$251,000	$251,000	$251,000
Road & Storm (173rd Street Temp)	$156,000	$0	$0
Roadway & Storm (County Road)	$312,000	$312,000	$312,000
Sanitary Sewer	$219,000	$1,250,000	$1,455,000
Lift Station	$585,000	$975,000	$975,000
Force main	$386,000	$387,000	$387,000
Water System	$811,000	$811,000	$811,000
TOTAL	**$2,720,000**	**$3,986,000**	**$4,191,000**

The costs shown above are considered project costs and include 30% contingencies and project development costs. Project development costs include administrative, engineering, and fiscal related costs.

Future watermain improvements will be required to complete a loop along 175th Avenue. The costs associated with completing the loop are estimated at $745,000.

XI. CONCLUSION

The information presented in this report is intended to allow for discussions with property owners and developers, as well as allow the City to begin considering funding options.

XII. ATTACHMENTS

Several attachments are included in the appendix of this report. The attachments are meant to serve as discussion documents related to assumptions made in preparation of the report.

Appendix A: Figures

Figure 1: Study Area

Figure 2: Sanitary Sewer Comprehensive Plan Update

Figure 3: Water System Comprehensive Plan Update

Figure 4: City Zoning Map

Figures 5A, 5B, and 5C: Development Scenarios

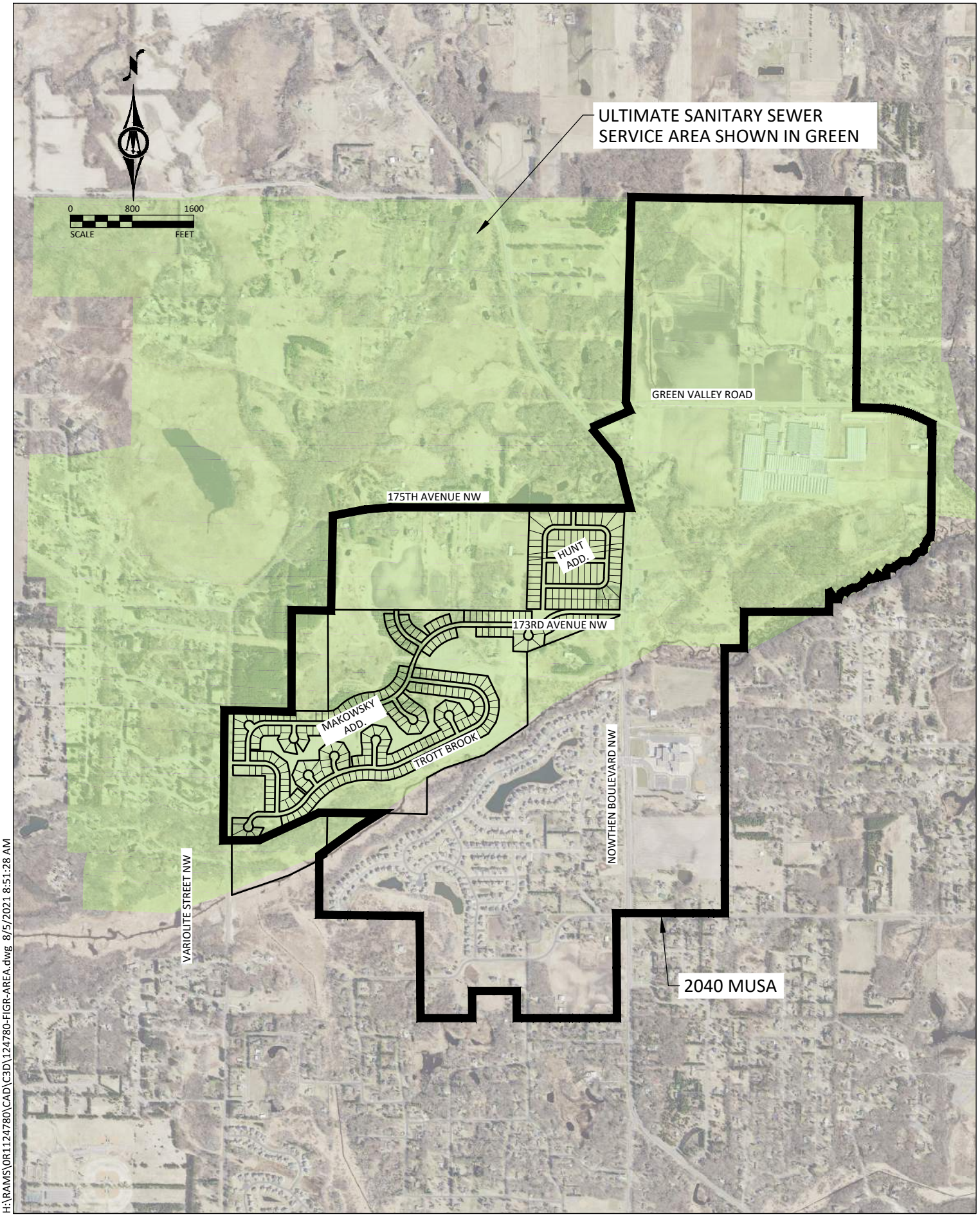
Figures 6A, 6B, and 6C: Sanitary Sewer and Water Improvements

Figure 7: Roadway Improvements

Appendix B: Traffic Report

Trott Brook Traffic Analysis, Dated June 21, 2021

Appendix A: Figures



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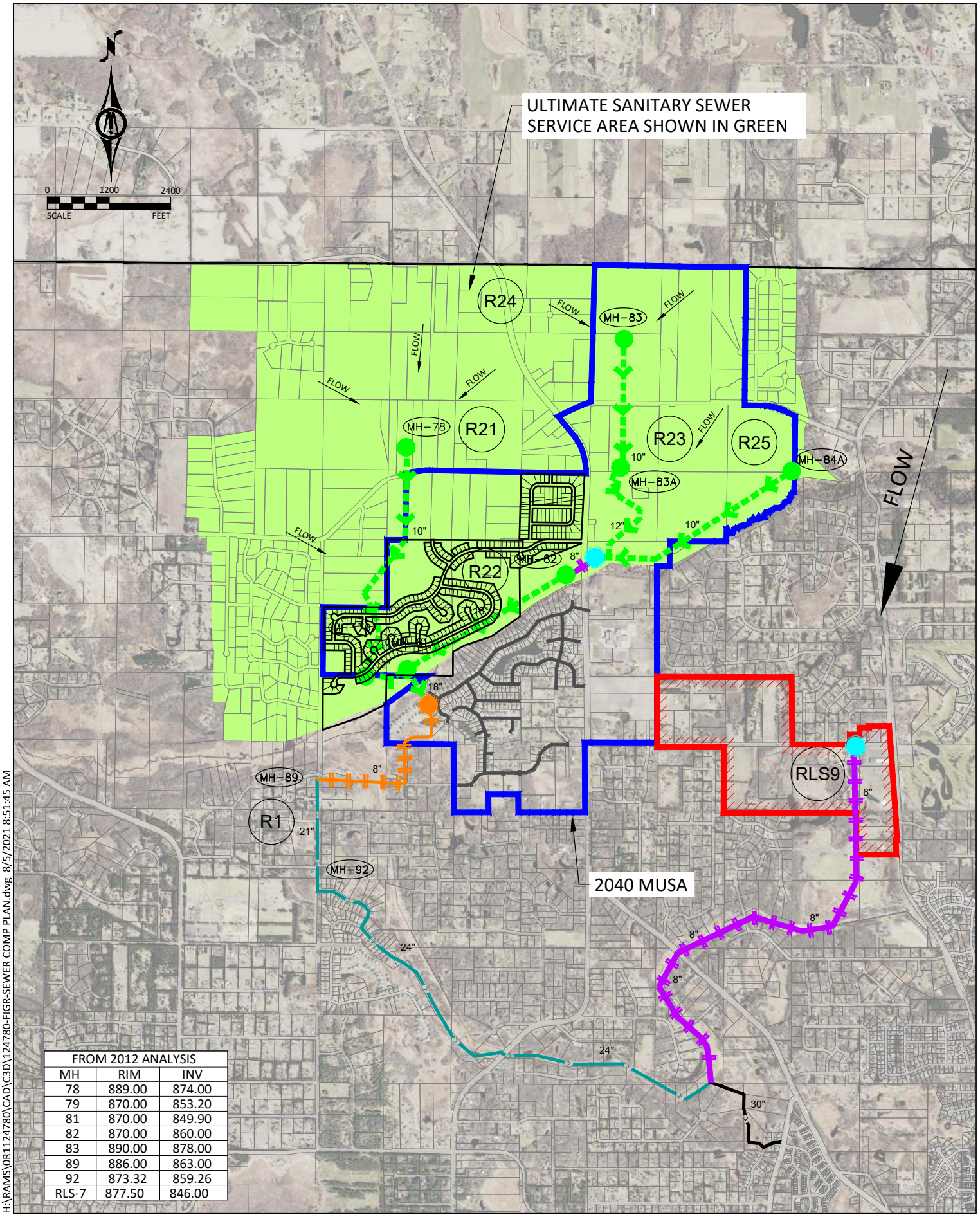

FROM 2012 ANALYSIS		
MH	RIM	INV
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79	870.00	853.20
81	870.00	849.90
82	870.00	860.00
83	890.00	878.00
89	886.00	863.00
92	873.32	859.26
RLS-7	877.50	846.00

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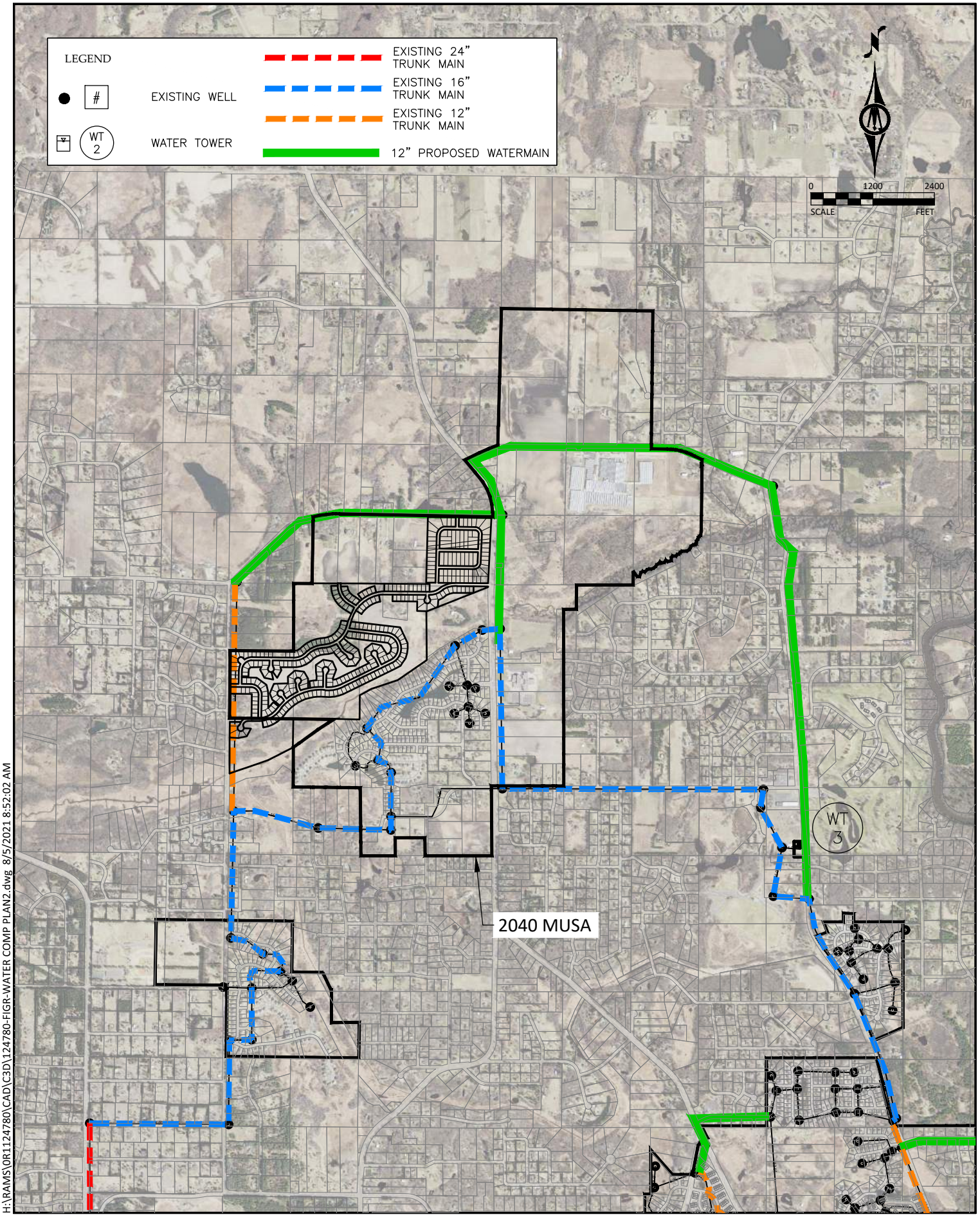

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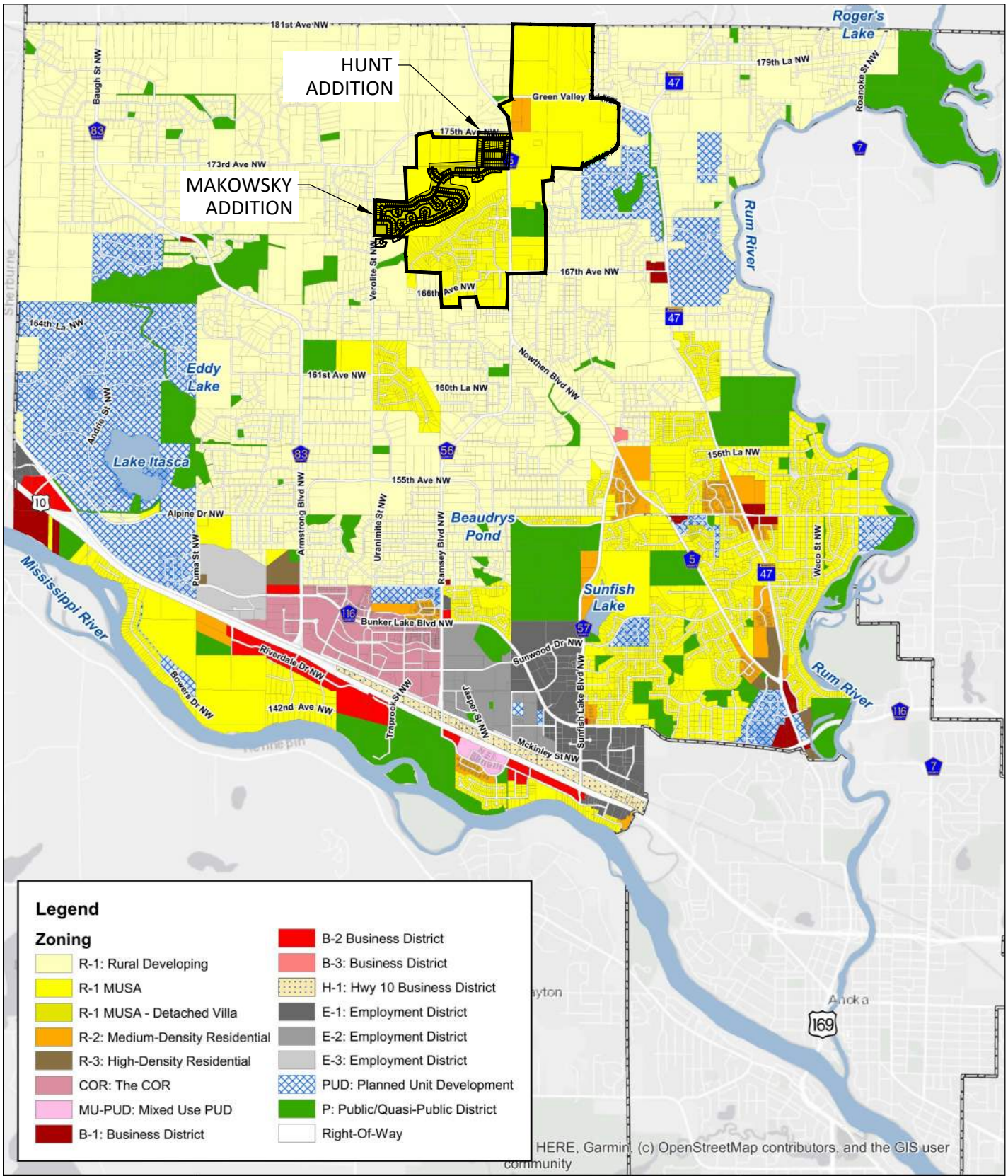

Legend

Zoning

- R-1: Rural Developing
- R-1 MUSA
- R-1 MUSA - Detached Villa
- R-2: Medium-Density Residential
- R-3: High-Density Residential
- COR: The COR
- MU-PUD: Mixed Use PUD
- B-1: Business District
- B-2 Business District
- B-3: Business District
- H-1: Hwy 10 Business District
- E-1: Employment District
- E-2: Employment District
- E-3: Employment District
- PUD: Planned Unit Development
- P: Public/Quasi-Public District
- Right-Of-Way

City of RAMSEY

Official Zoning Map

January 2020

Ramsey, MN

0 2,500 5,000 Feet

N

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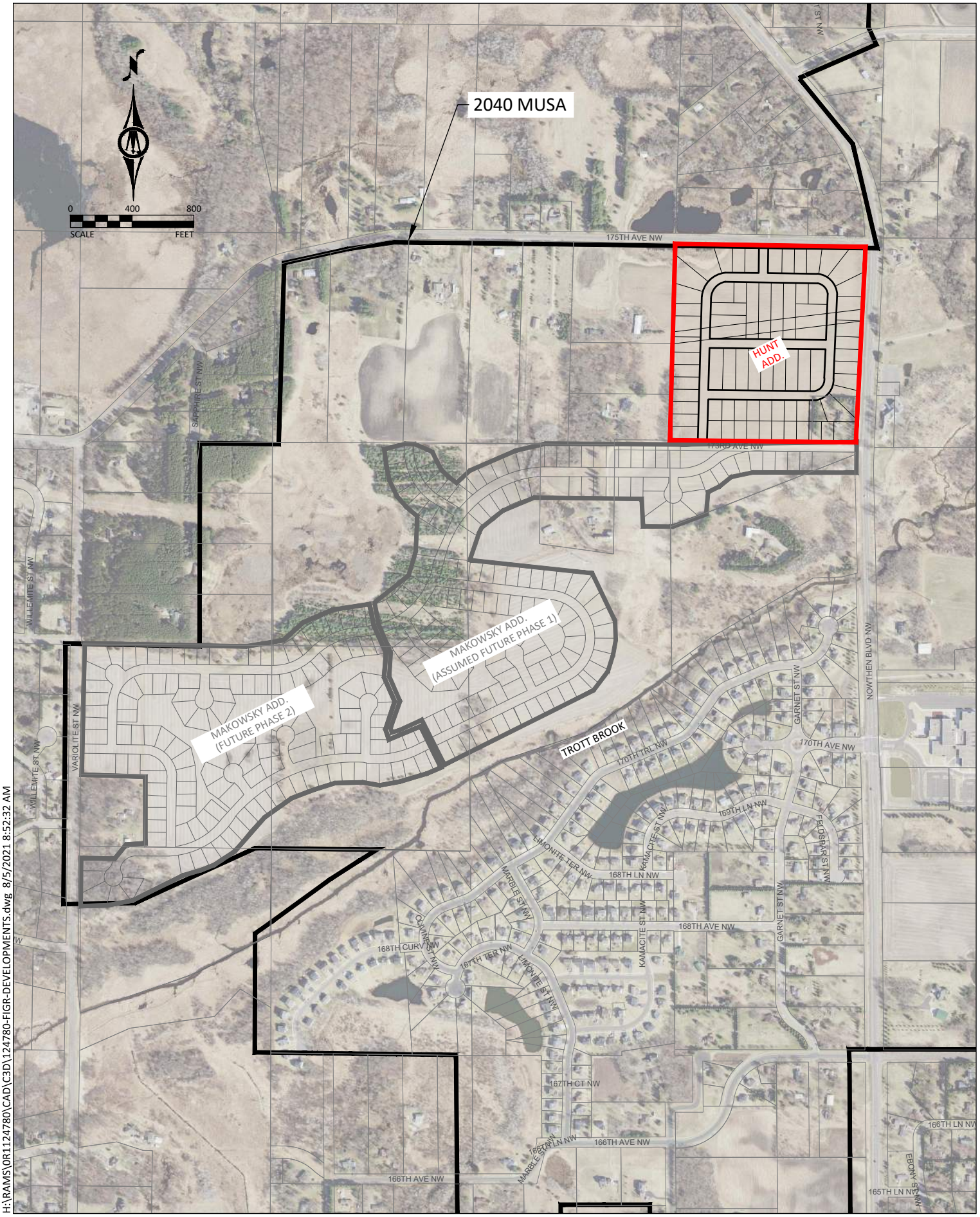

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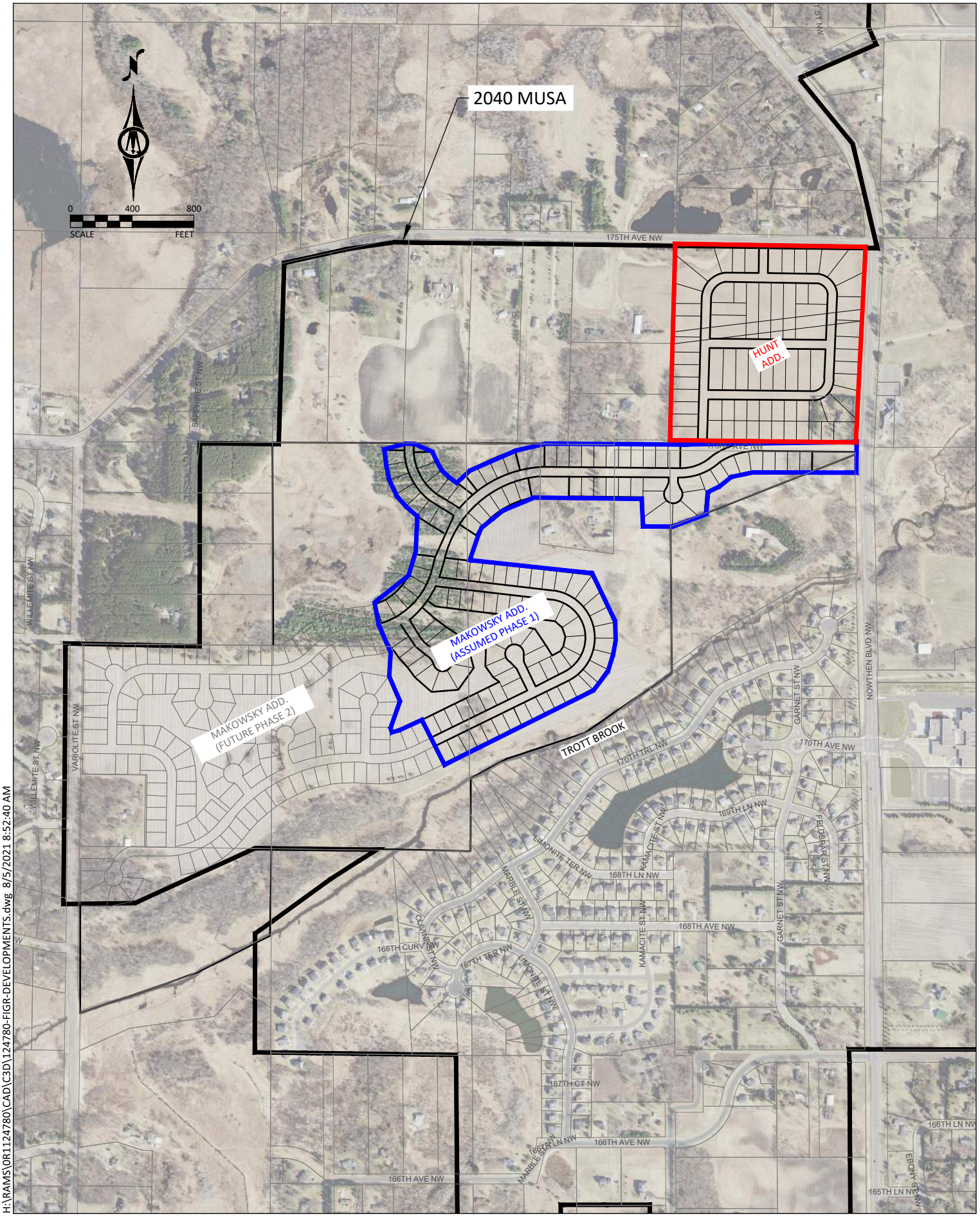

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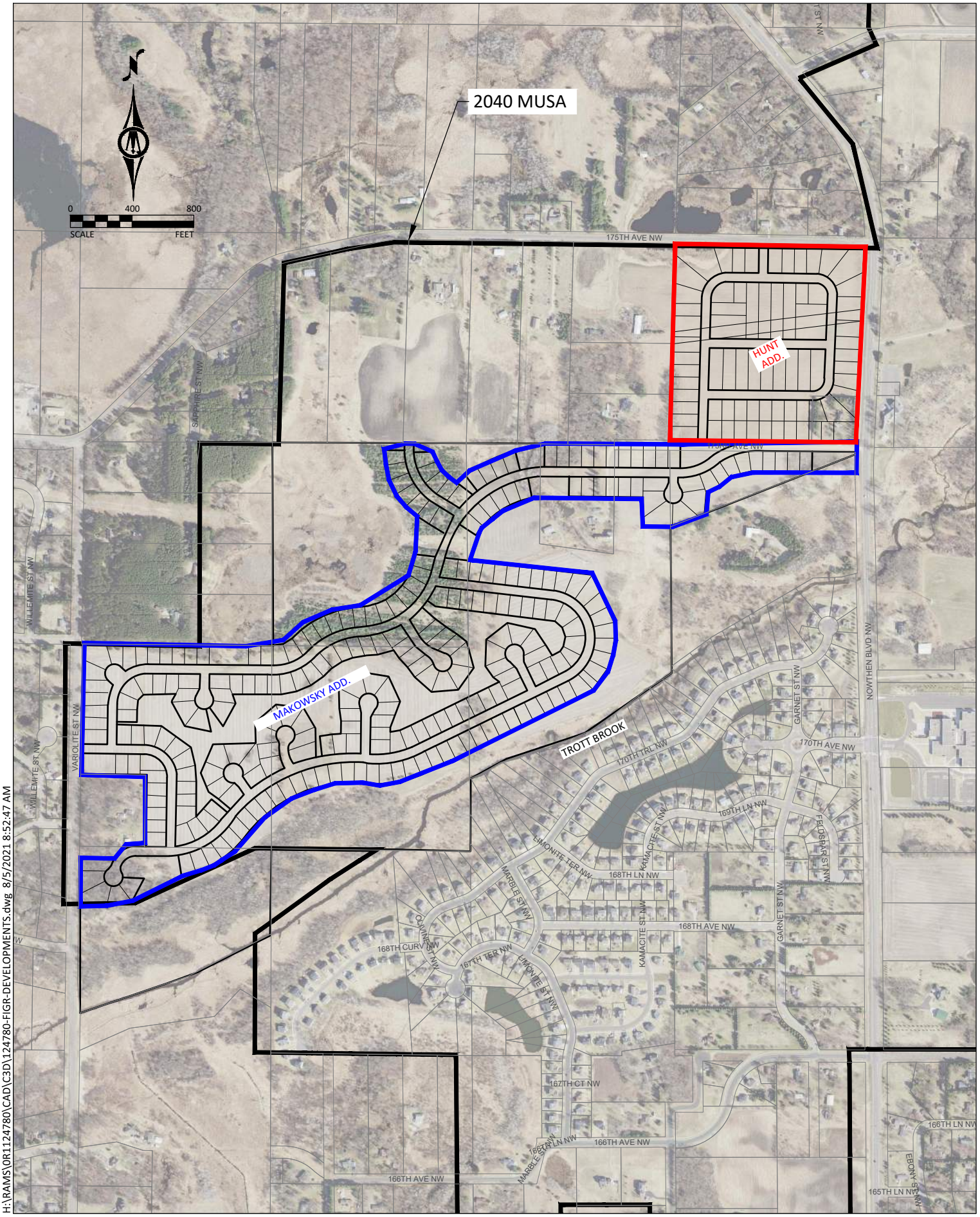

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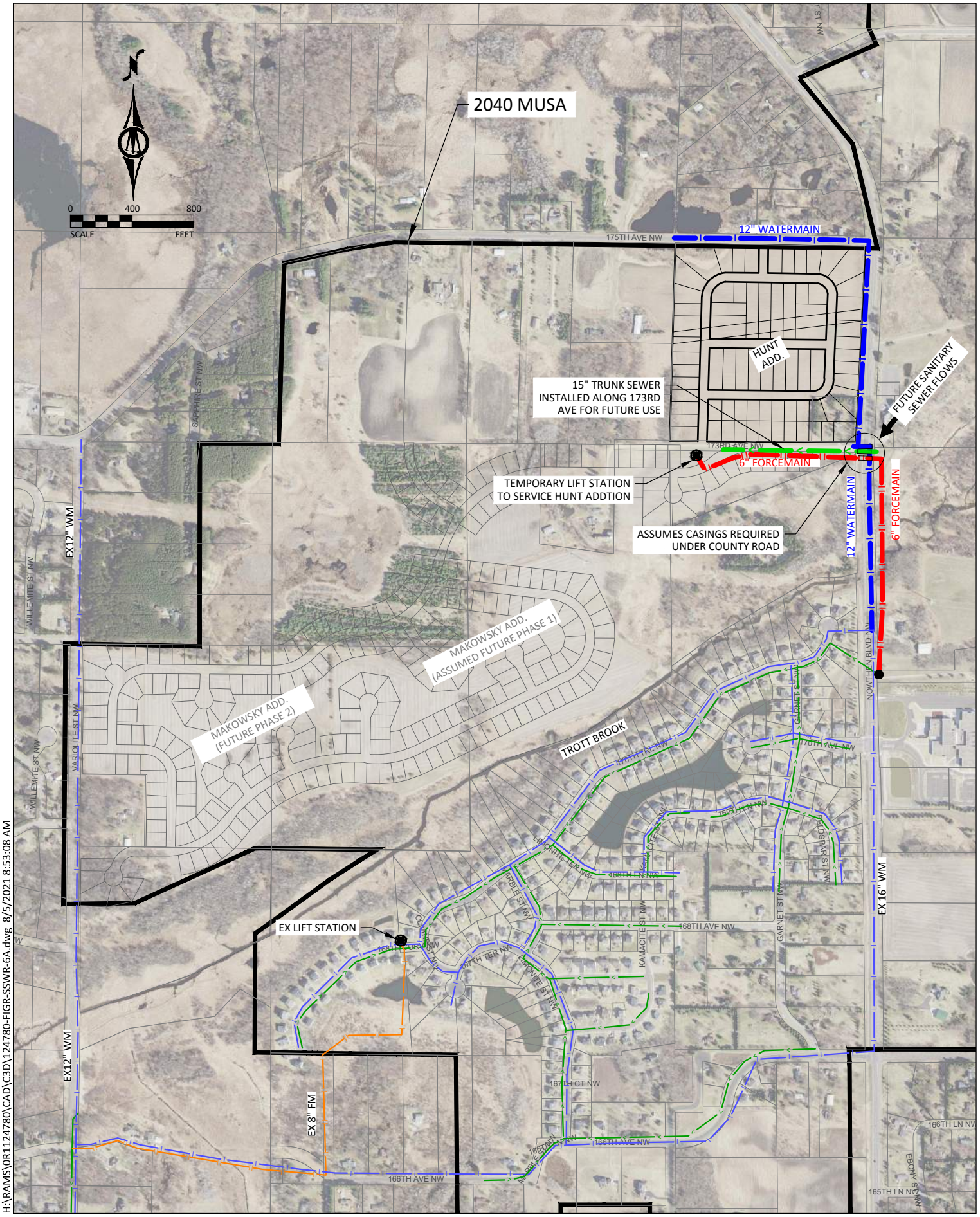

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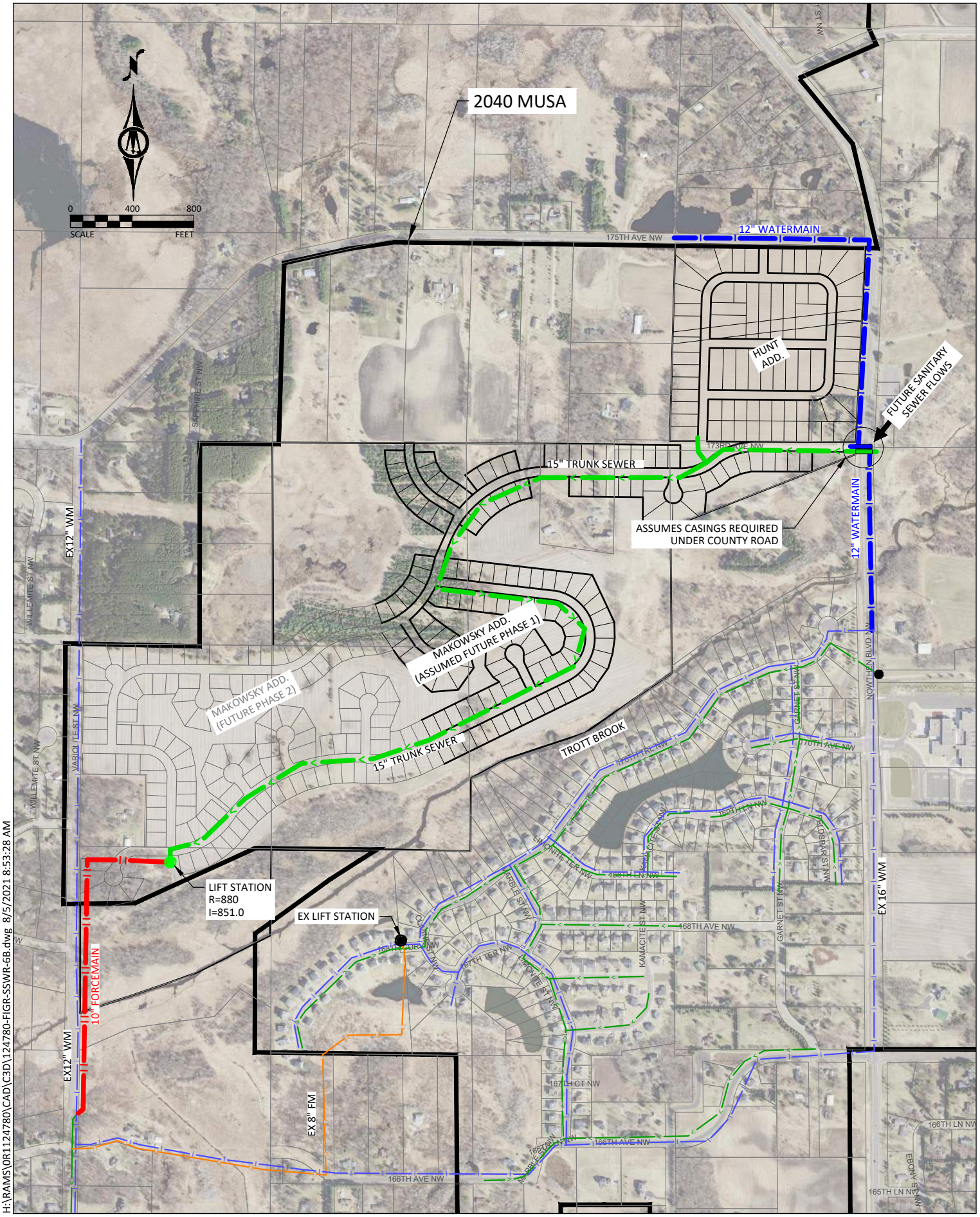

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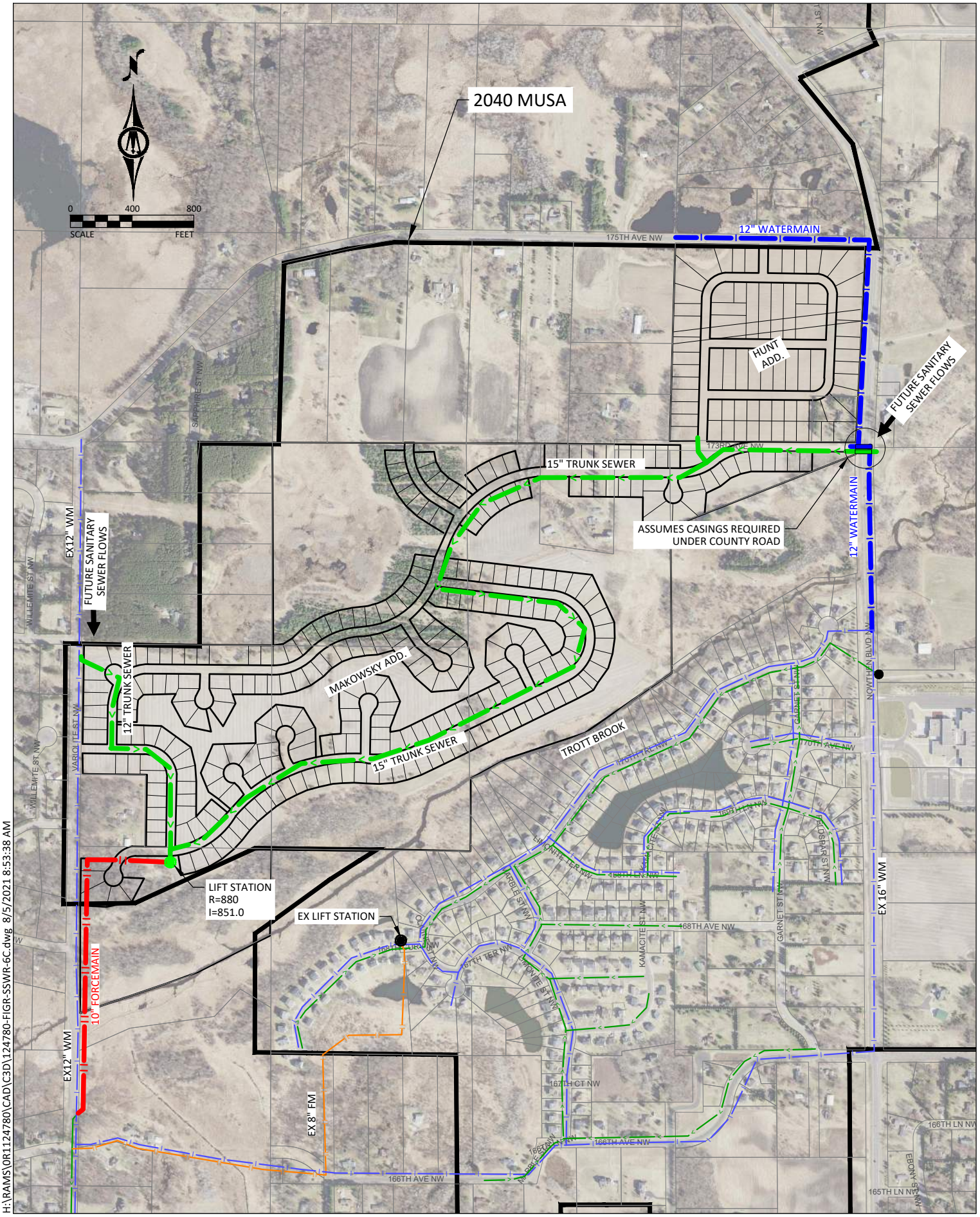

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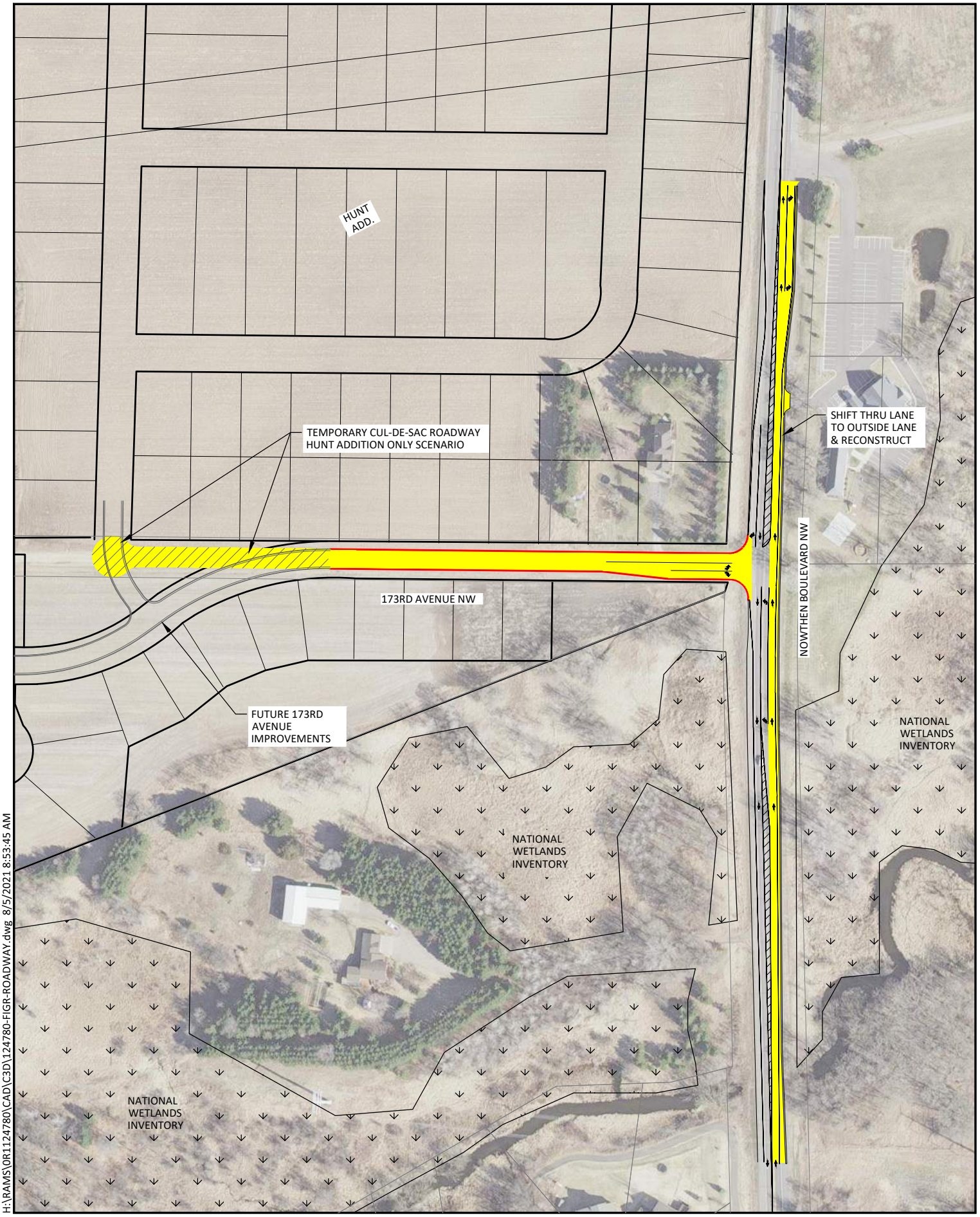

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Appendix B: Traffic Report

BOLTON & MENK
Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

MEMORANDUM

Date: June 21, 2021

To: Kevin Kielb, P.E.

From: Bryan Nemeth, P.E.

Subject: Trott Brook Traffic Analysis
City of Ramsey
Project No.: 0R1.124780

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

Bryan T. Nemeth, P.E., PTOE — 43354 Reg. No. — June 21, 2021 Date

Introduction

A high-level traffic review was conducted on the proposed developments off of 173rd Avenue West, west of CSAH 5 (Nowthen Boulevard) in the City of Ramsey. The purpose of the review was to identify potential traffic impacts and/or additional considerations.

Site Considerations

- The proposed Makowsky Addition development is located southwest of the 173rd Ave NW and CSAH 5 (Nowthen Blvd) intersection. Additionally, there is another proposed residential development (Hunt Addition) located on the northwest corner. The two lot concepts/site plans are attached.
- The Makowsky Addition development currently proposes to include 270 single family lots with all of the development traffic accessing Nowthen Blvd at 173rd Ave NW (at least until more development occurs to the north).
- The Hunt Addition currently proposes to include 79 single family lots with the development traffic using both 173rd Ave NW and County Road (CR) 63 (175th Ave NW) to access Nowthen Blvd.
- CSAH 5 (Nowthen Blvd) is classified as an A-Minor Arterial Expander with a 55 mile per hour speed limit. It is a two-lane undivided roadway with no curb and gutter. At 173rd Ave NW, there is a 180-foot southbound right turn lane, while the northbound approach includes a left turn bypass lane.
- With a speed limit of 55 mph, the required sight distance for a left turn out from 173rd Ave NW is 610 feet and the required sight distance for a right turn out is 520 feet. Sight lines are considered to be acceptable due to no horizontal and minimal vertical curves within the sight triangles.

Bolton & Menk is an equal opportunity employer.

- With the roadway designated as a minor arterial, the current access spacing for full access intersections is 1/2 mile. 173rd Ave NW is located ¼ mile south of 174th Lane NW and 0.35 miles north of 170th Ave NW. No changes to access spacing or movements is anticipated at this time due to property access considerations.

Safety Review

- Three crashes have been reported at or near the intersection of 173rd Ave NW and Nowthen Blvd in the last ten years. One was a run-off road crash, one involved a collision with a deer, and the final was a collision with some construction equipment. Another crash involving a collision with a deer occurred south of the intersection. None of the crashes indicate a need for intersection modifications.

Trip Generation

- The ITE Trip Generation 10th edition manual was used to estimate the trips generated from the developments. According to the proposed plan there are a total of 270 residential units from Makowsky Addition and 79 units as part of the Hunt Addition. ITE code 210, Single Family Homes is the most similar category to describe the development. The calculated trips generated from the site are provided below.

270 Units	Trip Rate	Entering	Exiting	Total
Daily	9.44	1,274	1,274	2,550
AM Peak	0.74	50	150	200
PM Peak	0.99	168	99	267

79 Units	Trip Rate	Entering	Exiting	Total
Daily	9.44	373	373	746
AM Peak	0.74	15	44	58
PM Peak	0.99	49	29	78

- The existing travel pattern is primarily to the south in the morning and from the south in the afternoon/evening. For estimation purposes, it is estimated that 80% of traffic goes to/comes from the south. The following details the estimated turning movements based off of the information at 173rd Ave NW/Nowthen Blvd. It is estimated that 27 units from the Hunt Addition use 175th Ave NW instead. Traffic is estimated with a 70/30 split on CSAH 5.

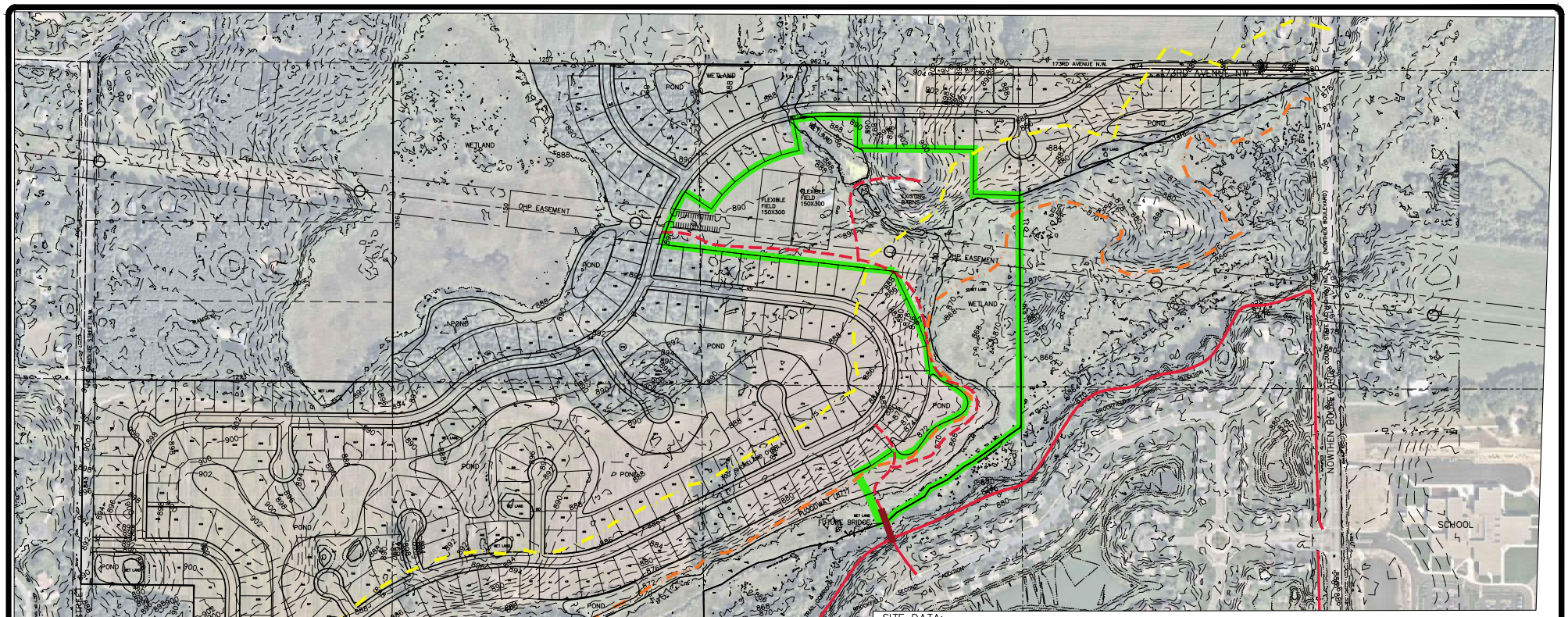
	ENTERING		EXITING		ON CSAH 5	
	SB Right	NB Left	EB Right	EB Left	NB Through	SB Through
AM Peak Hour	12	48	143	36	149	347
PM Peak Hour	40	161	94	24	521	223
Weekday	304	1,216	1,216	304	3,100	3,100

Turn Lanes

- Right turn lanes may be justified based on traffic volumes in the direction of the turning movement, roadway speed, daily volume, and in the interest of traffic safety. Since there is already a southbound right turn lane, analysis of need was not determined.
- Left turn lanes may be justified based on traffic volumes in each direction, the number of lanes, and the number of left turns during the peak hour of the day. Based on NCHRP 457: Evaluating Intersection Improvements: An Engineering Study Guide, a left turn treatment would be warranted. The MnDOT Road Design Manual indicates that a left turn lane should be provided on a rural highway when the access is to a public road. A left turn lane is also considered to be warranted on a rural, three-leg intersection, with two lanes on a major roadway according to NCHRO 745: Left-Turn Accommodations at Unsignalized Intersections, given the volume of left turns and the traffic on CSAH 5 during the peak hour.
- Given the size of the development and the volume of opposing traffic, left turn storage should be provided for approximately two vehicles.
- With a 12-foot left turn lane, the roadway speed limit at 55 mph, the storage need, and the preference to not have traffic in the through lane impacted by a slowing left turn vehicle given the two-lane roadway, a left turn lane is recommended to be 565 feet long (385’ turn lane plus 180’ taper).
- Given the constraints due to Trott Brook, it is recommended that any roadway widening to form a left turn lane be developed north of Trott Brook, approximately 750 feet to the south. Given these constraints, a left turn lane may not be properly developed even if traffic slows by 10 mph in the through lane (50’ for vehicles, 170’ full width turn lane for deceleration, 180’ taper, plus 660’ to develop turn lane at speed:1) which would match the design for the southbound right turn lane.
- The current southbound right turn lane of 360 feet (full lane plus taper) is considered to be appropriate for 55 mph given a 10-mph slowdown in the through lane.
- Separate turn lanes for the eastbound left and right turns on 173rd Ave NW are not required to provide acceptable service levels (LOS C, 16 sec/vehicle average delay in the PM peak), but the separation of turn movements would be recommended due to driver impatience with the amount of right turning vehicles that could potentially be impacted by one left turning vehicle.

Conclusions

- A northbound left turn lane should be provided if the design can be accommodated since it is justified based on multiple factors, guidance, and manuals.
- If a northbound left turn lane cannot be provided due to environmental or other constraints the current bypass lane may be considered acceptable, but an exclusive left turn lane is “the most effective and safe way to separate the left-turning for the through traffic streams” according to the MnDOT Road Design Manual.
- An eastbound left and eastbound right turn lane approaching CSAH 5 (Nowthen Blvd) is recommended.



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. 44765 Date 55

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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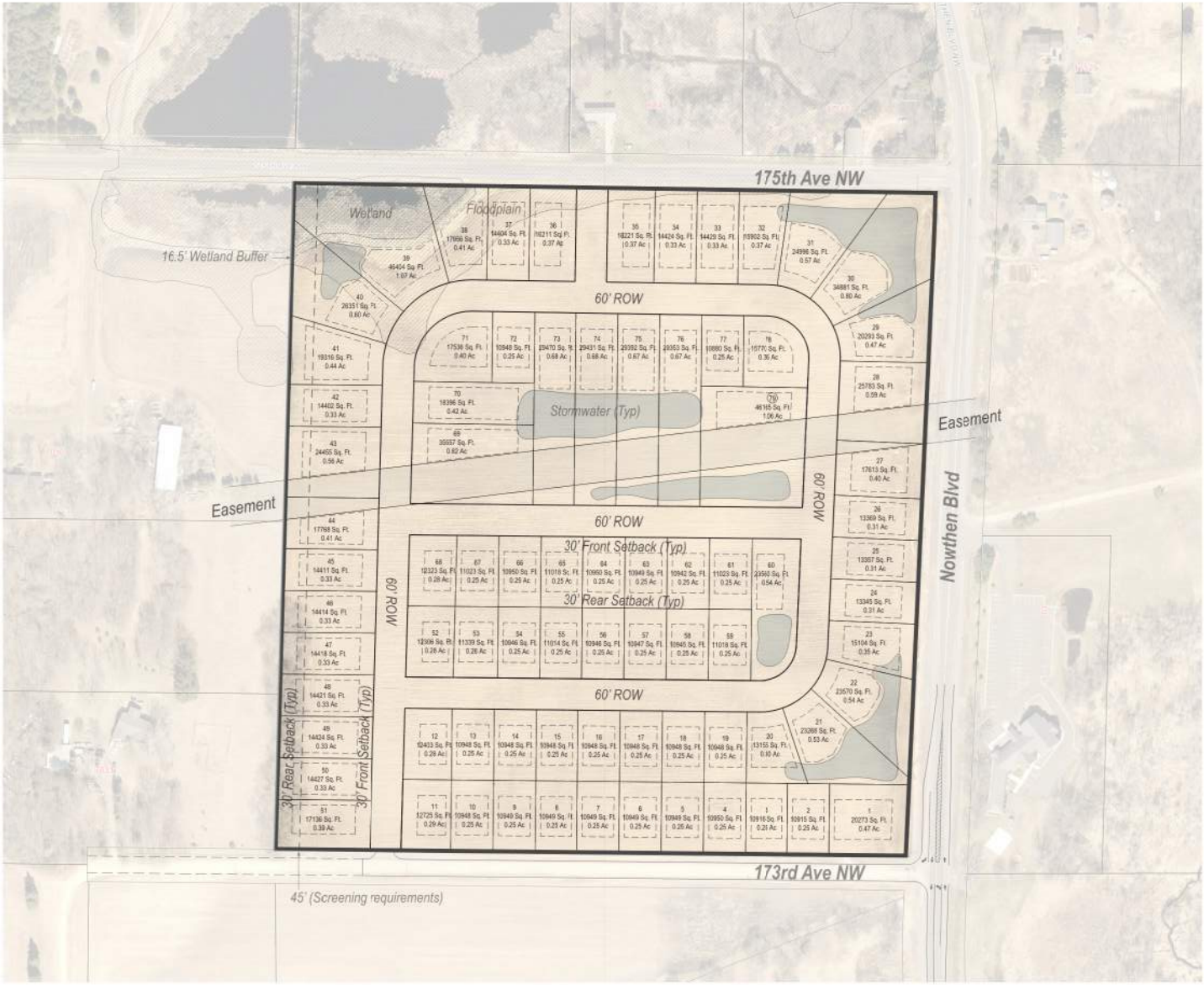


Site Data

Site Area - Gross	**35.5 Acres**
Wetland	0.7 Acres
Wetland Buffer	0.2 Acres
Site Area - Net *(less wetland & wetland buffer)*	**34.7 Acres**
Easement *(not buildable)*	2.1 Acres
Buildable Area *(less wetland, wetland buffer, & easement)*	**32.6 Acres**
Floodplain Area to Mitigate	1.5 Acres

Concept Data

Unit Count	**79**
Density - Gross / Net	**2.2 / 2.3**
Minimum lot size	10,890 Sq. Ft.
Minimum lot width / Corner lot	80' / 90'
Front Building Setback	30'
Rear Building Setback	30'
Side Setback Street / Interior	30' / 10'
Wetland Buffer	16.5'
Buffer Requirements *(required along existing residential properties)*	45' no berm 35' berm

Legend

- Floodplain (FEMA)
- Wetland and Wetland Buffer (NWI)
- Stormwater

0 50' 100'

NORTH

LANDFORM
From Site to Finish

Sketch Plan

SFR 175th Ave • Ramsey, MN

11.05.2020

Appendix G

Traffic Study

Trott Brook Crossing EAW

TROTT BROOK

RESIDENTIAL DEVELOPMENT

STS

Swing Traffic Solutions

TRAFFIC IMPACT STUDY

in

Ramsey, MN

September 3, 2021

TROTT BROOK

Ramsey, MN

TRAFFIC IMPACT STUDY

PROJECT NO. 2021045

September 3, 2021

I hereby certify that this plan, specification, or report was prepared by me, or under my direct supervision, and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota:

Vernon E. Swing, P.E.

Date: 9-3-2021 Lic. No.: 41417

TRAFFIC IMPACT STUDY

TROTT BROOK

RAMSEY, MINNESOTA

September 3, 2021

Prepared For:

Sotarra
1660 Highway 100 S., Suite 400
St. Louis Park, MN 55416

Prepared By:

Swing Traffic Solutions, LLC
4290 Norwood Lane North
Plymouth, MN 55442
612-968-4142

Project No. 2021045

TABLE OF CONTENTS

I. INTRODUCTION 1

II. EXISTING TRAFFIC CONDITIONS 4

A. Data Collection 4
B. Roadway Description 4
C. Intersection Description 9

III. NO-BUILD ALTERNATIVE 11

A. Background Growth 11
B. Anticipated Improvements for No-Build Conditions 12
C. Results of Analysis 12

IV. BUILD ALTERNATIVE 15

A. Site-Generated Traffic 15
B. Trip Distribution and Assignment 15
C. Build Traffic Volumes 17
D. Intersection Operational Analysis Description 17
E. Results of Analysis 20
F. 2040 Operations 21

V. SUMMARY AND SUGGESTIONS 25

LIST OF TABLES

Table		Page Number
1.	Trip Generation	15
2.	2026 No-Build Operations	20
3.	2026 Build Operations	21
4.	2040 No-Build Operations	22
5.	2040 Build Operations	23

LIST OF FIGURES

Figure		Page Number
1.	Vicinity Map	2
2.	Site Plan	3
3.	Study Area with Traffic Control	7
4.	Existing Traffic Volumes	8
5.	2026 No-Build AM and PM Peak Traffic	13
6.	2040 No-Build AM and PM Peak Traffic	14
7.	Trip Distribution & Trip Assignment	16
8.	2026 Build AM and PM Peak Traffic	18
9.	2040 Build AM and PM Peak Traffic	19

TECHNICAL APPENDICES

(Available upon Request)

A. TRAFFIC COUNTS

B. TRIP GENERATION CALCULATIONS

C. RESULTS OF OPERATIONAL ANALYSES

I. INTRODUCTION

Sotarra proposes to develop an approximately 200-acres site referred to as Sotarra - Trott Brook as single family detached residential homes. The project will consist of 270 single-family homes. For the purposes of this study, it is anticipated that construction will be complete, and the facilities fully occupied by 2026.

The proposed site is located between Nowthen Boulevard to the east and Variolite Street to the west and is bordered on the south by Trott Brook, and on the north by an extension of 173rd Avenue NW. The site location is illustrated on Figure 1, "Vicinity Map". Direct access to the site is proposed via two locations, a new public roadway originating at a new intersection along Variolite Street at approximately 170th Avenue NW and progressing eastward into the site, and from 173rd Avenue NW at the intersection with Nowthen Boulevard moving westward into the site. Indirect access is available from 175th Avenue NW, 167th Avenue NW, Alpine Avenue NW and Ramsey Boulevard via the intersections with Variolite Street and Nowthen Boulevard. The location of these accesses is illustrated on the Concept Site Plan, Figure 2.

The purpose of this study is to support the EAW completed for the Sotarra Trott Brook development, particularly to evaluate the impact of traffic generated by the proposed development on the operations and safety of the adjacent roadway network. The study focuses on the roads and intersections that provide direct and indirect access into the site. This study details the existing and future roadway conditions at studied intersections and includes traffic volumes, lane geometrics and traffic operational analysis results. Recommendations regarding roadway improvements to accommodate site generated traffic, as well as the anticipated growth in background traffic are included as necessary.

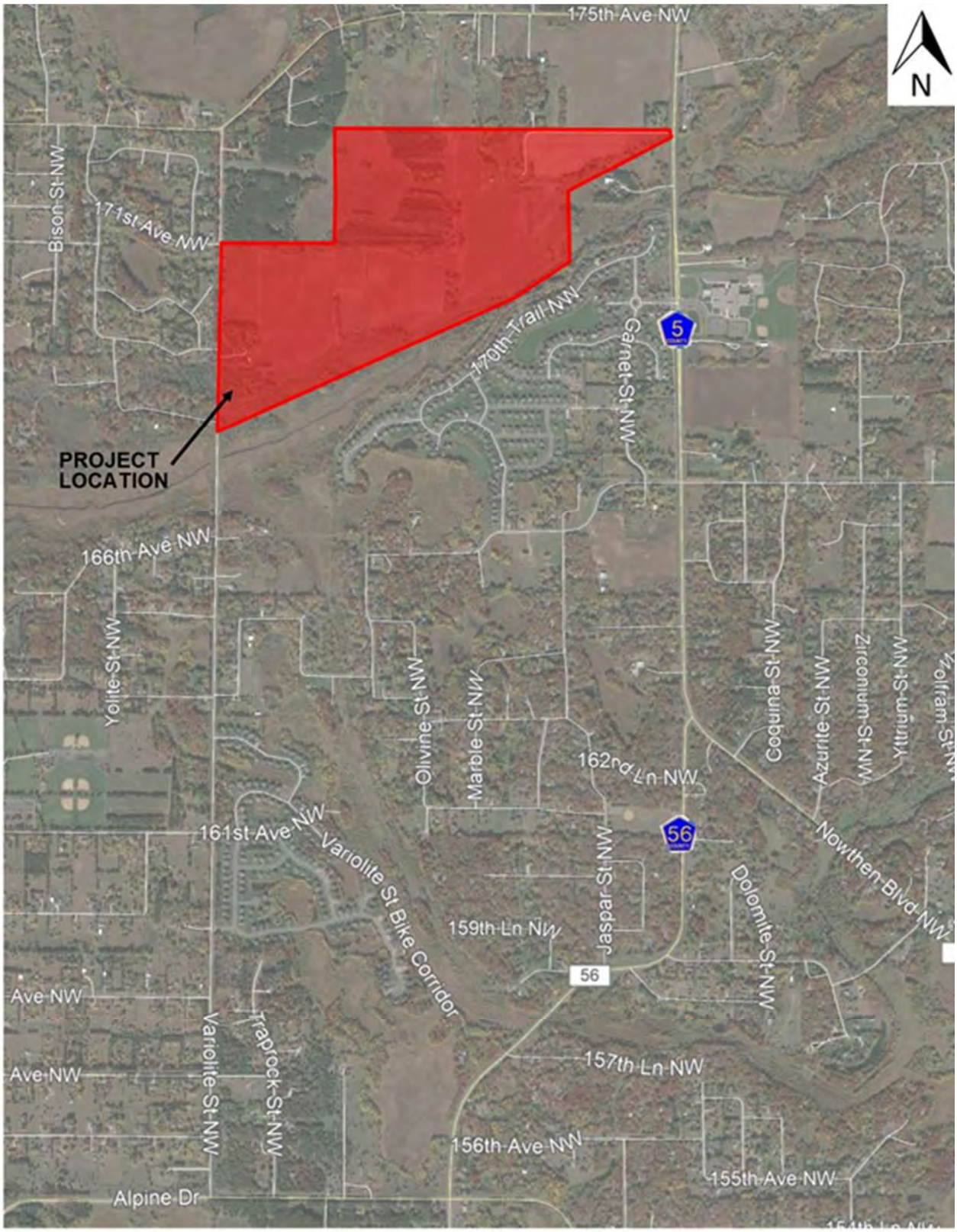


Figure 1 - Project Location

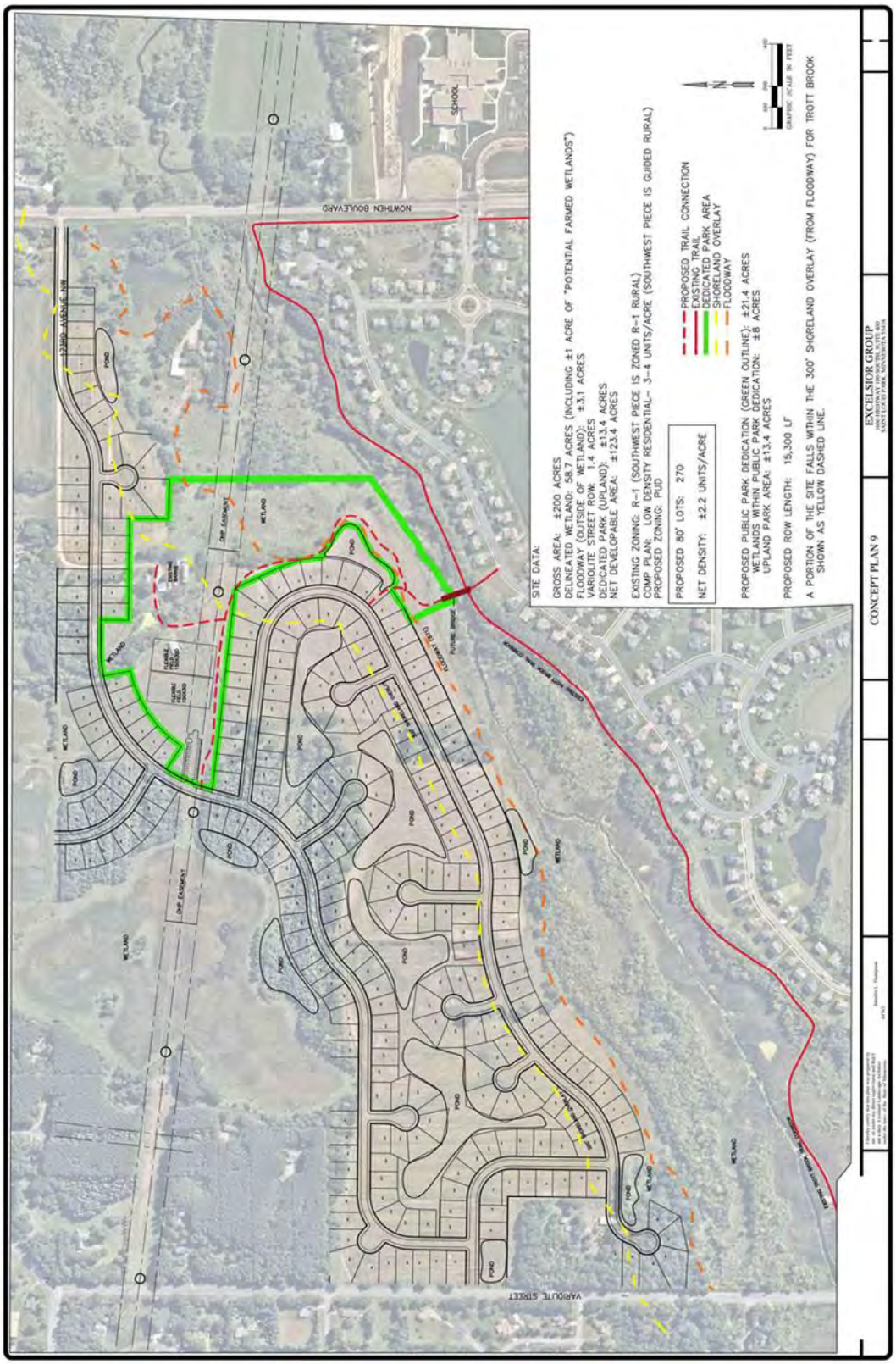


Figure 2 - Site Plan

I. Existing Conditions

A. Data Collection

The existing conditions of the nearby roadway system were documented by a field inventory conducted during the week of July 25, 2021. The purpose was to identify features that affect roadway capacity, including traffic control, sight distances, turn lanes, speed limits, etc. In addition, turning movement traffic counts were conducted revealing the AM Peak hour occurs at 7:00 – 8:00 AM and the PM Peak hour at 4:30 PM – 5:30 PM at the following intersections:

- Variolite Street NW and Alpine Drive
- Variolite Street NW and 161st Avenue NW
- Variolite Street NW and 173rd Avenue NW
- Nowthen Boulevard NW and Ramsey Boulevard NW
- Nowthen Boulevard NW and 167th Avenue NW
- Nowthen Boulevard NW and 173rd Avenue NW
- Nowthen Boulevard NW and 175th Avenue NW

Figure 3 illustrates the study area and the traffic control, and Figure 4 shows the existing AM and PM Peak hour turning movement counts. Also, the 2018-2019 average daily traffic volumes in the study area as published by MnDOT are included on Figure 4.

B. Roadway Descriptions

The existing geometrics of the Study Area Roadway Network have been documented based on a field review. The discussion that follows details specific items such as lane and shoulder layout, roadway classifications, and turn lane storage lengths.

- **Variolite Street NW,** runs generally north/south to the west of the site. It is a City of Ramsey Minnesota State Aid (MSA) road and is functionally classified as a future Major Collector. In the vicinity of the site, it is a 2-lane undivided road with designated left (or by-pass) and right turn

lanes at intersections with other streets. It provides indirect access to the site via the proposed new 170th Avenue NW intersection. It is signed for 50 mph, has a rural cross-section.

- **Nowthen Boulevard NW,** runs generally north-south to the east of the site. It is an Anoka County road (CSAH 5) and is functionally classified as an A Minor Expander. It provides indirect access to the site via its intersection with 173rd Avenue NW and is a 2-lane undivided facility with designated right and left (or by-pass) lanes at intersections with other streets. Nowthen Boulevard is signed for 55-mph, and currently has a rural cross-section.

- **175th Avenue NW,** runs generally east-west to the north of the site. To the west of Nowthen Boulevard and prior to its intersection with Variolite Street NW, the alignment shifts to the south and it becomes 173rd Avenue NW to the west of Variolite Street NW. It is an Anoka County Road (CR 63) and is functionally classified as Major Collector. In the vicinity of the site, it is a 2-lane undivided facility with designated right and left (or by-pass) lanes at intersections with other streets. It provides indirect access to the site via Variolite Street NW and Nowthen Boulevard NW and is signed for 50 mph with a rural cross-section.

- **167th Avenue NW,** runs in generally an east-west direction to the south of the site. It is a City of Ramsey Minnesota State Aid (MSA) road and is functionally classified as a future Major Collector to the east of Nowthen Boulevard NW, and as a local street to the west. In the vicinity of the site, it is a 2-lane undivided road. It provides indirect access to the site via the Nowthen Boulevard and 173rd Avenue NW intersection. It is signed for 50 mph to the east of Nowthen Boulevard and for 30mph to the west, and generally has a rural cross-section.

- **161st Avenue NW,** runs in generally an east-west direction to the south of the site. It is a City of Ramsey MSA roadway and is functionally classified as a local street. It provides indirect access to the site via its intersection with Variolite Street NW, is a 2-lane facility and is signed for 30 mph.

- **Ramsey Boulevard NW,** runs generally north-south to the south of the site. It is an Anoka County road (CSAH 56) and is functionally classified as an A Minor Expander. It provides indirect access to the site via its intersection with Nowthen Boulevard and is a 2-lane undivided facility with designated right and left (or by-pass) lanes at intersections with other streets. Ramsey Boulevard is signed for 55-mph, and currently has a rural cross-section.

- **Alpine Drive NW,** runs generally east/west to the south of the site. It is a City of Ramsey Minnesota State Aid (MSA) roadway and is functionally classified as a future Major Collector. In the vicinity of the site, it is a 2-lane undivided road with designated left (or by-pass) and right turn lanes at intersections with other streets. It provides indirect access to the site via its intersection with Variolite Street NW intersection. It is signed for 45 mph, has a rural cross-section to the east of Variolite Street NW and an urban cross-section to the west.

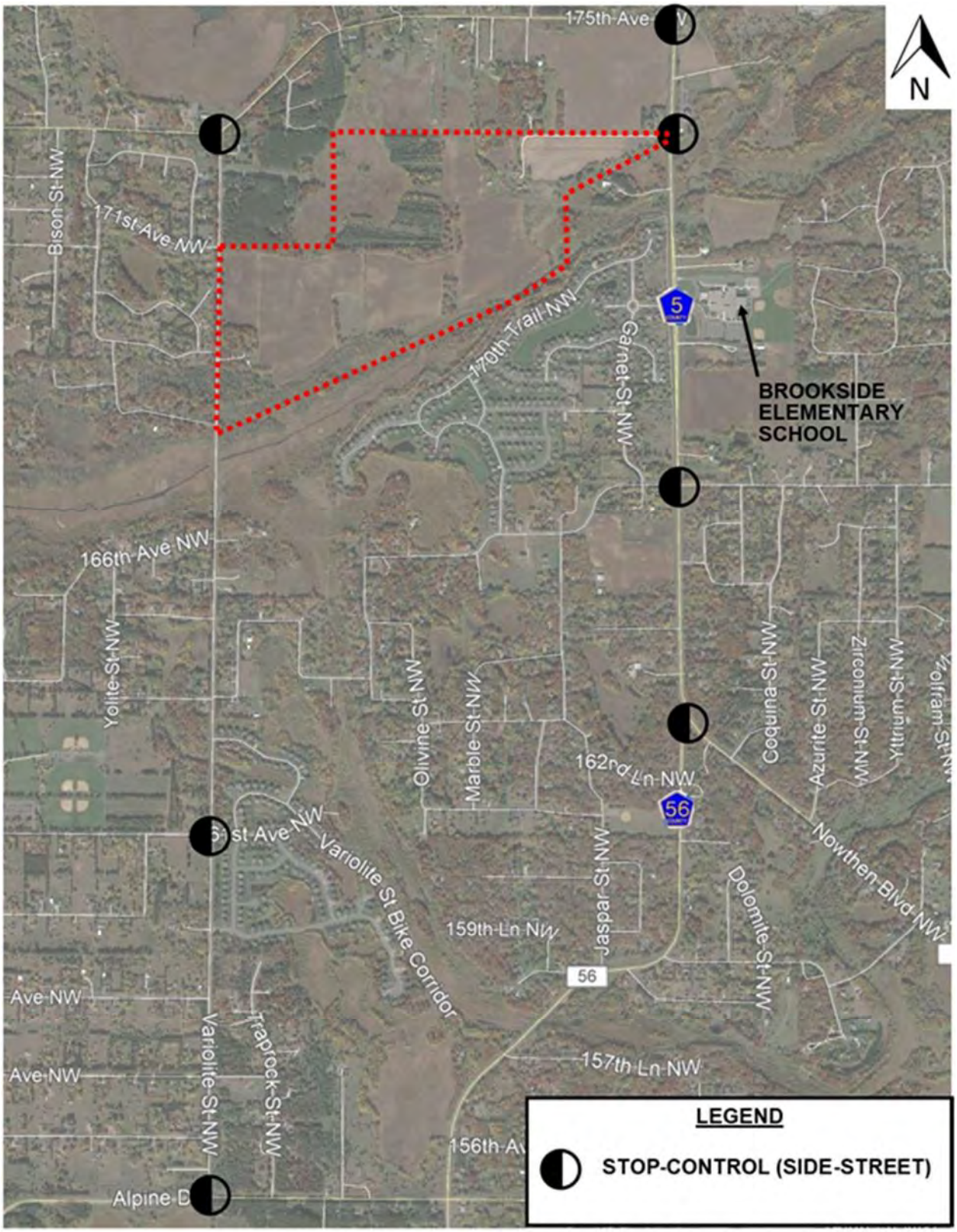


Figure 3 - Study Area

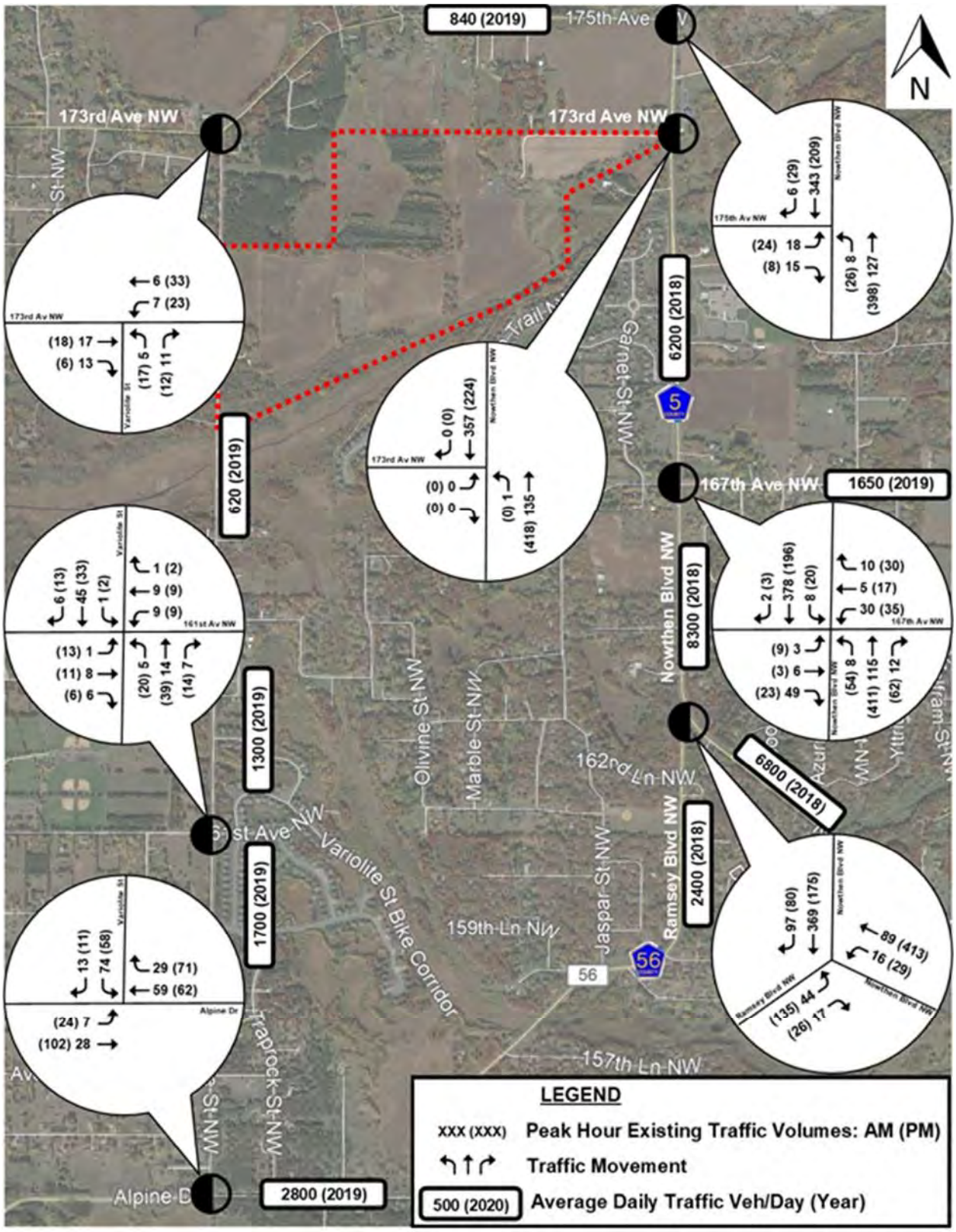


Figure 4 - Existing Traffic Volumes

C. Intersection Descriptions

- **175th Avenue NW and Nowthen Boulevard NW,** form a three-legged unsignalized intersection north of the site. The Nowthen Boulevard approaches are free flowing and include a northbound left turn by-pass lane and a southbound dedicated right turn lane. The eastbound 175th Avenue NW approach is stop controlled and includes a dedicated right turn lane.

- **175th Avenue NW/173rd Avenue NW and Variolite Street NW,** form a three-legged unsignalized intersection to the north of the site. The intersection is stop controlled on the minor Variolite Street NW approach with one approach lane and one departure lane. The 175th Avenue NW/173rd Avenue NW approaches include a westbound by-pass lane and an eastbound right turn lane.

- **173rd Avenue NW and Nowthen Boulevard NW,** form a three-legged unsignalized intersection providing access to the site from the east. The Nowthen Boulevard NW approaches are free flowing and include a southbound dedicated right turn lane and a northbound left turn by-pass lane. The eastbound 173rd Avenue NW approach is stop controlled with one lane in each direction. It is recommended it include a dedicated right turn lanes for the Build condition.

- **167th Avenue NW and Nowthen Boulevard NW,** form a four-legged unsignalized intersection south of the site. The 167th Avenue approaches include one lane in each direction and are stop controlled. The Nowthen Boulevard approaches are free flowing and include dedicated northbound and southbound dedicated right turn lanes.

- **161st Avenue NW and Variolite Street NW,** form a four-legged unsignalized intersection to the southwest of the site. 161st Avenue NW approaches are stop controlled and include one lane in each direction. The Variolite Street NW approaches are free flowing and include dedicated northbound and southbound right turn lanes.

- **Ramsey Boulevard NW and Nowthen Boulevard NW,** form a three legged unsignalized intersection to the southeast of the site. The Ramsey Boulevard approach is stop controlled and includes a dedicated right turn lane. The Nowthen Boulevard approaches are free flowing and the southbound approach includes a dedicated right turn lane and the northbound approach includes a left turn by-pass lane.

- **Alpine Drive NW and Variolite Street NW**, form a three legged unsignalized intersection to the southwest of the site. The Variolite Street NW approach is stop controlled and includes one lane entering and one lane exiting the intersection. The Alpine Drive NW approaches are free flowing, with the westbound approach including a dedicated right turn lane, while the eastbound approach only has one lane entering and exiting the intersection.

III. NO-BUILD ALTERNATIVE

To address the impacts of a development on the surrounding roadway system, it is necessary to predict the traffic that would be present on the roadway system at the time (the design year) of completion of the proposed development, without the inclusion of the proposed development. This is considered the No-Build scenario, and serves as a basis with which to compare Build scenarios. In this study two design years were analyzed 2026, the year after the development is fully built and occupied, and 2040, the current planning year horizon.

A. Background Growth

Review of the latest City of Ramsey Comprehensive Transportation Plan and Anoka County 2040 Transportation Plan indicate the traffic in the area is expected to increase. Two methods of estimating future conditions were employed in the comprehensive plan, a factor was applied to background conditions, and traffic from Transportation Analysis Zones (TAZs) was considered. The results show traffic will grow by approximately 2.0 percent per year between now and 2040. That said, the development of this site was considered and included in the TAZ forecast of future traffic on the roadways surrounding the site, accounting for more than 80 percent of the future estimates. To ensure a conservative estimate this study includes a growth factor of 1.0 percent per year added to the existing traffic. It is noted, the growth factor plus the traffic from proposed development exceeds the traffic forecast by Anoka County and the City of Ramsey estimates. Further, this rate is likely conservative as ITE and the Transportation Research Board suggest traffic patterns will permanently change due to the impact of COVID-19 with fewer home to work and work to home trips likely to occur in the future. Figures 5 and 6 illustrate the anticipated 2026 and 2040 No-Build peak hour traffic volumes.

B. Anticipated Improvements for No-Build Conditions

There are no programmed improvements identified for the roadways surrounding the site. For the purposes of this study it is assumed that the current roadway condition will remain as is.

C. Results of Analysis

The study area intersections identified in Section II were analyzed for the 2026 and 2040 No-Build scenarios. Complete discussion of the results of these analyses is provided in Section IV, where a comparison with corresponding design year Build alternatives are made.

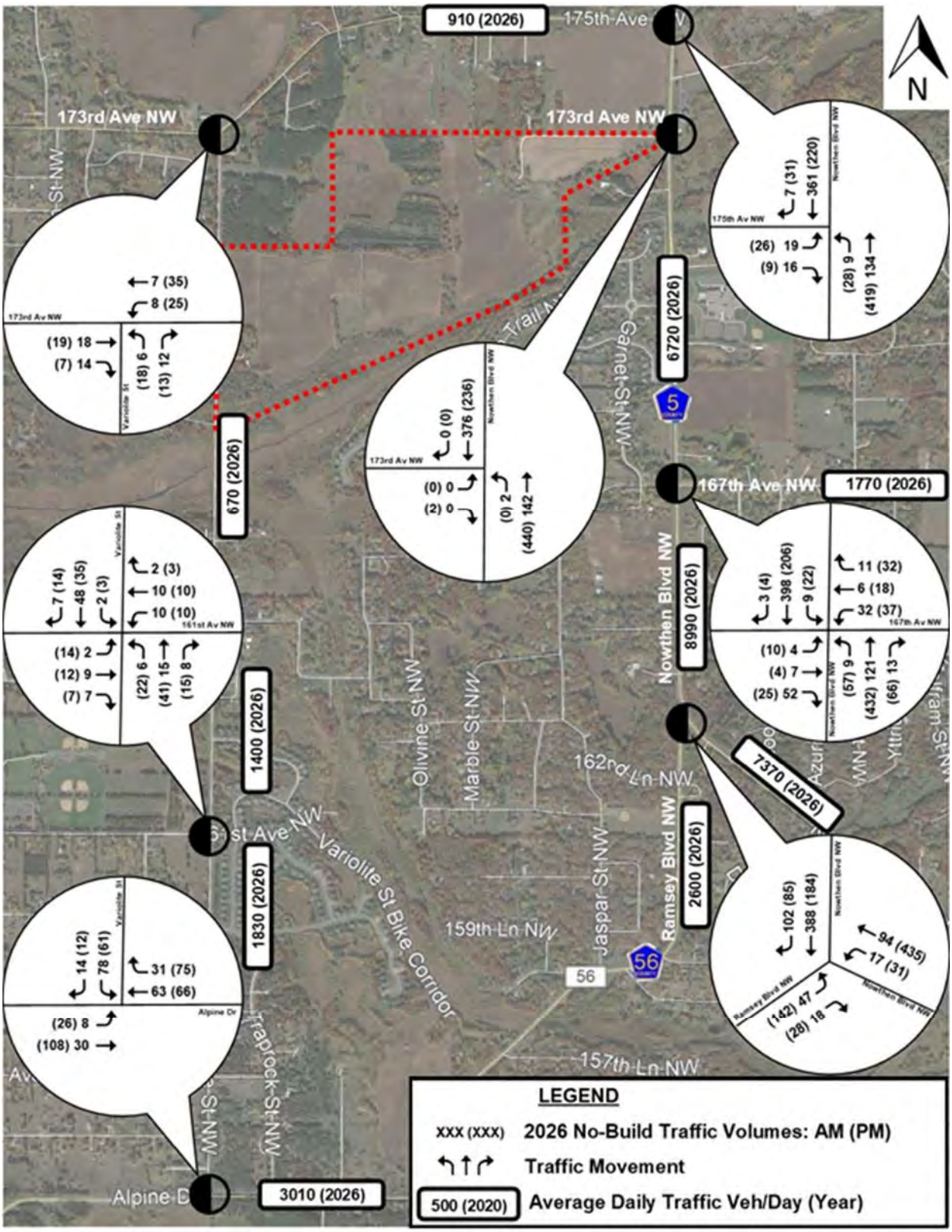


Figure 5 - 2026 No-Build Traffic Volumes

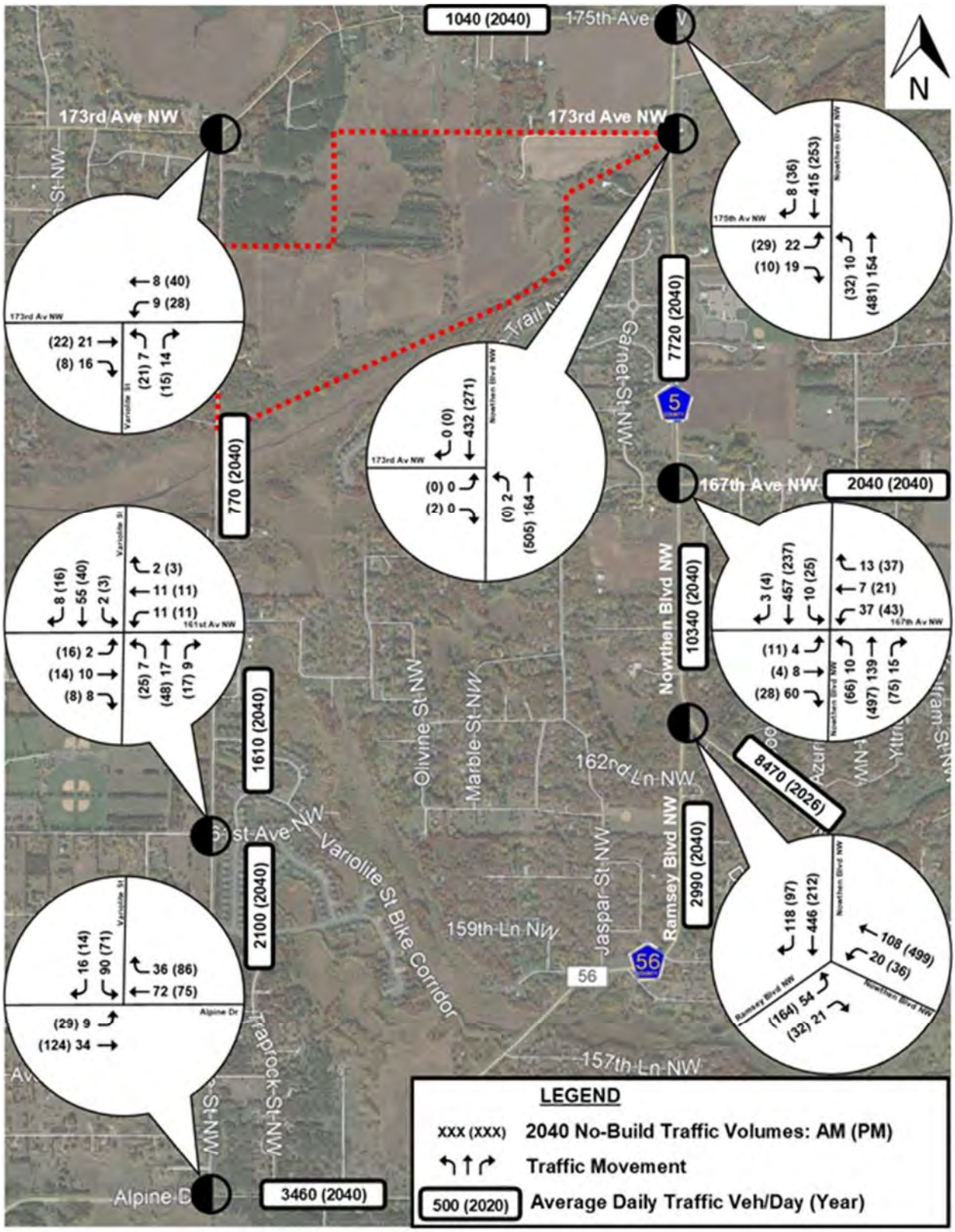


Figure 6 - 2040 No-Build Traffic Volumes

IV. BUILD ALTERNATIVE

A. Site-Generated Traffic

The number of vehicle trips generated by the 270 single family homes to be developed as part of the Sotarra - Trott Brook residential development were estimated for the weekday daily, and AM and PM traffic peak hours using the data and methodologies contained in the 10th Edition of Trip Generation, published by the Institute of Transportation Engineers (ITE). The proposed development will include single-family homes corresponding to ITE Land Use Code 210. Table 1 summarizes the trip generation estimates.

Table 1
Trip Generation

Land Use	Land Use Code	Size		Trips Generated				
				AM peak		PM Peak		Weekday ADT
				Enter	Exit	Enter	Exit	
Single Family Housing	210	270	Units	49	147	166	98	2593
Totals				**49**	**147**	**166**	**98**	**2593**
				196		**264**		

1. Per the data and methodologies in Trip Generation, 10th Edition, published by ITE.

B. Trip Distribution and Assignment

The distribution of site-generated traffic from and to the adjacent street system was based on existing traffic patterns. Figure 7, titled "Trip Distribution and Trip Assignment," depicts the distribution of the estimated site-generated traffic entering and exiting the study area roadway network, with 33 percent destined to/from the south on 8 percent on Variolite Street and Ramsey Boulevard, 15 percent destined to/from the north, 50 percent to/from the southeast via Nowthen Boulevard, and 2 percent to and from the west. Site-generated traffic was assigned to the network accordingly and is also illustrated on Figure 7.

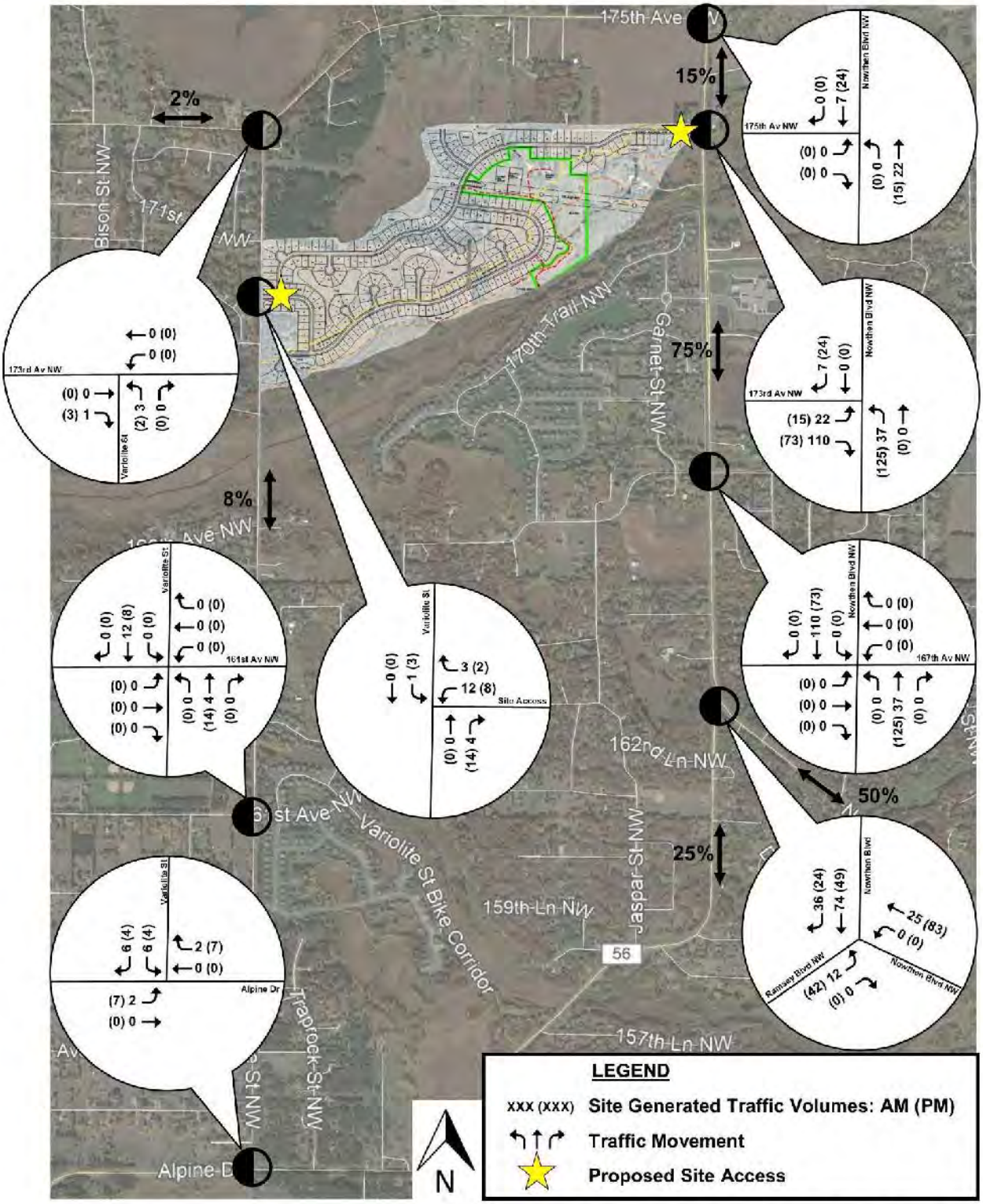


Figure 7 - Trip Assignment & Distribution

C. Build Traffic Volumes

When combined, the site-generated traffic volumes and No-Build scenario traffic volumes result in the Build scenario traffic volumes, shown on Figures 8 and 9 for the 2026 and 2040 design years, respectively.

D. Intersection Operational Analysis Description

The operating conditions of transportation facilities, such as roadways, traffic signals and stop-controlled intersections, are evaluated based on the relationship of the theoretical capacity of a facility to the actual traffic volume on that facility. Various factors affect capacity including travel speed, roadway geometry, grade, number of travel lanes, and intersection control. The current standards for evaluating capacity and operating conditions are contained in the 6th Edition of Highway Capacity Manual, published by the Transportation Research Board. The procedures describe operating conditions in terms of driver delay represented as a Level of Service (LOS). Operations are given letter designations with "A" representing the best operating conditions and "F" representing the worst. Generally, level of service "D" represents the threshold for acceptable overall intersection operating conditions during a peak hour. The Chart below summarizes the level of service and delay criteria for signalized and unsignalized intersections.

LOS Designation	Signalized Intersection Average Delay/Vehicle (Sec.)	Unsignalized Intersection Average Delay/Vehicle (Sec.)
A	≤ 10	≤ 10
B	> 10-20	> 10-15
C	> 20-35	> 15-25
D	> 35-55	> 25-35
E	> 55-80	> 35-50
F	> 80	> 50

A final fundamental component of operational analyses is a study of vehicular queuing, or the line of vehicles waiting to pass through an intersection. An intersection can operate with an acceptable Level of Service, but if queues from the intersection extend back to block entrances to turn lanes or accesses to adjacent land uses, unsafe operating conditions could result. In this report, the Industry Design Standard 95th percentile queue length is used. The 95th Percentile Queue Length refers to that length of vehicle queue that has only a five-percent probability of occurring during an analysis hour.

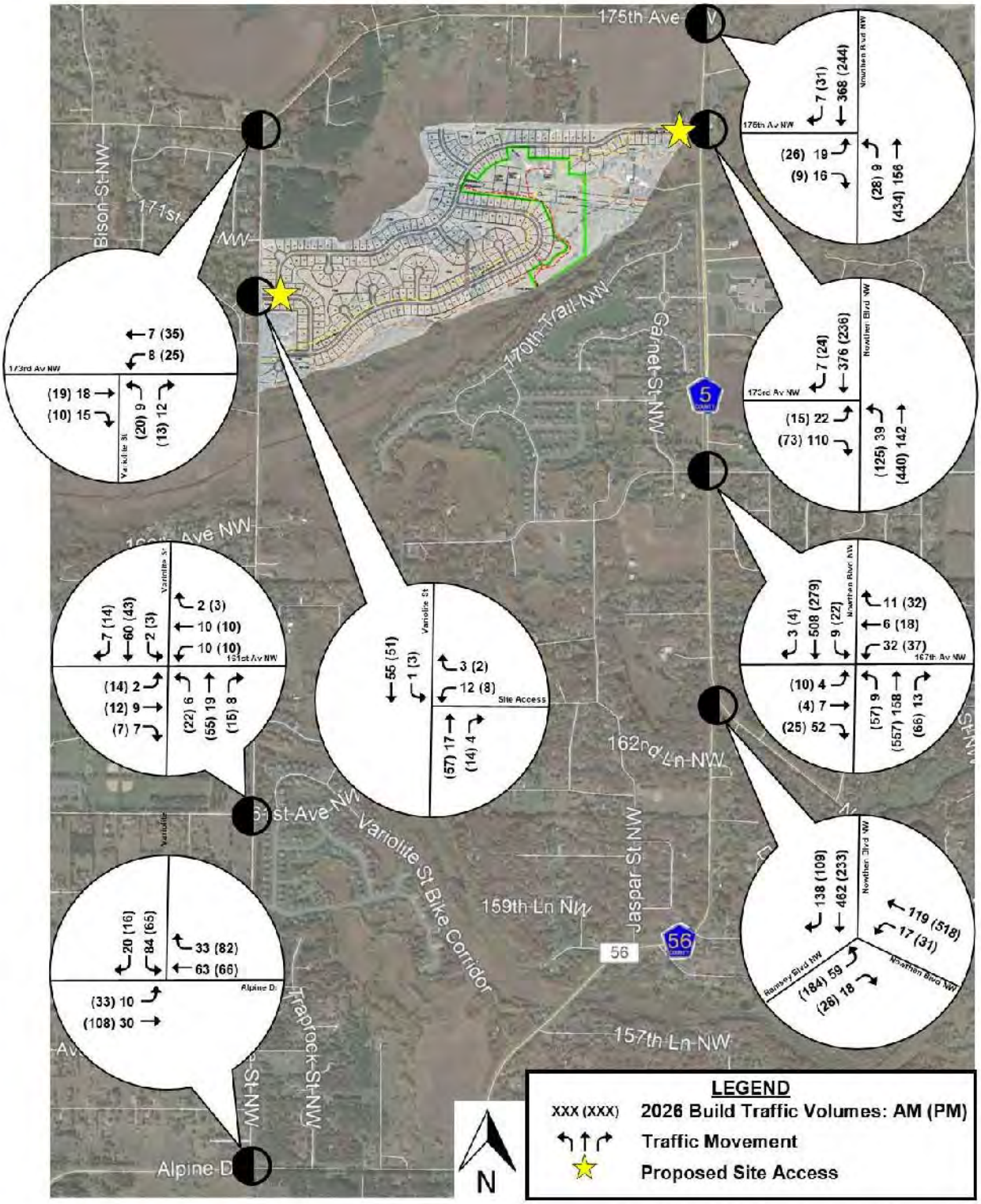


Figure 8– 2026 Build Traffic Volumes

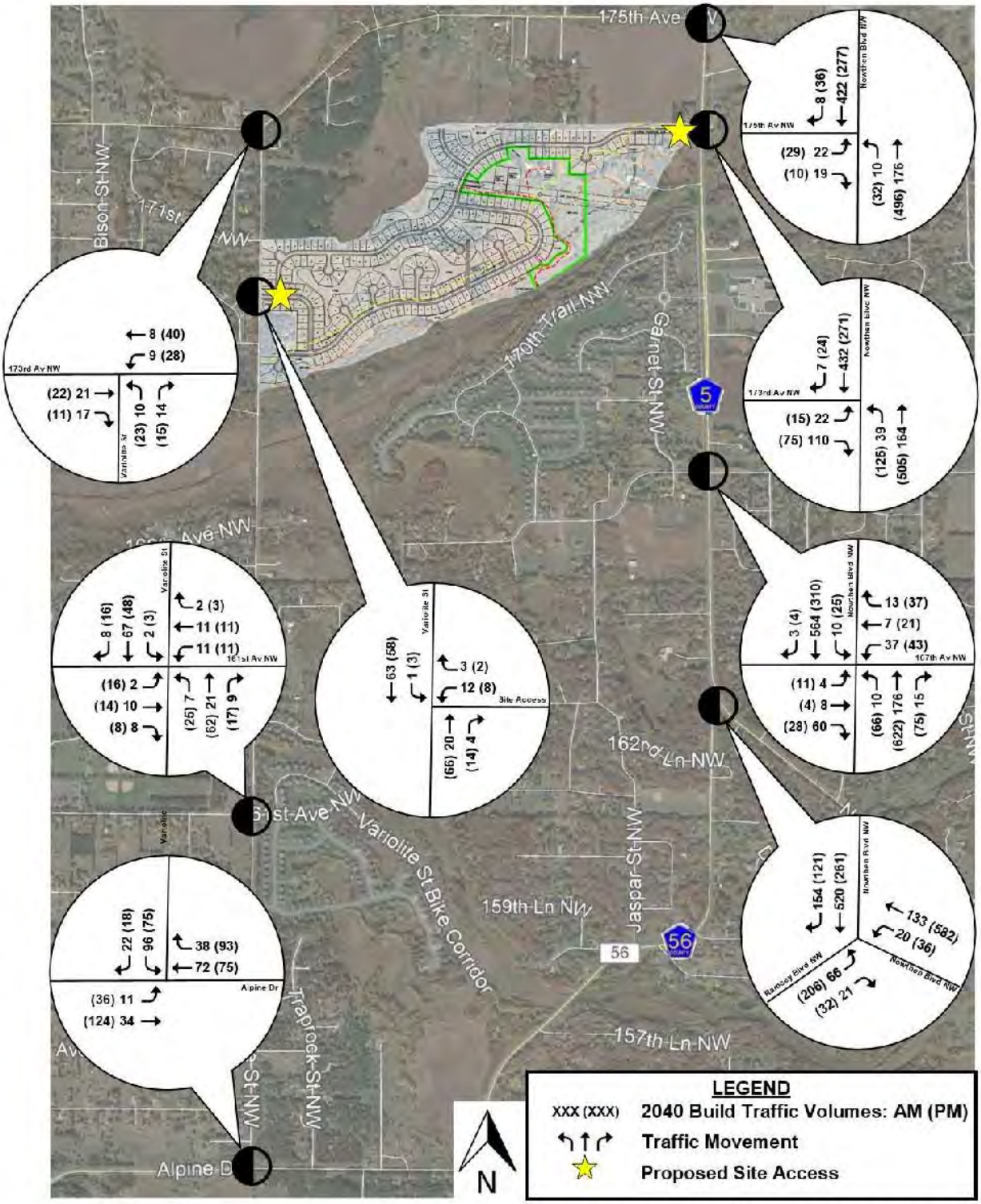


Figure 9– 2040 Build Traffic Volumes

E. Results of Analysis

This section contains the results of the intersection operational analyses based on Synchro/Simtraffic, 11th Edition, and provides recommendations, as necessary to mitigate the impacts. It is noted, the reported results are from the aggregate of 10 SimTraffic simulations which use a random number generator to seed the network with vehicles. These results reflect dynamic conditions and a more accurate than the results of the static analysis reported by Synchro, however, due to random number generator can sometimes show slightly better results on minor movements under higher traffic conditions when the intersections are operating at very good LOS. Table 2 summarize the results of the operational analyses for the 2026 No Build scenario (assumes 1.0 percent annual growth in traffic from existing conditions).

Table 2
2026 No-Build Operations

Intersection	Overall/Worst Movement LOS & Delay (sec)		Notes/95th Percentile Q
	AM Peak Hour	PM Peak Hour	
Variolite St NW & 173rd Ave NW/ 175th Ave NW	a (0.4)/a nbl (1.7)	a (1.2)/a nbl (6.1)	NB Q is 27 ft in AM; NB Q is 32 ft in PM
Variolite St NW & 161st Avenue NW	a (1.4)/a wbt (6.6)	a (1.7)/a wbt (5.7)	EB Q is 37 ft in AM; EB Q is 43 ft in PM
Variolite St NW & Alpine Dr NW	a (1.9)/a sbl (3.8)	a (1.5)/a sbl (3.9)	SB Q is 45 ft in AM; SB Q is 32 ft in PM
Nowthen Blvd NW & 175th Avenue NE	a (1.2)/a ebl (4.5)	a (2.3)/a ebl (5.6)	EBL Q is 43 ft in AM; EBL Q is 30 ft in PM
Nowthen Blvd NW & 173rd Avenue NW	a (0.8)/a nbt (1.1)	a (2.4)/a nbt (3.5)	NBL Q is 8 ft in AM; EBR Q is 14 ft in PM
Nowthen Blvd NW & 167th Avenue NW	a (3.4)/b ebl (11.1)	a (3.8)/b wbl (12.7)	EB Q is 30 ft in AM; WB Q is 64 ft in PM
Nowthen Blvd NW & Ramsey Blvd NW	a (3.9)/a ebl (8.1)	a (3.9)/b ebl (11.1)	EBL Q is 46 ft in AM; EBL Q is 71 ft in PM

1. Overall Level of Service reported from SimTraffic delay, first letter represents intersection LOS, while second letter represents worst LOS of individual approach. Upper case letters indicate signalized intersection, and lower-case letters indicate unsignalized intersection
2. 95th percentile queues are a result from an average of 10 SimTraffic simulations.

The results shown in Table 2 indicate all intersections and worst movements are expected to operate at acceptable LOS in 2026 without the proposed project. Further, the results indicate all intersections will experience short vehicle queues. No intersection modifications are suggested for the 2026 No-Build

condition. Table 3 summarizes the operational analyses results for the 2026 Build conditions. Note it is assumed the new intersection at Variolite Street NW and 170th Avenue NW will include a dedicated northbound right turn lane and a southbound left turn by-pass lane, and the 173rd Avenue NW approach to Nowthen Boulevard will include a dedicated right turn lane.

Table 3
2026 Build Operations

Intersection	Overall LOS & Delay (sec)		Notes/95th Percentile Q
	AM Peak Hour	PM Peak Hour	
Variolite St NW & 173rd Ave NW/ 175th Ave NW	a (0.7)/a nbl (2.7)	a (0.6)/a nbl (1.8)	NB Q is 31 ft in AM; NB Q is 33 ft in PM
Variolite St NW & Site Access (170th Ave NW)	a (0.6)/a wbl (3.8)	a (0.7)/ a wbl (4.0)	WB Q is 25 ft in AM; WB Q is 20 ft in PM
Variolite St NW & 161st Avenue NW	a (1.5)/a wbt (6.3)	a (1.5)/a ebt (7.0)	EB Q is 38 ft in AM; EB Q is 45 ft in PM
Variolite St NW & Alpine Dr NW	a (2.3)/a sbl (4.5)	a (1.6)/a sbl (4.3)	SB Q is 54 ft in AM; SB Q is 34 ft in PM
Nowthen Blvd NW & 175th Avenue NE	a (1.1)/a ebl (8.5)	a (2.5)/b ebl (11.2)	EBL Q is 26 ft in AM; EBL Q is 37 ft in PM
Nowthen Blvd NW & 173rd Avenue NW	a (2.4)/a ebl (9.3)	a (3.5)/b ebl (13.4)	EBL Q is 68 ft in AM; EBL Q is 48 ft in PM
Nowthen Blvd NW & 167th Avenue NW	a (3.3)/a wb (9.8)	a (4.1)/c wb (21.1)	EB Q is 40 ft in AM; WB Q is 53 feet in PM
Nowthen Blvd NW & Ramsey Blvd NW	a (4.1)/a ebl (9.9)	a (5.2)/c ebl (17.2)	EBL Q is 38 ft in AM; EBL Q is 103 ft in PM

1. Overall Level of Service reported from SimTraffic delay, first letter represents intersection LOS, while second letter represents worst LOS of individual approach. Upper case letters indicate signalized intersection, and lower-case letters indicate unsignalized intersection.
2. 95th percentile queues are a result from an average of 10 SimTraffic simulations.

The results shown in Table 3 indicate all intersections and worst movements are expected to operate at acceptable LOS in 2026 with the proposed project. Further, the results indicate all intersections will experience short vehicle queues. (Again, when the operations of the intersection and critical movements are at LOS A, the random number generator can sometimes show slightly better delay or queuing results on minor movements even with higher traffic conditions.)

F. 2040 Operations

The long-range planning horizon year is 2040, as mentioned in the No-Build section. The results of the analysis of the 2040 No-Build traffic conditions, which continue to reflect a 1.0 percent annual growth rate,

assume the roadways surrounding the site have the current configuration. Table 4 summarizes the 2040 No-Build operations at the study area intersections.

Table 4
2040 No-Build Operations

Intersection	Overall/Worst Movement LOS & Delay (sec)		Notes/95th Percentile Q
	AM Peak Hour	PM Peak Hour	
Variolite St NW & 173rd Ave NW/ 175th Ave NW	a (0.7)/a nbl (2.8)	a (0.8)/a nbl (3.4)	NB Q is 28 ft in AM; NB Q is 40 ft in PM
Variolite St NW & 161st Avenue NW	a (1.8)/a eb (5.8)	a (2.2)/a wb (6.6)	EB Q is 41 ft in AM; EB Q is 45 ft in PM
Variolite St NW & Alpine Dr NW	a (2.0)/a sbl (3.9)	a (1.8)/a sbl (5.0)	SB Q is 45 ft in AM; SB Q is 43 ft in PM
Nowthen Blvd NW & 175th Avenue NE	a (1.2)/a ebl (4.8)	a (2.4)/a ebl (7.6)	EBL Q is 33 ft in AM; EBL Q is 28 ft in PM
Nowthen Blvd NW & 173rd Avenue NW	a (0.8)/a nbt (0.9)	a (2.4)/a nbt (3.3)	NBL Q is 8 ft in AM; EBR Q is 9 ft in PM
Nowthen Blvd NW & 167th Avenue NW	a (3.4)/b ebl (12.2)	a (3.8)/b wbl (15.0)	EB Q is 32 ft in AM; WB Q is 62 ft in PM
Nowthen Blvd NW & Ramsey Blvd NW	a (3.9)/b ebl (10.8)	a (4.7)/c ebl (15.4)	EBL Q is 49 ft in AM; EBL Q is 80 ft in PM

3.
1. Overall Level of Service reported from SimTraffic delay, first letter represents intersection LOS, while second letter represents worst LOS of individual approach. Upper case letters indicate signalized intersection, and lower-case letters indicate unsignalized intersection
2. 95th percentile queues are a result from an average of 10 SimTraffic simulations.

The results shown in Table 4 indicate all intersections and worst movements are expected to operate at acceptable LOS in 2040 without the proposed project. Further, the results indicate all intersections will experience short vehicle queues. (Again, when the operations of the intersection and critical movements are at LOS A, the random number generator can sometimes result in slightly better delay or queuing results on minor movements even with higher traffic conditions.) It is note, the left turning volume from Ramsey Blvd to Nowthen Blvd is great enough to consider a change in traffic control in 2040 at this intersection, however, the forecast operations and queues are acceptable. It is suggested this intersection be monitored as volumes in the area grow to determine if safety or traffic control changes are needed. Table 5 summarizes the results of the 2040 Build traffic operational analysis, assuming no improvements or mitigation.

Table 5
2040 Build Operations

Intersection	Overall LOS & Delay (sec)		Notes/95th Percentile Q
	AM Peak Hour	PM Peak Hour	
Variolite St NW & 173rd Ave NW/ 175th Ave NW	a (0.5)/a nbl (2.3)	a (0.4)/a nbl (2.3)	NB Q is 30 ft in AM; NB Q is 31 ft in PM
Variolite St NW & Site Access (170th Ave NW)	a (0.9)/a wbl (3.9)	a (0.8)/ a wbl (4.7)	WB Q is 30 ft in AM; WB Q is 21 ft in PM
Variolite St NW & 161st Avenue NW	a (2.1)/a eb (5.8)	a (1.8)/a wb (6.4)	EB Q is 43 ft in AM; EB Q is 46 ft in PM
Variolite St NW & Alpine Dr NW	a (2.2)/a sbl (4.2)	a (2.0)/a sbl (5.6)	SB Q is 46 ft in AM; SB Q is 44 ft in PM
Nowthen Blvd NW & 175th Avenue NE	a (1.3)/a ebl (6.2)	a (2.8)/b ebl (11.9)	EBL Q is 26 ft in AM; EBL Q is 45 ft in PM
Nowthen Blvd NW & 173rd Avenue NW	a (2.2)/a ebl (8.9)	a (3.8)/b ebl (13.6)	EBL Q is 56 ft in AM; EB Q is 44 ft in PM
Nowthen Blvd NW & 167th Avenue NW	a (3.8)/a wb (9.4)	a (4.9)/c wb (20.3)	EB Q is 40 ft in AM; WB Q is 70 ft in PM
Nowthen Blvd NW & Ramsey Blvd NW	a (5.0)/c ebl (18.1)	a (8.9)/e ebl (36.9)	EBL Q is 38 ft in AM; EBL Q is 187 feet in PM

3.
1. Overall Level of Service reported from SimTraffic delay, first letter represents intersection LOS, while second letter represents worst LOS of individual approach. Upper case letters indicate signalized intersection, and lower-case letters indicate unsignalized intersection.
2. 95th percentile queues are a result from an average of 10 SimTraffic simulations.

The results shown in Table 5 indicate all intersections are expected to operate at acceptable overall LOS in 2040 with the proposed project. Further, the results indicate all intersections will experience short to moderate vehicle queues, which are typical for peak hour conditions. (Again, when the operations of the intersection and critical movements are at LOS A, the random number generator can sometimes result in slightly better delay or queuing results on minor movements even with higher traffic conditions.) However, the eastbound approach to Nowthen Boulevard NW from Ramsey in the PM Peak hour will be at capacity, and changes to the traffic control should be considered. Preliminary review of traffic signal and roundabout warrants suggest this intersection will satisfy peak hour warrant in the 2040 planning horizon year. Operational analysis of the potential traffic control change options indicates all movements will operate at LOS B or better, with short queues. It is noted if traffic control changes occur modifications to the intersection geometry will be needed. Review of minor modifications such as converting the northbound by-pass lane to a dedicated left turn lane will improve safety and show a slight reduction in northbound left

turn queues but do not address the critical eastbound movement. Crash data has been provided by Anoka County and shows the intersection has a crash rate that is 0.56 per million entering vehicles which is greater than the statewide average of 0.26 for similar intersections. It is suggested that this intersection be monitored to determine if safety or traffic control changes may be needed. No other intersection modifications are suggested for the 2040 Build condition to improve operations.

V. SUMMARY AND SUGGESTIONS

The preceding analysis has evaluated the potential traffic impacts of the proposed development of the Sotarra - Trott Brook residential project, on the operations of the study area intersections. The site is located adjacent to the west side of Nowthen Boulevard NW and east side of Variolite Street NW just north of Trott Brook and south of 173rd Avenue NW in Ramsey, Minnesota.

Two design years were considered in this study, 2026 to correspond to the year after build-out and 2040 to remain consistent with the long range planning horizon. For both design years a No-Build and Build scenario, was analyzed and compared to assess the development's impact, and the area's future infrastructure needs. Development of the Sotarra - Trott Brook residential project on the site by 2026 is expected to result in approximately 2,593 new vehicle trips on the study area roadway network per average weekday. Peak hour trips generated by the development are estimated at 196 during the AM peak hour and 264 during the PM peak hour.

The site access will include the extension 173rd Avenue NW westward from Nowthen Boulevard NW into the site and the construction of a new intersection on Variolite Street NW at approximately 170th Avenue NW. It is assumed the new 170th Avenue NW intersection with Variolite Street NW will include a dedicated northbound right turn lane and a southbound left turn by-pass lane on Variolite Street NW.

Growth in background traffic at a rate of 1.0 percent per year was accounted for in the analysis. Results of the operational analyses in the 2026 and 2040 No-Build and 2026 and 2040 Build scenarios indicate all the intersections will operate at acceptable levels of service with typical Peak Hour short to moderate vehicle queues. It is recommended that the new intersection at 170th Avenue NW and Variolite Street include a northbound right turn lane and a southbound left turn by-pass lane, and it is recommended the 173rd Avenue NW approach to Nowthen Boulevard include a dedicated right turn lane. No other improvements to the

roadways or intersections within the study area are required. However, it is suggested the intersection of Ramsey Boulevard NW and Nowthen Boulevard NW be monitored for to determine if future safety and/or traffic control changes are warranted by 2040.

ORDINANCE #21-23

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.

AN ORDINANCE AMENDING SECTION 117-90 "MAP" OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA.

SECTION 1. AMENDMENT

The following legally described properties, generally known as Anoka County PID 09-32-25-42-0003 are hereby rezoned from R-1 Rural Developing to R-1 Residential (MUSA - 80) District:

The Northwest Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, excepting therefrom the following: That part of the Northwest Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, which lies South of the following described line: Commencing at the Southwest corner of said Northwest Quarter of the Southeast Quarter; thence on an assumed bearing of North 01 degrees 04 minutes 00 seconds East a distance of 218.43 feet to the point of beginning of the line to be described; thence North 71 degrees 20 minutes 50 seconds East, a distance of 809.12 feet; thence North 63 degrees 21 minutes 30 seconds East, a distance of 602.88 feet to the East line of said Northwest Quarter of the Southeast Quarter and there terminating.

(The "Subject Property")

SECTION 2. MAP

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Zoning Map", which map was adopted pursuant to Section 117-90 of the Ramsey City Code.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the 23rd day of November, 2021.

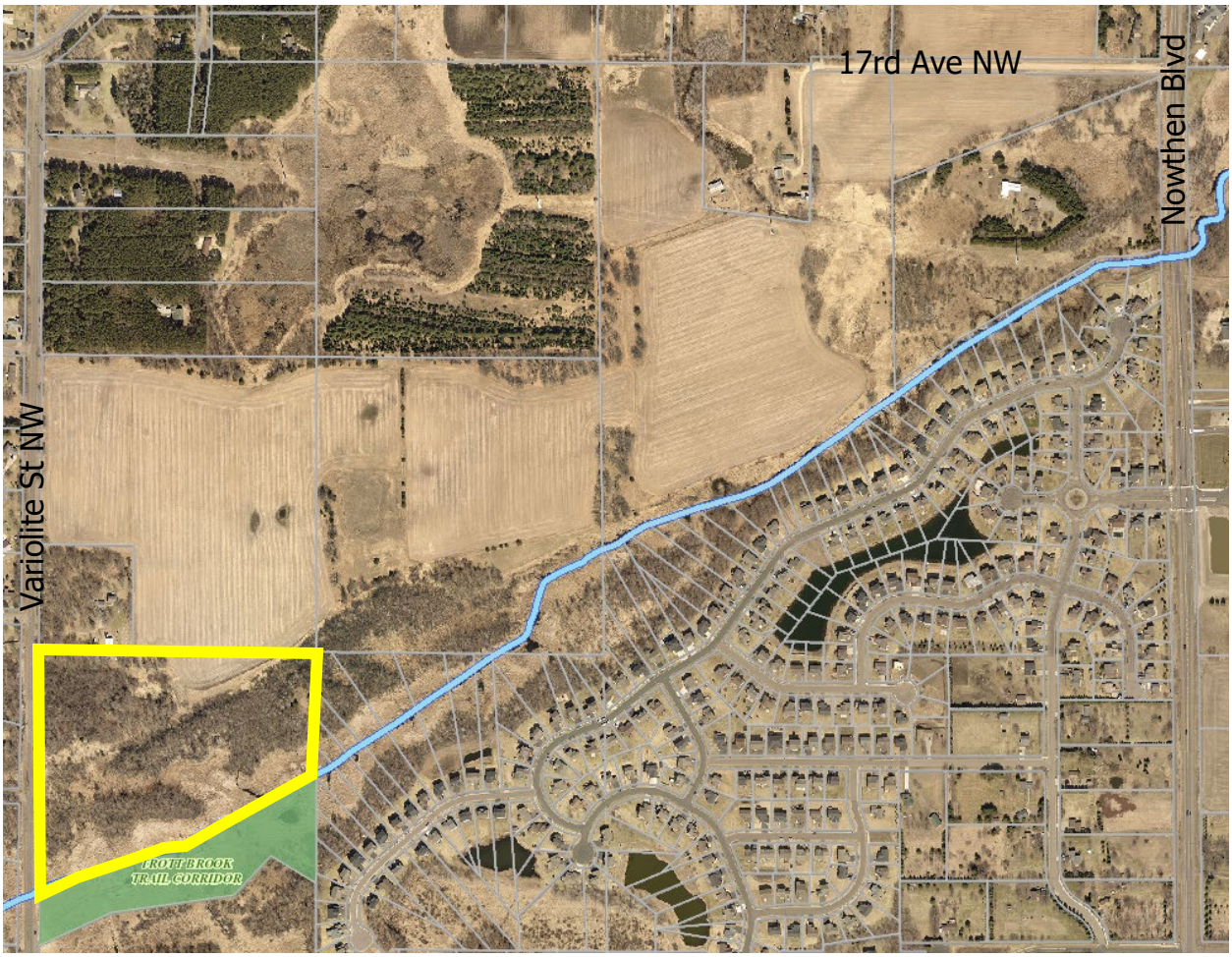
_____
Mayor

ATTEST:

_____
City Clerk

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

Exhibit A: Map of Subject Property



Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-309

RESOLUTION GRANTING PRELIMINARY PLAT APPROVAL, AMENDING THE CITY'S 2040 COMPREHENSIEV PLAN, AND DETERMINING THAT AN ENVIRONMENTAL IMPACT STATEMENT (EIS) IS NOT NECESSARY FOR TROTT BROOK NORTH

WHEREAS, Sotarra, hereafter referred to as "Developer", properly applied for Preliminary Plat approval of the property located in the City of Ramsey legally described in Exhibit A (the 'Subject Property');

WHEREAS, the City and Developer have been working on a long-range land use plan for the Subject Property since the end of 2019; and

WHEREAS, the City reviewed the Sketch Plan for the project on August 6, 2020; and

WHEREAS, the City received an Application for Preliminary Plat Approval for Trott Brook Crossing on September 23, 2021, which includes 270 detached single-family homes; and

WHEREAS, Parcel D (as legally described in Exhibit A), is approximately 24 acres and requires rezoning from R-1 Rural Developing to R-1 (MUSA – 80), and a comprehensive plan amendment from Rural Residential to Low Density Residential, to allow for portions of lots on City utilities; and

WHEREAS, Minnesota Rules 4410.4300, Subp. 19.C, requires that an EAW be prepared for this project; and

WHEREAS, the EAW comment period was properly noticed and held from September 28, 2021 to October 28, 2021; and

WHEREAS, the Planning Commission held a Public Hearing and reviewed the Preliminary Plat on October 28, 2021; and

WHEREAS, the City Council met on November 9, 2021 and approved of the project with contingencies as listed below.

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 grants preliminary plat contingent approval of Trott Brook Crossing in accordance with relevant City Codes, contingent upon the following conditions:
    a. Address any comments contained within the Official EAW Review Record when available.
    b. Plans subject to current Staff Review Comments and final approval by City Engineer and City Planning Department, including but not limited to Approval of the Grading, Landscape, Lighting, Street, Trail, and Utility Plans.
    c. Approval of a contract for the 173rd Ave NW street reconstruction along with Cost Share Agreement if applicable.
        i. If applicable, road improvements shall include an Assessment/Petition and Waiver Agreement to assess the Property Owner and Developer shares back to benefiting properties.

ii. 173rd Ave NW shall be a full public road at public road standards, complete with a crosswalk on 173rd Ave NW.
iii. Improvements to 173rd Avenue as recommended in the traffic study.

d. Improvements to Nowthen Boulevard as a shared cost with the adjacent property to the south, currently known as North Brook Meadows, as recommended in the traffic study.
e. Post-Preliminary Plat Approvals Required
    i. Comprehensive Plan Amendment Approval by Metropolitan Council
    ii. City Approval of Zoning Amendment
    iii. Approval of the Environmental Assessment Worksheet (EAW)
    iv. The Developer entering into a Development Agreement with the City.
    v. Deeding the Park area and future park buildings to the City, contingent upon Parks Department approval.
f. Approved floodplain designated on plan sheets and individual surveys.
g. As-builts for each property containing floodplain or along Trott Brook will be required prior to issuance of certificate of occupancy.
h. Review and Approval of Final Legal Form by City Attorney.
i. Trunk utilities being brought to the Subject Properties as recommended in the Infrastructure Study.
j. Density Transitioning requirements must be met.
    i. City Council approval on the method of ownership for density transitioning area.

2. That the Ramsey City Council accepts the EAW and determines that an Environmental Impact Statement (EIS) is not needed.
3. That the Ramsey City Council hereby grants a Comprehensive Plan Amendment from Rural Residential to Low Density Residential for Parcel D only.

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 9th day of December, 2021.

_____
Mayor

ATTEST:

City Clerk

Exhibit A

Parcel A:
That part of the West Half of the Northwest ¼ of Section 10, Township 32, Range 25, Anoka County, Minnesota described as follows: Commencing at the Northwest corner of Section 10, Township 32, Range 25; thence Easterly on said Section line 80 rods; thence Southerly parallel with the West line of said Section to Trott Brook; thence Westerly along the channel of said Brook to where the West line of said Section crosses the same; thence Northerly along said line to the place of beginning. EXCEPTING THEREFROM the following described parcel:

That portion of the West Half of the Northwest Quarter of Section 10, Township 32, Range 25, Anoka County, Minnesota described as follows: Commencing at the Northwest corner of said Section 1O; thence North 89 degrees 23 minutes 47 seconds East along the North line of said Section 10, a distance of 481.77 feet to the point of beginning; thence continue North 89 degrees 23 minutes 47 seconds East along said North line of Section 10, a distance of 480.09 feet; thence South 00 degrees 34 minutes 09 seconds East parallel with the West line of said Section 10, a distance of 707.31 feet; thence North 83 degrees 29 minutes 51 seconds West, a distance of 483.67 feet; thence North 00 degrees 34 minutes 09 seconds West parallel with said West line, a distance of 657.59 feet to the point of beginning.

Parcel B:
That part of the Northeast Quarter of the Northwest Quarter of Section 10, Township 32, Range 25, Anoka County, Minnesota, described as follows: Commencing at the Northwest corner of the Northeast Quarter of the Northwest Quarter; thence running South 32 rods; thence running Easterly on a line which intersects the North boundary line of said Section 10 at the Quarter Section Corner; thence West on said North boundary line 80 rods to the point of commencement.

Parcel C:
The South Half of the Northeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, excepting therefrom the following: The South 467 feet of the West 467 feet of the Southwest Quarter of the Northeast Quarter of said Section 9, Township 32, Range 25, Anoka County, Minnesota, as measured along the South and West lines thereof.

Parcel D:
The Northwest Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, excepting therefrom the following: That part of the Northwest Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, which lies South of the following described line: Commencing at the Southwest corner of said Northwest Quarter of the Southeast Quarter; thence on an assumed bearing of North 01 degrees 04 minutes 00 seconds East a distance of 218.43 feet to the point of beginning of the line to be described; thence North 71 degrees 20 minutes 50 seconds East, a distance of 809.12 feet; thence North 63 degrees 21 minutes 30 seconds East, a distance of 602.88 feet to the East line of said Northwest Quarter of the Southeast Quarter and there terminating.

Parcel E:
That portion of the West Half of the Northwest Quarter of Section 10, Township 32, Range 25, Anoka County, Minnesota described as follows: Commencing at the Northwest corner of said Section 1O; thence North 89 degrees 23 minutes 47 seconds East along the North line of said Section 10, a distance of 481.77 feet to the point of beginning; thence continue North 89 degrees 23 minutes 47 seconds East along said North line of Section 10, a distance of 480.09 feet; thence South 00 degrees 34 minutes 09 seconds East parallel with the West line of said Section 10, a distance of 707.31 feet; thence North 83 degrees 29 minutes 51 seconds West, a distance of 483.67 feet; thence North 00 degrees 34 minutes 09 seconds West parallel with said West line, a distance of 657.59 feet to the point of beginning.

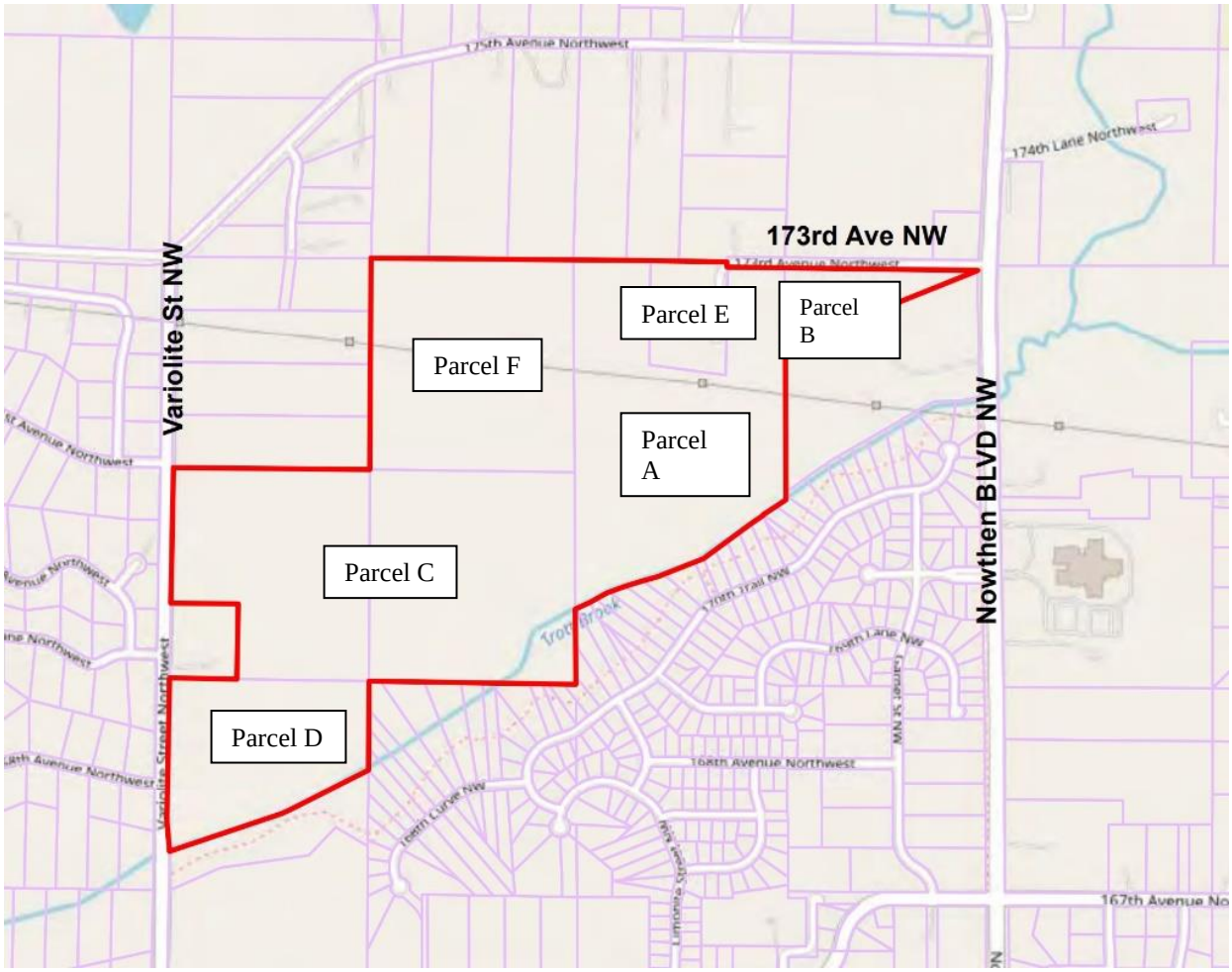
Parcel F:
The Northeast Quarter of the Northeast Quarter (NE 1/4 of NE 1/4) of Section 9, Township 32, Range 25, Anoka County, Minnesota.

Together with an easement for driveway purposes over the South 33 feet of the Southeast Quarter of the Southeast Quarter of Section 4, Township 32, Range 25, Anoka County, Minnesota.

Together with an easement for driveway purposes over the South 66 feet of the West 330 feet of the Southwest Quarter of the Southwest Quarter of Section 3, Township 32, Range 25, Anoka County, Minnesota.

Together with an easement for driveway purposes over the East 66 feet of the West 396 feet of the Southwest Quarter of the Southwest Quarter of Section 3, Township 32, Range 25, Anoka County, Minnesota.

Abstract property.



7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
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Trott Brook Crossing – City Council – 11/9/2021

Project Information

1. Bulk Standards
    a. The Trott Brook Crossing Development was recently recommended for approval by the Planning Commission on October 28, 2021 since it meets all bulk standards of the R-1 Residential (MUSA) zoning district:
        i. Minimum lot size (0.25 acres) – all lots are at least ¼ acre in size
        ii. Minimum/maximum density (2.5-3 units per acre) – net density calculations have been requested by City Staff.
        iii. Minimum lot width (80 feet) – all lots are at least 80' wide
2. Traffic Study – *As part of EAW for Trott Brook Crossing*
    a. Based on City Council, and resident, feedback, the City Council has directed the Applicant to upgrade 173rd Ave NW to a full public road and include upgrades (turn lanes) off Nowthen Blvd onto 173rd Ave NW.
3. Previous Cases
    a. May 7, 2020 – Planning Commission – Case – Minutes
    b. August 26, 2021 – Planning Commission – Case - Minutes
    c. September 14, 2021 – City Council – Consent Case
        i. Draft EAW was approved for distribution. Copies can be found on the City Project Page, and at City Hall.
    d. October 18, 2021 – Environmental Policy Board – Case
        i. Minutes will be made available November 15th (next Environmental Policy Board regular meeting).
    e. October 28, 2021 – Planning Commission – Case
        i. Minutes will be made available November 18th (next Planning Commission regular meeting).
4. City Page for Project
5. Infrastructure Study

Q&A

1. Zoning
    a. What is this site zoned for?
        a. This site is zoned for ¼ acre lots with 80 foot width on City sewer and water.
    b. Is the Developer proposing any changes to the zoning?
        a. Yes, the southwest lot is proposed to be rezoned from R-1 (Rural Developing) to R-1 MUSA to accompany portions of seven (7) lots on the south side of the development, outside of the majority of wetlands on the parcel.

City of RAMSEY

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Q&A continued

c. When/how was it rezoned? Can it be changed now? If so, how?
   i. The majority of the parcels involved with this proposed development wer rezoned along with many other properties throughout the City of Ramsey in 2011 for the 2030 Comprehensive Plan. Affected property owners were notified via mail, and a posting was made in the Anoka County Union Herald. At least three (3) public hearings were conducted: one (1) with the Planning Commission, and two (2) with the City Council for ordinance introduction & adoption.
   ii. The only way that the zoning of a property could be changed is through a Land Use Application from the property owner for a Zoning Amendment and/or Comprehensive Plan Amendment. The only active Land Use Application from the current property owners is for the Preliminary Plat of Trott Brook Crossing.

2. Costs
   a. What costs is the City incurring for this development?
      i. The Developer is responsible for all costs, The City is not incurring any immediate costs associated with the project.
   b. What does the Developer pay?
      i. The Developer is in charge of nearly all development costs – including all processes related to public notification, City Staff time spent on review of the project, new residential lot fees, mylars, recording fees, SAC and WAC, other development fees, financial guarantees/letter of credit, engineering fees, etc.

3. Questions Received
   a. Will 173rd be upgraded?
      i. Yes, 173rd will be upgraded to a full public road.
   b. Will this site be on City utilities?
      i. Yes
   c. Will the development include any parks?
      i. Yes, a park with historic barn buildings is proposed for the northeast corner of the site.
   d. I live next door to the development, will I be forced to connect to utilities?
      i. No, the City cannot force you to connect to utilities, even if you're next door. The City Charter protects existing residents on private well/septic from being forced to connect to utilities.
   e. I have an idea that would make the project better, what can I do?
      i. Please email cmcguire@cityoframsey.com, we'd love to hear your ideas!

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #21-319

RESOLUTION DIRECTING THE COMPLETION OF AN ADDITIONAL TRAFFIC STUDY FOR TROTT BROOK CROSSING

WHEREAS, the Trott Brook Crossing subdivision is comprised of 270 lots on 200 acre and the development will have significant traffic impacts to the surrounding area; and

WHEREAS, the Ramsey City Council is entrusted to protect the health, safety, and general welfare of all its residents; and

WHEREAS, the Ramsey City Council has reviewed the traffic studies for the Trott Brook Crossing development and has identified areas of concern that have not yet been satisfactorily addressed; and

WHEREAS, an additional traffic study would provide the Ramsey City Council with the information necessary to verify previous traffic study results, and to ensure that all public safety traffic issues are properly addressed; and

WHEREAS, the City Council reviewed and approved the requested on April 13, 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 directs the Ramsey City Administrator to commission a Traffic Study for the Trott Brook Crossing Development.
2) That the study shall not exceed $15,000 in cost, with funds hereby allocated from the City Public Improvement Revolving (PIR) Fund.

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 9th day of November, 2021.

_____

Mayor

ATTEST:

_____

City Clerk

Frederic W. Knaak*
fknaak@klaw.us

Craig J. Beuning
cbeuning@klaw.us

*Also Licensed in
Wisconsin & Colorado

*Qualified Neutral under Rule 114

**Also Licensed in Iowa,
Federal Court of Claims,
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Washington, D.C.

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(1943-2015)
Wayne B. Holstad**

Paralegal
BethAnn Hanson
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November 8, 2021

Mr. Kurt Ulrich
City Administrator
7550 Sunwood Drive NW
Ramsey, MN 55303
Attn: Senior Planner, Chloe McGuire Brigl

VIA ELECTRONIC MAIL

RE: Status of Trout Brook Rezoning

Dear Mr. Ulrich:

At your direction, I have asked to offer a formal legal opinion to the Planning Department regarding the zoning status of the Trout Brook plat in the City of Ramsey.

Specifically, the correspondence from the Planning Department provided the following:

FACTS

"We have a contentious subdivision on a site zoned for 80 foot wide, ¼ acre lots. The property was rezoned in 2011 and re-guided in our 2030 Comprehensive Plan to allow for these types of lots. Everything we can find indicates that the property is in fact zoned for these types of lots and was done so correctly in 2011 and has not changed since. It is also guided as such in our 2040 comprehensive plan."

A copy of Ordinance #11-03 was provided, which adopted the zoning in 2011 and instructed the City to "cause this amendment to be shown on the 'City of Ramsey Zoning Map' which map was adopted pursuant to Section 117-90 of the City Code."

Apparently, there is some question as to whether an Affidavit of Publication can or has been found, which would have been for one of two publications of the ordinance at that time.

ANALYSIS

This issue comes squarely under the provisions of Minnesota Statute §599.13., which provides that once the ordinance was published as part of the City's code, it was prima facie evidence of its validity for the first three years and conclusive proof of their validity

after three (3) years. What this means is that after three (3) years no challenge to the technical aspects of an ordinance's passing will be relevant or allowed by a court. I'm including a copy of that statute with this opinion for reference.

One case decided using the provisions of that statute will help illustrate the point. In City of Bemidji v. Beighley, 410 NW 2d, 338 (Mn. App. 1987) (C9-87-330), the Court found that Bemidji, a charter municipality under Minnesota law, had failed to follow the procedural requirements of Minnesota Statute §462.357, subdivision 3 and 4 in adopting a zoning code ordinance. That ordinance, had, however, been codified, upon which "it became prima facie valid" and (three years later) from the date it was complied in the Bemidji City Code, (the ordinance) became conclusively valid." In other words, in the language of the courts in the Beighley case, the statute "saved" the ordinance, notwithstanding the failure of the City to follow the required statutory procedure.

There is no suggestion of any such failure on the part of the City of Ramsey here. Even the possibility that there wasn't a second publication simply is not relevant as a matter of law. Three (3) years have passed with the language of the ordinance codified and in place and it is conclusive valid.

Based upon the foregoing, I would reach the following:

CONCLUSION

The provision of the Ramsey City Code in question has been in place for more than three (3) years and is, therefore, conclusively valid as a matter of law.

Please feel free to contact me at your very earliest convenience if I can clarify or be of any other help on this matter.

Regards,

Frederic W. Knaak
Ramsey City Attorney

599.13 MUNICIPAL AND COUNTY ORDINANCES.

Copies of the ordinances, bylaws, resolutions, and regulations of any city, town, or county, certified by the mayor or president of the council, and the city clerk under its seal in the case of a city, or the chair of the town board and the town clerk in the case of a town, or by the county auditor or chair of the county board in the case of a county, and copies of the same printed in any newspaper, book, pamphlet, or other form, and which purport to be published by authority of the council of such city or county board, shall be prima facie evidence thereof and, after three years from the compilation and publication of any such book or pamphlet, shall be conclusive proof of the regularity of their adoption and publication.

History: *(9854) RL s 4700; 1973 c 123 art 5 s 7; 1974 c 571 s 50; 1986 c 444; 1990 c 361 s 2*

CC Regular Session **7. 1.**

Meeting Date: 11/09/2021

By: Chris Anderson, Community Development

Information

Title:

Consider Density Transitioning Options for North Brook Meadows (Project No. 21-131); Case of Platinum Land LLC

Purpose/Background:

On September 28, 2021, the City Council approved, with contingencies, the Preliminary Plat for North Brook Meadows. The project is located at the southwest corner of Nowthen Boulevard and 175th Avenue NW (the "Subject Property") and includes seventy-seven (77) single family residential lots that will be served by municipal sanitary sewer and water. One of the focal points of discussion during the Preliminary Plat review was on the density transitioning and, more specifically, whether it should be accomplished via an outlot (separate from the individual residential lots) owned by a Home Owners Association (HOA) or if it should be part of each of the residential lots and encumbered by an easement granted to and enforced by the City. Staff was directed to circle back with this topic for further direction by City Council at a future meeting.

Notification:

Notification is not required.

Time Frame/Observations/Alternatives:

There are pros and cons for either option that are outlined below:

Platted as Separate Outlot

Pros:

- Distinctly separate from new residential lots, which generally means less likelihood for tree removal and/or improvements (sheds, pools, etc.) in the transition area.
- Creates a better sense of buffering for existing neighborhood, again due to being separate from the new residential lots.

Cons:

- As a separate parcel, there is no incentive for owners of the new lots to maintain the transition area and after the initial two (2) years (which are covered with a Maintenance Surety via a Development Agreement), no way to ensure replacement of dead trees if the HOA is defunct.
- With no other purpose for an HOA other than to own/maintain this outlot, there is a high probability of it going tax forfeit. If that happens, either the City would end up with it (along with the responsibilities of maintenance) or some private party may acquire it, which could present other issues.

Platted as Part of Lots and Encumbered by Easement

Pros:

- As part of each new lot, greater incentive for the new property owners to maintain the transition area (trees and ground cover).
- More likely to be irrigated, which is certainly beneficial at least in terms of initial establishment of the tree plantings.

Cons:

- Enforcement of restrictions more challenging for the City. Possible issues that could arise include:

- Tree removal to extend 'usable' turf area.
- Placement of sheds, pools, etc. within the transition area.

- No way to ensure future home owners (not necessarily the original owner, but subsequent buyers) are aware of the restrictions (even though an easement would be recorded against the property). A Fact Sheet or something similar could be developed, but the City would have no way of ensuring that subsequent buyers are provided this information.

Funding Source:

All costs associated with this item are the responsibility of the Applicant.

Recommendation:

Direct Staff and Applicant to proceed with either platting the density transitioning corridor as a separate outlot (owned by an HOA) or to include it as part of each of the proposed new, adjacent lots encumbered by a restrictive easement in favor of the City, based on discussion. If the City Council determines that an easement is appropriate, it may be beneficial to also direct the Applicant to draft a restrictive easement for consideration as well as a one page Fact Sheet highlighting the purpose of the easement and the "do's and don'ts" within said easement.

Outcome/Action:

Motion to direct Staff and Applicant to proceed with:

- Platting the Density Transitioning corridor as a separate outlot, which would be owned and maintained by an HOA.

-or-

- Include the Density Transitioning corridor as part of each of the proposed new, residential lots and encumber it with a restrictive easement in favor of the City.

Attachments

Site Location Map

Landscape Plan

City Council Meeting Minutes Dated September 28, 2021

Form Review

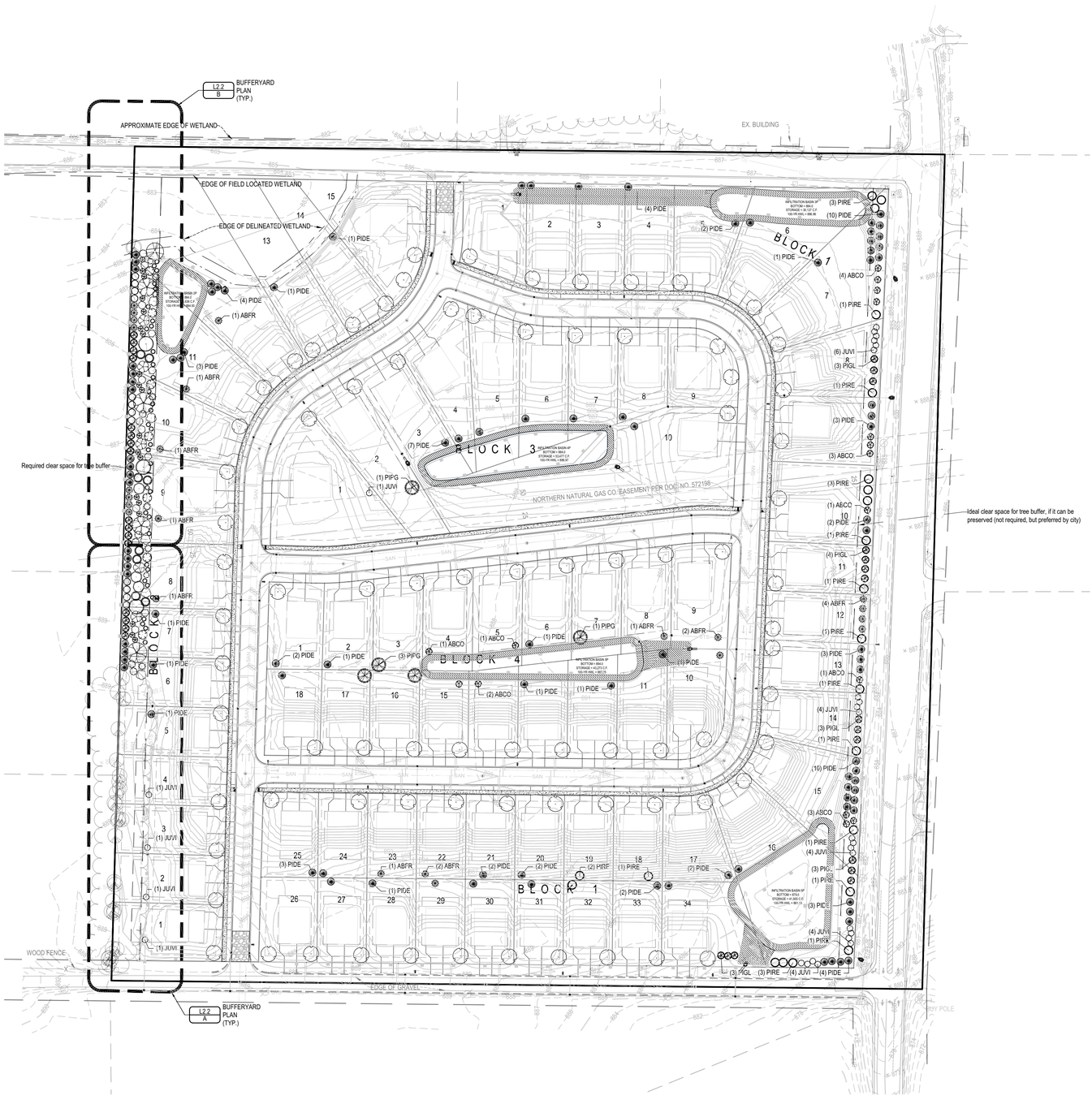
Inbox	Reviewed By	Date
Brian Hagen	Kathy Schmitz	11/04/2021 04:12 PM
Bruce Westby	Bruce Westby	11/04/2021 04:22 PM
Kurt Ulrich	Kurt Ulrich	11/04/2021 04:25 PM
Form Started By: Chris Anderson		Started On: 11/02/2021 03:57 PM
Final Approval Date: 11/04/2021		

Site Location Map

North Brook Meadows

11/3/2021 9:39:46 AM

0 0.0375 0.075 0.15 0.225 0.3 mi



Ideal clear space for tree buffer, if it can be preserved (not required, but preferred by city)

Know what's **Below.** **Call** before you dig.

NORTH

0 100 200

LANDSCAPING NOTES

1. Landscape Contractor shall visit the sit prior to submitting a bid to become familiar with the site conditions.
2. Contact Utility Service providers for field location of services 72 hours prior to beginning.
3. Coordinate installation with Contractors performing related work.
4. Plant material shall conform to the American Association of Nurserymen Standards and be of hardy stock, free from disease, infestation, damage, and disfiguration. For discrepancy between the number of plants on the Schedule and the number shown on the Drawing, the Drawing shall govern.
5. All existing deciduous and coniferous trees are to be trimmed of dead wood and pruned to a natural uniform shape.
6. Planting soil shall consist of 4 parts topsoil to 1 part peat humus, with 3 pounds of commercial fertilizer added per cubic yard.
7. Spread a minimum of 4 inches of topsoil and sod all turf areas disturbed by Construction.
8. See Details for depth of planting soil.
9. Follow current MNDOT Seeding Manual for planting instructions for establishment of native seed and provide coordination for required erosion prevention and sediment control.
10. Native seeds shall be of Minnesota origin and certified by the Minnesota Crop Improvement Association (MCIA). Provide verifying documentation to the Owner 30 days minimum prior to installation.
11. Per City Ordinance all dead or injured plan materials must be replaced at the end of the second growing season.
12. Quantities are totals for design. If there is a discrepancy between the plan and the plant schedule, the plan shall govern.

LANDSCAPE REQUIREMENTS

Lot Requirements

2 overstory trees per dwelling unit

The compliment of trees fulfilling the landscaping requirements shall not be less than 25 percent deciduous and not less than 25 percent coniferous.

Per city code, minimum tree sizes shall be: 1 caliper inch for deciduous and 5 ft height for coniferous.

Bufferyard Requirements

Minimum 45' width with the following number of trees per 100' of property boundary adjacent to the impacted use: 8 Overstory trees
8 Evergreen trees
8 Understory trees

Tree Replacement Requirements

For every 1.0" caliper lost beyond 40% of total caliper inches of significant trees on site, replace at a rate of 1.25" caliper.

Required caliper inches: 746
Proposed caliper inches: 750

PLANTING SCHEDULE

TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	MATURE SIZE	PLANTING SIZE	ROOT COND.
	DT	82	Deciduous Tree		30`H x 20`W		
DECIDUOUS TREES	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**MATURE SIZE**	**PLANTING SIZE**	**ROOT COND.**
	ACFA	7	Acer x freemanii 'Armstrong'	Armstrong Freeman Maple	60`H x 15`W	2" Cal.	B&B
	ACXJ	3	Acer x freemanii `Jeffersred'	Autumn Blaze Maple	60`H x 40`W	2" Cal.	B&B
	BENI2	1	Betula nigra 'BNMTF' TM	Dura Heat River Birch	60`H x 50`W	2" Cal.	B&B
	GBPS	5	Ginkgo biloba `Princeton Sentry`	Princeton Sentry Ginkgo	40`H x 30`W	2" Cal.	B&B
	GTID	6	Gleditsia triacanthos inermis 'Draves' TM	Street Keeper Honey Locust	45`H x 20`W	2" Cal.	B&B
	GTSK	3	Gleditsia triacanthos `Skyline`	Skyline Honeylocust	40`H x 30`W	2" Cal.	B&B
	QUBI	2	Quercus bicolor	Swamp White Oak	55`H x 55`W	2" Cal.	B&B
	QUEL	2	Quercus ellipsoidalis	Northern Pin Oak	60`H x 50`W	2" Cal.	B&B
	QUCS	19	Quercus `Crimson Spire`	Crimson Spire Oak	50`H x 15`W	2" Cal.	B&B
	ULNH	8	Ulmus x `New Horizon`	New Horizon Elm	35`H x 25`W	2" Cal.	B&B
EVERGREEN TREES	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**MATURE SIZE**	**PLANTING SIZE**	**ROOT COND.**
	ABCO	16	Abies concolor	White Fir	30`H x 20`W	6` Ht.	B&B
	ABFR	23	Abies fraseri	Fraser Fir	30`H x 20`W	6` Ht.	B&B
	JUVI	27	Juniperus virginiana	Eastern Red Cedar	15`H x 10`W	6` Ht.	B&B
	PIGL	32	Picea glauca	White Spruce	50`H x 20`W	6` Ht.	B&B
	PIDE	99	Picea glauca `Densata`	Black Hills Spruce	45`H x 20`W	6` Ht.	B&B
	PIPG	5	Picea pungens 'Glauca'	Blue Colorado Spruce	80`H x 30`W	6` Ht.	B&B
	PIRE	22	Pinus resinosa	Red Pine	40`H x 25`W	6` Ht.	B&B
	THOC	12	Thuja occidentalis	American Arborvitae	40`H x 15`W	6` Ht.	B&B
UNDERSTORY TREES	**CODE**	**QTY**	**BOTANICAL NAME**	**COMMON NAME**	**MATURE SIZE**	**PLANTING SIZE**	**ROOT COND.**
	AMGR	5	Amelanchier x grandiflora `Autumn Brilliance`	Autumn Brilliance Apple Serviceberry	25`H x 25`W	2" Cal.	B&B
	COAL	7	Cornus alternifolia	Pagoda Dogwood	20`H x 25`W	1.5"Cal	B&B
	MAPS	33	Malus x `Pink Spires`	Pink Spires Crabapple	20`H x 12`W	1.5"Cal	B&B
	MAXR	5	Malus x `Royal Raindrops`	Prairifire Crabapple	20`H x 15`W	1.5"Cal	B&B
	PRMA	4	Prunus maackii	Amur Chokecherry	25`H x 20`W	1.5"Cal	B&B
	SYRE	3	Syringa reticulata	Japanese Tree Lilac	20`H x 15`W	2" Cal.	B&B

LEGEND

MnDOT Seed Mix 33-261
Seed at rate of 35 lbs/acre

DEVELOPER

PLATINUM LAND MN, LLC
5191 159TH AVE NW
ANDOVER, MN 55304
TEL 763-301-4550

MUNICIPALITY

City of RAMSEY

PROJECT

NORTH BROOK MEADOWS

RAMSEY, MINNESOTA

ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
16 JUL 2021	PRELIMINARY PLAT SUBMITTAL	CNC

CERTIFICATION

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.

PRELIMINARY NOT FOR CONSTRUCTION

Joshua Pinoniemi
License No: 44855

Signature shown is a digital representation. A hard copy with wet signed copy of this plan on file at Landform Professional Services, LLC. Hard copy is available upon request.

IF THE SIGNATURE, SEAL OR FOUR LINES DIRECTLY ABOVE ARE NOT VISIBLE, THIS SHEET HAS BEEN REPRODUCED BEYOND INTENDED READABILITY AND IS NO LONGER A VALID DOCUMENT. PLEASE CONTACT THE ENGINEER TO REQUEST ADDITIONAL DOCUMENTS.

PRELIMINARY PLAT
07/16/2021

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME L201PLM001.dwg

PROJECT NO. PLM20001

LANDSCAPE PLAN
L2.1

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7.03: Adopt Resolution #21-248 Granting Preliminary Plat Approval for North Brook Meadows, Case of Landform and Platinum Land LLC (Project 21-131 – Hunt Property)

Senior Planner Chloe McGuire Brigl reviewed the proposed preliminary plat approval for Northbrook Meadows, which has been reviewed before by the City Council. All standards are met in the development, which is consistent with the City's Zoning Code and Comprehensive Plan.

Senior Planner McGuire Brigl stated the City is required to approve this request as it meets all requirements. A traffic study was completed by Vernon Swing, recommending a right turn lane on 173rd Avenue out of the site and a dedicated turn lane into the property at 173rd Avenue. City Staff is recommending restriping of a dedicated turn lane at 175th Avenue contingent upon County approval. No improvements are proposed in the flood plain at the northwest corner of the property. City Staff recommends a contingency that the applicant works with the gas company to ensure that the gas easement on the property is marked on site, and to create an informational flyer for residents about the easements. City Staff has confirmed that each lot has 80 feet of buildable width outside the easement.

Senior Planner McGuire Brigl stated City staff recommends adoption of Resolution 21-248 as drafted, with the following potential contingencies: restriping of intersection at 175th Avenue; and modification of plantings to buffer along 175th Avenue.

Councilmember Heineman requested clarification regarding a resident's suggestion for an acceleration lane on southbound 175th Avenue.

City Engineer Westby stated the Traffic Study did not indicate that an acceleration lane was a needed improvement. He added Anoka County is also reviewing the traffic study and will likely recommend dedicated left turn lanes northbound onto 173rd and 175th Avenues.

Councilmember Heineman asked whether the case study includes copies of the notice that was sent to nearby residents.

Senior Planner McGuire Brigl stated City Staff has a record of the original case indicating notices were sent but she does not have a copy of the notice itself.

Councilmember Riley requested clarification regarding when the traffic study was done.

Senior Planner McGuire Brigl stated the traffic study was done on a Wednesday and Thursday during rush hour traffic, which is standard for traffic studies.

Councilmember Woestehoff requested clarification regarding Option B.

Senior Planner McGuire Brigl stated a resident requested that trees be added to the back yards of the properties along 175th Avenue, which was not buffered as well as other borders. She added

City Staff is supportive of working with the applicant to move some of the trees around to provide more of a buffer along 175th Avenue.

Councilmember Howell stated residents expressed concern about the traffic study, that numbers were low due to Covid.

Vernon Swing stated Covid does impact traffic counts, but recent metro area counts have shown that daily numbers are very close to what they were pre-Covid. He added counts were taken when school was not in session.

Councilmember Musgrove stated the traffic study indicates that there was an assumption that traffic would exit the neighborhood on 173rd Avenue.

Mr. Swing confirmed this.

Councilmember Musgrove stated she would support a contingency for a recommendation from Anoka County related to traffic. She added she would like to address the acceleration lane that was mentioned by a resident.

Councilmember Musgrove stated the traffic study recommends three improvements to Nowthen Boulevard – left turn in, left turn out, and southbound turn lane in. She added she would support having all 3 improvements incorporated into the contingencies.

Councilmember Musgrove asked whether the City has received a letter regarding the natural gas easement.

Senior Planner McGuire Brigl stated that information has been requested by City Staff.

Darren Lauzon, representing Platinum Land, owner of the property, stated proposed improvements at 173rd Avenue will be substantial, and will exponentially increase the level of service at that intersection beyond the error of margin related to current conditions, such as Covid or school hours, as well as variations in traffic counts.

Mr. Swing stated there is a benefit to restriping Nowthen Boulevard to a dedicated turn lane as it increases safety by removing left turning traffic from the traffic flow.

Mr. Lauzon stated the developer has been working with Northern Natural Gas on the site and received their review of the preliminary plan, which includes no new trees in the easement and no parallel utility crossings.

Motion by Councilmember Woestehoff to adopt Resolution 21-248, Granting Preliminary Plat Approval for North Brook Meadows, with options A, B and C.

The City Council requested additional discussion.

Councilmember Woestehoff withdrew the motion

Councilmember Musgrove requested clarification regarding Block 3, Lot 1, and whether the crossing area will affect that lot. She asked where the City easements are located.

Mr. Lauzon stated the side yard setback easements have been corrected. He showed a site plan depicting pads with typical 2,100 square foot home footprints with setbacks. He added there is a fair amount of room on the lot.

Councilmember Howell expressed concern that there is no physical evidence that residents were informed of the rezoning. She referred to page 73, Ordinance #11-3.

Senior Planner McGuire Brigl stated a copy of the notice that was sent to all property owners in 2011 regarding the rezoning is included on the first page of the informational packet. She added the rezoning was properly noticed and was posted on the City website. She noted notice of public hearing was published April 15, 2011.

Mr. Lauzon stated there is no HOA for the development and putting the buffer into common ownership presents a number of problems which are counterintuitive to the goals of the Ordinance. He added, under an HOA, every homeowner would pay for something that only benefits 13 homes, and creates a hardship for a single-family residential development on the edge of the MUSA zoning district. He noted an easement could be granted to the City and enforced by City Staff.

Councilmember Musgrove stated there are many considerations with this case. She asked whether the request could be postponed to the City Council's next meeting to review the three potential options.

Senior Planner McGuire Brigl stated, based on the 60-day rule and extension letter, it would be necessary for the City Council to do a contingent approval tonight for additional discussion regarding the outlot issue at a future meeting.

Councilmember Heineman stated an easement makes the most sense if the purpose of the buffer is to maintain the characteristics of the surrounding area.

Councilmember Musgrove expressed concern that residents may not follow the intent of the buffer.

Councilmember Riley stated an easement would be appropriate with education and information for residents so they understand the purpose and maintenance of the easement.

Motion by Councilmember Woestehoff, seconded by Councilmember Heineman, to adopt Resolution 21-248, Granting Preliminary Plat Approval for North Brook Meadows, with options A, B, C and D to include the change of shared ownership to an easement on the property.

Further discussion:

Councilmember Howell stated she will not be supporting the project as she has significant concerns about the increased traffic that this development will bring to the community.

Councilmember Heineman stated he supports the project, but the City needs to do a better job of protecting the rural characteristics of Ramsey. He added he does not support expanding that far north, although this is private property.

Councilmember Musgrove stated she has difficulty supporting this because of the issue of enforcing the easement.

Mayor Kuzma stated he has concerns about traffic.

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

Motion by Councilmember Woestehoff to Adopt Resolution #21-248 as Drafted, Including Contingencies to Require that 175th Avenue is Restriped as per the Traffic Study; Modify Planting Plan to Creatively Distribute Plantings to Buffer 175th Avenue; Contingent upon Traffic Review with Anoka County; and Contingent upon Buffer Area Under Easement or Outlot of Shared Ownership.

Further discussion:

Councilmember Musgrove stated this is the first opportunity that the City Council has had to discuss the easement vs. outlot issue. She added she would like to have more information on the buffer zone to be able to support this project.

Councilmember Woestehoff stated he is concerned about legal ramifications for the City if this request is not approved, as it meets every requirement that the City has posted.

City Administrator Ulrich stated a second to the motion is needed. He reviewed proposed conditions added to the motion:
-Contingent upon buffer area under shared ownership as outlot or easement
-Discussion at future City Council meeting to ensure education

Councilmember Heineman seconded the motion with the additional conditions.

Councilmember Heineman stated he understands the frustration of the residents of this neighborhood. He added the rules are established, and it is the job of the governing body to ensure the rights of the individuals over a majority.

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

CC Regular Session **7. 2.**

Meeting Date: 11/09/2021

Submitted For: Bria Raines, Community Development

By: Bria Raines, Community Development

Information

Title:

Adopt Resolution #21-219 Granting a Conditional Use Permit (CUP) and Declaring Terms Agreement at 7127 Highway 10 NW; Case of Ron Touchette

Purpose/Background:

Initiated by a Code Enforcement case from 2020, the Property Owner has applied for a Conditional Use Permit (CUP) for expansion of the lawful, nonconforming footprint of the auto sales operation onsite. The Subject Property has recently resolved the City Code violations of off-street parking, work without a permit, and expansion of the lawful, nonconforming uses without applying for a CUP; a permit which is otherwise required in the H-1 Highway 10 Business District per City Code. The Interim Use Permit (IUP) request would address the outdoor storage violations on the property until December 31, 2021.

The Applicant is requesting to expand the physical footprint by increasing the parking area in the rear, and increasing the number of tenants and the types of businesses on the Property. At this time, the site has six (6) tenants; five (5) only auto sales, and one (1) auto repair and sales. The Applicant would like to increase the number of tenants to ten (10); nine (9) auto sale only businesses, and one (1) auto repair and sales business.

In addition to the request to increase to ten (10) tenants, there is a residential tri-plex, Top Ten Center, and Hirschfield's store on the Subject Property. Staff would recommend a site plan review which would include a Site Plan Sheet, Landscaping Plan, Utility Plan, Grading Plan, Lighting Plan, and Building Elevation Plan. These site plan review recommendations are typical for commercial expansions. Staff would also recommend that the Applicant work with the State to confirm all State requirements are met, such as five (5) designated parking spaces per tenant.

Notification:

For the Public Hearing at the Planning Commission on October 28, 2021, notifications of this proposal were sent via Standard US Mail to Property Owners within 350 feet of the Subject Property, as reflected by Anoka County Property Records. A notice was also published in the Anoka UnionHerald, the City's Official newspaper.

Notices are not required for this case.

Time Frame/Observations/Alternatives:

The Subject Property is located at 7127 Highway 10 NW. The Subject Property is zoned H-a Highway 10 Business District and is approximately 2.08 acres in size. All surrounding properties are zoned the same.

Summary of Request The Applicant is applying for a Conditional Use Permit to expand upon his lawful, nonconforming uses on the property and an Interim Use Permit for outdoor storage until the end of the year. The request includes:

- Expansion of the rear parking lot to two (2) rows of parking
- Installation of a fenced in area for vehicles awaiting repair
- Increasing auto sales tenants from six (6) to ten (10) tenants
    - One (1) tenant is auto sales and repair
    - Nine (9) tenants are auto sales alone

    - Five (5) outdoor storage containers for an off-site business until December 31, 2021

Options Alternative 1: Approve the Conditional Use Permit (CUP) and Interim Use Permit (IUP) with the following conditions:

- Contingent on an administrative Site Plan Review.
- The Subject Property shall meet outdoor storage standards in accordance with City Code Chapters 30 and 117.
    - Remove the five (5) storage containers for an off-site business by December 31, 2021.
    - No storage unless accessory to the permitted businesses.
- All tenants shall have business registration through City and State

Alternative 2: Deny the CUP and IUP. This would decrease the current expanded operations to their original footprint and allow five (5) auto sale tenants and one (1) auto sales and repair tenant.

Funding Source:

The Applicant is responsible for all costs related to this request.

Recommendation:

Alternative 1: Approve the Conditional Use Permit (CUP) and Interim Use Permit (IUP) with the following conditions:

- Contingent on an administrative Site Plan Review.
- The Subject Property shall meet outdoor storage standards in accordance with City Code Chapters 30 and 117.
    - Remove the five (5) storage containers for an off-site business by December 31, 2021.
    - No storage unless accessory to the permitted businesses.
- All tenants shall have business registration through City and State

Contingent on approval from City Council, the Applicant will need to submit a full site plan review. The full site plan provides proof of adequate parking for all uses on the property, that State codes are met for the building and site requirements, and demonstrates that improvements will not effect current grading.

Outcome/Action:

Motion to Adopt Resolution #21-219 Granting a Conditional Use Permit (CUP) and Declaring Terms Agreement at 7127 Highway 10 NW; Case of Ron Touchette

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Attachments

Application and Narrative
Site Plan
Proposed Fence
First Notice of Violation
Second Notice of Violation
Notice of Violation
Abatement Notice
PC 10/28/21 Minutes
Resolution #21-219

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Bria Raines	11/04/2021 09:04 AM
Kurt Ulrich	Kurt Ulrich	11/04/2021 04:23 PM

Form Started By: Bria Raines Started On: 10/29/2021 11:37 AM
Final Approval Date: 11/04/2021

Land Use Application

☐ Plat – Sketch Plan	☐ Plat – Preliminary Plat	☐ Plat – Final Plat
☐ Administrative Plat	☐ Site Plan Review	☐ Easement/ROW Vacation
☒ Conditional Use Permit	☐ Interim Use Permit	☐ Comprehensive Plan Amendment
☐ Zoning Amendment	☐ Home Occupation Permit	☐ Variance
☐ Dwelling Moving Permit	☐ Environmental Permit	☐ Registered Land Survey
☐ Non-Traditional Animal License	☐ Beekeeping License	☐ Private Kennel License

Applicant Contact Information

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

Name:	Ron Touchette		
Street Address:	7078 East fish Lake Rd.		
City, State, ZIP:	Maple Grove MN 55311		
Home Phone:	612-685-0373	Work Phone:	
Email:	ron@rocksolidcos.com	Fax Number:	
Name of Business (if applicable):	Top Ten Center		
Business Address (if applicable)			
Business City, State, ZIP			
Business Phone:		Business Fax:	

Subject Property Information

(Location of Application)

Address	7125, 7127, 7129 Highway 10 NW, Ramsey MN
PIN	27-32-25-33-0020
Legal Description	See attached realist report
Zoning District	

Contact the Planning Division at 763-433-9824 or planning@cityoframsey.com to request a Zoning Verification

Property Owner Information

(If different than Applicant)

Name:			
Street Address:			
City, State, ZIP:			
Home Phone:		Work Phone:	
Email:		Fax Number:	

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

See attached description and site plan.

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

Applicant Signature		Co-Applicant Signature	
Printed Name	Ron Touchette	Printed Name	
Title		Title	
Date	9-22-21	Date	

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

Property Owner Signature		Property Owner Signature	
Printed Name	Ron Touchette	Printed Name	
Title		Title	
Date	9-22-21	Date	

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

Request for Conditional Use Permit
City of Ramsey, MN

Top Ten Center / Multi-Tenant live work commercial, auto repair and sales center.

My family has owned Top Ten Center for nearly three decades where we originally founded and operated Fleetwood Collision Center, Top Ten Auto Sales, Top *10* Racing and Fleetwood Services/Sparks Computerized Car Care Centers. Over the many years we eventually sold the individual businesses to other entrepreneurs and continued to provide a great place to operate the businesses that we had originally founded.

There have been changes from time to time in the operator of the businesses and we even, for a period in the troubled times, re-opened our auto body repair business of buying and re-building repairable autos, trucks, trailers, RV's and even watercraft when there were no renters to be had! TTC was also the original home of Discount 10 Liquors and then the home of MGM Liquors until the looming prospect of the pending taking of the property for the Highway 10 expansion caused MGM to pull the plug and cease operations! This left the liquor store portion of the property vacant and losing money for several years when the City identified the path of Hwy 10 as going right through the building!! This resulted in the loss of our neighbor Holiday gas station, (purchased by the City), and the absolute unrentable and unsalable circumstances of the property until the path of Hwy 10 was eventually directed away from the middle of our property.

Today the path of Highway 10 has been determined to site relatively within its current footprint and our property has been saved from taking allowing us to, for the first time in over 10 years, consider what the future holds and how we can maximize the opportunity and the best use of Top Ten Center permanently!

Recognizing that the expansion of Highway 10 to a freeway is both necessary and absolutely in the best interests of the community. We are glad that at long last there is a real plan and a real path forward for the highway. We now need to do the same and plan for the future of our long time family owned property!

Currently, and for the past many years, we have had an autobody repair shop as well as five pre-owned auto sales businesses operating at the property including our own company TTC; we also rent to the Hirschfield's Paint and wallpaper as well as the triplex house in front. We propose to reconfigure the 7127 middle building and add an additional four Pre-Owned auto sales dealership offices to make a total of nine dealerships for the property.

These dealerships would all have State Statute conforming opportunities for the nine Motor Vehicle Licensed Dealers. Consisting of separate MV Dealer offices each with a private entrance to be used for sales, administration, storage of records as well as parking for 5 vehicles, providing for the parking requirements of the owner, customer and showing inventory within the total of five spaces per Dealer. Customarily these primarily internet based of auction based Tenants on average use minimal inventory parking on a daily basis. Each and every Tenant Dealer is required to carry a $50,000 performance bond, full business & liability insurance and is required to execute a formal written lease prior to

occupancy. We also run a tenant background check using a service to determine the credit worthiness as well as looking for any history of default or non-compliance with state laws and regulations. These entrepreneur small business owner Tenants are very committed and required to operate their businesses in a professional and consumer centric manner!

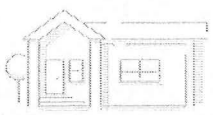
We are asking for the ability to park up to three deep in the rear line of the property abutting the railroad tracks and setback and in return giving up the two deep parking that we have currently have in the front of the property facing highway 10.

Thank you for considering our proposed upgrades to Top Ten Center and our family is very much looking forward to bringing this project forward in the City of Ramsey!

Sincerely

Ron Touchette & Family

7127 Highway 10 Nw, Ramsey, MN 55303-6043, Anoka County



Beds	Baths	Sale Price	Sale Date
N/A	N/A	N/A	N/A
Bldg Sq Ft	**Lot Sq Ft**	**Yr Built**	**Type**
10,804	72,310	1980	COM-NEC

OWNER INFORMATION

Owner Name	Touchette Lori L	Taxpayer Zip	55311
Owner Name 2	Touchette Ronald J	Taxpayer ZIP+4	2832
Taxpayer Address	7078 E Fish Lake Rd	Taxpayer Carrier Route	R006
Taxpayer City and State	Maple Grove, MN	Owner Occupied	No

LOCATION INFORMATION

Municipality	Ramsey	Section #	27
Zip Code	55303	Township #	32
Carrier Route	C042	Range #	25
Census Tract	502.28	Quarter	SW
Lot	6	Quarter-Quarter	SW
School District Name	Anoka-Hennepin	Neighborhood Code	Ra-C/I-B83
School District	011		

TAX INFORMATION

PID#	273225330020	Alternate PID	1721371
PID	27-32-25-33-0020	% Improved	40%
Legal Description	TH PT OF W 33 RODS OF SW1/4 O F SW1/4 OF SEC 27 TWP 32 RGE 2 5 DESC AS FOL: COM AT INTER W LINE OF SD 1/4 1/4 WITH SLY R/W LINE OF GREAT NORTHERNRAIL WAY, TH SELY ALG SD SLY R/W, 297.57 FT TO ACT POB , TH CONT SELY ALG SD SLY R/W 261.50 FT +OR- TO INTER /W E LINE OF SD W 33 RODS, TH S ALG SD E LINE 206.35, TH NWLY PRLL/W R/W TO ELY LINE OF W 31 RODS TH,SLY ALG SD E LINE TO NLY R/W LINE OF T H NO 10 TH NWLY ALG NLY R/W T H NO 10 TO A PT 299 .65 FT SELY FROM W LINE OF SD 1/4 OF 1/4 AS MEAS ALG SD NLY R/W LI NE, TH N TO ACT POB, (INCL LOT 6, AUD SUB 31) EX RD SUBJ TO E ASE OF REC.		

ASSESSMENT & TAX

Assessment Year	2020	2019	2018
Estimated Mkt. Value - Total	$572,300	$568,100	$546,800
Estimated Mkt. Value - Land	$341,600	$341,600	$325,200
Estimated Mkt. Value - Building	$230,700	$226,500	$221,600
Taxable Mkt. Value - Total	$572,300		$546,800
Taxable Mkt. Value - Land	$341,600		$325,200
Taxable Mkt. Value - Building	$230,700		$221,600

Payable Tax Year	Total Tax	Change ($)	Change (%)
2018	$16,962		
2019	$16,822	-$140	-0.83%
2020	$17,000	$178	1.06%

CHARACTERISTICS

Lot Acres	1.66	Finished Sq Ft	10,804
Lot Sq Ft	72,310	Total Building Sq Ft	10,804
Land Use - County	3410	Bldg Frame Material	Masonry
Land Use - CoreLogic	Commercial (NEC)	Exterior	Concrete Block
# of Buildings	1	Construction	Masonry
Stories	1	Heat Type	Space
Year Built	1980	Ceiling Height	16
Effective Year Built	1980		

FEATURES

Feature Type

The data within this report is compiled by CoreLogic from public and private sources. The data is deemed reliable, but is not guaranteed. The accuracy of the data contained herein can be independently verified by the recipient of this report with the applicable county or municipality.

Office Adjustment - Industrial	
Office Adjustment - Industrial	
Asphalt	

Building Description	Building Size
Neighborhood Shopping Ctr	7,040

ESTIMATED VALUE

Value As Of	09/16/2021		

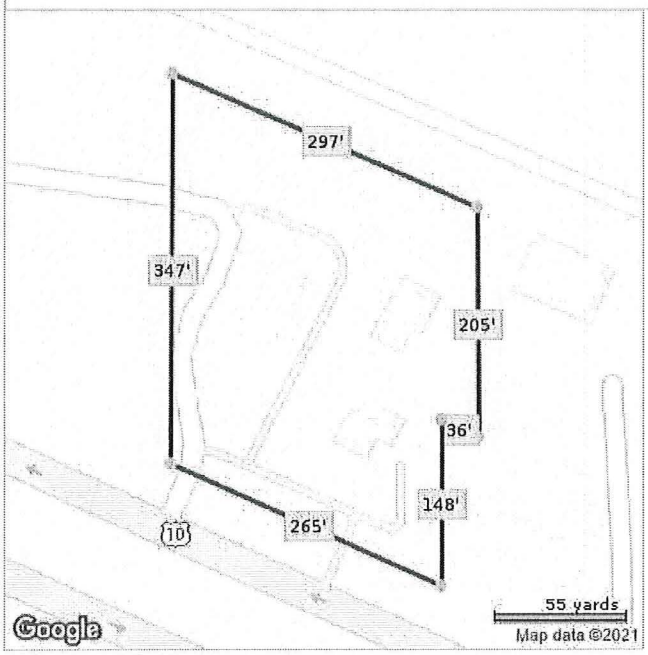
LAST MARKET SALE & SALES HISTORY

Owner Name	Touchette Lori L	Owner Name 2	Touchette Ronald J

MORTGAGE HISTORY

Mortgage Date	03/13/2018
Mortgage Amount	$868,000
Mortgage Lender	Firefly Fcu
Borrower Name	Touchette Ronald J
Borrower Name 2	Touchette Lori L
Mortgage Type	Conventional

PROPERTY MAP



*Lot Dimensions are Estimated

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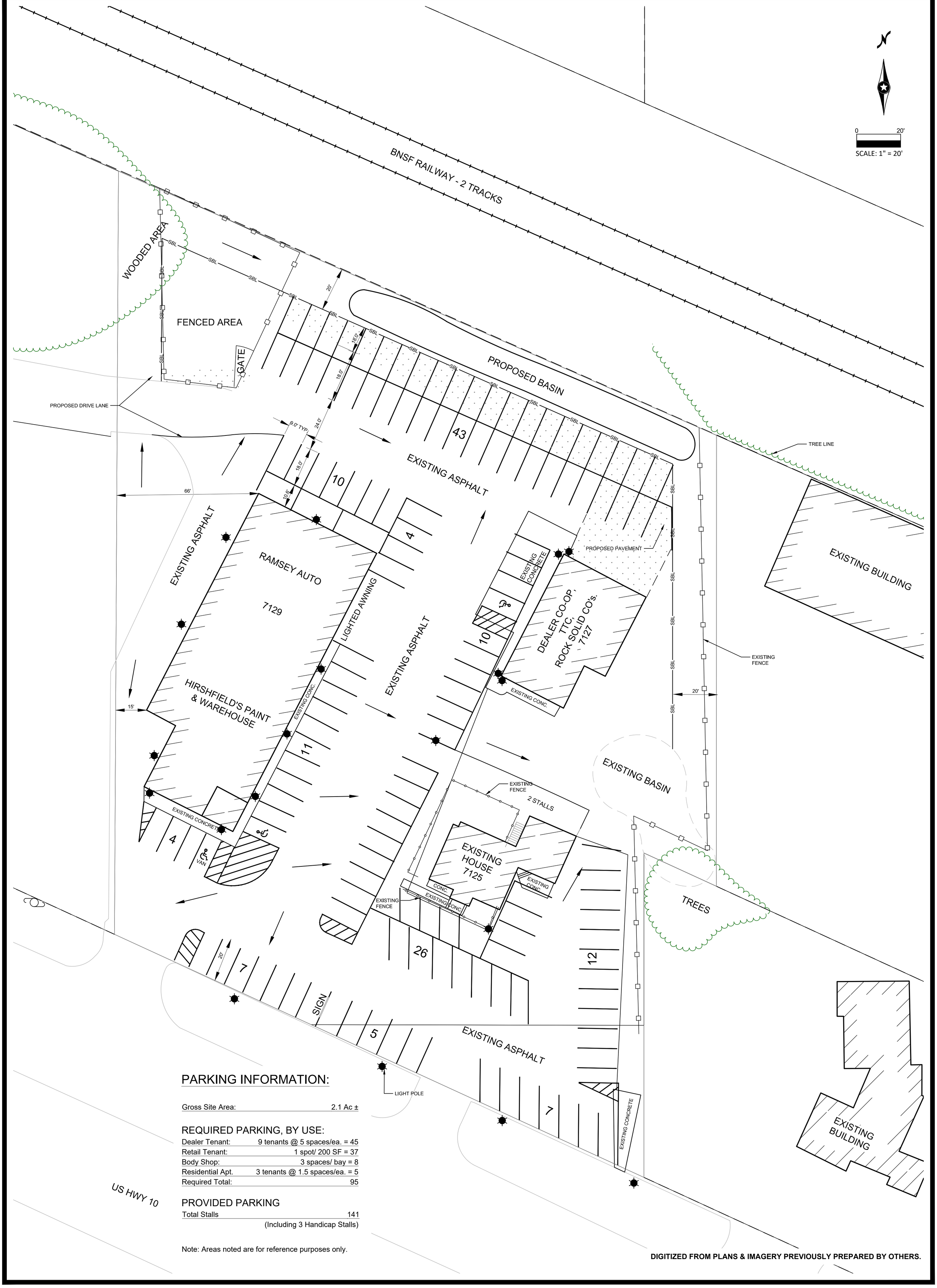


PARKING INFORMATION:

Gross Site Area:	2.1 Ac ±

REQUIRED PARKING, BY USE:

Dealer Tenant:	9 tenants @ 5 spaces/ea. = 45
Retail Tenant:	1 spot/ 200 SF = 37
Body Shop:	3 spaces/ bay = 8
Residential Apt.	3 tenants @ 1.5 spaces/ea. = 5
Required Total:	95

PROVIDED PARKING

Total Stalls	141
	(Including 3 Handicap Stalls)

Note: Areas noted are for reference purposes only.

DIGITIZED FROM PLANS & IMAGERY PREVIOUSLY PREPARED BY OTHERS.

TTC Site Plan

RAMSEY, MN

Parcel ID: 27-32-25-33-0020

Proposed for non-road worthy vehicles
297.6'
SWINGING GATE
SLIDING GATE
7157
7129
7127
7125
7103

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

June 25, 2021

Lori Touchette
Or Current Owner
7078 E Fish Lake Rd
Maple Grove, MN 55311

Hirschfield's
Or Current Owner
7127 Highway 10 NW
Ramsey, MN 55303

-FIRST NOTICE OF VIOLATION -

RE: Violations on Anoka County PID # 27-32-25-33-0020 (7127 Highway 10 NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. A recent inspection of the above premises revealed the following violations of the Ramsey City Code as listed below:

- City Code Chapter 30-3 – Property conditions constituting a public nuisance
  - (25) The outdoor or outside storage of any abandoned or inoperable vehicles, as defined by this chapter.
  - (27) Any violation of section 117-355, relating to off-street parking regulations.
- City Code Section 117-57. Nonconforming structures and uses.
  - Notwithstanding any other provisions of this chapter, any nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of an additional control under this chapter, may be continued, including through repair, replacement, restoration, maintenance, or improvement**, but not including expansion,** unless it is a nonconforming use that is destroyed by fire or other peril to the extent of greater than 50 percent of its market value, and no building permit has been applied for within 180 days of when the property is damaged. In this case, the city may impose reasonable conditions upon a building permit in order to mitigate any newly created impact on adjacent property. Any subsequent use or occupancy of the land or premises shall be a conforming use or occupancy.
- City code Section 117-120. – H-1 Highway 10 Business District.
  - Conditional uses. Requires a conditional use permit based upon procedures set forth in and regulated by section 117-51 (Conditional use permits) of this chapter.
    - (1) Motor vehicle, implement, and recreation equipment sales and service.
    - (2) Light manufacturing.

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

- City Code Section 117-356 – Commercial and industrial development off-street parking.
  (3) Standards.
  - (g) Acceptable uses. The use of the property must be in accordance with permitted, conditional, and accessory uses of the underlying zoning district.
  - (h) Motor vehicles. The storage of motor vehicles and equipment must be in accordance with City Code sections 117-355 and 117-356 (off-street parking). The storage of inoperable vehicles or equipment is not acceptable.

City Code Section 117-120 of Ramsey City Code states that automotive sales businesses off of Highway 10 need a Conditional Use Permit (CUP). We do not have a Conditional Use Permit on file for motor vehicle sales. Violations have been noted by City Staff including inoperable, unlicensed, triple-stacked vehicles, parked on the grass/gravel. City Code Section 117-356 states that inoperable vehicles and equipment are not acceptable; all vehicles must be in accordance with City Code Section 117-356. All vehicles must be licensed, operable, parked on bituminous/concrete/class V, double stacked at the most, and have current tabs. City Code Section 117-57 of Ramsey City Code states that unlawful expansion is not included in lawful nonconforming rights.

An administrative citation for $75 has been included for the continued violation. You have 14 days from the date of this letter to address the following (or you will receive a Second Notice of Violation and an administrative citation in the amount of $250.00):

- City Code Section 117-57. Nonconforming structures and uses.
  - **Remove unlawful expansion North of the parking lot (shown in map); OR**
  - **Discuss with Staff Driveway permit for expanded parking surface.**
- City code Section 117-120. – H-1 Highway 10 Business District.
  - **Discuss the Conditional Use Permit process with City Staff and apply; OR**
  - **Cease all operations of an automotive sale business on the property.**
- City Code Section 117-356 – Commercial and industrial development off-street parking.
  - **Remove or shelter all abandoned or inoperable vehicles, as well as vehicles that have expired tabs.**

Please contact me at (763) 433-9840 to schedule a full inspection after the violations are corrected (to ensure you are not assessed any charges) or to answer any questions you may have.

Sincerely,

Bria Raines

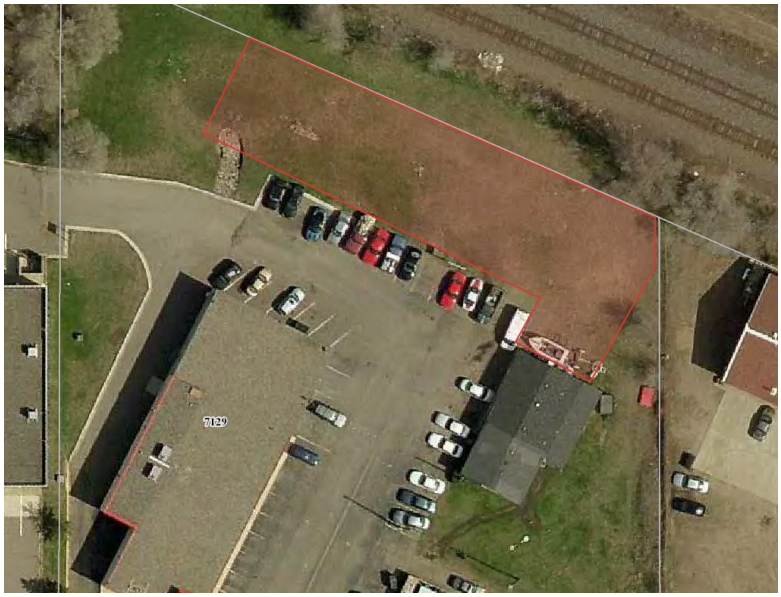
Bria Raines, Zoning Code Enforcement Officer
(763) 433-9840 | braines@cityoframsey.com

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

Exhibits 1-3: Evidence of unlawful expansion and off-street parking violations

2011 Aerial



2014 Aerial with unlawful expansion outlined

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

2020 Aerial with unlawful expansion outlined

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

PLEASE CONTACT THE PLANNING DEPARTMENT BEFORE FILING AN APPEAL

You may request a hearing before a Hearing Examiner regarding these violations. Your request must be filed in writing addressed to the Chief of Police within fourteen (14) days from the date you receive this notice and your request MUST identify with specificity the basis for your objection to the interpretation of the Code and the Notice of Violation for requesting the hearing. A $250 filing fee must also accompany your hearing request. The Police Chief's name and address is as follows:

Jeff Katers, Chief of Police
Ramsey Police Department
7550 Sunwood Drive NW
Ramsey, MN 55303

If you fail to correct the violations and come into compliance with the City Code or request a hearing within the fourteen (14) day period, you may be subject to an administrative fine AND the City will come onto the Property and correct (abate) the violations, and assess the costs of abatement along with any penalties and interest incurred. Those costs will be certified to the county auditor and will be collected along with current taxes the following year or in annual installments not exceeding ten as the City Council may determine. The assessments will remain a perpetual lien on the Property until paid in full.

You are further notified that any item removed from the Property by the City will be held for 15 days prior to disposal. Within said 15 days you may reclaim the items held by the City after paying all fees incurred by the City associated with the abatement. If you do not contact the City within 15 days to reclaim the items, all items will be disposed of and sold. Any abated items that are reclaimed and returned to the Property owner that are found to be in violation of the City Code's nuisance provisions shall be abated immediately by the City.

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

July 9, 2021

Lori Touchette
Or Current Owner
7078 E Fish Lake Rd
Maple Grove, MN 55311

Current Owner
7127 Highway 10 NW
Unit B & C
Ramsey, MN 55303

-SECOND NOTICE OF VIOLATION -

RE: Violations on Anoka County PID # 27-32-25-33-0020 (7127 Highway 10 NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. A recent inspection of the above premises revealed the following violations of the Ramsey City Code as listed below:

- City Code Chapter 30-3 – Property conditions constituting a public nuisance
  - (25) The outdoor or outside storage of any abandoned or inoperable vehicles, as defined by this chapter.
  - (27) Any violation of section 117-355, relating to off-street parking regulations.
- City Code Section 117-57. Nonconforming structures and uses.
  - Notwithstanding any other provisions of this chapter, any nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of an additional control under this chapter, may be continued, including through repair, replacement, restoration, maintenance, or improvement**, but not including expansion,** unless it is a nonconforming use that is destroyed by fire or other peril to the extent of greater than 50 percent of its market value, and no building permit has been applied for within 180 days of when the property is damaged. In this case, the city may impose reasonable conditions upon a building permit in order to mitigate any newly created impact on adjacent property. Any subsequent use or occupancy of the land or premises shall be a conforming use or occupancy.
- City code Section 117-120. – H-1 Highway 10 Business District.
  - Conditional uses. Requires a conditional use permit based upon procedures set forth in and regulated by section 117-51 (Conditional use permits) of this chapter.
    - (1) Motor vehicle, implement, and recreation equipment sales and service.
    - (2) Light manufacturing.

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

- City Code Section 117-356 – Commercial and industrial development off-street parking.
  (3) Standards.
  - (g) Acceptable uses. The use of the property must be in accordance with permitted, conditional, and accessory uses of the underlying zoning district.
  - (h) Motor vehicles. The storage of motor vehicles and equipment must be in accordance with City Code sections 117-355 and 117-356 (off-street parking). The storage of inoperable vehicles or equipment is not acceptable.

City Code Section 117-120 of Ramsey City Code states that automotive sales businesses off of Highway 10 need a Conditional Use Permit (CUP). We do not have a Conditional Use Permit on file for motor vehicle sales. Violations have been noted by City Staff including inoperable, unlicensed, triple-stacked vehicles, parked on the grass/gravel. City Code Section 117-356 states that inoperable vehicles and equipment are not acceptable; all vehicles must be in accordance with City Code Section 117-356. All vehicles must be licensed, operable, parked on bituminous/concrete/class V, double stacked at the most, and have current tabs. City Code Section 117-57 of Ramsey City Code states that unlawful expansion is not included in lawful nonconforming rights.

An administrative citation for $250 has been included for the continued violation. You have 14 days from the date of this letter to address the following (or you will receive a Third Notice of Violation):

- City Code Section 117-57. Nonconforming structures and uses.
  - **Remove unlawful expansion North of the parking lot (shown in map); OR**
  - **Discuss with Staff Driveway permit for expanded parking surface.**
- City code Section 117-120. – H-1 Highway 10 Business District.
  - **Discuss the Conditional Use Permit process with City Staff and apply; OR**
  - **Cease automotive sale businesses without a CUP.**
- City Code Section 117-356 – Commercial and industrial development off-street parking.
  - **Remove or store all abandoned or inoperable vehicles, as well as vehicles that have expired tabs.**

Please contact me at (763) 433-9840 to schedule a full inspection after the violations are corrected (to ensure you are not assessed any charges) or to answer any questions you may have.

Sincerely,

Bria Raines

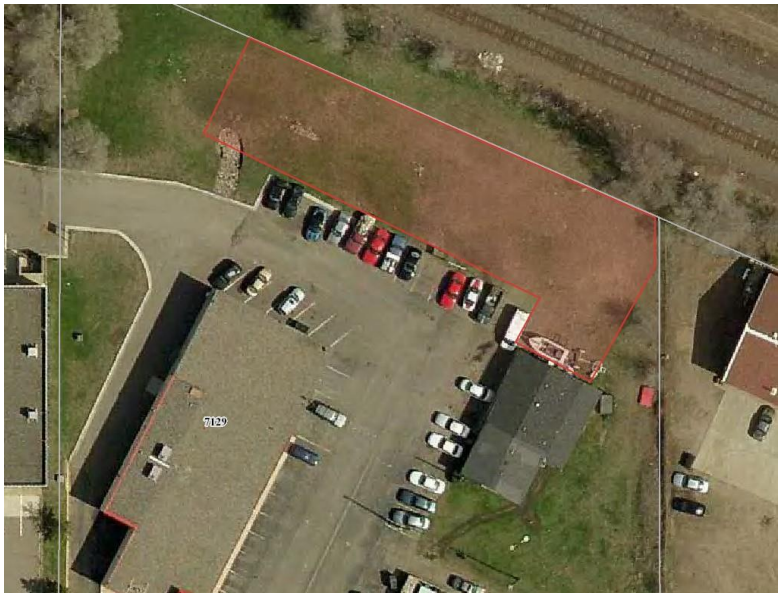
Bria Raines, Zoning Code Enforcement Officer
(763) 433-9840 | braines@cityoframsey.com

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

Exhibits 1-6: Evidence of unlawful expansion and off-street parking violations

2011 Aerial

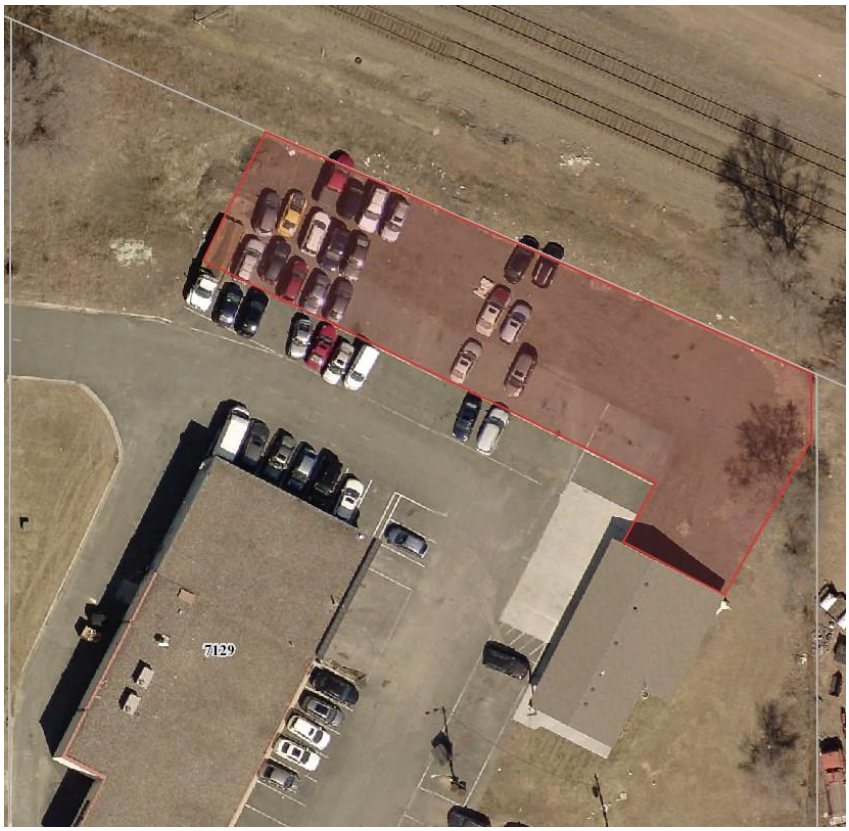


2014 Aerial with unlawful expansion outlined

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

2020 Aerial with unlawful expansion outlined



Photos 7.9.2021

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

August 13, 2021

Ron Touchette
C/O Rock Solid Company
7078 E Fish Lake Rd
Maple Grove, MN 55311

Current Owner
7127 Highway 10 NW
Unit B & C
Ramsey, MN 55303

-UPDATED NOTICE OF VIOLATION -

RE: Violations on Anoka County PID # 27-32-25-33-0020 (7127 Highway 10 NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. Recently a meeting was held with the Property Owner to come to a resolution for the code enforcement violations. The following violations of the Ramsey City Code as listed below:

- City Code Chapter 30-3 – Property conditions constituting a public nuisance
  - (25) The outdoor or outside storage of any abandoned or inoperable vehicles, as defined by this chapter.
  - (27) Any violation of section 117-355, relating to off-street parking regulations.
- City Code Section 117-57. Nonconforming structures and uses.
  - Notwithstanding any other provisions of this chapter, any nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of an additional control under this chapter, may be continued, including through repair, replacement, restoration, maintenance, or improvement**, but not including expansion,** unless it is a nonconforming use that is destroyed by fire or other peril to the extent of greater than 50 percent of its market value, and no building permit has been applied for within 180 days of when the property is damaged. In this case, the city may impose reasonable conditions upon a building permit in order to mitigate any newly created impact on adjacent property. Any subsequent use or occupancy of the land or premises shall be a conforming use or occupancy.
- City code Section 117-120. – H-1 Highway 10 Business District.
  - Conditional uses. Requires a conditional use permit based upon procedures set forth in and regulated by section 117-51 (Conditional use permits) of this chapter.
    - (1) Motor vehicle, implement, and recreation equipment sales and service.

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

- (2) Light manufacturing.

- City Code Section 117-356 – Commercial and industrial development off-street parking.
  (3) Standards.
  - (g) Acceptable uses. The use of the property must be in accordance with permitted, conditional, and accessory uses of the underlying zoning district.
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City Code Section 117-120 of Ramsey City Code states that automotive sales businesses off of Highway 10 need a Conditional Use Permit (CUP). We do not have a Conditional Use Permit on file for motor vehicle sales. Violations have been noted by City Staff including inoperable, unlicensed, triple-stacked vehicles, parked on the grass/gravel. City Code Section 117-356 states that inoperable vehicles and equipment are not acceptable; all vehicles must be in accordance with City Code Section 117-356. All vehicles must be licensed, operable, parked on bituminous/concrete/class V, double stacked at the most, and have current tabs. City Code Section 117-57 of Ramsey City Code states that unlawful expansion is not included in lawful nonconforming rights.

You have 14 days from the date of this letter to address the following (or you will receive a notice of abatement and the vehicles will be towed):

- City Code Section 117-57. Nonconforming structures and uses.
  - **Move triple and quadruple stacked vehicles on the rear property to one row.**
- City code Section 117-120. – H-1 Highway 10 Business District.
  - **Apply for a conditional use permit; OR**
  - **Do not expand from permitted one row of parking in the rear property.**
- City Code Section 117-356 – Commercial and industrial development off-street parking.
  - **Apply for an interim use permit for storage containers to stay in place; OR**
  - **Remove storage containers from the property.**

Please contact me at (763) 433-9840 to schedule a full inspection after the violations are corrected (to ensure you are not assessed any charges) or to answer any questions you may have.

Sincerely,

Bria Raines

Bria Raines, Zoning Code Enforcement Officer
(763) 433-9840 | braines@cityoframsey.com

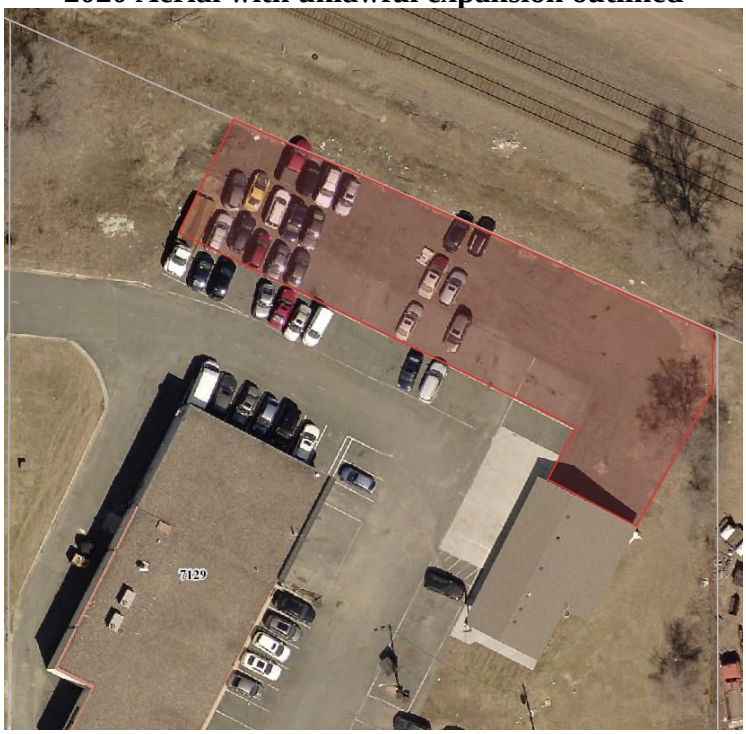
STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

Exhibits 1-3: Evidence of violations on the property

2011 Aerial

2020 Aerial with unlawful expansion outlined



STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

Photos 7.9.2021

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

September 8, 2021

Ron Touchette
C/O Rock Solid Company
7078 E Fish Lake Rd
Maple Grove, MN 55311

Current Owner
7127 Highway 10 NW
Unit B & C
Ramsey, MN 55303

- NOTICE OF ABATEMENT -

RE: Public Nuisance and Off-Street Parking Violations on Anoka County PID # 27-32-25-33-0020 (7127 Highway 10 NW)

Dear Mr. Touchette:

There have been no changes to the violations on the subject property since the extensions from the original deadline of August 3, which was agreed to during our meeting at City Hall on July 20. Staff has been generous with the extensions for the property to be removed of the violations.

History to Date:

- February 20, 2020: Email sent outlining need for proposed Site Plan related to permit. Noted need for removal of triple stacked vehicles.
- September 16, 2020: Email sent outlining need for Conditional Use Permit (CUP) based on expansion onsite. Laid out process and need for adequate drive aisles, customer parking, and sufficient space for each dealer.
- October 28, 2020: First letter sent.
- November 18, 2020: First notice of violation sent.
- June 22, 2021: City Council adopted Resolution 21-161, which authorized staff to complete abatement as soon as July 26, 2021.
- July 20, 2021: Staff met onsite with you at City Hall and we discussed the history of the site (lawful, nonconforming status) and the expansion that has happened onsite. Staff directed you to apply for a Conditional Use Permit (CUP) for any expansion, and to remove any vehicles parked on the grass, tripled stacked in the back, and that we do not permit shipping containers on the Property as an allowed use. You stated you would get us a draft site plan within two weeks. Staff sent you an email confirming the deadline of August 3, 2021.
- June 25, 2021: Recent first letter of violation with citation for $75; returned in mail
- July 9, 2021: Second notice of violation with citation for $250; not returned and outstanding
- July 20, 2021: Meeting at City Hall with Staff and Property Owner
- July 21, 2021: Notice of violation with resolution and site plan emailed and mailed

- August 13, 2021: Additional notice of violation with resolution and site plan emailed and mailed

o Follow ups
- July 21, 2021: Staff attempted to contact you via email following meeting.
- August 13, 2021: Staff attempted to contact you via email and phone.
- August 25, 2021: Staff attempted to contact you via email and phone.
- August 26, 2021: Staff corresponded with Property Owner via email.
- August 27, 2021: Staff re-inspected the property and left voicemail for Property Owner per their request.
- September 8, 2021: Staff sent this letter, indicating abatement in two weeks.
- September 22, 2021: Staff will reinspect the property and schedule abatement contractors at that time; if necessary

Items to be Abated as soon as September 22, 2021:

Shipping Container
- City Code Section 117-57 of Ramsey City Code states that unlawful expansion is not included in lawful nonconforming rights.
- Not a permitted use under Section 117-120. – H-1 Highway 10 Business District.
- Did not receive a permit.
- Corrective Action: Apply for an Interim Use Permit (IUP) for the Shipping Containers (as noted in meeting at City Hall) and subsequent zoning permit

Vehicles Triple Stacked – Expansion of use, parking on unapproved surface, nuisance (Vehicles parked outside of the single row of rear parking area outline in Exhibit 1)
- City Code Section 117-57. Nonconforming structures and uses: Notwithstanding any other provisions of this chapter, any nonconformity, including the lawful use or occupation of land or premises existing at the time of the adoption of an additional control under this chapter, may be continued, including through repair, replacement, restoration, maintenance, or improvement**, but not including expansion,** unless it is a nonconforming use that is destroyed by fire or other peril to the extent of greater than 50 percent of its market value, and no building permit has been applied for within 180 days of when the property is damaged. In this case, the city may impose reasonable conditions upon a building permit in order to mitigate any newly created impact on adjacent property. Any subsequent use or occupancy of the land or premises shall be a conforming use or occupancy.
- Additionally, triple stacked vehicles are considered a hazard by the City's Public Safety Department and is considered a Nuisance under Chapter 30.
- Corrective Action: Remove triple stacked vehicles from the site. Ensure all vehicles are properly licensed and roadworthy. Store any vehicles regulated by nuisance chapter inside.

Vehicles on Grass
- <u>City Code Section 117-356 – Commercial and industrial development off-street parking.</u>

(3) Standards.
- (g) Acceptable uses. The use of the property must be in accordance with

permitted, conditional, and accessory uses of the underlying zoning district.
    - (h) Motor vehicles. The storage of motor vehicles and equipment must be in accordance with City Code sections 117-355 and 117-356 (off-street parking). The storage of inoperable vehicles or equipment is not acceptable. Parking on grass is not acceptable (shown in the exhibits).
- Corrective Action: Remove vehicles from grass or apply for CUP to expand parking area, pave area where vehicles are parked.

Vehicles Double Stacked Near Tenant Home
- Corrective Action: Remove vehicles or apply for CUP to expand allowed parking area.

Inoperable or Abandoned Vehicles
- City Code Chapter 30-3 – Property conditions constituting a public nuisance
    - (25) The outdoor or outside storage of any abandoned or inoperable vehicles, as defined by this chapter.
    - Corrective Action: Remove said vehicles from the property or store inside. As noted in the meeting in City Hall, Staff would be happy to bring forward a proposal for a fenced in, outdoor storage area related to the repair use onsite.

Personal Vehicles/Items Unrelated to Use
- The lawful, nonconforming use on the Subject Property is for auto sales (limited number of dealers) and one auto repair user.
- There are not lawful, nonconforming rights to store items not related to the use (e.g. boat onsite, building materials, etc.)
- Corrective Action: Remove said uses or apply for Conditional Use Permit (CUP) to expand the allowed use.

The City will remove:
- Vehicles parked outside of the single row of rear parking area outline in Exhibit 1
- Storage containers (shipping containers) storing items for your new building in Elk River
- White boat (not for sale or under repair)
- Vehicles parked in the grass
- Double stacked vehicles near tenant home
- Any vehicle blocking handicapped parking that is not permitted to do so
- Staff will remove items that are not within the existing use that is lawful, nonconforming as discussed in the meeting in July 2021.

Please contact me at (763) 433-9840 or braines@cityoframsey.com to answer any questions you may have.

Sincerely,

Brian Raines

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

Bria Raines, Zoning Code Enforcement Officer
(763) 433-9840 | braines@cityoframsey.com
Community Development Department

Exhibits 1-4: Evidence of violations on the property

Violation: expansion of a lawful, nonconforming use without permit, adding gravel parking without permit, triple stacking and 4x stacking vehicles, parking on dirt, cars parked into ROW/outside property line

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

Violation: Shipping containers

Violation: Item (potentially plow) seen in red in grass area. Personal storage trailer.

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

Violation: Double stacked vehicles. Parking in handicapped spot/blocking handicapped parking.

Violation: Parking on the grass

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, October 28, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Andrew Dunaway Commissioner Cheri Gengler Commissioner Eric Peters Commissioner Gary VanScoy Commissioner Brian Walker
Members Absent:	None
Also Present:	Senior Planner Chloe McGuire Brigl Zoning Code Enforcement Officer Bria Raines Planning Technician Brian McCann City Council Liaison 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 VanScoy, seconded by Commissioner Dunaway, to approve the agenda as presented.

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

5. CONSENT AGENDA

5.01: Approve the September 23, 2021 Planning Commission Meeting Minutes
~~**5.02: Consider Ordinance #21-15 Creating Additional Requirements for Driveways and Parking Pads**~~
5.03: Consider Allowing Accessory Dwelling Units on Single-Family Residential Properties
~~**5.04: Review Ordinance Amending Digital Display Billboard Regulations**~~

Motion by Commissioner Gengler, seconded by Commissioner Peters, to table Item 5.02 and pull Item 5:04 to be considered as Item 7.01 and approve the consent agenda as amended.

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

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider Resolution #21-309 and Ordinance #21-23 Approving Preliminary Plat for Trott Brook Crossing; Case of Sotarra

Public Hearing

Chairperson Bauer called the public hearing to order at 7:02 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends adoption of Resolution #21-309 and Ordinance #21-23 approving Preliminary Plat for Trott Brook Crossing.

Chairperson Bauer asked the current lot size for the different areas of the site.

Senior Planner McGuire Brigl provided details on the different lot sizes. She noted an area that was previously believed to be unbuildable but is actually buildable and zoned for 2.5 acre lots on well and septic.

Commissioner VanScoy commented that there seems to be something above parcel D on the west side identified as an exception and asked for clarification.

Senior Planner McGuire Brigl replied that is a single-family home and will not be platted as part of this project as it is not owned by the applicant.

Commissioner VanScoy asked the zoning of that property.

Senior Planner McGuire Brigl replied that property is zoned MUSA.

Commissioner Gengler asked for clarification on the term as-builts.

Senior Planner McGuire Brigl explained that is an on the ground survey of what was actually built and is provided upon completion. She noted that as-builts are required in different areas, such as near wetlands or along the Mississippi River.

Commissioner VanScoy asked and received confirmation that because the exception property is zoned MUSA, transitioning would not be required.

Citizen Input

John and __ Packer, representing the Makowski family, stated that the land above parcel D is also owned by one of their family members and is choosing to stay in the home with the development being built. He commented that they are present to address any questions someone may have related to the family.

Ben Schmidt, Sotarra Development, stated that they started working on this more than two years ago with an idea for smaller lots and a more mixed community which was denied. He stated that as they went through the process, they were able to make changes and present a plan that fits in the area and is sensitive to existing uses while providing new homes in Ramsey.

Jeff Uker, 17121 Variolite Street, stated that his family has lived in Ramsey since 1995 and there have been many changes. He believed that this project would be not so good for the neighborhood. He stated that there are ten acre lots that come up by quarter acre lots. He was unsure how the property can go from rural preserve to this type of development. He stated that he never received a letter or opportunity to provide input on the zoning. He believed that people should have had an opportunity to speak about the change in zoning. He did not understand why larger lots were not kept on the outside with smaller lots on the interior of the development. He stated that his neighbor is present but is not comfortable coming forward to speak but noted that his neighbor agrees with his comments.

Chairperson Bauer asked staff to provide details on the rezoning and those that were notified.

Senior Planner McGuire Brigl displayed a copy of the notice for the rezoning public hearing which was held on March 3, 2011 and advised that the topic was also discussed at two City Council meetings. She stated that everything was rezoned properly, although noted that perhaps staff would have done things differently now than they did in the past.

Chairperson Bauer stated that this is legally zoned R-1 for 80-foot lots and this proposal is in compliance with the zoning, therefore the Commission cannot deny the request simply because they do not want 80-foot lots.

Senior Planner McGuire Brigl confirmed that is correct. She noted that there are items in which the Commission has discretion and other times, such as this when the Commission has to determine if a request meets the requirements of the zoning code, ordinances, and Comprehensive Plan. She stated that if a request complies with the requirements, the request would be allowed. She stated that there are things the City can do to make it better, such as road upgrades, park facilities, and

trail connections. She stated that the Commission would have discretion related to the rezoning request tonight.

Senior Planner McGuire Brigl confirmed that could be done but was unsure that would be the best planning because of the way the site lays out.

Jerry Ann Palmer, 8250 154th Lane, stated that on Alpine there is a monstrosity of development where the developer has been allowed to load the outlet for the lake with dirt. She asked when the zoning was put into place for quarter acre lots and how people would remember a letter from ten years ago. She stated that Ramsey already has a lot of homes, overloaded roads and she did not see the purpose of adding more homes. She stated that she is concerned that the rural area she moved into 30 plus years ago has become a land of sirens, traffic, and construction noise. She suggested larger lots on the exterior with smaller lots in the interior of the development. She understands that people want to sell their land but believes there should be different opportunities.

Chairperson Bauer asked if staff is familiar with the project on Alpine.

Senior Planner McGuire Brigl clarified that could be the Riverstone project. She was not aware of any issues with the wetland. She noted that every project requires an approved delineation from the Lower Rum River Water Management Organization (LRRWMO), along with other permitting. She noted that she can have staff follow up on that comment.

Norm Novak, 7041 175th Avenue, stated that he is against this project. He commented that this is rural farmland and he moved to his property 18 years ago to be in farm area. He stated that there are already problems with traffic and the Hunt property development was just approved as well. He commented n the issues with traffic and safety in that area. He stated that he attempted to purchase five acres from his neighbor, but the request was denied by the City. He commented that there are a lot of people out there that are not aware of this request. He stated that he was never made aware of the 2011 request for rezoning. He stated that if the City would have provided letters to everyone in this area, the Chambers would be packed with residents. He stated that he was told that notice was only provided to those within 500 feet, which does not accurately inform residents in the area. He commented on the wetlands and his concern with disturbance. He stated that he opposes the request because this is rural area, and the development should go somewhere else.

Chairperson Bauer asked staff for details on notification for the public hearing.

Senior Planner McGuire Brigl commented that the City is required to send notification to properties within 700 feet of the subject properties, which were mailed. She stated that signage was posted on the site and notice was also published on the bulletin board and City website all of which are not required. She stated that the City meets the required legal public notices and attempts to go above those requirements. She stated that there will also be an open meeting the following week and notice will be sent for the City Council meeting as well. She commented that 195 notices were mailed to residents for this meeting.

Mr. Novak stated that he spoke with two of his neighbors that live directly next door to him, and they were not notified. He believed that several more notices should have been mailed. He stated that he was told by his neighbors about this meeting as he did not receive a letter.

Mr. Uker stated that if he would have received a letter in 2011, he would have come in to speak as he has done tonight. He stated that there was not a sign placed on the property in 2011, as residents would have come to speak.

Debra Musgrove, 15247 Fluorine Street, commented that as a Councilmember she is also the City representative for the LRRWMO. She stated that she has concern with approval of new lots as it was stated that a full delineation would not be done until spring. She stated that the delineation may cause a difference to the plans.

Kris Nelson, 7630 166th Ave NW, stated that she is not directly in the area and did not receive notification or see a sign placed on the site. She stated that she was present in 2011 and was part of that discussion for the Comprehensive Plan but did not recall a discussion on this property. She commented that this area is rural and believes that this development would ruin the integrity of the area. She believed that more notification should be sent above the requirements. She commented that if she wanted to live in the suburbs, she would have.

Senior Planner McGuire Brigl commented that typically the City doubles the minimum required 350-foot notice area from the State to 700 feet. She stated that the notices are mailed in an envelope, and it is a four-page letter, not a postcard.

Ms. Nelson commented that she is stating that what was sent is not enough and believed the coverage area should be expanded. She stated that the people that will be impacted have not been notified.

Lonnie Grey, 17530 Nowthen Boulevard, stated that he was active one year ago when the Hunt property was mentioned. He commented on the need for traffic studies at that time and asked when it was completed.

Senior Planner McGuire Brigl replied that a traffic study was completed in July.

Mr. Grey asked if that study included this parcel.

Senior Planner McGuire Brigl replied that the study was done by this applicant for this project.

Mr. Grey commented that traffic is astronomical coming down CR 5. He stated that he spoke with residents north of him that were not aware of this project and were aghast when he showed them the letter. He stated that an additional 270 homes are added through this project, that would add more than 540 vehicles onto an already busy roadway. He stated that the City has not addressed what will be done to the roadway system to improve this situation. He invited anyone to visit his home and try to get out of his driveway. He stated that the traffic is fast moving, and it is not safe. He read a written letter from his 87-year-old neighbor at 17591 Nowthen Boulevard who is opposed to the development and submitted it into the record.

Carl Beaderman, 7050 175th Avenue, stated that the comment that the notice was not provided well in the past is an understatement. He asked when the City is going to start listening to residents. He stated that the developer does not care what happens after they are done. He shamed staff and the Commission if this is allowed to pass. He believed the City should make the choice to start over and do things right rather than pass this. He stated that they never received a notice, and the City did something wrong.

Chairperson Bauer commented that he does not believe that the current Commission members and staff were in position in 2011 and therefore cannot provide those answers. He commented that the City has learned and continues to do more than is required. He stated that the property is zoned for 80-foot lots and the request is in compliance, therefore it is a legal request, and the City cannot deny something allowed.

Ms. Palmer asked if the City would be liable to a lawsuit from the developer if they deny the request because of the zoning change in 2011.

Chairperson Bauer commented that if an applicant proposes something that meets the zoning requirements it cannot be denied. He stated that there is an active request on the property.

Ms. Palmer asked what would happen if a second developer came forward with a plan for the property and whether only one plan is studied at a time.

Senior Planner McGuire Brigl replied that only one plan is reviewed at one time.

Ms. Palmer asked if the citizens could sue the City. She commented that if enough residents do not want a development, something should be allowed to be changed.

Chairperson Bauer commented that the Commission receives information from the country with planning related cases and there are numerous instances where cities are sued for denying requests that meet the ordinance requirements and, in those cases, the developer wins.

Councilmember Woestehoff stated that this is not the developer versus the residents. He stated that the current property owners still own the property and have the right to develop the property. He stated that if the zoning restrictions are changed on an active parcel attempting to be sold, the City could be liable. He commented that zoning can change with time, through the appropriate processes as it did on this property. He commented that there are three Councilmembers present tonight in Chambers and they are very cognizant that the rural character is changing in this area of the city and will keep that in mind when developing the next iteration of the Comprehensive Plan. He stated that the property owner has the right to sell their property with the appropriate price that this zoning provides. He stated that if that right is taken away, that is where the liability would come.

Ms. Palmer commented that instance takes away the opportunity for a regular person to come and purchase part of the property. She asked the distance 700 feet would be from the subject property.

Senior Planner McGuire Brigl provided a map identifying the properties that were mailed notice.

Matt Look, Anoka County Commissioner, thanked the Commission for their hard work and appreciated the hard decisions they have to make. He stated that each home has about 2.5 vehicles per household which would add 500 to 600 vehicles onto CR 5, which has already had an increase of traffic since the school was put in. He stated that CR 5 is becoming a road that will require a median. He stated that at that time 173rd would become a right-in/right-out. He stated that perhaps in combination between this property and the Hunt property there could be a solution such a directly traffic to 175th where perhaps a roundabout could be installed to slow traffic in the area. He stated that if 175th is already dysfunctional and a second dysfunctional intersection is placed at 173rd that will only make the problem worse and bring about the median. He stated that the last thing they want to do is see people get hurt from traffic accidents on CR 5. He stated that he did not see this ending well with the traffic that would be added from this development and the Hunt property.

Chairperson Bauer asked if the County has long range plans for improvements to CR 5.

County Commissioner Look commented that the long-range plans would be relative to traffic. He stated that if traffic increases to a certain level, the improvements would be triggered.

Commissioner Gengler asked if there is anything that could be done to the speed limit.

County Commissioner Look commented that the speed limit is established by MnDOT. He noted that sometimes after the required speed study, the speed limit can actually be raised. He commented that traffic is already moving fast and perhaps that would be an issue of enforcement.

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

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

Chairperson Bauer closed the public hearing closed at 8:06 p.m.

Commission Business

Commissioner Walker asked why the traffic study was not included in the case file.

Senior Planner McGuire Brigl commented that it is linked on the website within the packet but acknowledged it was not listed as an attachment.

Commissioner Walker asked why the City allows the developer to choose the consultant that will complete the traffic study.

Senior Planner McGuire Brigl commented that the City is not allowed to recommend or require specific consultants to be used. She stated that the City could complete its own study and choose its own consultant for that.

Commissioner Walker commented that the consultant that completed the traffic study is now an inactive company as of October. He stated that this report was also used for the Hunt project, but specifically states it is for 270 single family homes. He stated that when you add both developments, there will be a 28 percent increase in homes. He stated that the study was done the week of July 25th during COVID when school is not in session and only during certain times. He stated that he spoke with other consultants that observe for two hours rather than one hour in order to obtain better information. He stated that these two developments will have an impact on an intersection that is already dangerous, CR 5 and Ramsey Boulevard. He stated that until that safety issue can be solved, he did not believe additional development should occur. He acknowledged that it has been said that the Commission does not have an option but to pass this, but the City Council should protect the residents of Ramsey. He stated that in 2020, at a public hearing, the developer was asked why he wanted smaller lots. It was stated that people want smaller lots. He provided statistics on home sales of one acre or larger lots in Ramsey. He stated that if over 300 lots one acre or larger in size have been sold in the last three years in Ramsey, that should show that people want larger lots. He stated that many residents spoke tonight that they were not noticed when the massive rezoning was completed in 2011. He stated that not one resident has come forward stating that they were notified of the zoning changes that occurred in 2011. He believed that the rezoning was done too fast and too recklessly. He stated that this current proposal does not meet the proper zoning on two parcels, which means that the request cannot go through. He commented that he believes that the Commission and Council should not rezone the two parcels and that an investigation should occur on the 2011 rezoning. He noted that anyone involved in the 2011 rezoning should be terminated from their position on staff and/or the Council.

Senior Planner McGuire Brigl commented that staff can verify with the City Attorney after the meeting. She stated that all the information was sent to the City Attorney and the map shows the property rezoned. She stated that the list of residents was notified and the minutes from the meeting shows residents that spoke at the meeting in 2011. She stated that staff has verified the information, which is public information.

Chairperson Bauer asked if the rezoning completed in 2011 was a blanket rezoning to match the Comprehensive Plan.

Senior Planner McGuire Brigl commented that each property was mentioned separately in the meeting minutes at the public hearing in 2011. She stated that according to the City Attorney and zoning map, the property is zoned appropriately. She stated that the land is also shown with that zoning in the 2030 and 2040 Comprehensive Plans.

Commissioner Walker provided additional details on the two parcels he believes were not rezoned appropriately.

John Packer provided clarity on the two PIDs that are now shown in the rezoning that occurred in 2011. He noted that in 2012 there was a lot split completed, dividing one lot into two parcels. It was noted that the land remained within the family.

Senior Planner McGuire Brigl commented that the new lots would retain the same zoning as the original lot.

Chairperson Bauer asked if Commissioner Walker also compared lot sales under one acre during that same three-year period.

Commissioner Walker commented that he did not.

Mr. Packer replied that he did that research and noted that in just 2020, 498 single family homes were sold in Ramsey on lots under one acre in size which is significantly more in that one year than the sales of three years that Commission Walker provided.

Chairperson Bauer commented that based on the comments of County Commissioner Look, this preliminary plat shows direct access onto Nowthen Boulevard and asked if the developer has been requested to provide access onto 175th. He noted that would provide the option to review traffic control for that intersection. He recognized that would change the layout of the development.

Senior Planner McGuire Brigl commented that the City has been actively working with Anoka County throughout this process. She noted that an additional condition could be added to review options for traffic control. She noted that the County has stated that a traffic light would not be appropriate, but staff could discuss whether a roundabout would be an option. She stated that the traffic count numbers from the traffic study showed the peak times. She noted that the full report showed the full two-hour periods during which the consultant observed but the second hour was not considered a peak hour and therefore was not marked as such in the report.

Chairperson Bauer suggest that the Commission first consider the rezoning request.

Commissioner VanScoy referenced the comment made related to the spring delineation and asked staff for input.

Senior Planner McGuire Brigl commented that typically when a fall delineation is completed, a spring delineation is also completed to verify that information. She noted that would be handled by the LRRWMO in its review and permitting.

Mr. Schmidt commented that the delineation was completed this summer and believes that is has been accepted by the LRRWMO this week.

Ms. Musgrove stated that the wetland delineation was approved conditionally with the clause that a spring delineation is completed. She noted that was her concern, as the lots could be impacted if there are changes that result from the spring delineation.

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to recommend that City Council adopt Ordinance #21-23 Amending Section 117-90 "Map" of Chapter 117 of the City Code of Ramsey, Minnesota.

Further discussion

Commissioner VanScoy asked what would happen if the delineation changes in the spring. Senior Planner McGuire Brigl replied that it would depend what changes on the delineation and provided different examples but noted that the delineation is required as a contingency in the draft resolution related to the Preliminary Plat.

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

Chairperson Bauer stated that if there was a desire for this to have access from the north rather than CR 5, would the Commission recommend that as a condition of approval.

Senior Planner McGuire Brigl commented that if the Commission desired staff and the applicant to work together, that could be added as a contingency to work with the County to investigate whether access could be provided from 175th. She stated that CR 5 is a County road and therefore a roundabout cannot be required as that is under the control of the County.

Chairperson Bauer stated that he would not recommend approval with access onto CR 5.

Councilmember Woestehoff commented that as drawn on the Preliminary Plat, there is no access to 175th, only 173rd.

Chairperson Bauer confirmed that he meant 173rd.

Senior Planner McGuire Brigl commented that the other development which was approved shows access onto 175th and 173rd. She was unsure that access could be removed for the project but agreed that she could work to investigate whether a roundabout or other diversion could assist with traffic.

Commissioner VanScoy asked how the potential zoning issue addressed by Commissioner Walker could impact action tonight.

Chairperson Bauer noted that was a result of a lot split that occurred.

Commissioner VanScoy noted that was not confirmed.

Senior Planner McGuire Brigl commented that the motion could be made contingent upon City Attorney review.

Commissioner VanScoy commented that while he assumes that the information provided by the Packers is accurate, he would want to verify that is correct.

Councilmember Woestehoff commented that he searched on the Anoka County website and found record of the lot split in August of 2012 as mentioned by the Packers.

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #21-309 granting Preliminary Plat approval, amending the City's 2-4-Comprehensive Plan, and determining that an Environmental Impact Statement (EIS) is not necessary for Trott Brook North contingent on working with Anoka County related to traffic concerns at 173rd and Nowthen Boulevard and upon City Attorney review.

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

6.02: Public Hearing: Consider Request for a Variance to Front Yard Setbacks for the Single Family Lots in Lynwood Subdivision, Located West and South of 15050 Armstrong Boulevard (Project No. 21-122); Case of Lennar

Public Hearing

Chairperson Bauer called the public hearing to order at 8:46 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends approval of the variance for a 25-foot front yard setback for the single family lots in the Lynwood subdivision.

Commissioner Peters asked which side of the street the sidewalk is one.

Senior Planner McGuire Brigl commented that she was unsure but would verify on the plans.

Commissioner Peters commented that if the setback is lessened that leaves less room for driveways, parking, and yards.

Senior Planner McGuire Brigl replied that typically the sidewalk is on the north side of the street. She noted that the minimum driveway length of 25 feet would still have to be met.

Citizen Input

__, applicant, stated that the sidewalk loops around the multi-family homes and is not on the north side of the road which should alleviate that concern. He stated that a variance was received for lot sizes, and they would still like to have enough space in the front of the homes for the parking and driveways. He noted that this would be the last clean-up as they head into design.

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

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

Chairperson Bauer closed the public hearing closed at 8:54 p.m.

Commission Business

Motion by Commissioner Peters, seconded by Commissioner Walker, to Adopt Resolution #21-296 Approving a Variance to Front Yard Setbacks on Lots 1-12, Block 1, Lynwood Addition.

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

6.03: Public Hearing: Consider Resolution #21-287 Granting a Conditional Use Permit for Auto Sales at 6957 Highway 10 NW and Declaring Terms of Agreement; Case of Laws Auto Connection

Public Hearing

Chairperson Bauer called the public hearing to order at 8:56 p.m.

Presentation

Planning Technician McCann presented the staff report stating that staff recommends adoption of Resolution #21-287 granting a Conditional Use Permit to Laws Auto Connection for auto sales at 6957 Highway 10 NW.

Citizen Input

Jay Laws, applicant, appreciated the Commission hearing his request.

Rick Gordhammer, another business owner at 6957 Highway 10 NW, stated that Laws Auto Connection has been working under his company unlicensed for the last two years. He stated that he just learned about this request today and found out about the request to office out of his same building. He stated that he has held the required permits and licensing for all the years he has been in business. He stated that he is not happy to hear that this a similar business to his and found the information in the application to be false. He stated that consumers see one address and the only difference is the suite number. He noted that he has been operating his business for almost 20 years and is opposed to the request tonight.

Mr. Laws stated that he did not realize that his application stated that he had a license. He noted that he has operated under the license of Mr. Gordhammer for the past two years. He noted that Mr. Gordhammer has had similar partners in the past that have gained another office at the location to operate out of and was unsure why he was opposing the request. He stated that he has his auto broker license from the State and just needs the CUP.

Senior Planner McGuire Brigl commented that the Minnesota Dealers license requires the CUP. She noted that there is a lot of permitting related to selling government vehicles. She confirmed that the applicant does have his broker's license.

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

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

Chairperson Bauer closed the public hearing closed at 9:03 p.m.

Commission Business

Commissioner Gengler stated that she would like clarification. She noted that there are multiple suites within the building, and it would appear that Mr. Laws was working with another business in the building but is now looking to start his own business.

Mr. Gordhammer explained that they are independent business owners. He stated that he has allowed Mr. Laws and others to work under his license, but they are all responsible for their own business. He likened this to having multiple car dealers at Mauer Main. He stated that it creates confusion from the consumer standpoint as the same address is used and only the suite number differs.

Commissioner Walker asked if Mr. Gordhammer keeps vehicles on the property.

Mr. Gordhammer confirmed that he can keep up to eight vehicles onsite but does not currently have that many.

Commissioner Walker asked the number of businesses within the building.

Mr. Gordhammer replied that there are 12 to 14 offices and he believed there was about 50 percent occupancy. He recognized that the property owner is trying to rent more space.

Commissioner Gengler asked if the tenants are all auto related businesses.

Mr. Gordhammer replied that they are different businesses. He noted that many people are working from home now because of COVID.

Commissioner Dunaway asked if there would be an adverse impact on his business if another auto broker operates out of that building.

Mr. Gordhammer commented that he has not had that problem and is unsure that a problem would be created.

Commissioner Dunaway stated that there is an auto dealership on Highway 10 that has multiple brokers that operate out of the same space.

Mr. Gordhammer noted that business is tight, and they would be vying for the same business. He stated that he used to go through 12 to 20 vehicles per month and now it is more like two to six because of the delays and slowdowns of COVID.

Commissioner Anderson asked if Mr. Laws has a business license.

Senior Planner McGuire Brigl noted that the CUP would be needed before the separate license could be obtained. She noted that it sounds like Mr. Laws has been working as an employee of another business.

Mr. Gordhammer clarified that Mr. Laws is not his employee but has been operating under his wing.

Senior Planner McGuire Brigl provided clarification on the steps that would be necessary to obtain the licensing.

Councilmember Woestehoff stated that a CUP is registered with the land and therefore if the property has a CUP for auto sales, he was unsure that another CUP would be necessary. He stated that notice was mailed and therefore asked if the notice was provided to the property owner or the individual suite tenants as well.

Senior Planner McGuire Brigl commented that notice is mailed to the property owner, and not tenants. She stated that the property owner has worked with the applicant to develop the site plan and approves of the application. She stated that the initial CUP was written for one dealer at this location. She stated that sites can have multiple dealers, but that must be specified in the CUP because of the requirements necessary from the State to support the use.

Councilmember Woestehoff asked if this were approved, and one dealer left, another dealer could come into the property under the CUP.

Commissioner VanScoy stated that there are multiple businesses in this location, one of which is an auto dealer. He asked if there is adequate parking for this additional use.

Senior Planner McGuire Brigl commented that the property owner has indicated the stalls that would be signed for this dealer to comply with the State regulations.

Commissioner Walker asked staff to display the property map in order to verify the parking available.

Senior Planner McGuire provided details on the parking that would be allocated for each dealer and additional parking spaces available to the other users and public.

Commissioner Dunaway stated that existing tenant noted that he has three stalls in the front and five in the back. He noted that the applicant stated that he would have one spot in the front and five in the back. He asked where the one front stall would be in the front.

Mr. Gordhammer stated that a customer could use one of the front stalls, but Mr. Laws would not be able to park one of his vehicles in that stall. He noted that Mr. Laws would have five dedicated spaces in the rear.

Motion by Commissioner Gengler, seconded by Commissioner VanScoy, to recommend that City Council adopt Resolution #21-287 Granting a Conditional Use Permit for Auto Sales at 6957 Highway 10 NW.

Further discussion

Commissioner Anderson stated that Mr. Laws does not yet have the applicable licensing and therefore he was unsure how this could be approved. Senior Planner McGuire Brigl noted that the licenses would not be granted without the CUP approval. Chairperson Bauer noted that this would be the first step. Commissioner Anderson stated that while competition is great, he would not approve the same type of business within a building. Commissioner Walker stated that he is stuck as 13 potential vehicles could be parked for sale along with customer parking. He stated that there are already many car dealers along Highway 10. He stated that while he wants to bring businesses to town, he is cautious. Commissioner Gengler stated that she can appreciate the interpersonal relationship dynamics in this case and noted that perhaps a conversation needs to be had between the two parties. She stated that putting that aside, while it is two similar businesses in the same building, there are multiple dealers in the corridor, and it is not the position of the Commission to determine where there is a market to support the business. She stated that the conditions of the CUP are met and therefore it should be granted.

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

6.04: Public Hearing: Consider Resolution #21-288 Granting a Conditional Use Permit for Auto Sales at 6740 Highway 10 NW and Declaring Terms of Agreement

Public Hearing

Chairperson Bauer called the public hearing to order at 9:20 p.m.

Presentation

Planning Technician McCann presented the staff report stating that staff recommends that the Planning Commission recommend adoption of Resolution #21-288 granting a Conditional Use Permit for commercial auto sales and outdoor storage of vehicles and trucks at 6740 Highway 10 NW.

Commissioner Dunaway asked if there is a limitation on the number of vehicles that could be onsite listed for sale. He stated that he is attempting to find out where inventory would be held as there is customer parking identified along with the storage shed.

Planning Technician McCann replied that the State only requires a minimum number of stalls. He stated that as long as the minimum driveway aisle width is kept, the stalls are not required to be striped, and he was unsure there would be a maximum number.

Commissioner Walker asked what would be stored and how much could be stored outdoors.

Planning Technician McCann replied that one tow truck will be stored, and the business would office from that location but would not operate from that location.

Senior Planner McGuire Brigl commented that the applicant also wanted to store personal vehicles and allow friends to store vehicles on the property and potentially trailers. She stated that five other vehicles have been requested to allow truck driver friends to park on the property.

Citizen Input

__, applicant, stated that the outdoor storage would be trucks.

Commissioner Walker asked if someone could store a boat or RV on the property.

Mr. __ replied that he was unsure.

Senior Planner McGuire Brigl commented staff had concerns with the number of additional items outside of the business use and therefore is only proposing outdoor storage related to the business. She stated that outdoor space could not be leased to a friend in this district.

Commissioner VanScoy asked if the applicant is requesting two dealer licenses.

Mr. __ confirmed that they are requesting two licenses, one for his business and an allowance to bring in a second dealer.

Commissioner Dunaway asked if this would be approving two CUPs for the property with understanding of only one applicant.

Senior Planner McGuire Brigl commented that this would be a request to allow up to two auto dealers and storage for the tow truck. She noted that vehicles would not be towed to the site from the tow truck. She noted that the applicant requested additional outdoor storage space, but that request is not supported by staff.

Commissioner Dunaway asked for clarification on the truck mentioned for storage.

Mr. __ replied that it would be a tow truck. He noted that the vehicle would be stored at the location, but they would not operate the business/tow vehicles to the site.

Commissioner Walker commented that the map shows a three-sided private fence and asked why that would not be four sided.

Senior Planner McGuire Brigl commented that is what was proposed by the applicant.

Mr. __ replied that the intention is to make that private for security. He noted that the adjacent property already has a fence along that fourth property line.

Commissioner Gengler asked if the business is being relocated or whether this would be an additional location.

Mr. __ replied that this would be an additional location.

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

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

Chairperson Bauer closed the public hearing closed at 9:32 p.m.

Commission Business

Commissioner Gengler referenced the fence and asked if this were to go forward to the Council, would the fence be included or would that be separate.

Senior Planner McGuire Brigl commented that a fence permit would be required but another hearing would not be required.

Motion by Commissioner VanScoy, seconded by Commissioner Peters, to recommend that City Council adopt Resolution #21-288 Granting a Conditional Use Permit for commercial auto sales at 6740 Highway 10 NW.

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

6.05: Public Hearing: Consider Resolution #21-219 Granting a Conditional Use Permit (CUP) and Declaring Terms Agreement at 7127 Highway 10 NW; Case of Ron Touchette

Public Hearing

Chairperson Bauer called the public hearing to order at 9:35 p.m.

Presentation

Zoning Code Enforcement Officer Raines presented the staff report stating that staff recommends approval of the application for a Conditional Use Permit at 7127 Highway 10 NW with the conditions of a site plan review to prove adequate parking and State requirements are met. The property requires a CUP in accordance with City Code Section 117-120 for an expansion of lawful nonconforming uses. Contingent on approval from the City Council, the applicant will need to submit a full site plan review. The full site plan provides proof of adequate parking for all uses on the property, that State codes are met for the building and site requirements and demonstrates that improvements will not affect current grading.

Commissioner Gengler asked the location of the residential building.

Commissioner Anderson asked the zoning as well.

Zoning Code Enforcement Officer Raines replied that the property is part of the Highway 10 business district with some lawful nonconforming rights and uses.

Senior Planner McGuire Brigl noted that any expansion of a lawful nonconforming use requires a Conditional Use Permit, therefore conditions can be placed upon that. She noted that staff has concerns with the number of uses on the site. She reviewed the current uses on the property.

Citizen Input

Ron Touchette, applicant, stated that this is a personal situation for him as this property has had challenges. He stated that the necessary improvements to Highway 10 have unfortunately caused he and his family a great deal of heartache and monetary losses. He stated that he first stood in this room 30 years ago when he started his business. He commented that legacy was nearly destroyed in 2011 when the predecessors at the City decided to put Highway 10 through his front door, causing a loss of tenants and nearly caused him to file bankruptcy. He stated that for 30 years he has operated the property with his business and the multiple tenants on the property. He stated that this City has used his body shop and continues to use that body shop to repair its vehicles. He stated that there was no such thing as a business registration license when he started his company. He stated that he personally built the building with his hands and was involved with the improvements. He stated that he worked at the site sometimes seven days per week to provide for his family. He recognized that none of these members were present in 2011 when the worst of this occurred and commented that it has been a long ten years of not being able to properly run his property because of the plans for Highway 10. He stated that he does not deny that Highway 10 needs improvement and he has worked with the City and watched the City purchase multiple properties around him. He requested that the Commission allow him to speak after they provide input on what they would like from him. He stated that he cannot live with option two that has been presented but can live with some changes. He stated that four days ago he was told that a site plan would be necessary, which he had completed by 5 p.m. tonight which he submitted to staff and has copies of tonight. He believed that the site plan would solve the concerns of the City, police and fire and would allow for a use of the property consistent with what other properties are able to do.

Zoning Code Enforcement Officer Raines clarified that the report states that the City does not have a business registration certificate on file and ask that one be provided in the future with the new CUP request. She stated that the request for the site plan review is related to the expansion of a nonconforming space.

Chairperson Bauer stated that the site plan shows a double row of parking rather than the triple row requested.

Mr. Touchette confirmed that change was made. He commented that the building and property line locations have been found to be in different places that originally believed. He stated that the neighboring property owners access their properties through his property, which is why he wants to maintain 24-foot drive aisles. He commented that the front parking has always been in that location. He provided background information on his use of the property and the businesses that have occupied the property. He stated that originally the Highway 10 plans came through his property but that has changed and therefore he needs to find something that will work for the site. He provided details on the status of his tenants. He disagreed on the classification of the retention pond and provided details. He provided details on the proposed uses. He stated that the storage containers are used for his own businesses at that location. He stated that he was not aware that storage containers could not be used. He stated that the storage containers will be moved in order to allow the paving.

Commissioner Gengler asked which items in option two would not be acceptable.

Mr. Touchette stated that it would move the fenced area into the parking area. He asked that the fence area remain where shown as he has the permit for that, along with two rows of parking in the back. He stated that he has also discussed proactive measures that would prevent parking where it should not occur. He noted that he would plan to dig a hole in that area which would prevent parking and would allow for an area to store snow.

Chairperson Bauer noted that this is zoned Highway 10 business and the only thing he would view as a lawful nonconforming use would be the residential which is not being used as such.

Senior Planner McGuire Brigl stated that an expansion would also fall into that category. She stated that there would be physical expansion of the lawful nonconforming use.

Chairperson Bauer asked what would be nonconforming as the property is zoned business and all the uses are business.

Mr. Touchette stated that in 2019 when the property was determined that it would not be taken by the Highway 10 project, he began cleanup of the property. He stated that there is a strip of asphalt near the railroad tracks that was added and noted that without permission that is an expansion of a lawful nonconforming use.

Senior Planner McGuire Brigl stated that motor vehicle related uses are conditional uses and not permitted uses. She explained that a CUP would be needed for motor vehicle sales and services

or expansion of a nonconforming use. She stated that the property currently has five dealers, and the request would be for ten dealers.

Chairperson Bauer stated that the report states that 29 spaces would be needed for Hirschfield's which are not provided on the site plan. He noted that he could not imagine Hirschfield's have 29 customers and employees at the same time, therefore that parking seems excessive.

Mr. Touchette stated that he has 37 stalls allocated for Hirschfield's.

Chairperson Bauer stated that with the double row of parking it would appear there is more than adequate parking for all the uses.

Senior Planner McGuire Brigl commented that dealers can be hard to keep track of. She stated that when there is an increase in the number of dealers, enforcement tends to increase from the City and State.

Chairperson Bauer asked if the enforcement would go against the property owner or dealer.

Senior Planner McGuire Brigl replied that it goes against the property owner.

Commissioner VanScoy noted that Mr. Touchette would then have a vested interest.

Mr. Touchette confirmed that he does and noted that the dealer that was causing problems is leaving the site this weekend.

Commissioner Anderson asked and received confirmation that the violations have been cleared with the exception of the containers.

Chairperson Bauer noted that the Interim Use Permit would allow the containers until December 2021, but it sounds like they will be gone before then. He stated that the parking looks adequate, and a permit has been received for the fence.

Senior Planner McGuire Brigl confirmed that the site plan would be acceptable. She stated that they would want a survey to ensure the gravel does not protrude into the railroad right-of-way.

Commissioner VanScoy stated that the basin was mentioned in return for not paying stormwater fees.

Mr. Touchette stated that in order to classify that as a stormwater pond he would have to go through engineering that would be more than the cost of the fees.

Commissioner Anderson asked if the Highway 10 project would impact this property.

Senior Planner McGuire Brigl confirmed that this property would no longer be impacted. She stated that there would be a frontage road but that would not impact this property.

Mr. Touchette commented that the decision cannot be based on whether or not land will be taken. He stated that while it has been stated that his property is not needed, he is unsure that a frontage road would fit.

Commissioner Anderson stated that he likes the site plan presented. He stated that he is not crazy about the street facing look of the residential property. He noted that it needs to be painted or sided.

Mr. Touchette agreed that the home needs attention or needs to be removed. He stated that he has had a tenant in the space for the last year that he was unable to remove even though they have not paid rent for 19 months. He hoped that they would be able to remove the tenant in the near future. He stated that he was hesitant to invest in the property during the last 10 years because the property was going to be taken.

Commissioner Gengler again referenced option two, noting that it appears the site plan addresses those conditions.

Mr. Touchette stated that he does not have landscaping as there has never been landscaping on the property.

Zoning Code Enforcement Officer Raines stated that the site plan review will be a separate step and that would include those elements such as landscaping.

Senior Planner McGuire Brigl noted a previous case that went through an administrative site plan process and stated that this would follow a similar path.

Chairperson Bauer noted that it would appear that alternative one could be chosen with the understanding that the site plan review would be required.

Senior Planner McGuire Brigl stated that it would appear that the conditions of staff from alternative two are met through the site plan and therefore options one and two would appear to be the same.

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

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

Chairperson Bauer closed the public hearing closed at 10:23 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Dunaway, to recommend that City Council adopt Resolution #21-219 Approving a Conditional Use Permit and Interim Use

Permit at 7127 Highway 10 NW and for the applicant and staff to work together on the site plan changing the number of dealers from nine to ten.

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

7. COMMISSION BUSINESS

7.01: Review Ordinance Amending Digital Display Billboard Regulations

Chairperson Bauer noted that the group thoroughly discussed this at the worksession earlier in the night.

Motion by Commissioner Gengler, seconded by Commissioner Peters, to recommend the City Council introduce the ordinance amending digital display billboard regulations with the changes proposed by the Commission.

Further discussion

Commissioner VanScoy commented that he does not approve of allowing billboards in the City of Ramsey. He stated that this would change the current restriction, as billboards are not currently allowed. He did not want to see billboards, even along Highway 10.

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

8. COMMISSION / STAFF INPUT

Senior Planner McGuire Brigl stated that Joann Shaw, a long-term planning employee, is retiring on November 4th and advised of the Administrative Assistant that will be joining the team. She stated that the new Community Development Director/Deputy City Administrator will also be joining the team the following week.

Councilmember Woestehoff provided additional details on the experience of the new Community Development Director/Deputy City Administrator.

Commissioner VanScoy commented that there were many comments related to the lack of communication. He asked if placing public announcements in the newspaper is standard practice.

Senior Planner McGuire Brigl confirmed that is the standard practice. She confirmed that the notice in 2011 would have been published in the newspaper as required as well.

Commissioner Anderson referenced the small number of residents that read the public notice portion of the paper and/or read the City newsletter. He commented that the City website is difficult to navigate. He stated that perhaps there should be a banner with public announcements on the website. He acknowledged that communication is a tough issue, and the Council has to

figure out a better method. He stated that he was a part of the 2040 Comprehensive Plan process, which included input from the public and maps and diagrams but not many residents participate in that process.

Commissioner Walker commented that the City should spend the additional funds to have tracked delivery for notices as that would provide a record.

Commissioner Anderson commented that there is a communication issue with the residents that has to be fixed.

Councilmember Woestehoff noted that the website is updated every four years, which he believes is slated for perhaps 2023.

Mike Smith, resident of Chicago, stated that perhaps residents could provide their email address and be notified through email.

Councilmember Woestehoff stated that residents can subscribe to updates for any Board, Commission, or the City Council.

9. ADJOURNMENT

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

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

The regular meeting of the Planning Commission adjourned at 10:37 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 #21-219

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT (CUP) AND DECLARING TERMS AGREEMENT AT 7127 HIGHWAY 10 NW (PROJECT 21-128); RON TOUCHETTE

RECITALS

1. Ron Touchette, hereinafter referred to as the "Applicant" has properly applied for a Conditional Use Permit to expand lawful nonconforming parking associated with the motor vehicle sales, and repair operations on the property generally known as 7127 Highway 10 NW and legally described as follows:

   TH PT OF W 33 RODS OF SW1/4 OF SW1/4 OF SEC 27 TWP 32 RGE 25 DESC AS FOL: COM AT INTER W LINE OF SD 1/4 1/4 WITH SLY R/W LINE OF GREAT NORTHERNRAILWAY, TH SELY ALG SD SLY R/W, 297.57 FT TO ACT POB , TH CONT SELY ALG SD SLY R/W 261.50 FT +OR- TO INTER/W E LINE OF SD W 33 RODS, TH S ALG SD E LINE 206.35, TH NWLY PRLL/W R/W TO ELY LINE OF W 31 RODS TH,SLY ALG SD E LINE TO NLY R/W LINE OF T H NO 10 TH NWLY ALG NLY R/W T H NO 10 TO A PT 299 .65 FT SELY FROM W LINE OF SD 1/4 OF 1/4 AS MEAS ALG SD NLY R/W LINE, TH N TO ACT POB, (INCL LOT 6, AUD SUB 31) EX RD SUBJ TO EASE OF REC, Anoka County, Minnesota

   ("Subject Property")

2. That the Applicant appeared before the Planning Commission for a public hearing pursuant to Section 117-51 (Conditional Use Permits) of the Ramsey City Code on October 28, 2021, and that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.

3. That the Subject Property is zoned H-1: Highway 10 Business District and is approximately
   2.08 acres in size.

4. That motor vehicle, implement, and recreation equipment sales and service, and light manufacturing are a conditional use in the H-1: Highway 10 Business District.

5. That the Subject Property has been in operation with motor vehicle sales and repair prior to Ordinance #09-13, amending motor vehicles, implement, and recreation equipment sales and services from a permitted use to a conditional use in the H-1: Highway 10 Business District.

6. The motor vehicle sales and repair use are lawful, nonconforming use on the Subject Property and that expansion of a lawful, nonconforming use requires a Conditional Use Permit (CUP).

7. That the City and the Property Owner seek to agree on the status and limits of the Lawful, Nonconforming Use on the Subject Property in order to provide certain protections to said use for the Property Owner and the City, and allowing for easier enforcement of current Code Standards.

8. That the Applicant has submitted a site plan expanding the parking from a single row of parking in the rear property to two rows and an area of screened parking for repair vehicles on the Subject Property. The site plan is shown in Exhibit A.

9. That Ramsey City Code Section 117-120, regarding the H-1: Highway 10 Business District, requires all parking and pavement (including maneuvering, sales, and display areas) be setback from the street right-of-way a distance of at least twenty (20) feet.

10. That the Applicant currently has five (5) auto sales tenants and one (1) auto body repair and auto sales tenant on the Subject Property. The Applicant is proposing to increase number of tenants to nine (9) auto sales tenants, and one (1) auto body repair and auto sales tenant on the Subject Property; a total of 10 auto sales tenants.

11. That the Subject Property also contains Hirschfield's Inc., Contractor Center and Mini Regional Warehouse, Top Ten Industries, and the tri-plex; Top Ten Industries is not counted as an auto service tenant for this CUP but is a current tenant of the Subject Property. Any expansion or permits necessary for Hirschfield's Inc., Contractor Center and Mini Regional Warehouse, Top Ten Industries, and the tri-plex shall be considered as a separate application if required.

12. That the tenant, Top Ten Industries, is an operations and management business that the Applicant states has been located at the Subject Property for 30 years and is owned and operated by the Applicant. Top Ten Industries currently utilizes five (5) trailers, three (3) trucks, one (1) bobcat in its operations that are kept at the premises and stores five (5) 20' storage containers at the Subject Property. There is no Business Registration Certificate of this business at this location as it predates City Ordinance 26-63, requiring all businesses to obtain a business registration certificate.

13. That the Applicant shall remove the outdoor storage on or before December 31, 2021. Outdoor storage items include the five (5) 20' storage containers.

14. That City Code Section 117-356 (Commercial and Industrial Development Off-Street Parking) requires one (1) dedicated customer parking space for every ten (10) vehicles displayed; three (3) dedicated customer parking spaces for each enclosed bay; and one (1) dedicated parking space for each full-time employee.

15. That Minnesota Statute 2400.2820 requires 1.5 spaces for one to two-family dwellings or one (1) space per multi-family dwellings.

16. That the Applicant has applied for and been issued a Zoning Permit for a 6-foot chain link fence for screening of the rear parking area. The fence will include an opaque screening material on the chain link.

17. That the Applicant will apply for a Zoning Permit for a 10-foot by 14-foot storage shed made of steel. The accessory structure is subject to Ramsey City Code.

18. That vehicles displayed for sale, or those that have been detailed, shall be restricted to bituminous or concrete surfaces only in the designated areas shown in Exhibit A.

19. That the existing Zoning Code violation on the Subject Property regarding outdoor storage would be addressed by the issuance of this Interim Use Permit.

20. That the Planning Commission met on October 28, 2021, conducted a public hearing and recommended City Council approve the request.

FINDINGS OF FACT

1. That motor vehicle sales and repair **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 motor vehicle sales and repair **will not** substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That the motor vehicle sales and repair operation **will** be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.

4. That motor vehicle sales and repair **will not** be hazardous to existing or future neighboring uses.

5. That motor vehicle sales and repair **will not** impact essential public facilities and services, such as highways, streets, police and fire protection.

6. That motor vehicle sales and repair **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 motor vehicle sales and repair **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 TIDS CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:

That the Ramsey City Council hereby grants approval of an Amended Conditional Use Permit (the "Permit") for motor vehicle sales and detailing on the Subject Property contingent upon the following conditions:

CONDITIONS

1. That this **Permit** allows for motor vehicle sales and repairs to occur at nine (9) auto sales businesses, and one (1) auto body repair and auto sales business on the **Subject Property;** contingent on an administrative site plan review.

2. That the **Permitee** shall require all new tenants to obtain a Business Registration Certificate (BRC) from the City of Ramsey and any necessary State licensures as a part of their lease or rental agreement.

3. A fence, minimum of 4 feet tall, with opaque screening must remain onsite to continue to screen the repairable vehicles as shown on Exhibit A. There shall be no barbed wire on fencing. Gravel parking shall be allowed within the fenced area storing vehicles awaiting repair. The fenced in area shall store approximately twenty (20) non-road worthy vehicles and shall require a separate zoning permit for gravel parking and fencing. A spare key to the fence gates shall be provided to the fire department in the event of an emergency.

4. That the **Permittee** shall ensure that any new or expanded parking and pavement onsite comply with Section 117-120 of the City Code requiring all parking and pavement (including maneuvering, sales, and display areas) require at least a twenty (20) foot setback from adjacent street and railroad right-of-way and be applied for by an amended conditional use permit.

5. That the **Permittees** shall remove all gravel on the North parking setback, reducing the parking in the rear property to two rows, and seed the affected area within a reasonable time period of Spring 2022.

6. That there shall be no car cannibalism on the **Subject Property;** salvaging of parts from inoperable motor vehicles on site to be used to repair other motor vehicles.

7. That there shall be no outside storage of parts or cannibalized vehicles on the **Subject Property.**

8. That all parking and storage on the **Subject Property** shall comply with City Code section 117-356; specifically, parking only on improved surfaces and screening of outdoor storage.

9. That the **Permittees** shall obtain all necessary permits to complete any required building modifications.

10. That the **Permittees** (or any other tenants) shall obtain all necessary licenses to lawfully operate motor vehicle sales operations on the **Subject Property.**

11. That the **Permittees** shall stripe all required customer parking stalls and those stalls shall not be used for any use other than customer parking.

12. That the **Permittees** shall maintain all required drive aisle widths to the north adjacent to or within the expanded parking area in accordance with City Code Section 117-356.

13. That all vehicles onsite must be operable, road worthy, and kept in good condition unless stored within the fencing area, which may house inoperable vehicles awaiting repair.

14. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.

15. That the **Permittees** shall be responsible for all City costs incurred in administering and enforcing this Permit.

16. 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.

17. That this **Permit** shall automatically expire if the use is not initiated by November 9, 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 9th day of November, 2021.

CITY OF RAMSEY:

By:_____ By:_____
Mayor City Clerk

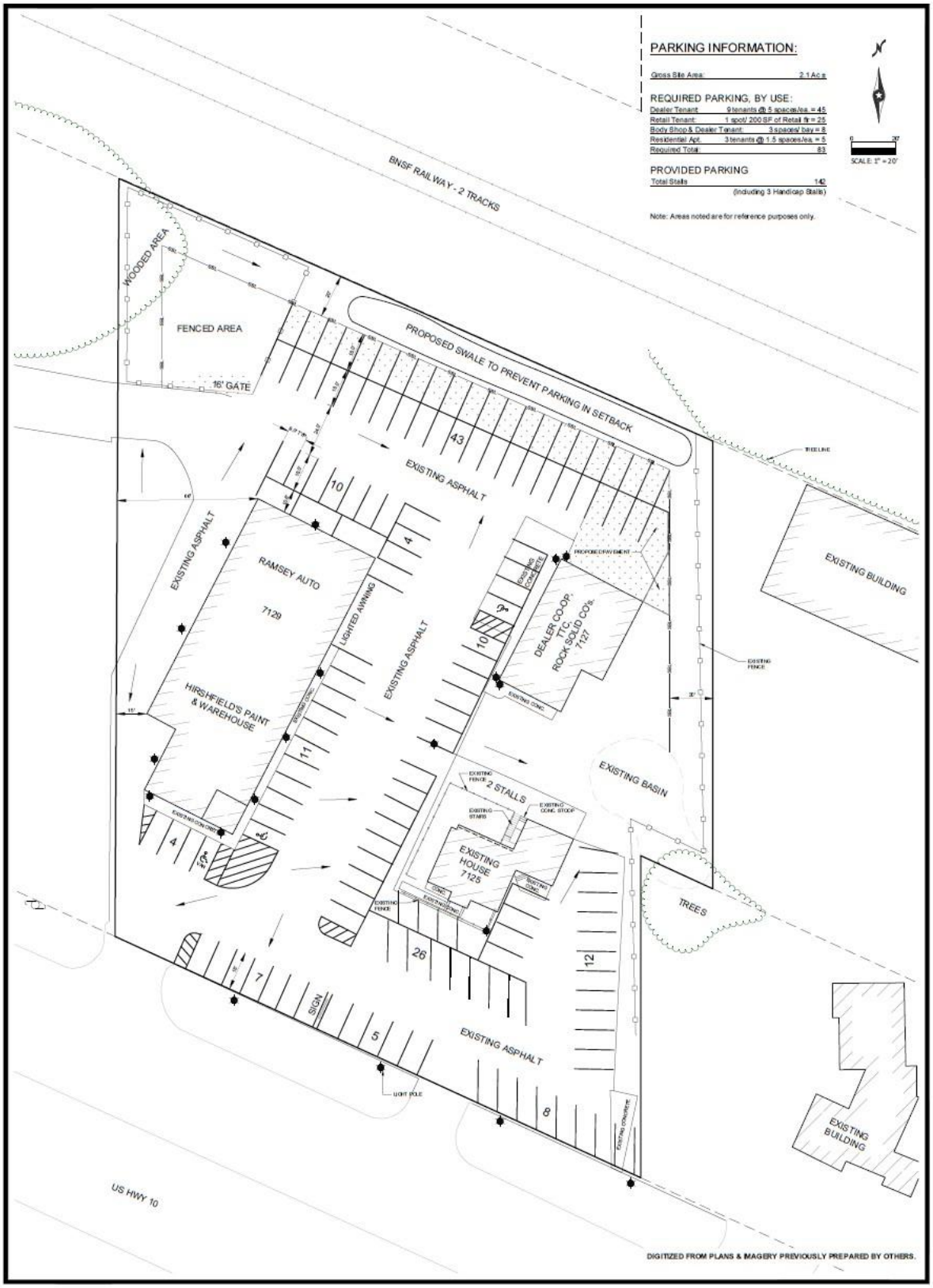
STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

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 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:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

Exhibit A: Site Plan



CC Regular Session **7. 3.**

Meeting Date: 11/09/2021

By: Brian McCann, Community Development

Information

Title:

Adopt Resolution #21-314 to Approve a Private Kennel License for the Property Located at 6620 153rd Ct NW (Project 21-143); Case of Roger Vargas

Purpose/Background:

Ramsey City Code Chapter 10 (Animals) Article III (Dogs) states that a Private Kennel License shall be required for a dog owner to maintain four (4) or more dogs on a residential parcel. The City received an application from Roger Vargas (the "Applicant" and "Property Owner") to maintain five (5) dogs on the property located at 6620 153rd Ct NW (the "Subject Property"). The Applicant currently owns and maintain five (5) dogs on the Subject Property and was discovered through the code enforcement program. They have since complied with City Staff and applied for a Private Kennel License.

Notification:

A notice of public comment period was mailed to property owners within 350 feet of the Subject Property.

Time Frame/Observations/Alternatives:

Summary

The Subject Property is roughly 0.27 acres in size and is zoned R-1 Residential (MUSA). The surrounding properties are all approximately the same size as the Subject Property and are also zoned R-1 Residential (MUSA). The corners of the Subject Property are fairly screened with vegetation and the side yards are enclosed with a four (4') foot chain-link fence, and the rear is enclosed with a six (6') foot wood privacy fence.

The five (5) dogs owned and maintained by the Applicant include four (4) Pug/Boston Terrier mixes (small breed, less than 20 pounds each) and one (1) Chihuahua/Poodle mix (medium breed, approximately 60 pounds). The dogs are generally indoor dogs that are let outside to go to the bathroom and for exercise purposes.

As previously noted, there is a fence that encloses the rear property consisting of four (4') chain-link on the sides, and six (6') wood privacy on the rear. Staff also attempted to notify surrounding property owners up to 350 feet of this request. At the time of writing this case, the City has not received any comments back.

Current Dog Information

Bella – Pug/Boston Terrier Mix
Bruno – Pug/Boston Terrier Mix
Max – Pug/Boston Terrier Mix
Maya – Pug/Boston Terrier Mix
Snow – Chihuahua/Poodle Mix

Alternatives

Alternative #1: Adopt Resolution #21-314 Granting a Private Kennel License to specifically maintain the five (5) dogs indicated on the application. Staff supports this alternative.

Alternative #2: Deny the Private Kennel License. This action would require the Applicant to maintain no more than three (3) dogs one the Subject Property. Staff does not recommend this alternative.

Funding Source:
This case is being handled as part of Staff's regular duties.

Recommendation:
Staff recommends approving the request for a Private Kennel License.

Outcome/Action:
Motion to adopt Resolution #21-314 Granting a Private Kennel License to maintain five (5) dogs on the Subject Property.

Attachments

Site Plans
Site Location Map
Narrative
Photos from Applicant
Resolution #21-314

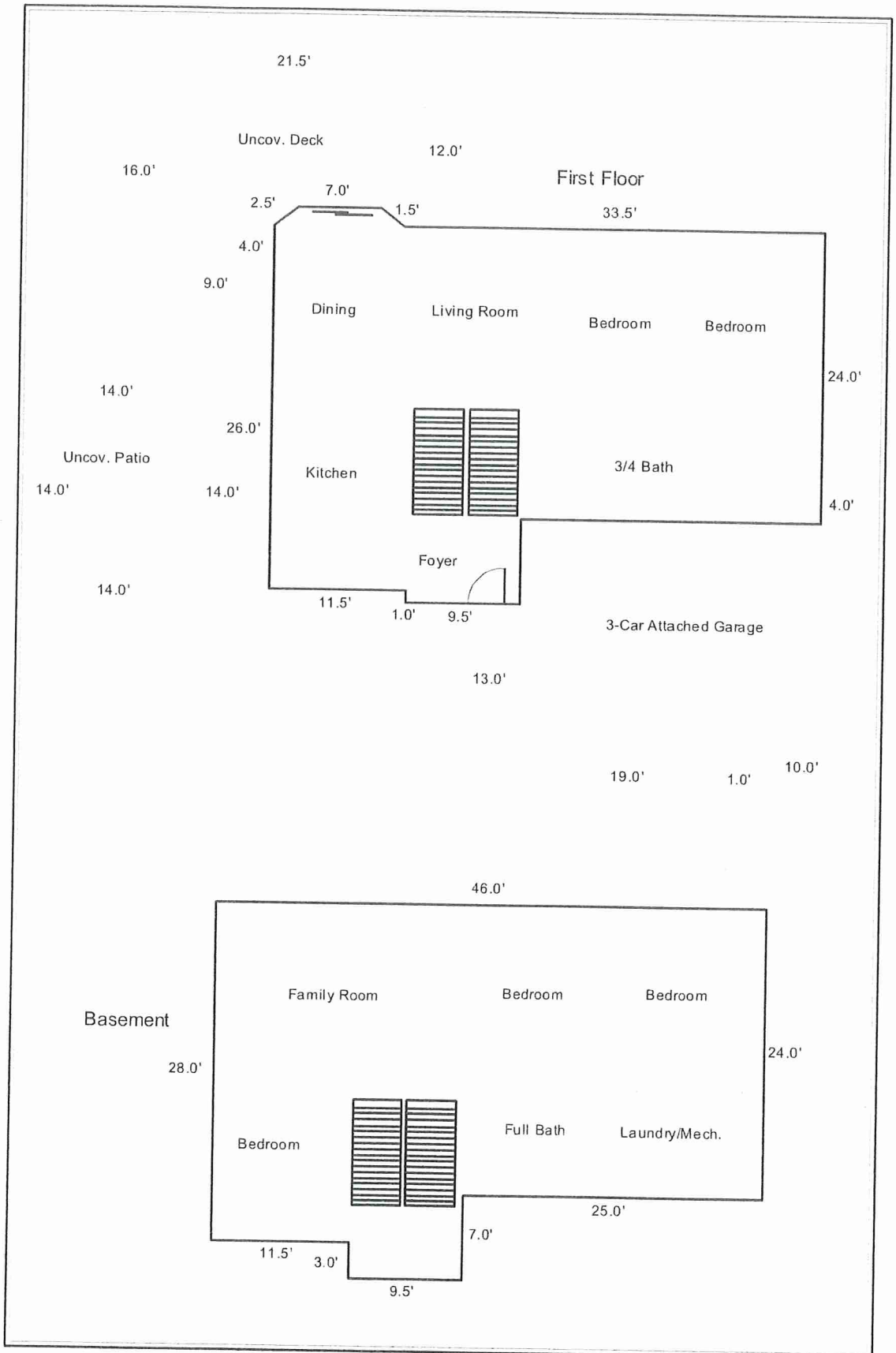
Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	11/04/2021 10:06 AM
Kurt Ulrich	Kurt Ulrich	11/04/2021 03:41 PM
Form Started By: Brian McCann		Started On: 10/25/2021 08:35 AM
Final Approval Date: 11/04/2021		

Lakeway Appraisal, Inc.
SKETCH ADDENDUM

File No. 19-1712
FHA No. 277-3433503

Borrower Roger and Aracely Vargas
Property Address 6620 153rd Court NW
City Ramsey County Anoka State MN Zip Code 55303
Lender/Client Nationstar Mortgage LLC d/b/a Mr. Cooper Address 8950 Cypress Waters Blvd, Dallas, TX 75019



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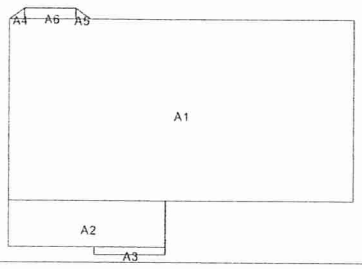
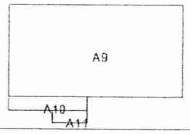
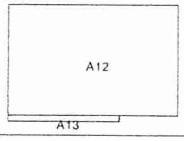
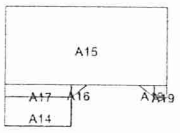
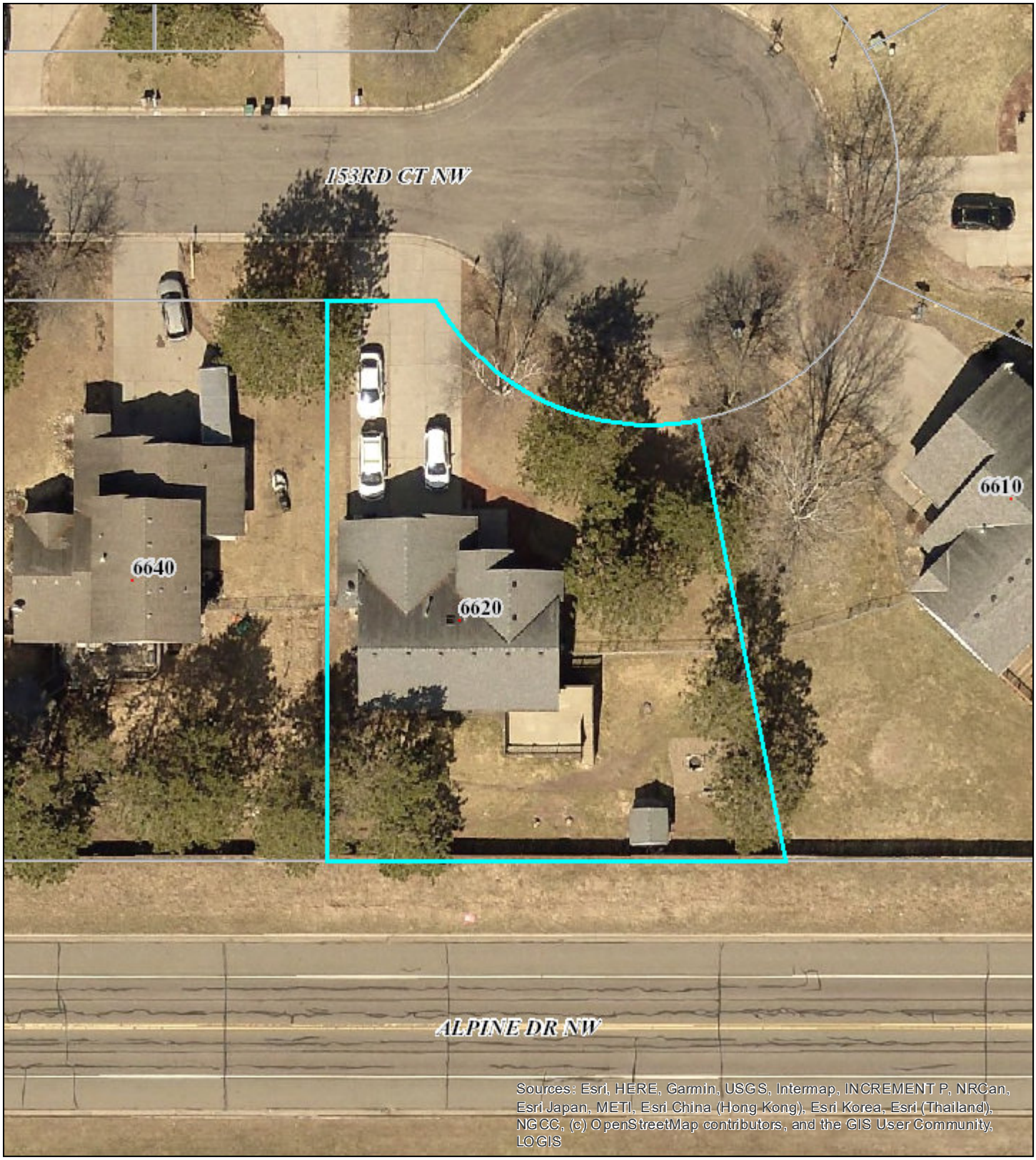
SKETCH CALCULATIONS		Perimeter	Area
	A1 : 46.0 x 24.0 =		1104.0
	A2 : 21.0 x 6.0 =		126.0
	A3 : 9.5 x 1.0 =		9.5
	A4 : 0.5 x 2.0x1.5 =		1.5
	A5 : 0.5 x 2.0x1.5 =		1.5
	A6 : 7.0 x 1.5 =		10.5
	Attached Garage		0.0
	First Floor		1253.0
	A9 : 46.0 x 24.0 =		1104.0
	A10 : 21.0 x 4.0 =		84.0
	A11 : 9.5 x 3.0 =		28.5
	Basement		1216.5
	Total Living Area		**1253.0**
	A12 : 29.0 x 19.0 =		551.0
	A13 : 19.0 x 1.0 =		19.0
	Attached Garage		570.0
	A14 : 9.0 x 4.0 =		36.0
	A15 : 21.5 x 10.5 =		225.8
	A16 : 0.5 x 2.0x1.5 =		1.5
	A17 : 9.0 x 1.5 =		13.5
	A18 : 0.5 x 2.0x1.5 =		1.5
	A19 : 1.5 x 1.5 =		2.3
	Deck		280.6
	A20 : 14.0 x 14.0 =		196.0
	Patio		196.0



City of RAMSEY

Site Location Map

6620 153rd Ct NW

22-32-25-42-0010

Legend

Site

Parcels

N

10/25/2021, 8:27:59 AM

0 0.01 0.02 mi

10/20/2021

We have 5 dogs. Four are Pug/Boston terrier (mix) named Max, Maya, Bruno and Bella. One is Chihuahua/Poodle (mix) named Snow. All dogs are indoor dogs, all stay inside the house in the living room or the basement. They only go outside the back yard when they relieve themselves. Our backyard fence, has a chain link on both sides and a wood fence facing the Alpine Drive. On the left sides of the fence next to our 2240 neighbor, it is covered with black privacy screen fence, they have 2 large dogs, they do bark when they're outside which cause our dogs to go toward our backyard and bark back at them.

In the evening, the pugs Max, Maya, Bruno and Bella sleep with us in our bedroom, Snow (Chihuahua) sleep with my eldest son in his bedroom down stair.

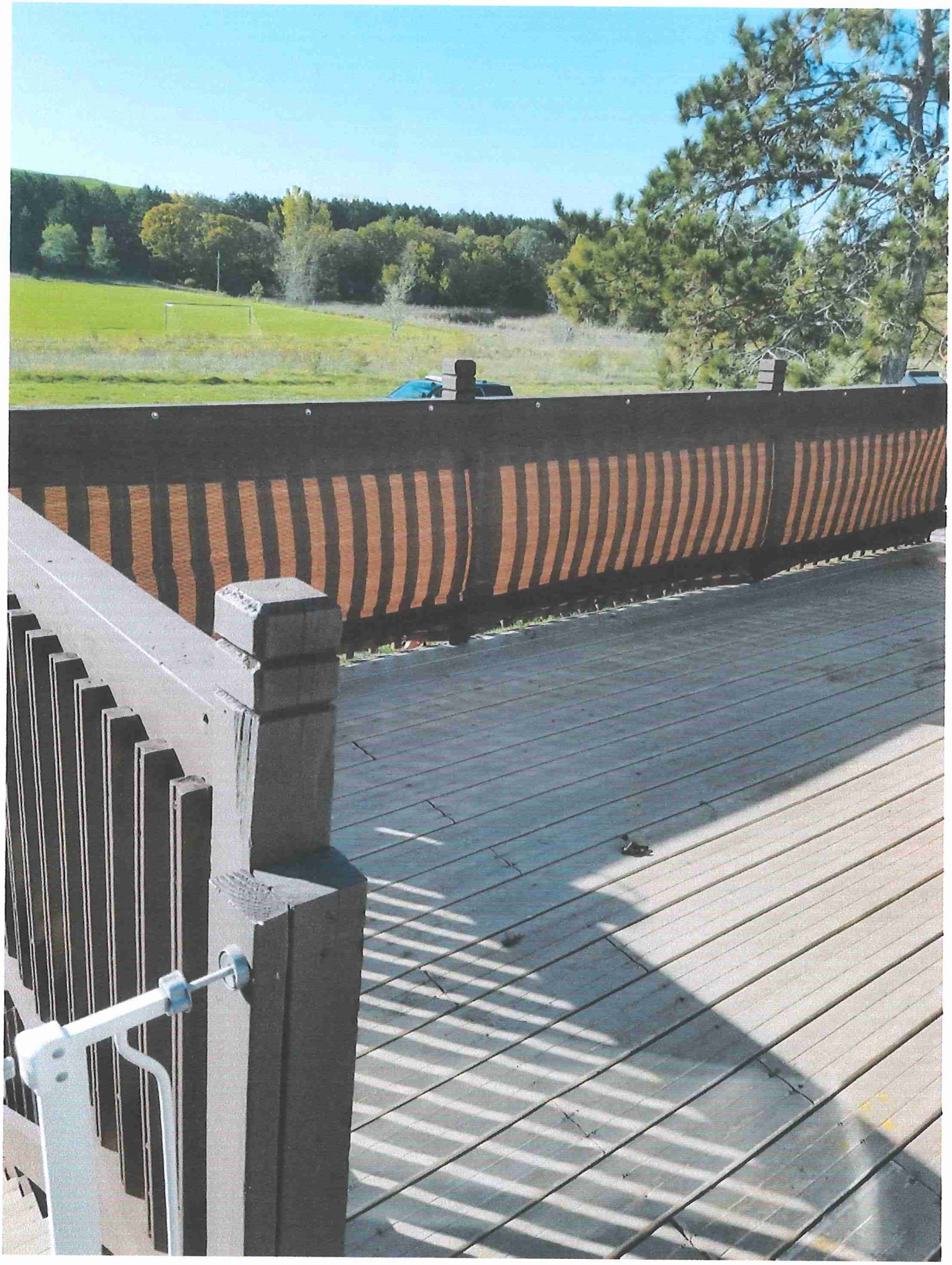
There's always a person in the house, my wife Aracely works 1st shift from 7am until 2:30pm and she gets home between 3pm to 4:30pm, my eldest son and I works 2nd shift we leave home around 2:30pm. My youngest son arrives home daily from school around 2:30pm.

In the event that we are all gone in a short period of time, there's a gate on the balcony stair and we closed/locked it so all dogs stays in our balcony. We love our dogs and treat them as family members.

Roger & Aracely Vargas

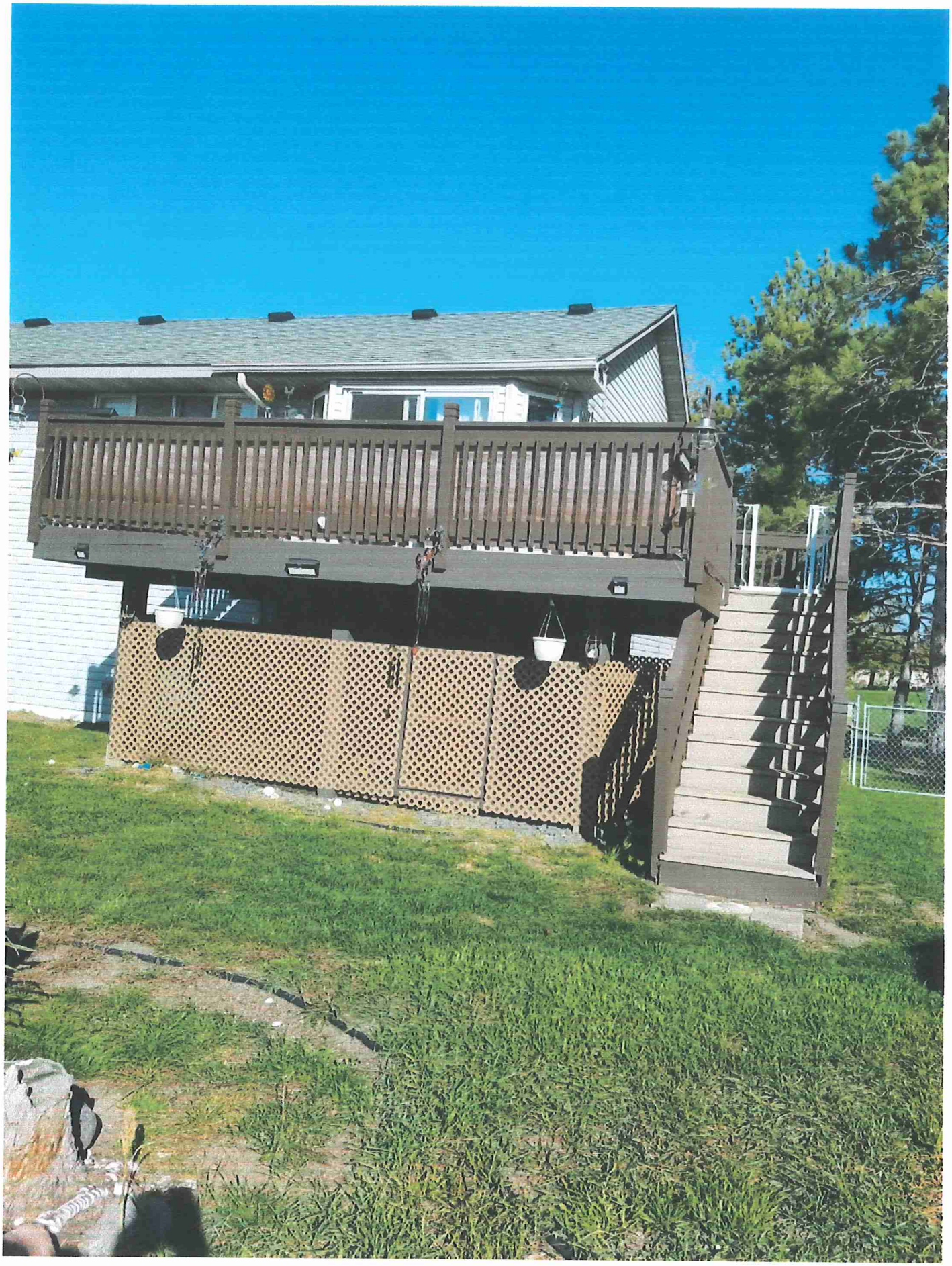
6620 153rd Ct NW

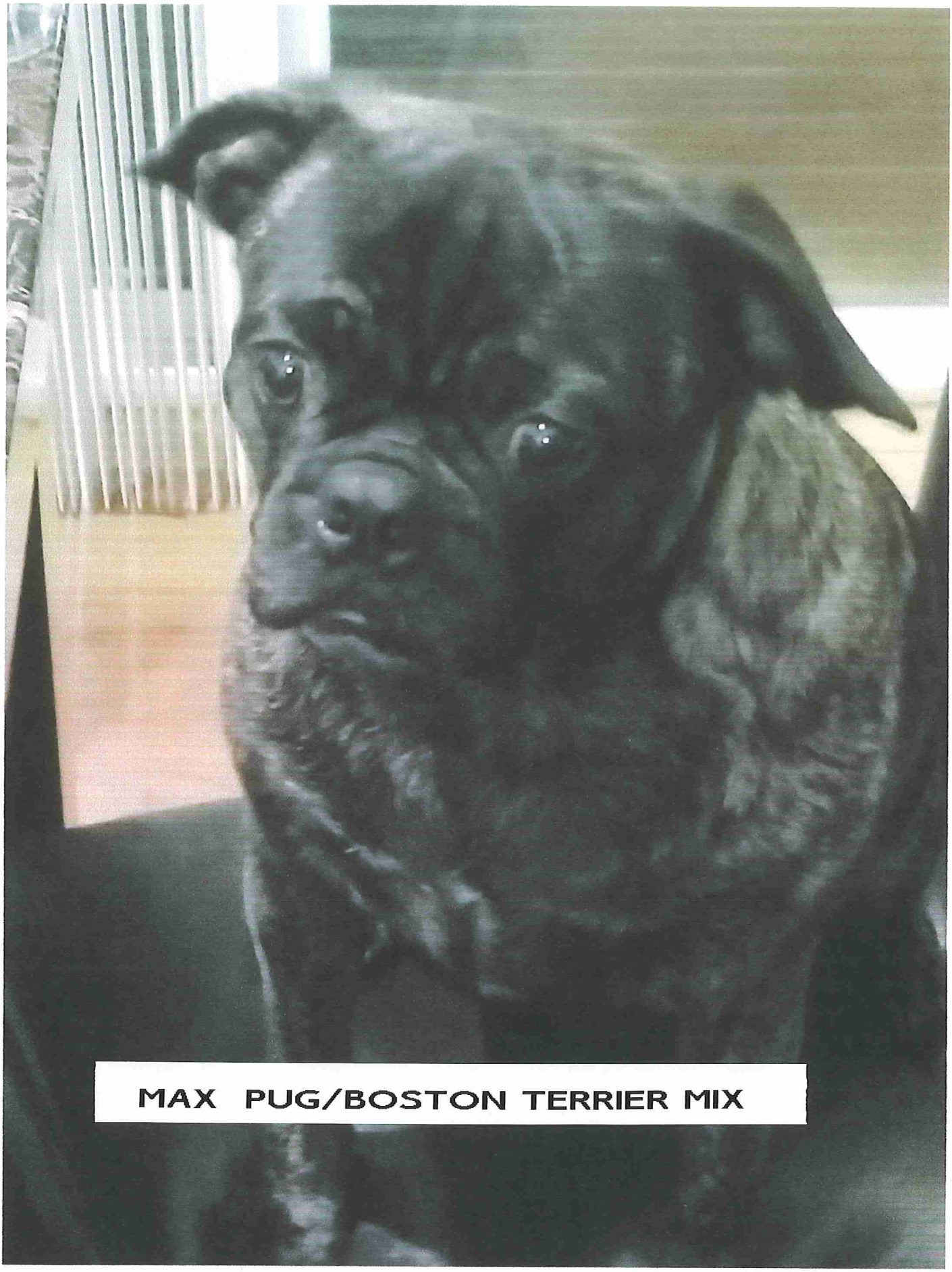
Ramsey, MN 55303

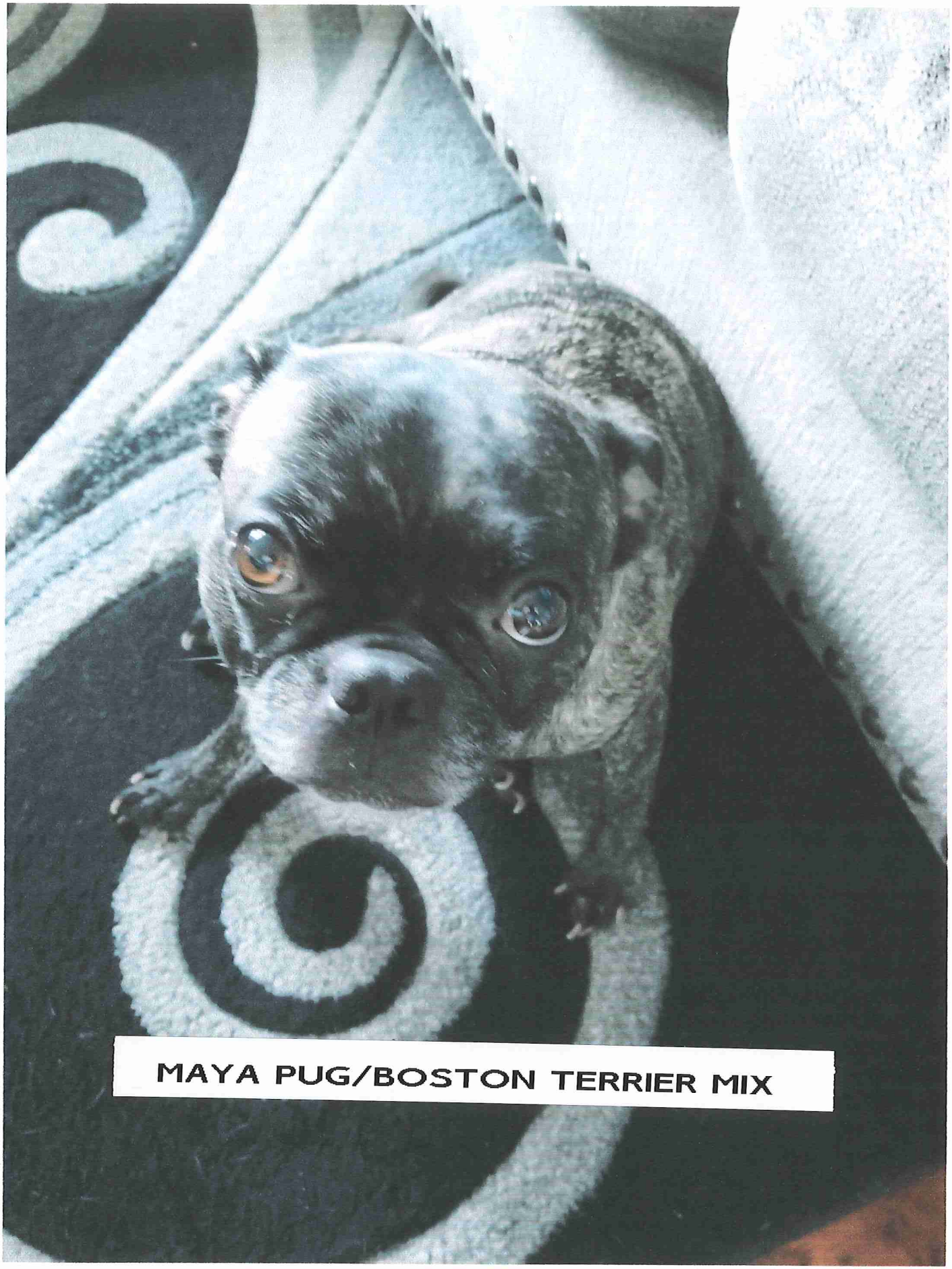


X TOWN & COUNTRY FENCE
Secured by
ADT

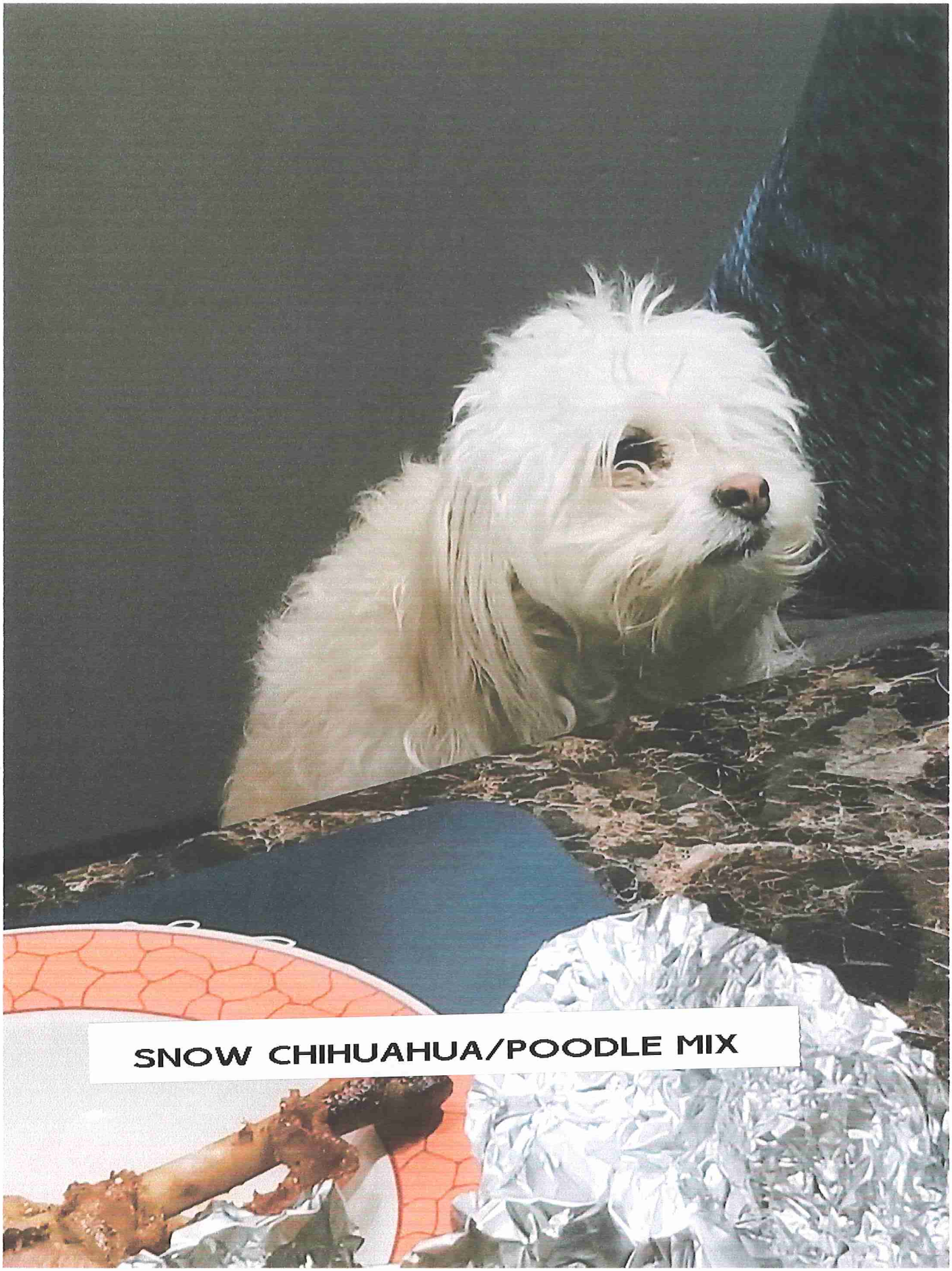
ADT

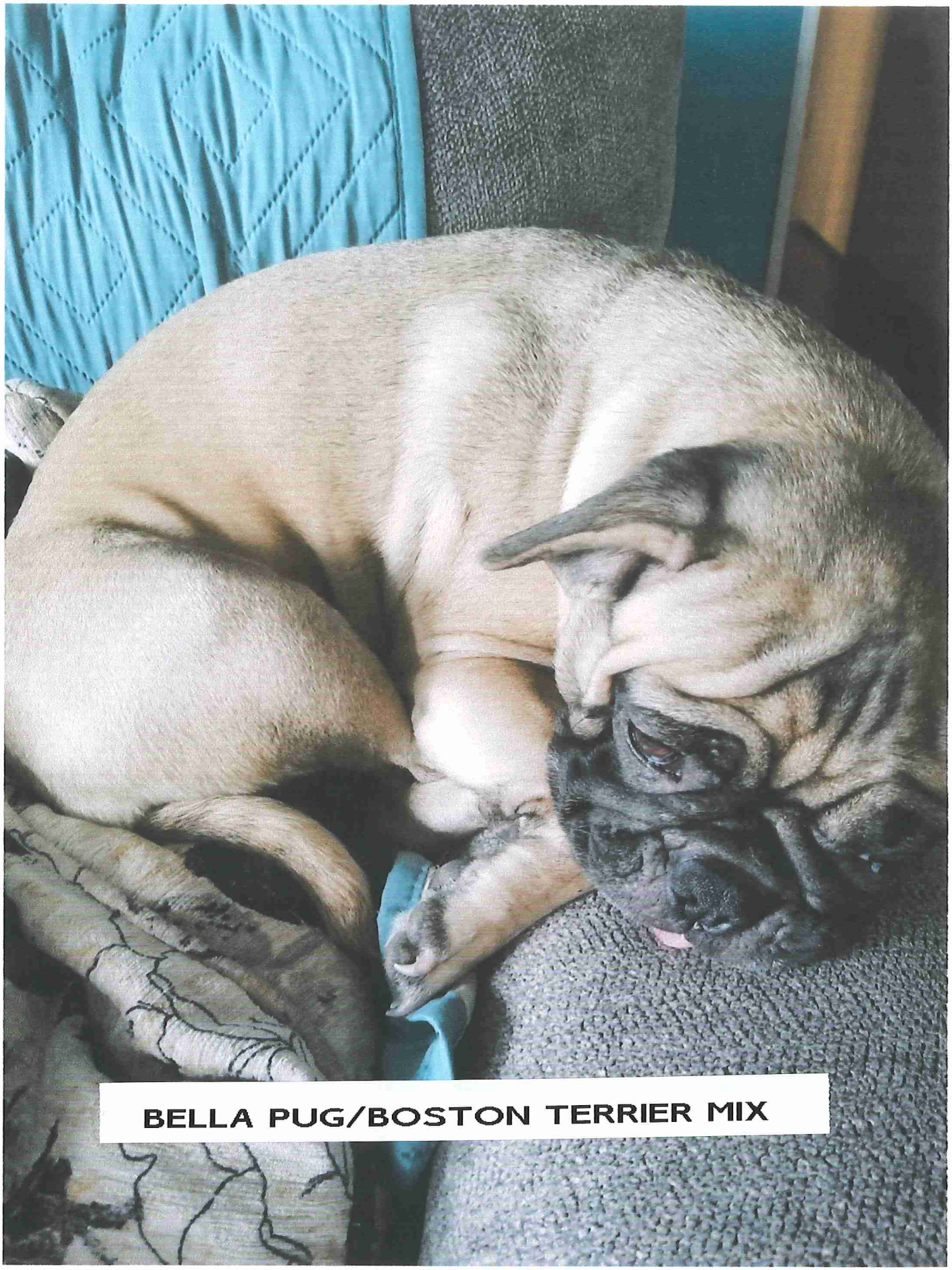



MAX PUG/BOSTON TERRIER MIX


MAYA PUG/BOSTON TERRIER MIX

BRUNO PUG/BOSTON TERRIER MIX


SNOW CHIHUAHUA/POODLE MIX


BELLA PUG/BOSTON TERRIER MIX

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION #21-314

RESOLUTION APPROVING A PRIVATE KENNEL LICENSE ON A RESIDENTIAL PROPERTY GENERALLY KNOWN AS 6620 153rd COURT NW.

WHEREAS, Roger Vargas, hereinafter referred to as the "**Licensee**", has properly applied to the City of Ramsey (the "**City**") for a Private Kennel License (the "**License**") on the property generally known as 6620 153rd Court NW and legally described as follows:

Lot 11 Block 1 Alpine Estates, Anoka County, Minnesota

("**Subject Property**")

WHEREAS, the **Licensee** has applied for a Private Kennel License to maintain five (5) dogs on the **Subject Property**; and

WHEREAS, the application for a Private Kennel License is to keep and maintain all five (5) dogs currently residing on the **Subject Property**; and

WHEREAS, the request appears to meet or exceed all conditions outlined in the Ramsey City Code Section 10-56 (b) pertaining to private kennel licensing; and

WHEREAS, the City Council met on November 9, 2021 to review the request for a Private Kennel 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 Private Kennel License is hereby granted to **Licensee** to maintain the five (5) specific dogs, outlined in Exhibit A, on the **Subject Property**.

2) That the **Licensee** shall comply with all provisions of Ramsey City Code Chapter 10 Article III (Dogs).

3) That the **Licensee** acknowledges that this **License** does not allow any dogs not included in Exhibit A to be maintained on the **Subject Property**.

4) That the **Licensee** shall be responsible for maintaining the individual dog licenses as long as the dogs are maintained on the **Subject Property**.

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 9th day of November, 2021.

LICENSEE

Roger Vargas hereby acknowledge receipt of this **License** and that they have reviewed the conditions of this **License** and have agreed to comply with the terms of this **License**.

_____
Roger Vargas

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, _____, before me, a Notary Public, personally appeared Roger Vargas, 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 ANOKA)

On this _____ day of _____, ____, 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

Exhibit A
Eligible Dogs for the Private Kennel License

1. Bella – Pug/Boston Terrier Mix
2. Bruno – Pug/Boston Terrier Mix
3. Max – Pug/Boston Terrier Mix
4. Maya – Pug/Boston Terrier Mix
5. Snow – Chihuahua/Poodle Mix

CC Regular Session **7. 4.**

Meeting Date: 11/09/2021

By: Diana Lund, Finance

Information

Title:

Introduce Ordinance #21-24: 2022 Schedule of Rates, Fees and Charges

Purpose/Background:

The city annually adopts a schedule of rates, fees and charges which outlines the fees that the city charges for such items as building construction, business licenses, utility rates and planning and zoning.

The proposed changes to the 2021 schedule were presented at the October 26 worksession. The Building Official presented the proposed changes to the building permit fee schedule to reflect a valuation and fee table that other cities are currently following. The Parks & Assistant Public Works Director presented a change in park facility rentals to Youth/501C3 Groups to reflect an hourly rental rate instead of a per day charge and an increase in hourly room rates fo residents and non-residents. These changes are noted with the attached schedule. The only recommended change the City Council requested at the worksession was to reduce the Mobile Home Tie Down fee from $105.00 to $75.00. This has been amended.

A listing of the schedule of rates, fees and charges is attached. Changes are noted on the far right column of the schedule. The majority of the changes from 2021 to 2022 are reflected in the Building Construction section of the schedule and the utility section related to water and sewer rates as reflected in the City's 2017 Comprehensive Sewer and Water Studies. A comparison of the rates that the city bills (City bills for utility billing quarterly) for water, sewer and storm drainage is attached to show that out of 27 cities compared, Ramsey ranks 7th lowest for water rates, 5th lowest for sewer rates and 10th lowest for storm drainage.

Notification:

The Schedule of Rates, Fees and Charges are adopted annually by ordinance. A public hearing on the ordinance is normally held in November to allow the thirty-day waiting period and have the rates become effective January 1, 2022.

Time Frame/Observations/Alternatives:

1. Accept the rates as proposed.

2. Hold all rates constant with 2021 rates.

3. Recommend changes that arise from input at public hearing.

Recommendation:

Staff's recommendation is to Introduce Ordinance #21-24: 2022 Schedule of Rates, Fees and Charges.

Outcome/Action:

Introduce Ordinance #21-24: 2022 Schedule of Rates, Fees and Charges.

Attachments

Ord #21-24: Rates & Charges

2022 Proposed Schedule of Rates, Fees and Charges

Utility Rate Comparison

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/03/2021 02:59 PM
Form Started By: Diana Lund		Started On: 10/28/2021 12:00 PM
Final Approval Date: 11/03/2021		

ORDINANCE #21-24
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE ESTABLISHING PERMIT FEES, SERVICE CHARGES, AND VARIOUS OTHER FEES TO BE COLLECTED BY THE CITY OF RAMSEY.

The City of Ramsey ordains:

SECTION 1. AUTHORITY

This ordinance is adopted pursuant to and under the authority of the Charter of the City of Ramsey.

SECTION 2. PURPOSE

Per S701.10 (Fees) the purpose of this Ordinance is to establish the Permit Fees, service Charges, and Other Fees that will be collected by the City in year 2022. This is known as the Schedule of Rates, Fees and Charges.

SECTION 3. SCHEDULE

The attached permit fees and service charges are hereby established for the year 2022.

SECTION 4. EFFECTIVE DATE

This Ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the th day of 2021.

_____
Mayor

ATTEST:

_____
City Clerk

Introduction date: November 9, 2021
Posting dates:
Adoption date:
Publication date:
Effective date:

SERVICE OR LICENSE	SPECIAL NOTES	2021 Adopted	2022 Proposed
Administrative Hearings/Citations/Abatements			
Abatement: Administration Fee		25% of cost of abatement or 750.00, whichever is less	
Administrative Citation: Violations of 10 - Animals		25.00	
Administrative Citation: Violations of 26 - Rental Property		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 30 - Public Nuisance	1st offense after failure to abate within 14 days	75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 42 - Dump Garbage/Refuse		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 54 - Prohibited Parking		25.00	
Administrative Citation: Violations of 54 - Recreational Vehicles		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 54 - Time Zone Parking		25.00	
Administrative Citation: Violations of 105 - Construction		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 105 - Exterior Completion		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 105 - No Permit		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 105 - Property Identification		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 113 - Sewage		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 117 - Off Street Parking		25.00	
Administrative Citation: Violations of 117 - Signs		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 117 - Landscaping		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: 1st Violation within 12 Months (Zoning Code Violations)		75.00	
Administrative Hearing: Filing Fee		250.00	
Alcoholic Beverages			
3.2 beer off-sale		100.00	
3.2 beer on Sale		200.00	
Change of Name-Liquor Establishment		50.00	
Liquor license investigation fee	Corporate	500.00	
	Partnership	500.00	

SERVICE OR LICENSE	SPECIAL NOTES	2021 Adopted	2022 Proposed
	Sole-Proprietor	500.00	
Liquor off-sale		380.00	
	Tiered Payment System:		
	License Reduced by:		
	$100-Meet State Statutes Conditions		
	$100-Purchase/Utility ID Technology		
Liquor on-sale		5,000.00	
Liquor on-sale Sunday		200.00	
Wine license investigation fee	Corporate	500.00	
	Partnership	500.00	
	Sole-Proprietor	500.00	
Wine on-sale		1,000.00	
2 a.m. closing (optional)		300.00	
Amusement & Commercial Recreation			
Temporary Amusement Center (Carnivals, Circus)		250.00	
Lawful gambling investigation fee - New applicant only	Limit $100.00	100.00	
Lawful gambling investigation fee - Single Events		50.00	
Fire Works Sales-Business selling only fireworks	Ordinance Adopted 6/11/02	350.00	
Fire Works Sales-Retail Sellers		100.00	
Parade Permit		100.00	
Special Events - Ex: Music festival, performing arts, parades, carnivals, 5K Runs	Including Clean Up Fees, Electrical Inspection Fees etc.	50.00 Application fee +License Fee to be	
		determined per event by CC + Staff Time @ 2.30*wage/hour	
All Other Misc. Permit/Licenses		50.00/Admin fee + Staff time @ 2.30/hr. if needed	
Building Construction			
Administrative Fee-Process Returned Bldg. Permits		25.00	
Basement Finish	Cover 3 trips	158.00	
Building permit		City of Ramsey Valuation Fee Schedule	Based on February 2017 ICC building valuation data & 1997 Uniform Building Code Table No 1-A Building Permit Fees
Electronic Plan Review-Application Fee	Building Permit only	20.00	
Electronic Plan Review-Application Fee	All Other Permits: Fire, Mechanical, Plumbing, Septic, Zoni	25.00	
Building plan check - Residential		50% of Bldg. Permit Fee	65% of Bldg. Permit Fee
Plan Review fee for Similar Plans		25% of Bldg. Permit Fee	
Plan Check Fee for Accessory Structures	Garages, Remodels, Additions, etc.	50% of Bldg. Permit Fee	65% of Bldg. Permit Fee
Plan Check Fee for changes, additions, or revisions to plans		53.00/hr./Minimum 1 hr. (Non-Refundable)	
Plan Check Fee for Commercial, Industrial & Apartments		50% of Bldg. Permit Fee (Non-Refundable)	

SERVICE OR LICENSE	SPECIAL NOTES	2021 Adopted	2022 Proposed
Plan Check Fee (Outside Contracted)	All administrative and Overhead Costs	Actual Costs (Non-Refundable)	
Air Conditioner Replacement		50.00	
Air Conditioner & Furnace Replacement (Combination)		50.00	
Deck Permit		50.00	105.00
Demo Permit		50.00	105.00
Driveway Escrow		2,000.00	
Water Heater Replacement		50.00	
Electrical Permit Fee	Per Tokle Contract	Electrical Permit Fee Schedule	
Erosion Control Escrow - New Construction	Returned when complete - not part of building code	1,500.00	
Fence Permit	Over 7 feet in height	City of Ramsey Valuation Fee Schedule	
Fence Permit	Less than 7 feet in height	10.00	25.00
Fireplace Permit	Cover 2 trips	25.00	50.00
Furnace Replacement		50.00	
Home Improvement Erosion Control Escrow		100 + Assessment Agreement	
Inspections-After Hours/Weekend	1.5 times hourly rate	80.00/hr./minimum 2 hr.	
Investigation Fee	Work Started Without a Permit	Equal to Permit Fee	
Gas Line (Residential)		50.00	
Landscape Escrow		5,000.00	
Lawn Irrigation-Residential	Cover 1 trip	25.00	50.00
Lawn Irrigation-Commercial (Multi)		50.00	
Mechanical Permit-Residential	New Construction	150.00	
	Remodel/Addition	100.00	
Mechanical permit-Commercial	New Construction	150.00	250.00
	Remodel/Addition	75.00	125.00
Plan Check fee (65% of commercial mechanical permit)		50% of Comm Mech Permit fee (None-Refundable)	65% of Bldg Permit fee (Non-Refundable)
Moving Structure Permit		50.00	105.00
Moving Structure Permit Site Inspection		50.00	105.00
Mobile Home Tie Down		50.00	75.00
Mobile Home Water Hookup	1.25 hours	50.00	
Plumbing permit- Residential/Single Family	New Construction	100.00	150.00
	Remodel/Addition	100.00	
Plumbing permit- Commercial	New Construction	250.00	
	Remodel/Addition	100.00	125.00
Public Sidewalk Panels-Broken		Min $500.00/Max $1,500.00	
ReInspection Fees		80.00 per trip	
Re-Roofing/Shingling Permit-Residential	Cover 2 trips	75.00	105.00
Re-Roofing/Shingling Permit-Commercial/Multi-Family		City of Ramsey Valuation Fee Schedule	
Re-Siding Permit	Cover 2 trips	75.00	105.00

SERVICE OR LICENSE	SPECIAL NOTES	2021 Adopted	2022 Proposed
Replacement Windows (Residential)	City Required pre-inspection	75.00	105.00
Septic system permit-residential		125.00	175.00
Septic system permit-commercial		250.00	
Septic Tank Installation Permit-Residential		125.00	175.00
Service Availability Charge (SAC)	[current MCES rates]	2,485.00	
Septic Tank Pumping Permit		15.00	
Sewer permit (Utility Connection)-Residential		25.00	
Sewer permit (Utility Connection)-Commercial		2% of Job Value/Minimum 258.00	
Site Evaluation Fee		50.00	80.00
State Surcharge	Applies to all permit types	1.00	
	Per State of Minnesota Fee Schedule		
Swimming pool permit		100.00	105.00
Vacuum Breaker Verification for Irrigation System (RPZ)-Residential		50.00	
Vacuum Breaker Verification for Irrigation System (RPZ)-Commercial	1.25 Hours	50.00	
Water Availability Charge (WAC) - per address	Per 2012 & 2017 Comprehensive Water System Study	1,399.00	1,434.00
Water Softener Permit-Residential		50.00	
Water permit (Utility Connection)-Residential		25.00	50.00
Water permit (Utility Connection)-Commercial		2% of Job Value/Minimum 258.00	
Business			
Administrative Fee - Process Returned Business Permits		25.00	
Business Registration Certificate (BRC)	Original Application	30.00	
Contractor License	All Contractors	50.00	
Garbage & refuse hauler		50.00	
License Late Fee		15% of license fee/month	
Massage Establishment		100.00/annual	
Massage Establishment Owner/Manager Background Check Fee		50.00	
Massage Therapist		50.00/annual	
Massage Therapist Background Check Fee		35.00	
Pawn broker/Precious Metals		4,000.00	
Yearly Fee-Pawnbroker enters		$250/per year all transactions	
Transaction Fee-State Entered		2.10/per transaction	
Pawn broker investigation fee	in-state investigation	500.00	
	out-of-state investigation	1,500.00	
Residential Rental - Multifamily	3-Year License	400.00/building	
Residential Rental - Single Family/Townhome	3-Year License	25.00/unit	
Second Hand Dealer		2,000.00	
Second Hand Dealer investigation fee	in-state investigation	500.00	
	out-of-state investigation	1,500.00	
Transient merchant/peddler/solicitor		100 + 35 per person backgrounded	
City Financing			
Interest rate charge - non-bonded programs		US Treas. rate + 2 points	
[bonded projects will be dependent upon interest rates being paid]		Bond Int rate + 2 points	
Equipment Chargeback			
All Equipment Rental		Per FEMA Schedule + Staffing	
Public Works Maintenance Worker		2.30 x wage/hr.	
Portable Toilet		Actual Cost	
Facility Use			
Antenna Lease - City Owned Property [PCS towers]	Per Individual Agreement	Per Individual Agreement	

SERVICE OR LICENSE	SPECIAL NOTES	2021 Adopted	2022 Proposed
Concession stand/pavilion/shelter- per day/event- residents	Includes 7.125% sales tax	See Facility Use & Rental Policy	See Attached
Concession stand pavilion/shelter- per day/event - non-res.	Includes 7.125% sales tax	See Facility Use & Rental Policy	
Key deposit - per building		55.00	
Softball/baseball field maintenance - youth teams	Includes 7.125% sales tax	12.00/game	
Football field maintenance - youth teams			
Large Fields	Includes 7.125% sales tax	47.00/week	
Soccer & Lacrosse field maintenance - youth teams			
Full Size (Large Field)	Includes 7.125% sales tax	37.00/week	
1/2 Size (Medium Field)	Includes 7.125% sales tax	20.00/week	
Small Field	Includes 7.125% sales tax	12.00/week	
Field Layout Field-Soccer, Football, Lacrosse		300.00	
Tennis court - non-residents	Includes 7.125% sales tax	20.00	
Basketball court - non-residents	Includes 7.125% sales tax	20.00	
Horseshoe pit - non-residents	Includes 7.125% sales tax	20.00	
Lighted ballfield Deposit Fee		100/individual	
		500/athletic organization	
Lighted ballfield - residents	Includes 7.125% sales tax	45.00/Per 3 hours and then 15.00/Each Additional hour	
Lighted ballfield - non-residents	Includes 7.125% sales tax	60.00/Per 3 hours minimum and then 20.00/Each Additional hour + 25.00 for lights	
Light - Used By ARAA		Actual Cost	
General Field Use - Residents (football, soccer, softball,baseball)		45.00/Per 3 hours minimum and then 15.00/Each Additional hour	
General Field Use - Non-Residents (football, soccer, softball,baseball)		60.00/Per 3 hours minimum and then 20.00/Each Additional hour	
Athletic Field Marking Paint - ARAA		Actual Cost	
Pact School Field Maintenance	5% Increase per year	600.00	
Municipal Center per day/event - Refer to Facility Use and Rental Policy	See Ramsey Municipal Center Conference Room Rental & Park Facilities Rental Rates Schedule	See Ramsey Municipal Center Conference Room Rental & Park Facilities Rental Rates Schedule	
Coffee for Meetings		5.00/pot	
Park Facilities - Refer to Facility Use and Rental Policy	See Ramsey Municipal Center Conference Room Rental & Park Facilities Rental Rates Schedule	See Ramsey Municipal Center Conference Room Rental & Park Facilities Rental Rates Schedule	
Miscellaneous			
Cemetery Plot (Trott Brook Cemetery)		900.00	
Cemetery Plot Perpetual Care		400.00	
Comp Plan CD		10.00	
City Information-CD Format		10.00/disc	
Kennel License (Administrative)	4th Dog on Property	30.00	
Maps - City (28X 24)		5.00	
Maps - Zoning (28 X 34)		15.00	
Maps - Zoning/Address (34 X 44)		25.00	
Maps-Zoning or Comp Plan (11 X 17)		6.00	

SERVICE OR LICENSE	SPECIAL NOTES	2021 Adopted	2022 Proposed
Maps - Plat		10.00	
Maps - Topo aerials per half section		20.00	
Maps- Parks & Trails 11 X 17)		6.00	
Maps - Parks & Trails (36 X 24)		15.00	
Maps-Large Ward/Precinct	With Addresses	25.00	
Notary Fee	State Statute	5.00	
Photo copies - one-sided/duplexed	Up to 100 pages; over 100 pages plus staff time	0.25	
Political office filing fee	State Statute	5.00	
Public hearing publications		At City Cost	
Returned check		35.00	
Reissued Check Fee		15.00	
Special assessment search		30.00	
Planning and Zoning			
Comp Plan Amendment Application		200.00	
Comp Plan Escrow		700.00	
Conditional use escrow minimum		800.00	
Conditional use permit application		200.00	
Conditional use escrow min-environ sens		2,000.00	
Conditional use permit app.-environ sens		200.00	
Conditional use permit annual inspection		75.00	
Dock permit		25.00	
Environmental Permit		200.00	
Environmental Escrow		400.00	
Grading Permit		200.00	
Industrial Revenue Bond - application		200.00	
Industrial Revenue Bond - escrow		1,000.00	
Interim Use Permit Escrow - Minimum		600.00	
Interim Use Permit Application		200.00	
Interim Use Annual Inspection Fee		75.00	
Park Dedication - Cash Contribution: Residential Unit	Including Townhomes & Apartment Units	3,500.00/dwelling unit	
Park Dedication - Cash Contribution: Residential Unit	Exceed 12+ units per acre	7.5% Discount/$2,775.00	
Park Dedication - Cash Contribution: Residential Unit	Exceed 20+ units per acre	15% Discount/$2,550.00	
Park Dedication - Cash Contribution: Commercial/Assisted Living Facilities		5,100.00/acre	
Park Dedication - Cash Contribution: Industrial		4,375.00/acre	
Park Dedication - Land Contribution: Residential	0 - 3.0 dwelling units per acre	10% of land	
	3.1 - 5.0 dwelling units per acre	15% of land	
	5.1 + dwelling units per acre	Add .5% for each over 5	
Park Dedication - Land Contribution: Commercial/Industrial/Assisted Living Facilities		5% gross land area	
Park Dedication - Land Contribution: Planned Unit Developments	(public open space/rec. uses-not including wetlands)	10% gross land area	
		2,800.00/dwelling unit	
Trail Development Fee - Cash Contribution: Residential Unit		1,000.00/dwelling unit	
Trail Development Fee - Commercial/Industrial/Assisted Living Facilities		1,300.00/acre	
Approval/Recording of Deeds:			
Abstract Property		County Fee+10.00/staff Time	
Torrens Property		County Fee+10.00/staff Time	
Rezoning application		200.00	
Rezoning escrow		400.00	
Sign permit application - permanent		25.00	
Sign permit - permanent		75.00	

SERVICE OR LICENSE	SPECIAL NOTES	2021 Adopted	2022 Proposed
Sign permit - temporary		25.00	
Site plan review application		200.00	
Site plan review escrow		800.00	
Special Council, HRA or Commission meeting fee		350.00	
Temporary Structure escrow		500.00	
TIF/Conduit Debt Application Fee		4,000.00/+legal fee deposit	
Vacation of easement application		200.00	
Vacation of easement escrow		300.00	
Variance application		200.00	
Variance escrow		400.00	
Zoning Permit		25.00	
Platting or Subdividing			
Address Charge		175.00	
Administrative (interior lot lines) escrow		225.00	
Administrative (interior lot lines) app.		200.00	
Major Subdivision escrow		1,500.00	
Major Subdivision application		300.00	
Minor subdivision escrow		900.00	
Minor subdivision application		200.00	
Registered land survey escrow		300.00	
Registered land survey application		200.00	
Professional Services			
Administrative Fee (Project Related Activity-Staff admin)	Consultants hired for project: Ex: Hakanson Anderson	3% of contractor bill	
Attorney - municipal		At City cost	
Attorney - non-municipal		At City cost	
City Staff Services		2.30 x wage/hr.	
Plan Review - Anoka County Highway Improvement Projects			150.00
Police Officer		97.00/hr	102.00/hr
Other professional /staff services		2.30 X wage/hr.	
Public Safety			
Alarms: False (3rd offense)	In a Calendar Year	75.00	
Alarms: False (4th offense)	In a Calendar Year	150.00	
Alarms: False (5th offense)	In a Calendar Year	225.00	
Alarms: False (6th offense)	In a Calendar Year	300.00	
ATV/Golf Cart Permit		10.00	
Car Seat Check -Non-Resident only		25.00	
Clandenstine Drug Labs Remediation	Recovery of Public Costs	125% of Recovery Costs (Recovery Cost + 25% admin Fee)	
Copies: Audio/Video CD/DVD		20.00	
Copies: Incident/Investigative Reports	Per statute Ch163 sec 8 adopted 8/1/05	.25/page	
Copies: Statistical Summary Reports		5.00	
Dangerous Dog License		500.00	
Dog Impoundment fee		125.00+board	
Dog Impoundment fee - If Non Licensed		145.00 +board	
Dog Impoundment fee (2nd offense)	w/in 12 months (+50.00 each addtl w/in 12 mo)	175.00 +board	
Dog license - duplicate		5.00	-
Dog license - male/female - 3 yr. license		20	-
Dog license - male/female neutered/spayed - 3 yr. license		10	-
Fire Prevention:			

SERVICE OR LICENSE	SPECIAL NOTES	2021 Adopted	2022 Proposed
Fire Suppression Fees:			
Permit		Valuation based/1997 UBC Fee Table 1-A	
		Minimum of 23.50	
Plan Review		65% of permit fee	
		5.00 Minimum State Surcharge	
Fire Alarm Fees:			
Permit		Valuation based/1997 UBC Fee Table 1-A	
		Minimum of 23.50	
Plan Review		65% of permit fee	
		5.00 Minimum State Surcharge	
Temporary Assembly/Tent Permit(Greater than 100 sq. ft.)		50.00/per tent	
Aboveground Tank Storage		100.00/per tank	
Underground Tank Storage		100.00/per tank	
Fuel Tank Storage Removal		100.00/per tank	
Daycare Inspection Fee		50.00	
Permit Re-Inspection Fee		50.00	
Fireworks/Pyrotechnic Display Permit		200.00	
Fireworks -Retail Sale Permit - Retailer only selling fireworks		350.00	
Fireworks-Retail Sale Permit-All other retailers		100.00	
Double Permit Fee		2 x normal permit fee	
Lock Box Fee:			
Surface Mount		Per Vendor Pricing	
Recessed Box		Per Vendor Pricing	
All Others		Actual cost + 10% Admin fee	
Fire Code Re-Inspection Fee		140.00	
Gas Line Hit By Contractors	Effective 4-1-10	300.00	
Open Burn Permits:			
Open burn permit application	Residential	25.00	
Open burn permit fire suppression escrow		500.00	
Open burn permit fire suppression services		300.00/hr. - min 300.00	
Illegal Burning	Effective 4-1-10	200.00	
Subsequent Site Evaluations		45.00/visit	
Fire Service Fee:			
Disaster Assistance		300.00/hr. per truck	
Ordinance Violations		300.00/hr.	
Victim Service Fee		300.00/hr. per truck	
Letter of Good Standing		10.00	
Photo CD		20.00/cd	
Photo Electronical Transfers		10.00/transmission	
Photo Reprints		5.00 min chg + 1.00/print	
Vehicle Lockout		20.00	
Vehicle Storage		10.00/day	
Reimbursements			
Mileage/personal vehicle (IRS allowable rate)	Always follow IRS adopted rate	.56/mile	

SERVICE OR LICENSE	SPECIAL NOTES	2021 Adopted	2022 Proposed
Right-of-Way			
Permit Fee - Boring/Open Trench		95.00+15.00/Driveway, 20.00/Road Closing	
		+ $10,000 Bond per mile	
Boulevard Tree Replacement		700.00/Tree	
Permit Fee - Overhead		95.00\+.05/linear foot	
Street and Traffic Charges			
Developer contribution:			
street and/or traffic signs		Developer Installed	
Bituminous Paving/Patching		25.00/sq yard	
Culverts		Price + Tax	
Road Improvement Assessment	Per Special Assessment Policy	Per Policy	
Sidewalk Panel Replacement Escrow		1500.00	
Street Sweeping: Equipment Only:	Per FEMA Schedule of Equipment Rates	74.00/Hr	
Traffic Sign Replacement		225.00	
Tobacco			
Cigarette Sales (vending and over-the counter)		250.00	
Cigarette Sales with age verification technology		150.00	
E-Cigarette Sales		250.00	
E-Cigarette Sales with age verification technology		150.00	
UTILITY RATES			
Assessment Charge for Unpaid Items Assessed	Administration fee	30.00/account	
Interest Rate on Unpaid Items Assessed		5.50%	
Penalty/late payment	Past due on current billing	10%	
Recycling Rates			
Residential Curb-side Program fee/qtr	Per Ace Contract	11.94/qtr	
Sewer Rates			
Residential/Single dwelling usage fee/qtr	Per 2016 Comprehensive Sewer Study	75.14	75.89
Multi-family(apt) & commercial usage fee/qtr		75.14+3.13/1000 gal.	75.14+3.16/1000 gal.
		in excess of 20,000 gal.	in excess of 20,000 gal.
Connection charge/res. equivalent	Per 2012 & 2017 Comprehensive Sewer System Study	1,274.00	1,306.00
Connection charge/acre comm./ind.	Per 2012 & 2017 Comprehensive Sewer System Study	3,837.00	3,933.00
Lateral Benefit Charges: Residential	Increased by construction cost index-Avg 3% since 2012	5,117.00	5,245.00
Lateral Benefit Charges: Commercial	Increased by construction cost index-Avg 3% since 2012	8,424.00	8,635.00
Street Lights			
Developer contribution:			
installation of Cobra street light		Per Connexus Energy Fee Schedule	
traditionaire subdivision street light (w/100 ft of wire)		Developer Installed	
New ROW COR Lights		Per Connexus Energy Fee Schedule	
street light O & M 3 year @ $98/year		294/light	
Residential billing:			
urban subdivision street light rate per lot (>7/92)		9.01/qtr	
rural subdivision street light rate per lot		14.85/qtr	
priority street light rate per residential/apartment/ lot		1.37/qtr	

SERVICE OR LICENSE	SPECIAL NOTES	2021 Adopted	2022 Proposed
Storm Water Management Rates			
Residential		15.95/qtr	
Commercial		63.80/REU/qtr	
Trunk charge/res. equivalent	Increased by construction cost index-Avg 3% since 2012	502.00	517.00
Trunk charge/acre comm./ind.	Increased by construction cost index-Avg 3% since 2012	5,001.00	5,151.00
Water Rates			
Minimum usage fee/qtr	Per 2012 & 2017 Comprehensive Water System Study	42.15	43.20
Quarterly Rate Structure			
	Conservation Rates	$42.15 Minimum	$43.20 Minimum
		$2.89 per 1,000 for 15,001-25,000	$2.96 per 1,000 for 15,001-25,000
		$2.98per 1,000 for 25,001-40,000	$3.05 per 1,000 for 25,001-40,000
		$3.19 per 1,000 for 40,001-60,000	$3.27 per 1,000 for 40,001-60,000
		$3.41 per 1,000 for 60,001-99,000	$3.50 per 1,000 for 60,001-99,000
		$3.78 per 1,000 for 99,001-201,000	$3.87 per 1,000 for 99,001-201,000
		$4.51 per 1,000 for 201,001 and above	$4.62 per 1,000 for 201,001 and above
Odd/Even Sprinkling Violations:	Effective day after Memorial Day thru Day after Labor Day		
	No Sprinkling between 10 am-8:00 pm		
First Violation		Written Warning & Registered Letter	
Second Violation		50.00	
Third Violation		100.00	
Fourth Violation		Water Service turned off	
Meter Replacement Admin Fee for Non-Compliance		75.00/qtr	
Installation of meter w/remote (Res & Commercial)		140.00	
5/8" Meter - Radio Read System		275.00	
1" Meter - Radio Read System		439.00	
1 1/2" Meter - Radio Read System		839.00	
2" Meter - Readio Read System (Irrigation Only)		1,039.00	
2" Compound Domestic Meter - Radio Read System		2,286.00	
3" Compound Domestic Meter - Radio Read System		3,004.00	
4" Compound Domestic Meter - Radio Read System		3,818.00	
Other than Meters Noted Above		Cost plus 5%	
Water shut off at Curbstop		100.00	
Water shut off at Curbstop	Winter Period of November 1 - April 1	150.00	
Townhouse Irrigation Meter Winterization		150.00	
Broken Hydrant Replacement - Summer		500.00	
Broken Hydrant Replacement - Winter		750.00	
Connection charge/res. equivalent	Per 2012 & 2017 Comprehensive Water System Study	1,898.00	1945.00
Connection charge/acre comm./ind.	Per 2012 & 2017 Comprehensive Water System Study	6,935.00	7108.00
Lateral Benefit Charges: Residential	Increased by construction cost index-Avg 3% since 2012	6,536.00	6732.00
Lateral Benefit Charges: Commercial	Increased by construction cost index-Avg 3% since 2012	7,313.00	7,532.00

cost per sqft

2017 ICC

2022 Proposed

	A	B	C	D	E	F	G	H	I	J
1	Group (2015 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
2	A-1 Assembly, theaters, with stage	229.26	221.37	216.01	207.16	194.94	189.29	200.61	178.00	171.48
3	A-1 Assembly, theaters, without stage	210.11	202.22	196.86	188.01	175.94	170.29	181.46	158.99	152.48
4	A-2 Assembly, nightclubs	179.28	174.08	169.68	162.81	153.48	149.24	157.08	138.97	134.26
5	A-2 Assembly, restaurants, bars, banquet halls	178.28	173.08	167.68	161.81	151.48	148.24	156.08	136.97	133.26
6	A-3 Assembly, churches	212.12	204.22	198.87	190.01	178.14	172.49	183.47	161.20	154.68
7	A-3 Assembly, general, community halls, libraries, museums	176.94	169.04	162.69	154.83	141.96	137.30	148.28	125.01	119.50
8	A-4 Assembly, arenas	209.11	201.22	194.86	187.01	173.94	169.29	180.46	156.99	151.48
9	B Business	182.98	176.21	170.40	161.91	147.69	142.14	155.55	129.66	123.97
10	E Educational	194.27	187.38	182.00	173.88	162.37	154.12	167.88	141.89	137.57
11	F-1 Factory and industrial, moderate hazard	109.64	104.60	98.57	94.77	85.03	81.17	90.78	71.30	66.75
12	F-2 Factory and industrial, low hazard	108.64	103.60	98.57	93.77	85.03	80.17	89.78	71.30	65.75
13	H-1 High Hazard, explosives	102.63	97.58	92.55	87.75	79.22	74.36	83.76	65.48	0.00
14	H234 High Hazard	102.63	97.58	92.55	87.75	79.22	74.36	83.76	65.48	59.94
15	H-5 HPM	182.98	176.21	170.40	161.91	147.69	142.14	155.55	129.66	123.97
16	I-1 Institutional, supervised environment	183.95	177.72	172.57	165.30	152.29	148.15	165.39	136.43	132.19
17	I-2 Institutional, hospitals	307.93	301.16	295.35	286.86	271.68	0.00	280.50	253.65	0.00
18	I-2 Institutional, nursing homes	213.36	206.59	200.78	192.29	179.07	0.00	185.93	161.04	0.00
19	I-3 Institutional, restrained	208.19	201.43	195.62	187.12	174.39	167.85	180.76	156.37	148.68
20	I-4 Institutional, day care facilities	183.95	177.72	172.57	165.30	152.29	148.15	165.39	136.43	132.19
21	M Mercantile	133.57	128.37	122.97	117.10	107.27	104.03	111.38	92.75	89.05
22	R-1 Residential, hotels	185.63	179.39	174.24	166.97	153.72	149.58	167.06	137.86	133.61
23	R-2 Residential, multiple family	155.74	149.50	144.35	137.09	124.57	120.43	137.17	108.71	104.47
24	R-3 Residential, one- and two-family	145.23	141.28	137.64	134.18	129.27	125.87	131.94	120.96	113.85
25	R-4 Residential, care/assisted living facilities	183.95	177.72	172.57	165.30	152.29	148.15	165.39	136.43	132.19
26	S-1 Storage, moderate hazard	101.63	96.58	90.55	86.75	77.22	73.36	82.76	63.48	58.94
27	S-2 Storage, low hazard	100.63	95.58	90.55	85.75	77.22	72.36	81.76	63.48	57.94
28	U Utility, miscellaneous	78.63	74.24	69.76	66.20	59.84	55.88	63.23	47.31	45.09
29										
30	A. Private garages, use Utility, miscellaneous									
31	B. Unfinished basements (all use group) = $21.00 per sq. ft.									
32	C. For shell only buildings, deduct 20 percent									
33	D. Building Official may consider Applicant submitted valuation if supported by executed contract.									
34										

2022 Proposed Fee Table

EXTRACTED FROM 1997 UNIFORM BUILDING CODE

TABLE NO. 1-A – BUILDING PERMIT FEES

TOTAL VALUATION	FEE
$1.00 to $500	$23.00
$501.00 to $2,000.00	$23.50 for the first $500.00 plus $3.05 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$391.25 for the first $25,000.00 plus $10.10 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.00 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to $1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.15 for each additional $1,000.00, or fraction thereof

Other Inspections and Fees:

1. Inspections outside of normal business hours . . . . . $47.00 per hour*
2. Reinspection fees assessed under provisions of Section 305.8 . . . . . $47.00 per hour*
3. Inspections for which no fee is specifically indicated . . . . . $47.00 per hour* (minimum charge – one-half hour)
4. Additional plan review required by changes, additions or revisions to plans . . . . . $47.00 per hour*
5. For use of outside consultants for plan checking and inspections, or both . . . . . Actual costs **

* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

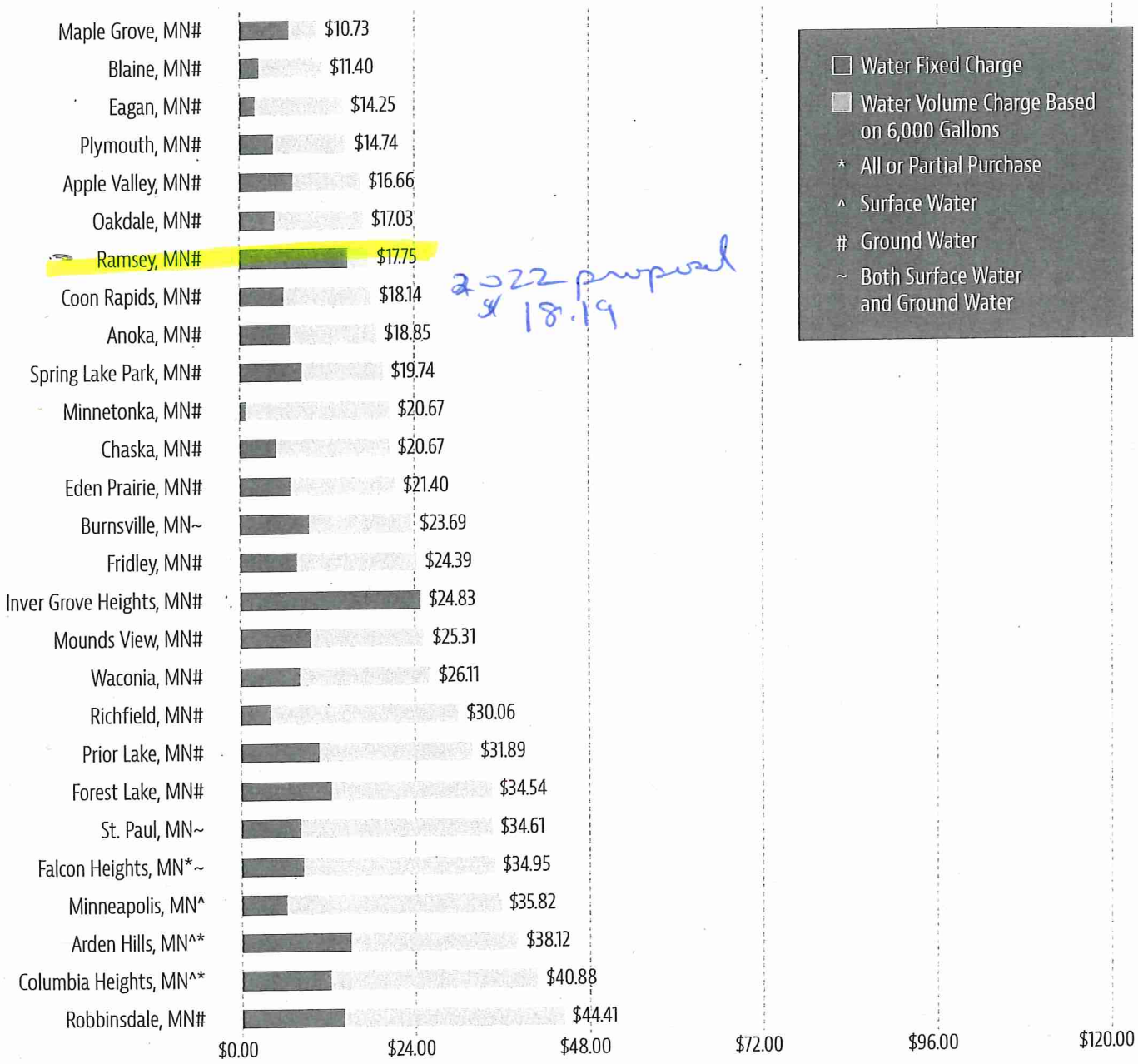
** Actual costs include administrative and overhead costs.

Facility	Category	2021 Rate	2022 Proposed Hrly Rate
Park Center Building	Youth /501c3 Groups	$10 flat rate	change to $5 per hr rate
	Resident	$24	$25
	Non Resident	$31	$35
Lions Pavilion	Youth /501c3 Groups	$10 flat rate	change to $5 hrly rate
	Resident	$9	$10
	Non Resident	$14	$15
Lions Pav. w/Concessions	Youth /501c3 Groups	$10 flat rate	change to $5 hrly rate
	Resident	$23	$25
	Non Resident	$33	$35
Elmcrest Park			
Pavilion	Youth /501c3 Groups	$10 flat rate	$5 hrly rate
	Resident	$14	$20
	Non Resident	$19	$25
Meeting Room	Youth /501c3 Groups	$10 flat rate	change to $5 hrly rate
	Resident	$19	$25
	Non Resident	$25	$30
Building (Mtg Rm/Concessions/Pav.)	Youth /501c3 Groups	$30 flat rate	$15 hrly rate
	Resident	$31	$35
	Non Resident	$39	$45

Damage Deposit $100	**Rename to Facility Use Deposit $100**
Eliminate Key Deposit $55	**Included as part of Facility Use Deposit**

WATER

MINNEAPOLIS/ST. PAUL METRO AREA



2022 proposal $ 18.19

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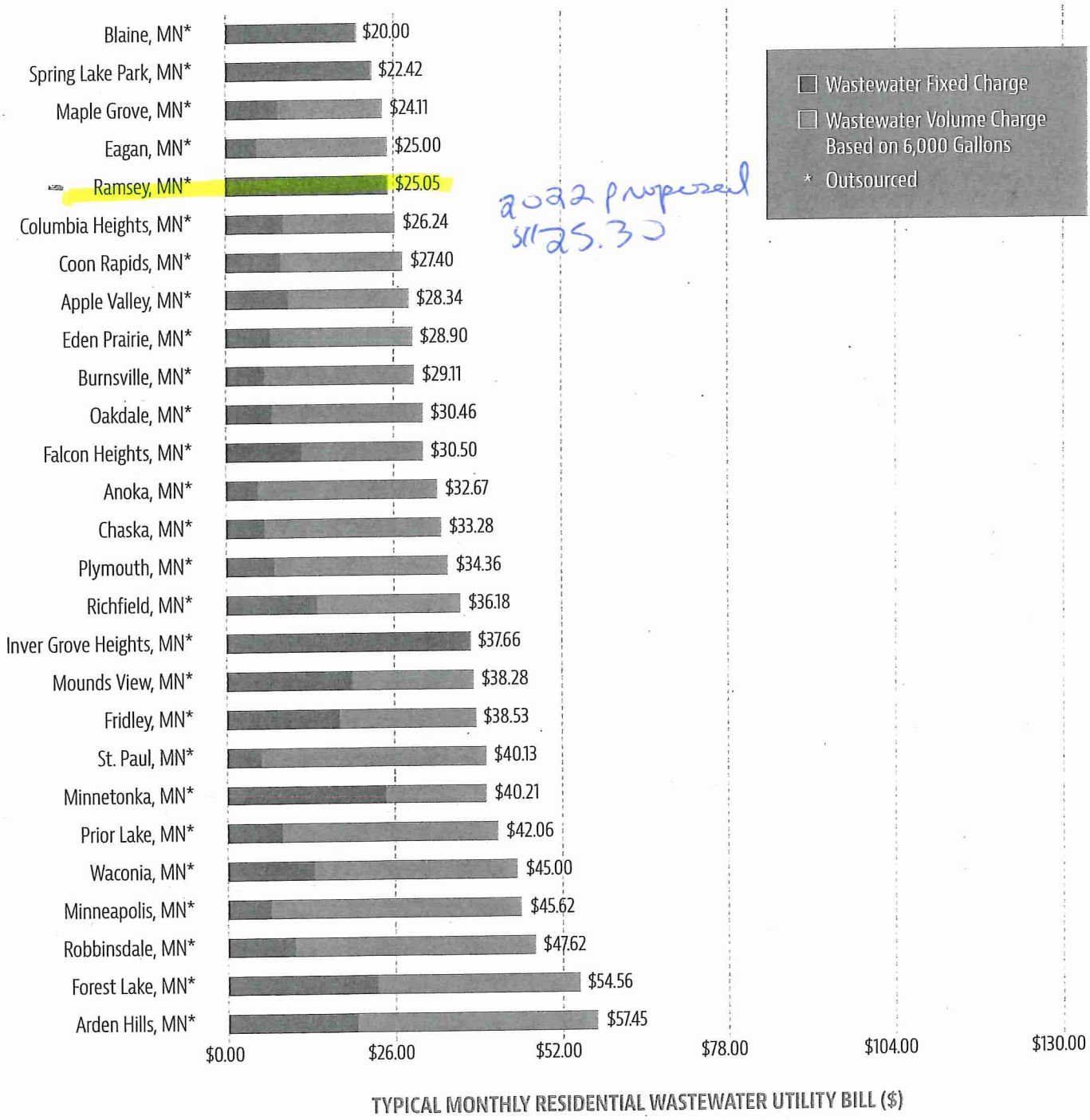
SEWER

MINNEAPOLIS/ST. PAUL METRO

(Served by Metropolitan Council Environmental Services)



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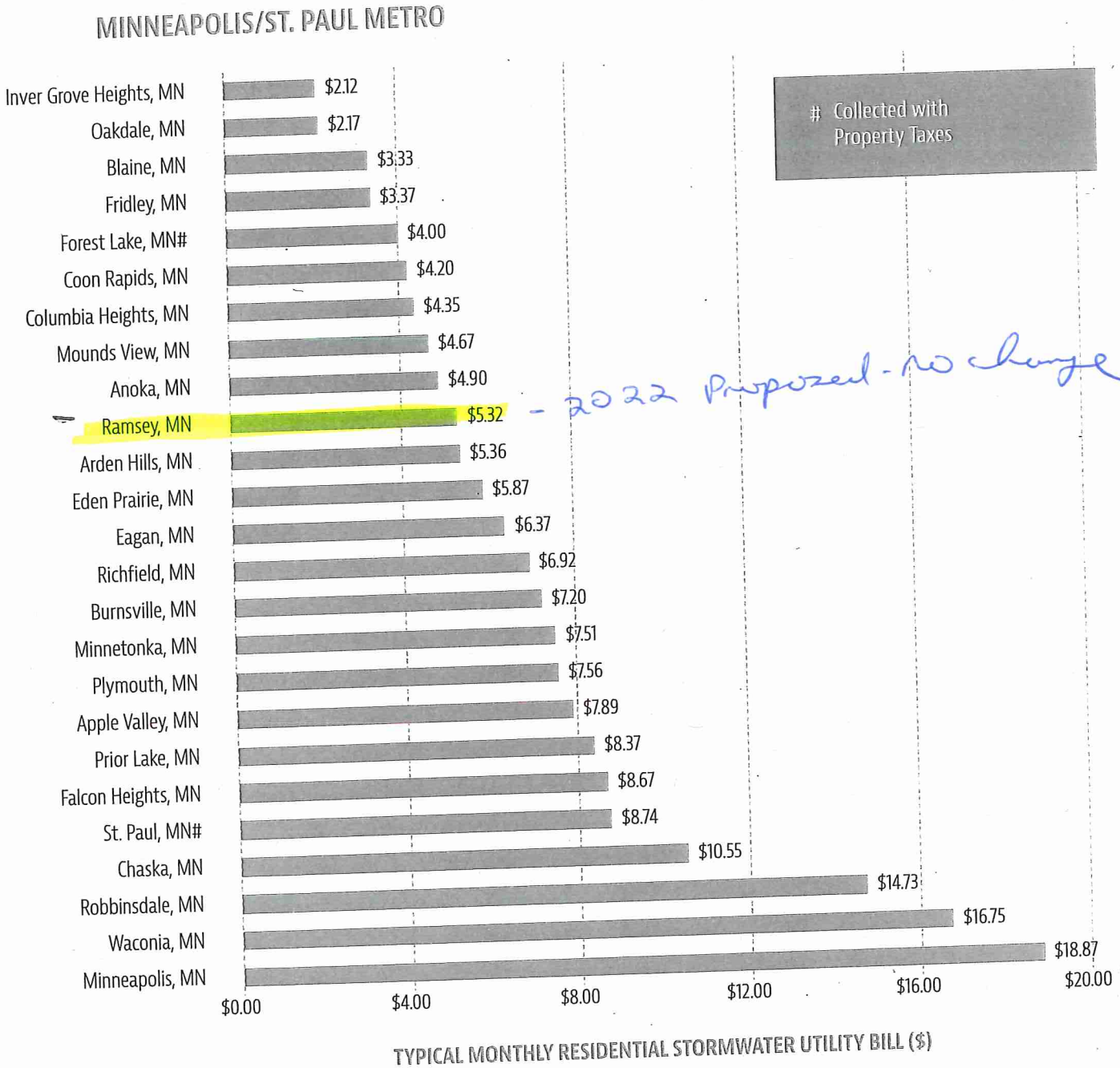
STORM DRAINAGE



- 2022 Proposed - no change

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CC Regular Session **7. 5.**

Meeting Date: 11/09/2021

Submitted For: Kurt Ulrich, Administrative Services

By: Kathy Schmitz, Administrative Services

Information

Title:

Elmcrest Park Entry Road

Purpose/Background:

The City uses a 60-ft easement across private property as the northern entry into Elmcrest Park. The underlying property owner has used portions of the Elmcrest park easement for storage of agricultural equipment and material. This has generated numerous complaints from the neighborhood. This issue was brought before the Council on October 26, 2021 by neighboring residents. Council direction was for staff to review alternatives and to schedule for the agenda on November 9.

I spoke with Mr. Sykes today about selling his property and he is interested in selling. He is going to calculate a price and send it to me. He is interested in maintaining access to his property with a driveway from this direction. He also mentioned that he is moving some of the material he put next to the road and "cleaning it up" a little and demonstrating cooperation.

Notification:

N/A

Time Frame/Observations/Alternatives:

Staff suggests discussion of the following alternatives:

Continue to use access road as is. Under the current easement, the City can continue to use the road as public access to the park and enforce the Cit's rights to maintain a clear and unobstructed easement. The previous City Attorney (Joe Langel) was of the opinion that it is the City's right to have an unimpeded easement to the park. The underlying property owner has made recent progress in moving some material back from the road over the past week, and the City would requirement the easement to remain clear in the future. The City's new Attorney (Fritz Knaak) has been informed of the situation and will be at the Council meeting on November 9. This alternative is the lowest direct cost, but likely will result in various neighborhood conflicts over subsequent years.

Purchase fee title to property. The underlying property owner has indicated an interest in the sale of the property to the City and said that he would provide a price to the City. As of this date, a price has not been received. The City could acquire the property for public purpose of parkland and access. In any event, the City is obligated to pay at least fair market value.

City purchase of the property is a solution that avoids the cost of relocating the road and eliminates the conflicts caused by a park road, agricultural use, and adjacent residential uses trying to occupy the same space. Note, the underlying property owner indicated a desire to maintain a driveway access over part of this property to the remainder of his property (lying to the west).

Construct an alternative access road and vacate easement.

Attached is a figure showing the existing 24-foot wide temporary park access road and connecting water tower driveway shaded in red, as well as the proposed 24-foot wide park access road shaded in magenta. Existing utilities are included in the figure, which include Zayo fiberoptics, CenterPoint gas, Connexus electric, and Comcast and CenturyLink telecommunications lines. At a minimum these utilities serve the adjacent private properties, as well as the buildings and water tower in Elmcrest Park. The private utilities were field located and surveyed so their positioning on this figure is generally accurate.

The estimated project cost for removing the existing road and driveway and constructing the proposed road totals $214,000. This estimated project cost includes 10-percent contingency costs and 23-percent indirect costs. Staff does not anticipate the City would be responsible for paying to relocate the private utilities, but we also do not know if any private agreements were executed with private property owners. As noted below, if the City does need to pay to relocate utilities it could cost the City up to $70,000 to do so.

Funding Source:

Purchase of the park land and access, and access to the water tower can come from various funding sources including park dedication and water enterprise funds.

Recommendation:

Staff recommend seeking a price from the underlying land owner for purchase of the property and identifying appropriate funding based upon the price and purpose of the land.

Outcome/Action:

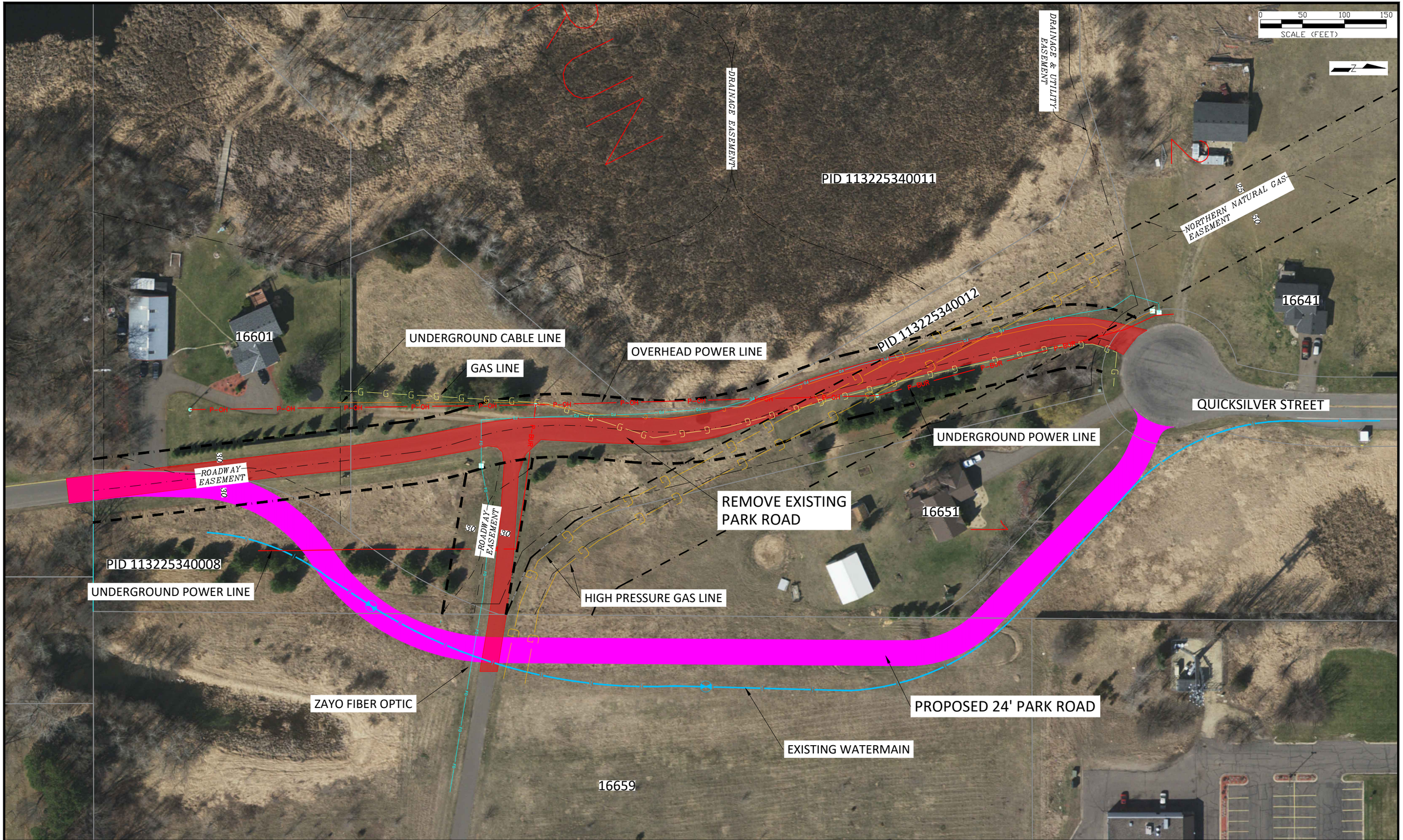
Consensus of Council direction to staff based upon discussion.

Attachments

Road Alternative
Site Location Aerial
Access Easement

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/04/2021 05:35 PM
Form Started By: Kathy Schmitz		Started On: 11/04/2021 01:34 PM
Final Approval Date: 11/04/2021		



DATE	REVISION

Nov 03, 2021 - 10:16am
G:\Engineering\2020 - 2029 Projects\2021 Projects\ElmCrest Park Access\Elmcrest New Entrance - 2021\Elmcrest Entrance.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

Engineer Name
Date xx /xx/xx Lic. No. Eng. No.

DESIGNED BY:	---	
DRAWN BY:	---	DATE: xx/xx/xx
CHECKED BY:	---	FILE: (file no.)

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

ELMCREST ENTRANCE
ESTIMATE

(PROJECT NAME)
CITY PROJECT NO. (File No.)
CITY OF RAMSEY, MINNESOTA

SHEET ---- OF (xx) SHEETS

val_Display_PID

val_CO_ADDR

val_Title

val_Comment

10/4/2021, 1:33:39 PM

0 0.0175 0.035 0.07 0.105 0.14 mi

Record ID 2176297

ACCESS ROAD EASEMENT
And CONSENT TO EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS, that, for valuable consideration, OAKWOOD LAND DEVELOPMENT, INC., a Minnesota corporation, Grantor, hereby grants, sells, and conveys to the CITY OF RAMSEY, a municipal corporation, Grantee, a temporary easement for access road purposes, including, without limitation, the construction, maintenance, repair and replacement thereof, and uses incident thereto, over, under, and across the real property, in Anoka County, Minnesota described as follows:

A 60.00 foot wide easement for road purposes over, under and across Lot 4, Block 1, RABBIT RUN, Anoka County, Minnesota, the centerline of which is described as follows:

Commencing at the southeast corner of said Lot 4; thence North 89 degrees 48 minutes 17 seconds West, assumed bearing along the south line of said Lot 4, a distance of 115.00 feet to the point of beginning of the centerline to be described; thence North 06 degrees 51 minutes 53 seconds West, a distance of 300.00 feet; thence northerly along a tangential curve concave to the west a distance of 57.37 feet, said curve having a radius of 300.00 feet and a central angle of 10 degrees 57 minutes 25 seconds; thence continuing northerly along a reverse curve a distance of 121.75 feet, said reverse curve having a radius of 300.00 feet and a central angle of 23 degrees 15 minutes 06 seconds; thence North 05 degrees 25 minutes 48 seconds East, a distance of 40.00 feet; thence northerly along a tangential curve concave to the west a distance of 136.57 feet, said curve having a radius of 300.00 feet and a central angle of 26 degrees 04 minutes 58 seconds; thence North 20 degrees 39 minutes 10 seconds West, a distance of 40.00 feet; thence northerly along a tangential curve concave to the east a distance of 39.23 feet, said curve having a radius of 300.00 feet and a central angle of 07 degrees 29 minutes 30 seconds; thence North 13 degrees 09 minutes 40 seconds West, a distance of 195.00 feet; thence northeasterly along a tangential curve concave to the southeast a distance of 54.88 feet to the southerly line of Quicksilver Street, said curve having a radius of 100.00 feet and a central angle of 31 degrees 26 minutes 31 seconds, and said centerline there terminating. The side lines of said easement are to be prolonged or shortened to terminate on the south line of said Lot 4 and the southerly line of Quick silver Street.

AND

2005413.006

A 60.00 foot wide easement for road purposes over, under and across Lot 4, Block 1, RABBIT RUN, Anoka County, Minnesota, the centerline of which is described as follows:

Commencing at the southeast corner of said Lot 4; thence North 00 degrees 12 minutes 37 seconds East, assumed bearing along the east line of said lot 4, a distance of 362.65 feet to the point of beginning of the centerline to be described; thence North 80 degrees 15 minutes 33 seconds West, a distance of 144.58 feet to the easterly line of the above described easement, and said centerline there terminating. The side lines of said easement are to be prolonged or shortened to terminate on the east line of said Lot 4 and the easterly line of said above described easement.

together with all hereditaments and appurtenances belonging thereto. The easement areas are depicted on the attached Exhibit A which is incorporated herein.

814736

The temporary easements granted herein shall expire upon the development of and/or any subdivision of said Lot 4 AND the recording with the Anoka County Recorder or Registrar of Titles of a permanent public street and utility easement in favor of Grantee which permanent easement shall be a minimum of 60 feet in width. The purpose of said permanent easement shall be to provide ingress and egress to Grantee's Elmcrest Park.

Grantor covenants that it is the owner of the premises and has the right, title, and capacity to grant the temporary easements granted herein.

BE IT FURTHER KNOWN, that 21st Century Bank, a Minnesota Corporation ("Mortgagee") mortgagee of the above described premises, by execution hereof hereby consents to the foregoing easement.

IN WITNESS WHEREOF, Grantor and Mortgagee have caused this Access Road Easement to be executed by their duly authorized representatives this 5 day of February, 2009.

GRANTOR:
OAKWOOD LAND DEVELOPMENT, INC.

By: _____
Gregory J. Peterson, Its Vice President of Land Development

MORTGAGEE:
21ST CENTURY BANK

By: _____
Thomas P. Dolphin, Jr., Vice President

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 5 day of February, 2009, by Gregory J. Peterson, the Vice President of Land Development of Oakwood Land Development, Inc., a Minnesota corporation, and by Thomas P. Dolphin, Jr., Vice President of 21st Century Bank, a Minnesota Corporation.

_____
Notary Public

My Commission Expires: _____

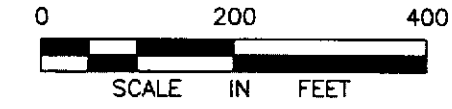
(NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

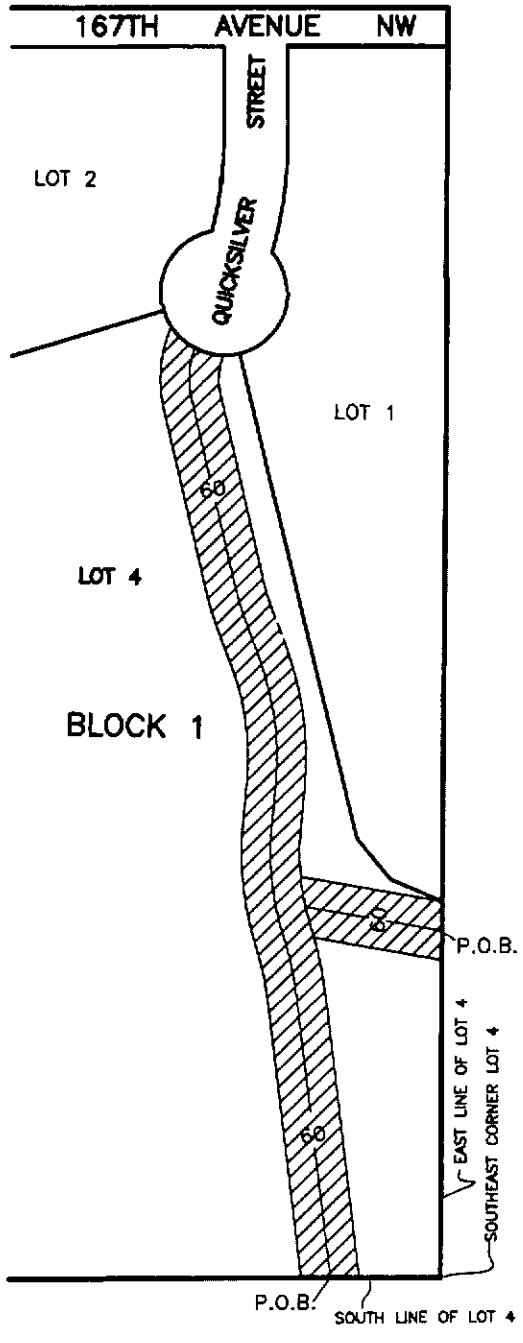
REBECCA LAZERTE
Notary Public
Minnesota
My Commission Expires January 31, 2010

THIS INSTRUMENT WAS DRAFTED BY:

RANDALL AND GOODRICH, P.L.C.
2140 Fourth Avenue North
Anoka, Minnesota 55303
Telephone No. (763) 421-5424

EXHIBIT "A"





PROPOSED ROAD EASEMENT DESCRIPTION

A 60.00 foot wide easement for road purposes over, under and across Lot 4, Block 1, RABBIT RUN, Anoka County, Minnesota, the centerline of which is described as follows:

Commencing at the southeast corner of said Lot 4; thence North 89 degrees 48 minutes 17 seconds West, assumed bearing along the south line of said Lot 4, a distance of 115.00 feet to the point of beginning of the centerline to be described; thence North 06 degrees 51 minutes 53 seconds West, a distance of 300.00 feet; thence northerly along a tangential curve concave to the west a distance of 57.37 feet, said curve having a radius of 300.00 feet and a central angle of 10 degrees 57 minutes 25 seconds; thence continuing northerly along a reverse curve a distance of 121.75 feet, said reverse curve having a radius of 300.00 feet and a central angle of 23 degrees 15 minutes 06 seconds; thence North 05 degrees 25 minutes 48 seconds East, a distance of 40.00 feet; thence northerly along a tangential curve concave to the west a distance of 136.57 feet, said curve having a radius of 300.00 feet and a central angle of 26 degrees 04 minutes 58 seconds; thence North 20 degrees 39 minutes 10 seconds West, a distance of 40.00 feet; thence northerly along a tangential curve concave to the east a distance of 39.23 feet, said curve having a radius of 300.00 feet and a central angle of 07 degrees 29 minutes 30 seconds; thence North 13 degrees 09 minutes 40 seconds West, a distance of 195.00 feet; thence northeasterly along a tangential curve concave to the southeast a distance of 54.88 feet to the southerly line of Quicksilver Street, said curve having a radius of 100.00 feet and a central angle of 31 degrees 26 minutes 31 seconds, and said centerline there terminating. The side lines of said easement are to be prolonged or shortened to terminate on the south line of said Lot 4 and the southerly line of Quick silver Street.

Together with a 60.00 foot wide easement for road purposes over, under and across Lot 4, Block 1, RABBIT RUN, Anoka County, Minnesota, the centerline of which is described as follows:

Commencing at the southeast corner of said Lot 4; thence North 00 degrees 12 minutes 37 seconds East, assumed bearing along the east line of said lot 4, a distance of 362.65 feet to the point of beginning of the centerline to be described; thence North 80 degrees 15 minutes 33 seconds West, a distance of 144.58 feet to the easterly line of the above described easement, and said centerline there terminating. The side lines of said easement are to be prolonged or shortened to terminate on the east line of said Lot 4 and the easterly line of said above described easement.

SURVEYOR'S CERTIFICATION

I hereby certify that this exhibit 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.

Craig E. Johnson
License Number 44530

01/14/09
Date

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I:\RAMS\R1340327\CAD\40327EX1.DWG (ROAD EASEMENT)

ROAD EASEMENT EXHIBIT
RABBIT RUN

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
7533 SUNWOOD DRIVE, RAMSEY, MN 55303 (763) 433-2851
MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN BURNSVILLE, MN
WILLMAR, MN CHASKA, MN RAMSEY, MN AMES, IA

PART OF LOT 4, BLOCK 1
RABBIT RUN
CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA

FOR: CITY OF RAMSEY

I:\RAMS\R1340327\SU\40327H01.CRD JOB NUMBER: R13.40327 FIELD BOOK: N\A DRAWN BY: CEJ

ANOKA COUNTY MINNESOTA

Document No.: 2005413.006 ABSTRACT

I hereby certify that the within instrument was filed in this office for record on: 02/09/2009 3:53:00 PM

Fees/Taxes In the Amount of: $46.00

MAUREEN J. DEVINE

Anoka County Property Tax

Administrator/Recorder/Registrar of Titles

JMH, Deputy

Record ID: 2176297

CC Regular Session **7. 6.**

Meeting Date: 11/09/2021

By: Brian McCann, Community Development

Information

Title:

Update on Proposed Amendments to Chapter 10: Animals

Purpose/Background:

In July, the City Council recommended the public hearing be postponed for the introduction of Ordinance 21-11 until the City has made recommended changes and has received public engagement on the matter. City Staff have generated a questionnaire and are requesting City Council input before distribution to the public. The proposed questionnaire generates questions about previously discussed animals, and standards for maintaining them. The proposed Ordinance has also been updated to include information received since the item was last discussed.

Notification:

Notification is not required at this time. When the Ordinance returns for introduction, the City will post a public hearing notice in the Anoka County Union Herald.

Time Frame/Observations/Alternatives:

Polco Survey Questions

The proposed questions were designed to reach the individuals within the City of Ramsey while verifying information (ownership, legal age of participation [18+ years]), and determining demographics related to the responses (zoning district, parcel size, answers to animal questions).

City Staff met with representatives of Polco to help formulate the types of questions that the City is looking for answers to. The proposed questions require the participant to respond with a positive or negative answer; there are not any options for "indifferent" or "middle-of-the-road" responses. This is designed so the City can achieve direct answers on what citizens are hoping to see in the Ordinance in regards to regulation of agricultural animals including roosters, beekeeping, and cats. All of these items have been previously discussed with the City Council and citizens present at the City Council regular meeting on July 27, 2021.

The last two questions cover anything that may have been missed by City Staff, and make sure every participating individual is notified when the introduction of the Ordinance is presented.

Summary of Ordinance Changes

The changes the Ordinance include the following:

- Reduced property sizes and an increased number of chickens allowed
- Inclusion of mini-cows, mini-pigs, bison, emu, rabbits, fainting goats
- 2 roosters allowed on parcels 2.5 acres or larger with a zoning permit
- Regulate number of agricultural animals based on property size instead of animal units
- Beekeeping as a zoning permit
- Private Kennel License will be required for five dogs, instead of four dogs
- Definition and standards for cats including impoundment

Alternatives

Alternative 1: Recommend a public survey for a certain duration, and direct City Staff to incorporate responses into Ordinance for further review.

Alternative 2: Recommend a public survey for a certain duration, and direct City Staff to bring the responses back when received for additional discussion.
Alternative 3: Do not recommend following through with a public survey. Direct Staff to introduce Ordinance at an upcoming City Council meeting as proposed.
Alternative 4: Do not recommend following through with a public survey. Request additional changes from City Staff based on discussion.

Staff is supportive of every alternative.

Funding Source:
This case is being handled as part of Staff's regular duties.

Recommendation:
Staff is seeking additional input on the attached questionnaire, and next steps for the Ordinance.

Outcome/Action:
No motion is necessary at this time. Staff is looking for guidance on next steps.

Attachments

Questionnaire
Surrounding City Regulations
Ordinance 21-11
Link to Oak Grove's Animal Ordinance

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Kathy Schmitz	11/04/2021 04:12 PM
Bruce Westby	Bruce Westby	11/04/2021 04:30 PM
Kurt Ulrich	Kurt Ulrich	11/04/2021 04:41 PM
Form Started By: Brian McCann		Started On: 11/01/2021 09:00 AM
Final Approval Date: 11/04/2021		

1. Name
2. Address
3. Age Group
4. What types of animals would you like to see restricted to certain sized properties? (Select all that apply)
    a. Options as: Cows, mini-cows, pigs, donkeys, horses, lambs, goats, roosters, chickens, llamas, sheep, turkey, geese, ducks
5. Which types of animals should be restricted to properties over an acre?
    a. Options as: Cows, mini-cows, pigs, donkeys, horses, lambs, goats, roosters, chickens, llamas, sheep, turkey, geese, ducks
6. Which types of animals should be restricted to properties over 2.5 acres?
    a. Options as: Cows, mini-cows, pigs, donkeys, horses, lambs, goats, roosters, chickens, llamas, sheep, turkey, geese, ducks
7. Which types of animals should be allowed on all parcels?
    a. Options as: Cows, mini-cows, pigs, donkeys, horses, lambs, rabbits, goats, roosters, chickens, llamas, sheep, turkey, geese, ducks
8. How should the City regulate the allowed number of animals for residential properties?
    a. The City should regulate as number of animals allowed based on property size.
    b. The City should regulate as number of animals allowed based on animal units (similar to current City Code).
    c. The City should not regulate the number of animals for residential properties unless a complaint is received about a property.
    d. The City should not regulate the number of animals in any scenario.
9. How should the City regulate cats?
    a. Similar to dogs, private kennel license for 4 or more.
    b. Regulate based on property size
    c. Hoarding situations only
    d. The City should not regulate the number of cats on a property.
10. How should the City regulate beekeeping?
    a. Zoning permit ($25 fee, administrative process)
    b. Land Use Application ($200 and public comment process) [current City Code direction]
    c. The City should not regulate beekeeping.
11. Rate your feelings on allowing roosters on properties over 2.5 acres in size:
    a. Strongly disagree
    b. Disagree
    c. Agree
    d. Strongly agree
12. Rate your feelings on allowing roosters on properties over an acre in size:
    a. Strongly disagree
    b. Disagree
    c. Agree
    d. Strongly agree
13. Rate your feelings on allowing roosters on all properties, regardless of property size:
    a. Strongly disagree
    b. Disagree
    c. Agree
    d. Strongly agree
14. Please provide us with any additional input you would like to see with the City of Ramsey's Animal Ordinance revisions
15. Would you like to receive a notification when the Animal Ordinance is being presented?

Animal Ordinance Review
Research for Animal Code Amendment – Agricultural Animals
By: Bria Raines, Brian McCann and Grady Timmerman

The purpose of this research is analysis of peer community codes for standards and regulations regarding the allowable number of agricultural animals. Neighboring communities had the following ordinances:

Andover

Andover regulates the number of allowable agricultural animals by acreage. The animals included in the proposed ordinance (llamas, cows, mini-cows, bison, emu, rabbit, goats, pigs, sheep, lambs, turkey, roosters, and geese) were cross-referenced with Andover's city code and standards were found for roosters and equines. Their standards were found in Title 5 and 12 and can be found below.

Permitted, Permitted Accessory, Conditional, Interim and Prohibited Uses	Zoning Districts							
	RR	R-1	R-2	R-3 [2]	R-4 [3]	R-5	M-1	M-2
Animals								
Animal Therapy Facility-on properties larger than five acres in size	C	C	C	C	X	X	X	X
Commercial animal training (2.5 acre minimum residential lot size)	C	C	C	C	X	X	X	X
Commercial riding stables	C	C	X	X	X	X	X	X
Dog kennel license - Private (2.5 acre minimum lot size required) in compliance with City Code 5-1A	C	C	C	C	C	C	C	C
Dog kennel license - Commercial (minimum 2.5 acre lot size) in compliance with City Code 5-1A	C	C	C	C	C	C	X	X
Domestic animals in compliance with City Code Title 5	PA	PA	PA	PA	PA	PA	PA	PA
Farm animals up to 5 per acre, plus one additional farm animal per acre above 5 acres on residential properties 5 acres or greater up to a maximum of 20 animals[8] and definition under City Code 12-2	P	P	P	P	X	X	X	X
Farm animals greater than allowed as a permitted use on residential properties 5 acres or greater in compliance with City Code Title 5[8] and definition under City Code 12-2	C	C	C	C	X	X	X	X
Feedlots, except Anoka Independent Grain and Feed Inc. which is a permitted use that predates the adoption of this ordinance.	X	X	X	X	X	X	X	X
Pleasure/recreation animals on residential properties at least 2.5 acres in size in compliance with City Code Title 5 and definition under City Code 12-2	PA	PA	PA	PA	PA	X	X	X
Poultry on residential properties with neither municipal sewer or water in compliance with City Code Title 5 and definition under City Code 12-2	P	P	P	P	X	X	X	X
Roosters on residential properties 5 acres or greater in size with neither municipal sewer or water in compliance with City Code Title 5 and definition under City Code 12-12	P	P	P	P	X	X	X	X

5-1B-4: **MINIMUM ACREAGE:**

A. The following chart prescribes the number of equines that can be maintained on residentially zoned parcels of land as shown:

Acreage	Number Of Equines Permitted
Less than 2.5 acres	0 equines (none permitted)
2.5 acres but less than 3 acres	1 to 3 equines
3 acres but less than 3.5 acres	1 to 4 equines
3.5 acres but less than 4 acres	1 to 5 equines
4 acres but less than 4.5 acres	1 to 6 equines
4.5 acres but less than 5 acres	1 to 7 equines
5 acres or more	No more than 3 equines per acre

(Ord. 207, 3-18-1997)

B. Any foal is not considered to be a permanent part of the equine count and does not affect the number of equines permitted as established in the chart above. (Ord. 207, 3-18-1997; amd. 2003 Code)

Anoka

Anoka's city code states that, "no person shall keep, harbor, or maintain care, custody, or control over any non-domesticated or farm animal within the city limits." Farm animals are defined as, "animals commonly associated with a farm or performing work in an agricultural setting. Unless otherwise defined, such animals shall include members of the equestrian family (horses, mules), bovine family (cows, bulls), sheep, poultry (chickens, turkeys), fowl (ducks, geese), swine (including Vietnamese pot-bellied pigs), goats, and other animals associated with a farm." So, because farm animals/agricultural animals are prohibited, no such regulations are in place in Anoka.

Blaine

Blaine regulates the number of allowable agricultural animals by animal unit per acre. "Raising of domestic farm animals, excluding hogs and fur bearing animals, not to exceed one (1) animal unit per acre. The following animals constitute one (1) animal unit equivalency: one (1) cow or steer, one (1) horse, donkey, or burro, one (1) bee hive consisting of one queen bee, three (3) sheep or goats, or one hundred (100) fowl, or an equivalent thereof." Chickens are restricted to a maximum of six (6) hens.

Champlin

Champlin regulates the number of allowable agricultural animals by acreage. Section 10-12(b) states, "no person shall keep, harbor, or maintain care, custody, or control over any horse, cow, sheep, pig, goat, or any other hoofed animal, chicken, duck, goose or other agricultural animal or fowl any place in the city. This section shall not prohibit the keeping of such animals in a stable that complies with the zoning code. The maximum number shall not exceed one animal per one acre of land."

Coon Rapids

Coon Rapids does not permit the keeping of non-domestic animals. Non-domestic animals are defined as, "cows, sheep, pigs, potbellied pigs, bees, goats, swine, llamas, mules, horses or other hoofed animal, ducks, or other agricultural animals or domestic fowl and any animal, reptile or fowl, which is not naturally tame or gentle but is of a wild nature or disposition or which, because of its vicious nature or other characteristics, would constitute a danger to human life or property." So, because non-domestic animals/agricultural animals are prohibited, no such regulations are in place in Coon Rapids.

Dayton

Dayton regulates the number of allowable agricultural animals through zoning, acreage, and animal units. Their standards can be found below.

a. Lots less than 25,000 sq. ft. are permitted 1.0 animal unit.

Permitted Animal Types for Lots less than 25,000 sq. ft. in Agriculture and Large Lot Residential (A-1, A-2, S-A, R-E)	***Assigned Animal Unit Values***
Poultry/fowl/bird families (of a size larger than the ordinary pigeon) except emu and ostrich	3 head = 1.0 unit
Poultry/fowl/bird families (of a size of the ordinary pigeon or smaller)	6 head = 1.0 unit
Small animals	6 head = 1.0 unit

b. Lots greater than 25,001 sq. ft. but less than 90,000 sq. ft. are permitted 1.0 animal unit.

Permitted Animal Types for Lots greater than 25,001 sq. ft. but less than 90,000 sq. ft. in Agriculture and Large Lot Residential (A-1, A-2, S-A, R-E)	***Assigned Animal Unit Values***
Poultry/fowl/bird families (of a size larger than the ordinary pigeon) except emu and ostrich	12 head = 1.0 unit
Poultry/fowl/bird families (of a size of the ordinary pigeon or smaller)	25 head = 1.0 unit
Small animals	25 head = 1.0 unit

Lots greater than 90,001 sq. ft. are permitted animal units as follows:

i. Lots greater than 90,001 sq. ft. but less than 5.0 acres are permitted 4.0 animal units.

ii. Lots greater than 5.01 acres but less than 8.0 acres are permitted 6.0 animal units.

iii. Lots greater than 8.01 acres but less than 12.0 acres are permitted 9.0 animal units.

iv. Lots greater than 12.01 acres but less than 16.0 acres are permitted 12.0 animal units.

v. Lots greater than 16.01 acres but less than 20.0 acres are permitted 16.0 animal units.

vi. Lots greater than 20.01 acres of land shall have their animal units determined by the following formula:

Maximum animal unit value = Number of Acres (according to Hennepin County records) x 1.0

When added together the sum of the individual animal unit values as shown on the schedule shall not exceed the maximum animal value as determined by the formula.

Permitted Animal Types for Lots Greater than 90,001 sq. ft. in Agriculture and Large Lot Residential (A-1, A-2, S-A, R-E)	***Assigned Animal Unit Values***
Horse/mule families	1 head = 1.0 unit
Cattle family	1 head = 1.0 unit
Hog family, including nondomestic potbellied pigs	1 head = 1.0 unit
Sheep/goat families	2 head = 1.0 unit
Poultry/fowl/bird families (of a size larger than the ordinary pigeon) except emu and ostrich	25 head = 1.0 unit
Poultry/fowl/bird families (of a size of the ordinary pigeon or smaller)	50 head = 1.0 unit
Small animals	25 head = 1.0 unit

(3) Residential (R-O, R-1, R-2).

a. R-1 and R-O zoned lots less than 50,000 sq. ft. are permitted 1.0 animal unit.

Permitted Animal Types in R-1 and R-O Zoned Lots less than 50,000 sq. ft.	***Assigned Animal Unit Values***
Poultry/fowl/bird families (of a size larger than the ordinary pigeon) except emu and ostrich	3 head = 1.0 unit
Poultry/fowl/bird families (of a size of the ordinary pigeon or smaller)	6 head = 1.0 unit
Small animals	6 head = 1.0 unit

b. R-1 zoned lots greater than 50,000 sq. ft. and R-2 zoned lots are permitted 1.0 animal unit.

Permitted Animal Types in R-1 Zoned Lots greater than 50,000 sq. ft. and R-2 Zoned Lots	***Assigned Animal Unit Values***
Poultry/fowl/bird families (of a size larger than the ordinary pigeon) except emu and ostrich	25 head = 1.0 unit
Poultry/fowl/bird families (of a size of the ordinary pigeon or smaller)	50 head = 1.0 unit
Small animals	25 head = 1.0 unit

c. R-E zoned district are permitted 4.0 animal units.

Permitted Animal Types in R-E Zoned District	***Assigned Animal Unit Values***
Horse/mule families	1 head = 1.0 unit
Cattle family	1 head = 1.0 unit
Hog family, including nondomestic potbellied pigs	1 head = 1.0 unit
Sheep/goat families	2 head = 1.0 unit
Poultry/fowl/bird families (of a size larger than the ordinary pigeon) except emu and ostrich	25 head = 1.0 unit
Poultry/fowl/bird families (of a size of the ordinary pigeon or smaller)	50 head = 1.0 unit
Small animals	25 head = 1.0 unit

Elk River

Elk River regulates the number of allowable agricultural animals by animal units per acre. “One animal unit per acre of fenced pasture land is allowed for properties 5 acres or larger, CUP required for properties less than 5 acres to have agricultural animals.” Animal type and their corresponding animal unit can be found below.

Animal	Animal Unit Value
Slaughter steer or heifer	1.0
Horse	1.0
Mature dairy cow	1.4
Swine under 55 pounds	0.5
Swine over 55 pounds	0.4
Sheep	0.1
Duck	0.2
Turkey	0.018
Chicken	0.01

Nowthen

Nowthen regulates the number of allowable agricultural animals by animal units per acre. Animal type and their corresponding animal unit can be found in Chapter 11 – Zoning – Section 11-4-15: Animals or below.

There is a three acre minimum requirement, three animal units allowed of agricultural animals (including ducks) with one additional unit per acre allowed. Chickens may be kept on properties less than three acres provided the number of chickens does not exceed ten chickens per acre.

Animal	Animal Units
Cow, Steer, Heifer, Horse, Buffalo, Donkey, Mule	1.0 (1 = 1 unit)
Swine, Llama, Emus, Ostrich	.5 (2 = 1 unit)
Goat, Sheep, Alpaca	.2 (5 = 1 unit)
Goose, Duck, Chicken, turkey or other types of fowl	.05 (20 = 1 unit)
For animals undefined, the animal unit factor as defined by the MN Pollution Control Agency shall apply.	

Ham Lake

Ham Lake regulates the number of allowable agricultural animals by acreage. Chapter 5-330– Animal Control states, “except domesticated pets, and as permitted under Chapter 5-200, no raising, breeding, keeping or occupancy of livestock, poultry or other animals shall be permitted on any lands other than those zoned R-A Rural Single Family Residential. In land zoned R-A such activities may be permitted on parcels in excess of three (3) contiguous acres, provided the occupant has obtained an Animal Permit. As many as three (3) such animals may be kept on a lot or parcel of land containing three (3) acres. One (1) additional such animal, per acre, may be kept upon lots or parcels of land containing more than three (3) acres.” No definition of livestock is provided for clarification on types of animals.

Osseo

Has no relevant agricultural animal ordinances.

Rogers

Rogers regulates the number of allowable agricultural animals by animal units and the zoning district’s maximum density. Sec. 125-326 – Animal, livestock, and farming operations states that animal units are dependent on a zoning district’s maximum density and that rural estate zoning districts (RE-2 and RE-5) require three acres for the first animal unit and one additional acre per each additional animal unit. Animal type and their corresponding animal unit can be found below.

	Animal Units
one mature dairy cow	1.4
one slaughter steer or heifer	1.0
one horse	1.0
one swine over 55 pounds	0.4
one goose or duck	0.02
one goat or sheep	0.1
one swine under 55 pounds	0.05
one turkey	0.018
one chicken	0.01
one llama	0.5

For animals not listed above, the number of animal units shall be defined as the average weight of the animal divided by 1,000 pounds.

Animal Ordinance Review
Research for Animal Code Amendment – Cats
By: Bria Raines, Brian McCann and Grady Timmerman

The purpose of this research is analysis of peer community codes regarding standards for the number of cats allowed. Neighboring communities had the following ordinances:

Andover
Dependent on land size:

- The City's code limits the number of cats to 3 for properties less than 2.5 acres; no mention for properties over 2.5 acres.
- Donkey, horse, pony, mule, and foal permitted on property over 5 acres.

Anoka
Chapter 14-31 – Restriction on number of animals

- "No person shall keep more than three cats, or a mixture of dogs and cats, not to exceed three pets in total, at one residence within the city, except that a fresh litter of pups or kittens may be kept for a period of three months."

Blaine
Chapter 6 – Control of animals other than dogs

- No section on cats or limitations

Champlin
Chapter 10 – Animals

- No more than 3 cats or dogs, or any combination of

Coon Rapids
Chapter 6 – Animal Control and Licensing

- Cats must be registered, no limitation to number

Dayton
Chapter 94 – Animals

- No section on cats or limits
- Permitted:
    - House pets: dogs, cats, birds, rodents (maintained continuously in a cage)

Elk River
Chapter 30-803. – Animals

- No requirements for cats.

Ham Lake
Chapter 5-330– Animal Control

- No requirements for cats – domesticated animals.

Nowthen
Chapter 11 – Zoning – Section 11-4-15: Animals

- Only mention of dogs/cats is in regards to Conditional Use Permits for breeding.

Osseo

Chapter 94 – Animals

- No relevant cat ordinances

Rogers

Chapter 10-27 – Limit of dogs or cats on one premises

- Not more than three dogs or cats over six months of age shall be kept on any one premises except at a licensed commercial kennel or a licensed residential kennel.

Animal Ordinance Review
Research for Animal Code Amendment - Roosters
By: Bria Raines, Brian McCann, and Grady Timmerman

The purpose of this research is analysis of peer community codes regarding standards for roosters. Neighboring communities had the following ordinances:

Andover

The City's code defines poultry without naming roosters specifically.

- Definition
    - Poultry: "Domestic fowls, such as chickens, turkeys, ducks or geese, raised for meat or eggs"
        - Permitted in Single Family rural, Suburban, Estate, and Rural Reserve. Prohibited in urban and multiple dwelling zones.

Anoka

Chapter 14-31 – Restriction on number of animals

- "(146) "A person may keep, harbor, or maintain care, custody, or control over no more than four chickens, ducks, geese or other fowl or poultry or combination as defined by this article within city limits. No roosters shall be permitted."

Blaine

Chapter 6 – Control of animals other than dogs

- No section on cats or limitations
- Exotic animals require a permit
    - Permitted: any animal of the species of horse, mule, ass, cattle, sheep, goat, domesticated fowl and exotic animals (except domesticated fowl maintained in a residence), including but not limited to duck, chicken, goose, turkey or peafowl or swine of any kind

Champlin

Chapter 10 – Animals

- (b) Hoofed and agricultural animals. No person shall keep, harbor, or maintain care, custody, or control over any horse, cow, sheep, pig, goat, or any other hoofed animal, chicken, duck, goose or other agricultural animal or fowl any place in the city. This section shall not prohibit the keeping of such animals in a stable that complies with the zoning code. The maximum number shall not exceed one animal per one acre of land.
    - Not permitted if not house pets or livestock

Coon Rapids

Chapter 6 – Animal Control and Licensing

- (702 (2)) Keeping of roosters is prohibited.

Dayton

Chapter 94 – Animals

- (1) No owner shall allow any animal to commit acts defined or described in this section or Dayton City Code Chapter 130 as a nuisance.
  …
  (3) The owning, keeping, or harboring of any animal which does any of the following is hereby declared to be an act of nuisance committed by the person owning, keeping or harboring the animal:
    - (f) Excessively makes disturbing noises;

Elk River

Chapter 30-803. – Animals

- One animal unit per acre of fenced pasture land is allowed for properties 5 acres or larger, CUP required for properties less than 5 acres to have agricultural animals
    - Agricultural animals include slaughter/steer/heifer (1 unit), horses (1 unit), mature dairy cows (1.4 units), swine under 55 pounds (0.5 units), swine over 55 pounds (0.4 units), sheep (0.1 units), ducks (0.2 units), turkey (0.018 units) and chickens (0.01 units).
    - "Roosters are not permitted on parcels two and one-half acres to five acres in size, unless a conditional use permit is granted."

Ham Lake

Chapter 5-330– Animal Control

- The following conditions shall apply to every person who owns, controls, keeps, or maintains chickens on a residential city lot in areas zoned R-1 and RS-1:
    - (b) No roosters or other poultry shall be allowed.

Nowthen

Chapter 11 – Zoning – Section 11-4-15: Animals

- Roosters not permitted on properties three acres or less – no other mention in Code.

Osseo

Chapter 94 – Animals

- No relevant rooster ordinances

Rogers

Chapter 10-22 – Restrictions on keeping certain animals

- (1) Chickens and other domestic fowl.
- (2) Any combination of animals and/or fowl of any age kept in such numbers or under conditions that reasonably annoy, injure, or endanger the health, safety, comfort, repose, or welfare of the public or of the animals or fowl.

ORDINANCE #21-11

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 10 WHICH IS KNOWN AS THE ANIMALS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.

AN ORDINANCE AMENDING SECTION 10-1 (KEEPING OF CERTAIN ANIMALS, LIVESTOCK, AND POULTRY), AND ARTICLE III. – DOGS, OF CHAPTER 10 OF THE CITY CODE OF RAMSEY, MINNESOTA.

The City of Ramsey ordains:

SECTION 1. AUTHORITY

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

SECTION 2. AMENDMENTS

Sec. 10-1 shall be amended to read as follows (additions indicated by underline, deletions indicated by ~~strikethrough~~):

> (a) Animals on less than ~~three~~ 2.5 acres. None of the following animals shall be maintained on any parcel of land in the city that is not at least ~~three (3)~~ 2.5 acres in size: llamas, cows, mini-cows, bison, emu, rabbit, ~~mules, donkeys, burros,~~ goats, pigs, mini-pigs, sheep, lambs, turkey, roosters, and geese ~~and ducks~~. Horses, stallion, mare, gelding, foal, pony, donkey, ass, burro, mule or animal of horse kind are addressed in Section 10-24. EXCEPTION: Chickens and ducks (hens only, no roosters ~~or crowing hens~~) may be maintained on parcels less than ~~three~~ 2.5 acres. The following chart prescribes the number of chickens and ducks that can be maintained on lots of record to which the animal owner has fee title and desires to maintain chickens:

Lot Size	Number of Chickens and Ducks Permitted
0.00 to ~~0.24 Acres~~ 0.49 Acres	~~6~~ 8
~~0.25 to 0.49 Acres~~	~~8~~
0.50 to ~~0.74 Acres~~ 0.99 Acres	~~12~~ 16
~~0.75 to 0.99 Acres~~	~~16~~
1.00 to ~~1.24 Acres~~ 1.49 Acres	~~20~~ 24
~~1.25 to 1.49 Acres~~	~~24~~
1.50 to ~~1.74 Acres~~ 1.99 Acres	~~28~~ 32
~~1.75 to 1.99 Acres~~	~~32~~
2.00 to ~~2.24 Acres~~ 2.49 Acres	~~36~~ 40

~~2.25 to 2.49 Acres~~	~~40~~
2.50 to ~~2.74 Acres~~ 2.99 Acres	~~44~~ 48
~~2.75 to 2.99 Acres~~	~~48~~

Any animal not listed shall not be maintained in the City except as otherwise provided in this chapter.

(b) ~~*Reserved.*~~ Roosters may be kept and maintained only on parcels of at least two and a half (2.5) acres in size after filing a sketch drawing with the City, and a zoning permit application. Said properties are allowed a total of two (2) roosters.

1. *Sketch Drawing Required.*
   (1) Prior to maintaining and owning a rooster on any rural residential parcel of land 2.5 acres or more in size, the landowner shall provide a sketch drawing to the city.
   (2) Required sketch drawing information shall include:
   a. Name and address of the fee owner of the subject property where the rooster(s) are to be maintained and the name and address of occupant of subject property (if different).
   b. Legal description of subject property.
   c. Number of roosters to be maintained on subject property.
   d. Acreage of subject property.
   e. Location and size of enclosure and exercise area, compliant with subsection (g) *Miscellaneous Maintenance Standards.*
      i. Setbacks for rooster enclosure and exercise area shall be fifty (50) feet from any neighboring place of human habitation and seventy-five (75) feet from neighboring property lines.

   (3) Upon approval of the sketch drawing, the City shall issue an administrative zoning permit.

(c) Animal unit. Animal unit is defined as a measure used to compare differences in production of animal wastes. The following chart establishes the number of animal units assigned to certain livestock and poultry:

Animal family	Number of Units
Cow, bison	1.5
Llama, alpaca, emu, mini-cow	1.0
Goat/fainting goat, pig/mini-pig, sheep, lamb	0.5
Turkey, goose, rabbit	0.1
Chicken, duck	0.04

Number of animals based on standard animal units based on manure and waste output. The animal unit number of any animal not listed is determined by the City. Any animal not addressed in this table may be addressed under Non-Traditional Animal License.

(d) Permitted animals.

(1) Subject to subsection 10-1, ~~The~~ the following chart prescribes the number of animal units that can be maintained on lots of record to which the animal owner has fee title and desires to maintain a mix of livestock, poultry, or fowl (refer to section 10-24 for regulations for maintaining horses):

~~Parcel Size~~	~~Number of Animal Units Allowed~~
~~3 acres (130,680 square feet)~~	~~2~~
~~5 acres (217,800 square feet)~~	~~3~~
~~10 acres (435,600 square feet)~~	~~5~~
~~15 acres (653,400 square feet)~~	~~7~~
~~20 acres+ (871,200 square feet)~~	~~No limitation~~

Parcel Size	2.5 acres to 4.99 acres	5 acres to 9.99 acres	10 acres to 14.99 acres	15 acres to 19.99 acres	20+ acres
Number of Cows or Bison Allowed	1	3	6	10	15 plus one additional for every acre over 20
Number of Llama, Emu, Mini-Cow Allowed	2	5	10	15	20 plus one additional for every acre over 20
Number of Goat/fainting goat, Pig/mini-pig, Sheep, or Lamb Allowed	3	6	12	18	24 plus one additional for every acre over 20
Number of Turkey, Geese, or Rabbit Allowed	15	30	60	90	120 plus five additional for every acre over 20
Number of Chicken or Duck Allowed	48	75	125	175	No limitation

(f) Beekeeping. Bee hives may be maintained on a parcel with the issuance of a ~~beekeeping license~~ zoning permit.

(10) Beekeeping ~~license~~ zoning permit process.

a. *Application*. The application for a ~~license~~ zoning permit shall contain the following information; name, address, and telephone number of applicant; the address of the location, and a sketch plan of the premises where the bee hives will be maintained include how the owner will demonstrate compliance with the standards of this section.

b. *Processing application*. The application must be filed with the zoning administrator together with the permit fee. ~~30 days prior to a city council meeting. Following an inspection of the premises proposed to be licensed, the zoning administrator shall make a recommendation to the city council to approve or deny the application. The city council shall hold a public hearing and make the final decision on the application.~~

c. *Term and transfer*. The ~~license~~ zoning permit shall be valid without renewal provided that the applicant complies with the terms of the ~~license~~ zoning permit. ~~License~~ Zoning permits under this chapter may not be transferred from person to person or from place to place.

d. *Revocation*. The council may revoke any license issued under this article upon adequate notice and a hearing before the council, if requested, on the following grounds: any violation of this Code; material misstatement or misrepresentation in application for ~~license~~ permit or renewal thereof; failure to keep the ~~licensee's~~ permittee's premises in an orderly, aesthetically pleasing manner as prescribed by the council and/or its designated representative; failure to comply with the terms of the ~~license~~ permit.

(g) Miscellaneous maintenance standards.

(1) Chickens and ducks must be contained in an enclosure and said enclosure must be designed in accordance with City Code chapter 117, article II (Zoning) and MN State Building Code. The enclosure shall be counted as an accessory building when calculating total number of permitted accessory buildings on a property. The enclosure and surrounding grounds shall be maintained in a clean and sanitary condition and in good repair. Flies, rodents, and noxious odors shall be controlled.

Article III (Dogs) shall be amended to include the following:

ARTICLE III.- DOGS AND CATS

Sec. 10-52. Definitions

Cat means a mammal that is wholly or in part of the species Felis domesticus.

Sec. 10-56. - Number of dogs permitted.

(a) On a parcel or series of contiguous parcels under the same ownership or occupancy as the dog owner, no more than ~~three~~ four dogs are permitted. A private kennel license is required for ~~four~~ five or more dogs.

Sec. 10-59. – Rabies vaccination.

(a) Every owner or keeper of a dog and/or cat shall cause the same to be vaccinated by a licensed veterinary with anti-rabies vaccine at least once every three years and prior to the time such dog and/or cat shall reach the age of six months.

(b) No dog and/or cat need be vaccinated when a licensed veterinarian has examined the animal and certified that, at such time, vaccination would endanger its health because of its age, infirmity, debility, illness, or other medical consideration; and such exception certificate is presented to the animal control officer within five days of such examination. The animal shall be vaccinated against rabies as soon as its health and age permit. Unvaccinated animals must be confined to the owner's property or a veterinary facility.

DIVISION 2. - IMPOUNDMENT

Sec. 10-95. - Procedure; reclaiming.

(a) Impoundment. All dogs or cats picked up by the animal control officer or any of their duly authorized assistants shall be immediately transported to the designated pound. If the owner is known, they shall be immediately notified by telephone or personal contact and by written notice to their last known address. If the owner is unknown, written notice containing a description of the animal shall be posted at the pound and the city hall. The notice shall advise the owner that they have five regular business days to claim the dog or cat. The term "regular business day" means any day during which the pound is open to the public not less than four consecutive hours between the hours of 8:00 a.m. and 7:00 p.m.

(b) Reclaiming. An owner may reclaim an impounded dog:

(1) If the dog or cat has a current license: by paying to the pound master an impounding fee plus a boarding fee in an amount determined by agreement between the city and the designated pound, for each day the animal was confined. There shall also be an added impounding fee for any dog or cat impounded twice within 12 months. Such fees shall be set by ordinance.

(c) Unclaimed animals. Any animal not claimed within the allotted time shall be disposed of in accordance with the provisions of Minn. Stats. § 35.71, subd. 3.

SECTION 3. SUMMARY

The following official summary of Ordinance #21-11 has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance.

Ordinance #21-11 amends Section 10-1 to clarify requirements for maintaining certain animals in the City of Ramsey, including allowing roosters and crowing hens via an administrative permit on properties that are at least two and a half (2.5) acres in size and located in the R-1 Residential (Rural Developing District), and updates the animal table to allow for emus, rabbits, mini-cows and bison on certain properties. Ducks will also be allowed with similar requirements as chickens, and beekeeping will require a zoning permit in replacement of a land use application. The ordinance also amends Article III to include cats under the same provisions as dogs.

SECTION 4. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the _____ day of_____, 2021.

_____
Mayor

ATTEST:

_____
City Administrator

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

From:	Kathy Schmitz
To:	Kathy Schmitz
Subject:	FW: Case 7.6 for 11/9
Date:	Monday, November 8, 2021 9:37:26 AM

From: Chelsee Howell
Sent: Sunday, November 7, 2021 11:37 PM
To: Kurt Ulrich <kulrich@ci.ramsey.mn.us>
Subject: Re: Case 7.6 for 11/9

Hi Kurt,

Would you be able to attach Chapter 4 from Oak Grove's City Code on Animals to case 7.6 on Tuesday? Oak Grove's section on animals in easy to understand, simple and fairly clear. I plan to reference it on Tuesday evening.

Chapter 4 - ANIMALS | Code of Ordinances | Oak Grove, MN | Municode Library

Thank you!
Chelsee

Chelsee Howell
Councilmember – At-Large | City of Ramsey
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