

**City of Ramsey**  
**Agenda**  
**Regular Planning Commission**

**Revised**

**Thursday, April 8, 2021**

**7:00 pm**

**Council Chambers, 7550 Sunwood Drive NW**

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

Remote Attendance available at [www.cityoframsey.com/meetings](http://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. Pledge of Allegiance**
- 3. Citizen Input**
- 4. Approve Agenda**
- 5. Consent Agenda**
  1. Approve the March 4, 2021 Planning Commission Meeting Minutes.
  2. Review Final Plat and Site Plan for Bunker Lake Industrial Park Third Addition, Case of PSD LLC (Project #21-109)
  3. Review Proposed Site Plan for Storyteller Cafe, Case of Stories Foundation (Project 20-120)
- 6. Commission Business - Appoint Chair and Vice Chair**
  1. Appoint Chairperson and Vice Chairperson of the Planning Commission
- 7. Public Hearing**
  1. PUBLIC HEARING: Consider Request for Conditional Use Permit for an Oversized Area Identification Sign for the Preserve at Northfork (Project No. 19-147); Case of BK Land Development LLC
  2. PUBLIC HEARING: Consider Resolution #21-088 Denying an Interim Use Permit for Gravel Outdoor Storage at 8049 146th Ave NW (Project No. 21-111); Case of Minnesota Tree Experts on behalf of Jacob Gall

3. PUBLIC HEARING: Consider Ordinance #21-06 Consolidating all Landscape Requirements into a Single Section and Amending Landscape Standards in the Employment Districts
  
8. **Commission Business**
  1. Review Sketch Plan for Williams Woods; Case of Bill Boyum (Project 20-138)
  2. Confirm Vision and Land Use Policy Direction for West Armstrong Retail Area
  
9. **Commission/Staff Input**
  
10. **Adjournment**

**Regular Planning Commission**

**5. 1.**

**Meeting Date:** 04/08/2021

**By:** JoAnn Shaw, Community Development

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**Information**

**Title:**

Approve the March 4, 2021 Planning Commission Meeting Minutes.

**Purpose/Background:**

n/a

**Notification:**

**Observations/Alternatives:**

**Funding Source:**

**Recommendation:**

**Action:**

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**Attachments**

[Planning Minutes 03 04 21](#)

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**Form Review**

**Inbox**

Tim Gladhill

Form Started By: JoAnn Shaw

Final Approval Date: 03/31/2021

**Reviewed By**

Tim Gladhill

**Date**

03/31/2021 07:50 PM

Started On: 03/25/2021 01:02 PM

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

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

Members Present:                   Chairperson Randy Bauer  
  Commissioner Bruce Anderson  
  Commissioner Cheri Gengler  
  Commissioner Eric Peters  
  Commissioner Gary VanScoy

Members Absent:                   None

Also Present:                       Senior Planner Chloe McGuire Brigl  
  Deputy City Administrator Tim Gladhill  
  Police Chief Jeff Katers  
  City Council Liaison Debra Musgrove  
  City Councilmember Matt Woestehoff

**1.     CALL TO ORDER**

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

**2.     PLEDGE OF ALLEGIANCE**

Chairperson Bauer led the group in the Pledge of Allegiance.

**3.     CITIZEN INPUT**

None.

**4.     APPROVAL OF AGENDA**

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

A roll call vote was performed:

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

Chairperson Bauer                    aye  
Motion carried.

**5.        CONSENT AGENDA**

**5.01:    Approve the February 4, 2021 Planning Commission Meeting Minutes**

**5.02:    Approve the February 11, 2021 Planning Commission Work Session Minutes**

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

A roll call vote was performed:

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

Motion carried.

**6.        PUBLIC HEARINGS/COMMISSION BUSINESS**

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

**Public Hearing**

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

**Presentation**

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

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

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

**Citizen Input**

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

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

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

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

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

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

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

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

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

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

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

A roll call vote was performed:

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

Motion carried.

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

### **Commission Business**

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

Commissioner Peters agreed that public safety should rank above marketing.

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

### **Further discussion**

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

A roll call vote was performed:

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

Motion carried.

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

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

**Public Hearing**

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

**Presentation**

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

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

**Citizen Input**

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

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

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

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

A roll call vote was performed:

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

Motion carried.

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

### **Commission Business**

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

A roll call vote was performed:

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

Motion carried.

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

#### **Public Hearing**

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

#### **Presentation**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### **Citizen Input**

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

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

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

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

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

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

A roll call vote was performed:

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

Motion carried.

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

### **Commission Business**

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

### **Further discussion**

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

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

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

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

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

A roll call vote was performed:

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

Motion carried.

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

##### **Public Hearing**

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

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



Commissioner Gengler                    aye  
Acting Chairperson Anderson           aye

Motion carried.

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

**Commission Business**

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

**Further discussion**

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

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

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

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

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

Commissioner Gengler confirmed that she would support five years.

A roll call vote was performed:

Commissioner Peters                    aye  
Commissioner Gengler                    aye  
Acting Chairperson Anderson           aye

Motion carried.

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

**7. COMMISSION BUSINESS**

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

## **Presentation**

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

## **Commission Business**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **8. COMMISSION / STAFF INPUT**

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

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

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

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

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

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

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

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

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

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

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

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

A roll call vote was performed:

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

Motion carried.

## **9. ADJOURNMENT**

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

A roll call vote was performed:

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

Motion carried.

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

Respectfully submitted,

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Chloe McGuire Brigl  
Senior Planner

ATTEST:

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JoAnn Shaw  
Planning Division Secretary

Drafted by Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*

## Regular Planning Commission

5. 2.

**Meeting Date:** 04/08/2021

**By:** Chloe McGuire Brigl, Community  
Development

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### Information

**Title:**

Review Final Plat and Site Plan for Bunker Lake Industrial Park Third Addition, Case of PSD LLC (Project #21-109)

**Purpose/Background:**

The purpose of this case is to review a request from PSD, LLC (the "Applicant") for Site Plan and Final Plat approval for a new building in Bunker Lake Industrial Park. In total, Bunker Lake Industrial Park (BLIP) is approximately 45 acres and this will be the fourth building in the development. The Subject Property is south of Bunker Lake Blvd and west of Jackal St NW, and the property is approximately 26 acres, of which 8.1 acres will be platted. The proposed building is approximately 72,000 square feet and will be used by an industrial user.

**Notification:**

No notification is required for final plat or site plan approval. This case does not request any deviations from the City's Code that would require notice.

**Observations/Alternatives:**

**Summary**

The Applicant is requesting approval of Final Plat for Bunker Lake Industrial Park 3rd Addition and Site Plan approval for BLIP 4 (the 4th building in the development). BLIP has been a very successful industrial district in the City of Ramsey, which is generally south of Bunker Lake Boulevard and west of Ferret Street and Armstrong Boulevard. The industrial park is home to Adrenaline Sports, Team Packaging, Jump'n Gymnastics, Northwoods Machine, Diamond Graphics, and 401 Manufacturing, to name a few. The existing buildings are east of Jackal Street NW and south of 147th Lane NW. The new proposed building will be east of Jackal Street and north of 147th Lane NW. The City is excited to see the desire and need for industrial growth in Ramsey.

**Zoning:**

The site is zoned E-3 Industrial District. The Site Plan generally meets the requirements of the district, with one change required to the site plan based on Planning requirements - the parking setback needs to be updated to the correct setback from the ROW boundary (20 feet). This is a minor change and should not cause significant changes on the Site Plan. Additionally, the ROW should be drawn to the correct dimensions as required by City Code. These types of comments are standard and have been communicated to the Applicant.

**Code Sections:**

- Section 117-124: E-3 Employment District

Note: This case does include both a request for right-of-way (ROW) and drainage and utility (D/U) easement vacation. Those requests are handled by City Council only.

**Alternatives:**

- Alternative 1: Recommend approval of Resolution #21-089. This would move the project to City Council to formally approve the Site Plan and Final Plat. As the project meets all City Code standards and there are no requested deviations at this time, Staff is supportive of this alternative.

- Alternative 2: Recommend denial of Resolution #21-089. As the project meets all City Code standards and there are no requested deviations at this time, Staff is not supportive of this alternative.

**Funding Source:**

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

**Recommendation:**

Staff recommends approval of the project and Resolution #21-089.

**Action:**

Motion to recommend the City Council adopt Resolution #21-089 Approving Bunker Lake Industrial Park 3rd Addition and Building 4.

---

**Attachments**

Site Plan

Building Elevations

Final Plat

Staff Review (High Level)

Changemark Report (Staff Comments)

Planning Review Memo

Resolution #21-089

---

**Form Review**

**Inbox**

Tim Gladhill

Form Started By: Chloe McGuire Brigl

Final Approval Date: 03/31/2021

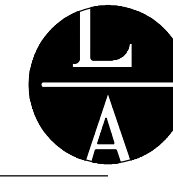
**Reviewed By**

Tim Gladhill

**Date**

03/31/2021 08:23 PM

Started On: 03/31/2021 12:50 PM



LAMPERT ARCHITECTS

420 Summit Avenue  
St. Paul, MN 55102  
Phone: 763.755.1211 Fax: 763.757.2849  
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:  
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

LEONARD LAMPERT

13669  
12/29/20

BUNKER LAKE INDUSTRIAL PARK  
BUILDING #4  
Ramsey, Minnesota

Copyright 2020  
Leonard Lampert Architects Inc.

Project Designer: JAMES B

Drawn By: JRB

Checked By: LL

Revisions

5/30/19 PRELIMINARY

2/5/20 FINAL REVIEW

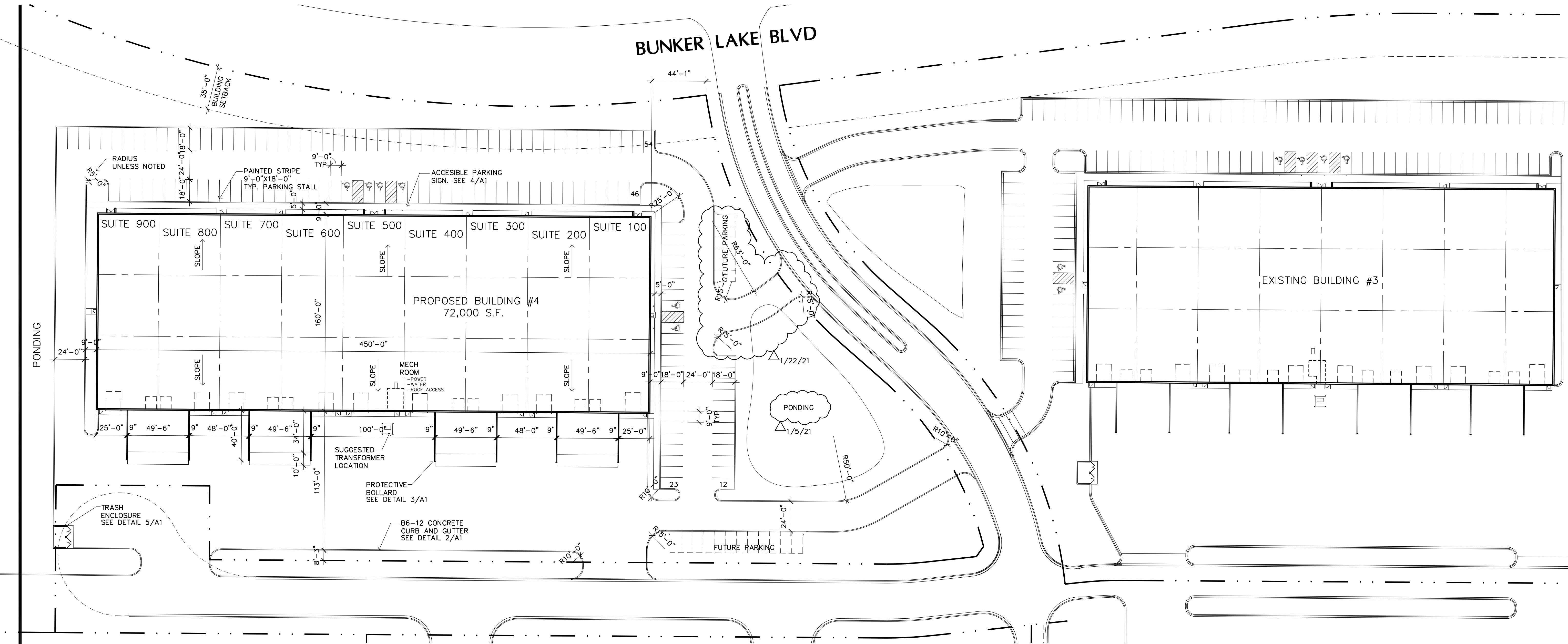
12/29/20 ISSUE FOR PERMIT

SITE PLAN

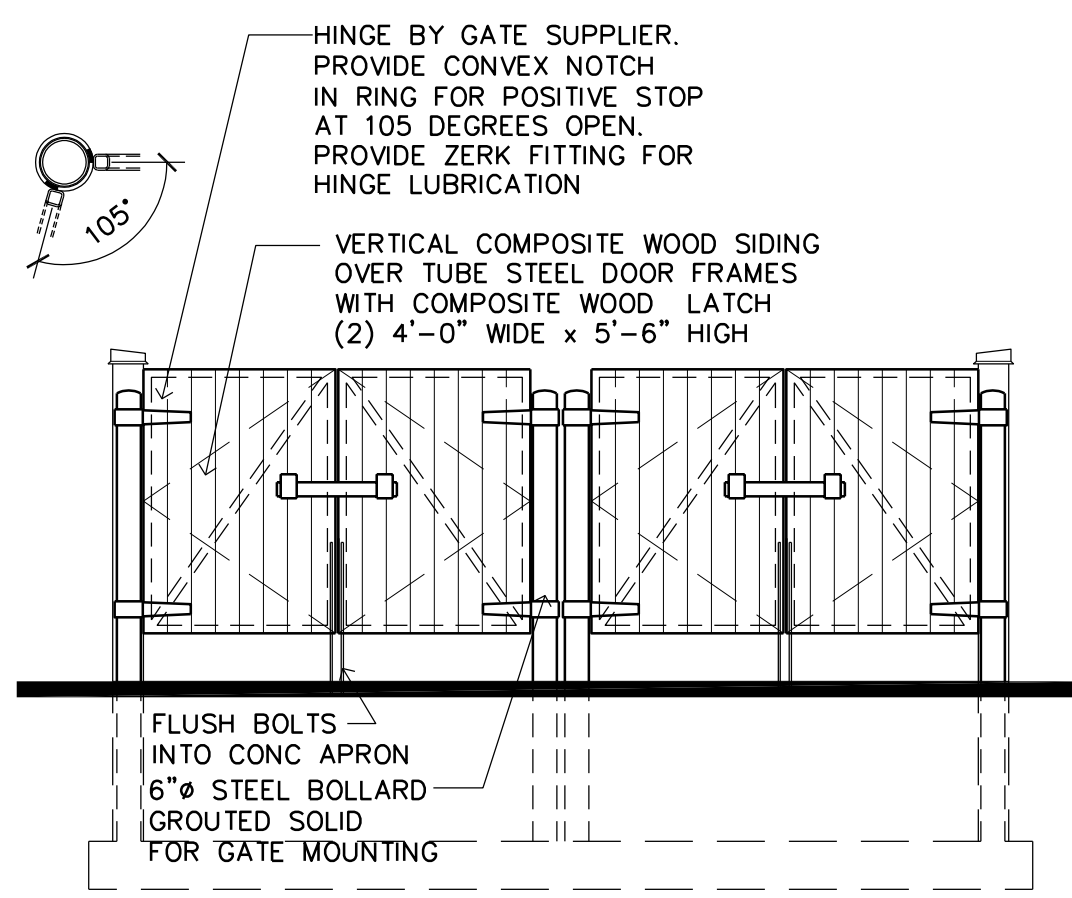
Sheet Number

A1

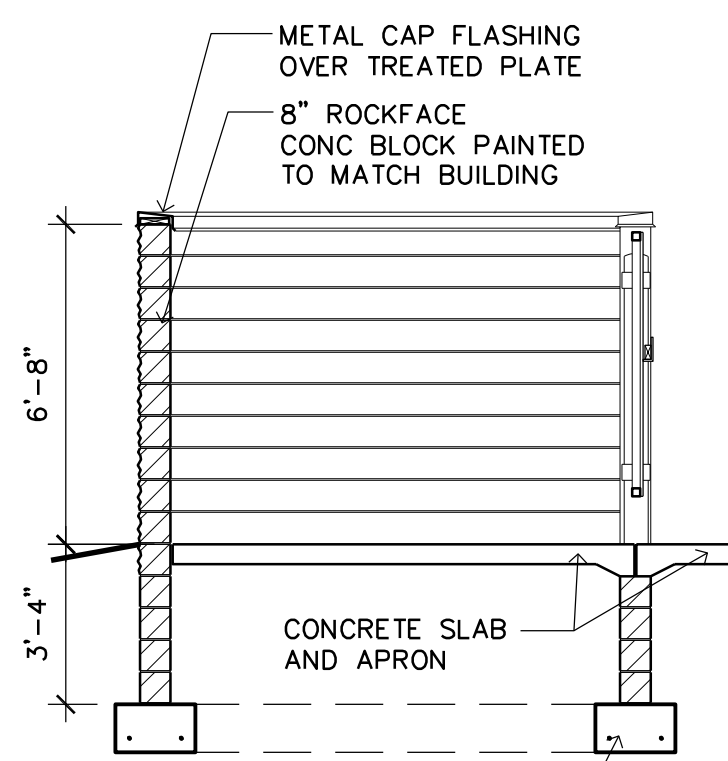
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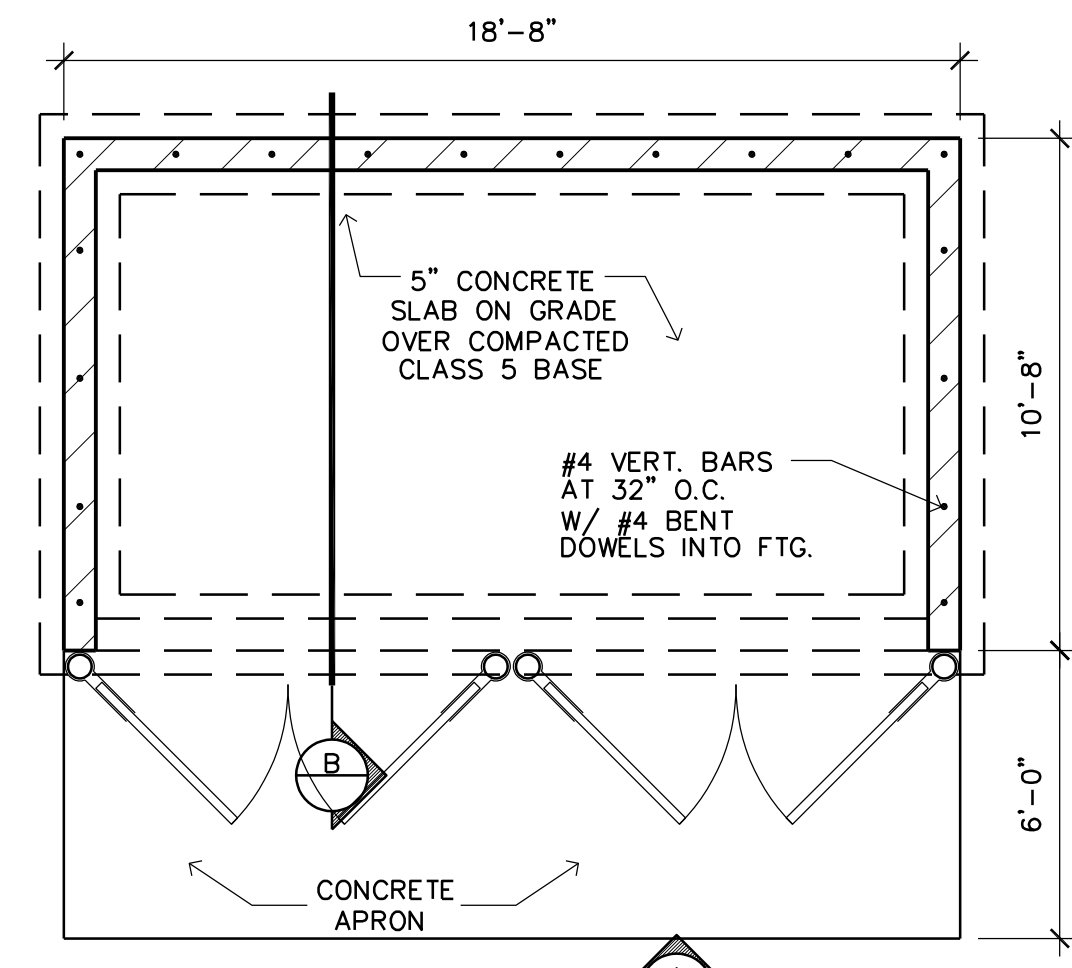
1 SITE PLAN  
A1 SCALE: 1" = 40'-0"



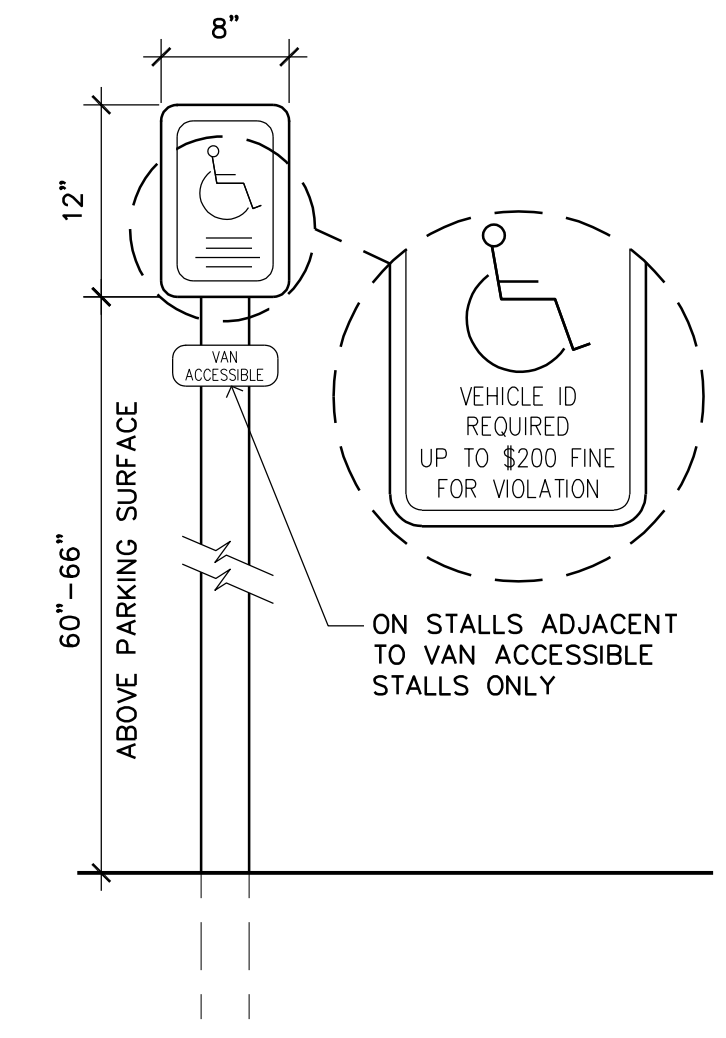
ELEVATION 'A'



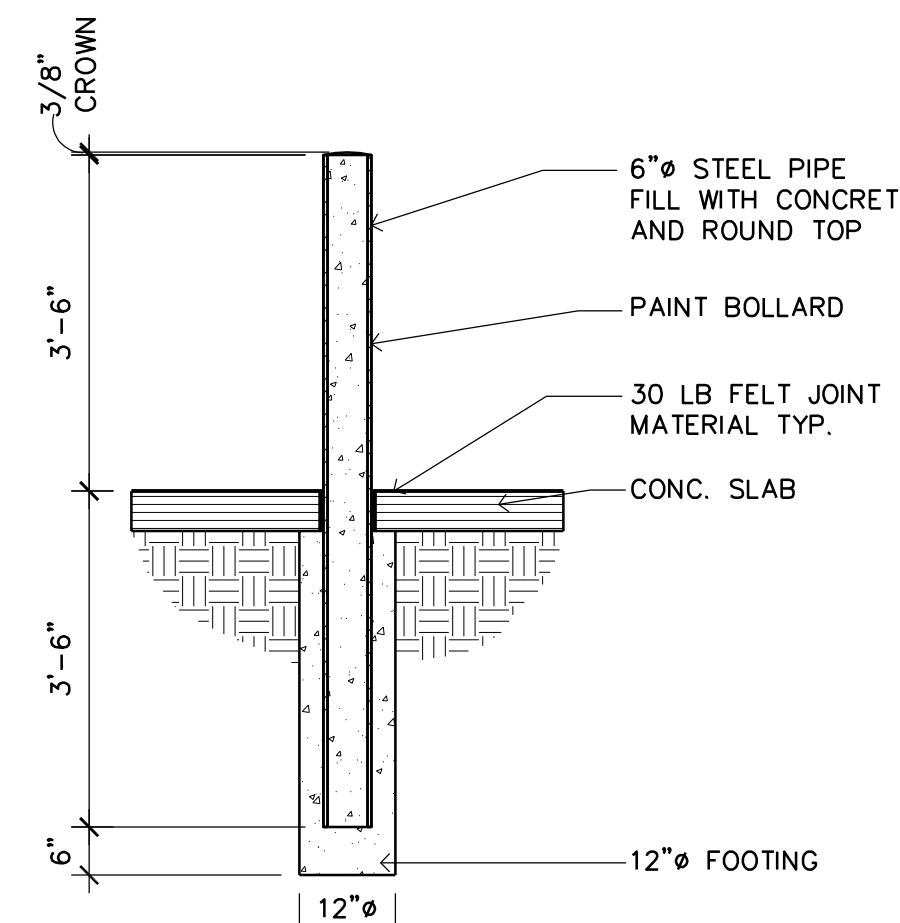
SECTION 'B'



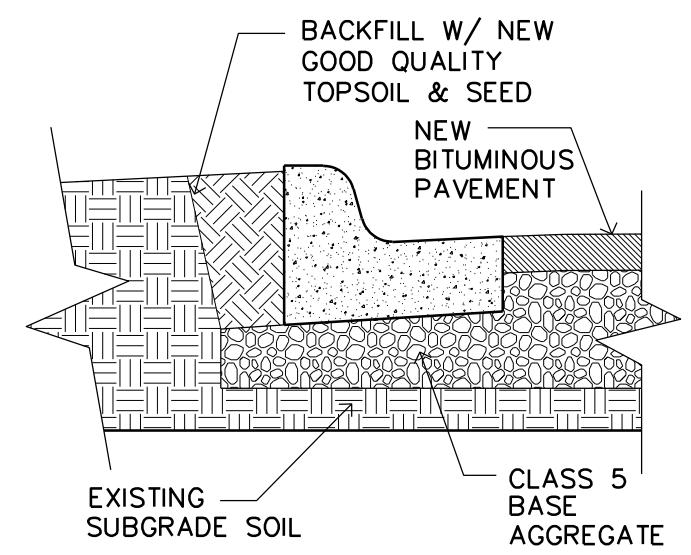
5 TRASH ENCLOSURE  
A1 SCALE: 1/4" = 1'-0"



4 ACCESSIBLE PARKING SIGN  
A1 1" = 1'-0"

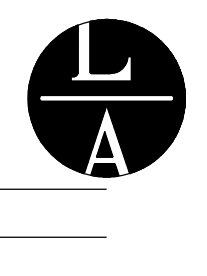


3 CONCRETE BOLLARD  
A1 SCALE: 1/2" = 1'-0"



2 B6-12 CONCRETE CURB  
A1 SCALE: 1/2" = 1'-0"

Filename: BUNKER LAKE INDUSTRIAL PARK BUILDING #4 BUNKER LAKE #4-A1



**LAMPERT ARCHITECTS**

420 Summit Avenue  
St. Paul, MN 55102  
Phone: 763.755.1211 Fax: 763.757.2849  
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:  
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

LEONARD LAMPERT  
SIGNATURE  
LEONARD LAMPERT  
PRINT NAME  
13669  
LICENSE NO.  
12/29/20  
DATE

**BUNKER LAKE INDUSTRIAL PARK BUILDING #4**  
Ramsey, Minnesota

Copyright 2020  
Leonard Lampert Architects Inc.

Project Designer: JAMES B  
Drawn By: JRB  
Checked By: LL

Revisions

5/30/19	PRELIMINARY
2/5/20	FINAL REVIEW
12/29/20	ISSUE FOR PERMIT

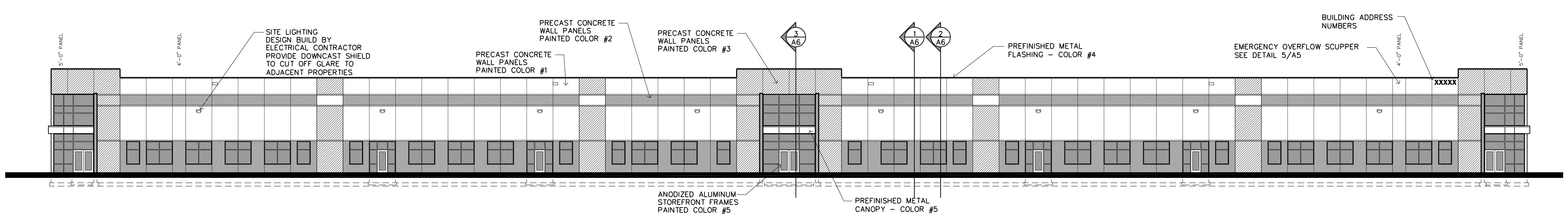
**BUILDING ELEVATIONS**

Sheet Number

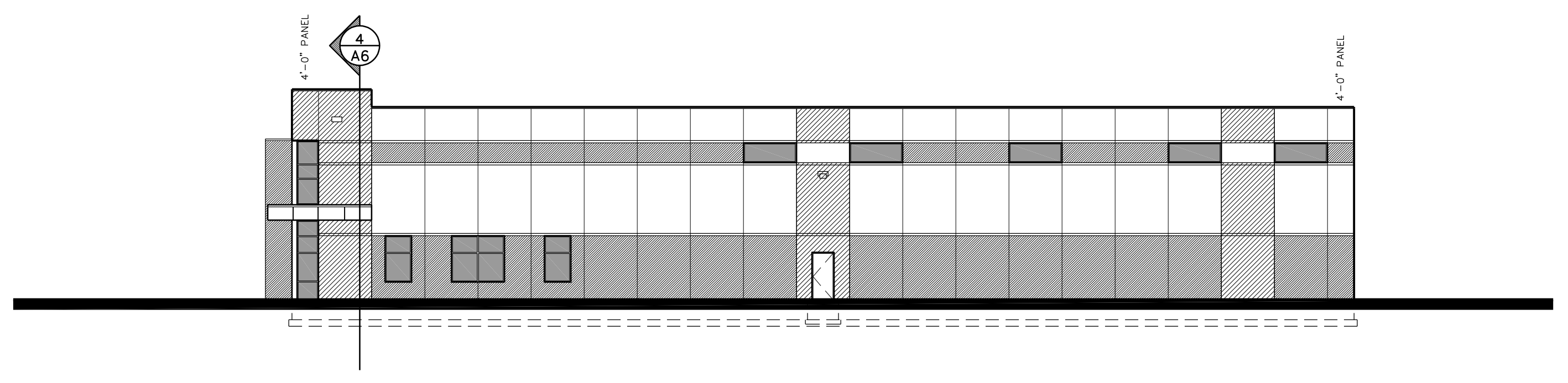
**A5**

Project No. 180510-1

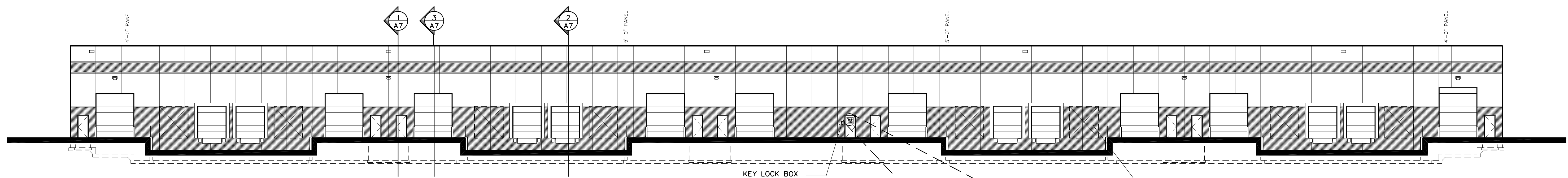
Filename: BUNKER LAKE INDUSTRIAL PARK BUILDING #4\BUNKER LAKE #4-A5



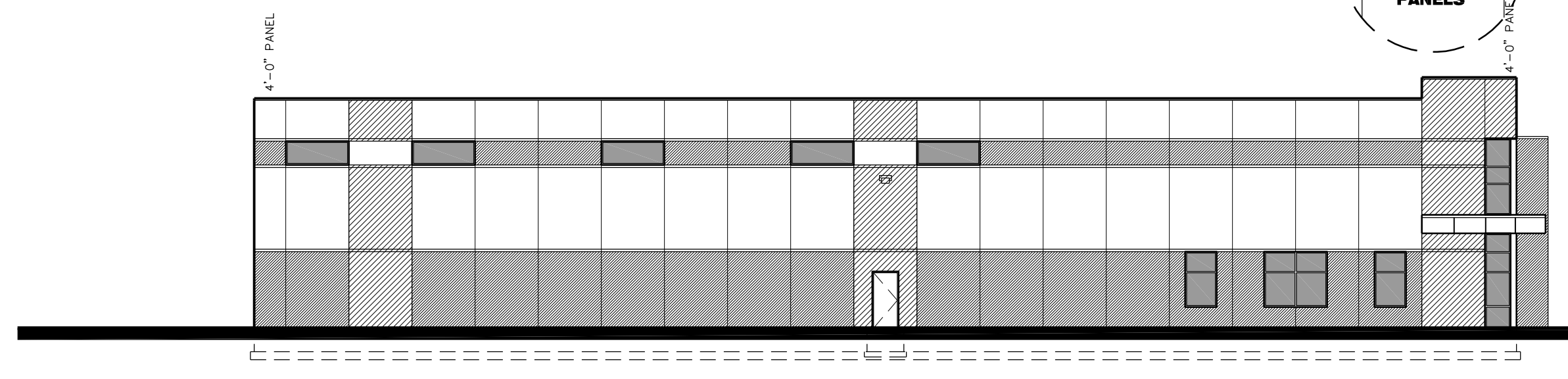
**1 NORTH ELEVATION**  
A5 SCALE: 1/16" = 1'-0"



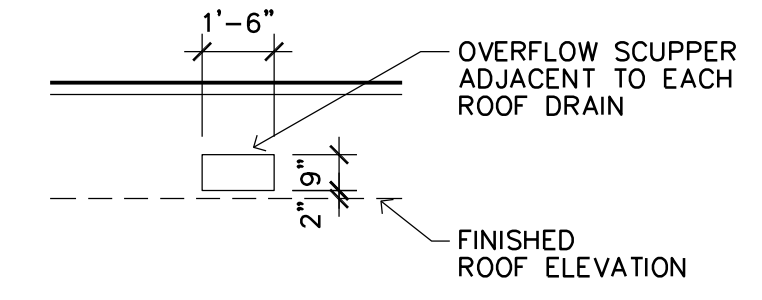
**2 WEST ELEVATION**  
A5 SCALE: 1/16" = 1'-0"



**3 SOUTH ELEVATION**  
A5 SCALE: 1/16" = 1'-0"



**4 EAST ELEVATION**  
A5 SCALE: 1/16" = 1'-0"



NOTE: OVERFLOW SCUPPER IS SIZED TO BE 3X THE AREA OF THE MAXIMUM VERTICAL LEADER SIZE ASSUMED TO BE 8" DIAMETER. VERIFY WITH THE PLUMBING DESIGNER AND INT'L PLUMBING CODE

**5 OVERFLOW SCUPPER DETAIL**  
A5 SCALE: 1/4" = 1'-0"

TOP OF PRECAST (ENTRY)  
EL. = 131'-6"  
TOP OF PRECAST (TYP)  
EL. = 128'-10"

FINISHED FLOOR  
EL. = 100'-0"  
TOP OF FOOTING  
EL. = 97'-0"

# BUNKER LAKE INDUSTRIAL PARK THIRD ADDITION

CITY OF RAMSEY  
COUNTY OF ANOKA  
SEC. 29, T. 32, R. 25

KNOW ALL PERSONS BY THESE PRESENTS: That PSD, LLC, a Minnesota limited liability company, owner of the following described property:

Outlot B, BUNKER LAKE INDUSTRIAL PARK ADDITION, according to the recorded plat thereof, Anoka County, Minnesota.

AND

That part of 147th Lane NW, as dedicated in BUNKER LAKE INDUSTRIAL PARK ADDITION, Anoka County, Minnesota, which lies North of a line drawn parallel with and distant 60.00 feet North of the North line of Outlot C, said BUNKER LAKE INDUSTRIAL PARK ADDITION.

Has caused the same to be surveyed and platted as BUNKER LAKE INDUSTRIAL PARK THIRD ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as created by this plat.

In witness whereof said PSD, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

SIGNED: PSD, LLC

By \_\_\_\_\_, Chief Manager  
Pamela S. Deal

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by Pamela S. Deal, Chief Manager of PSD, LLC, a Minnesota limited liability company.

Notary Public, \_\_\_\_\_ Notary Printed Name

My commission expires \_\_\_\_\_

## SURVEYOR'S CERTIFICATE

I Brian R. Person do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Brian Person, Licensed Land Surveyor  
Minnesota License No. 49138

STATE OF MINNESOTA  
COUNTY OF ANOKA

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by Brian Person.

Notary Public, Minnesota.

Notary Printed Name

My commission expires \_\_\_\_\_

## CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

This plat of BUNKER LAKE INDUSTRIAL PARK THIRD ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ramsey, Minnesota

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

By: \_\_\_\_\_, Clerk

## ANOKA COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Charles F. Gitzen  
Anoka County Surveyor

## ANOKA COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20\_\_\_\_ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Property Tax Administrator

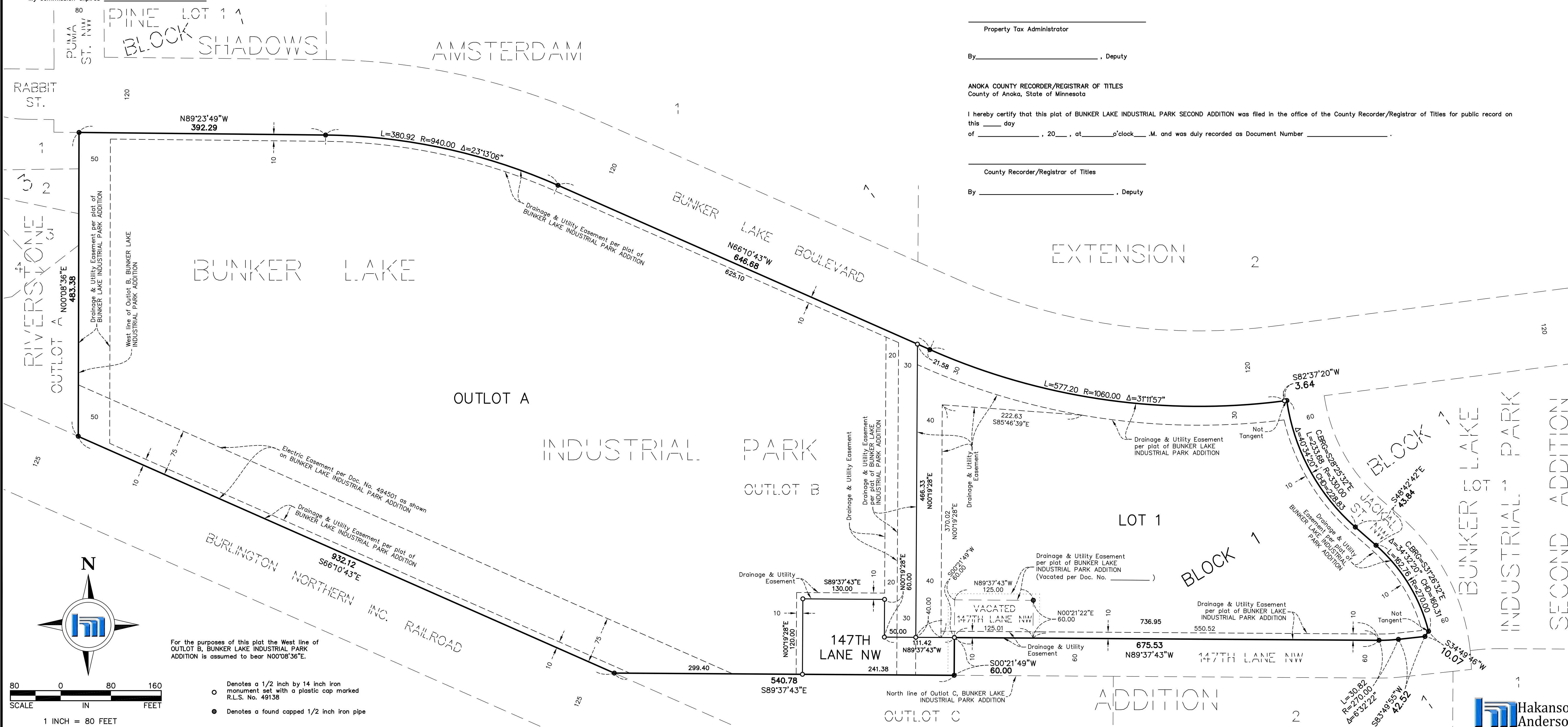
By: \_\_\_\_\_, Deputy

ANOKA COUNTY RECORDER/REGISTRAR OF TITLES  
County of Anoka, State of Minnesota

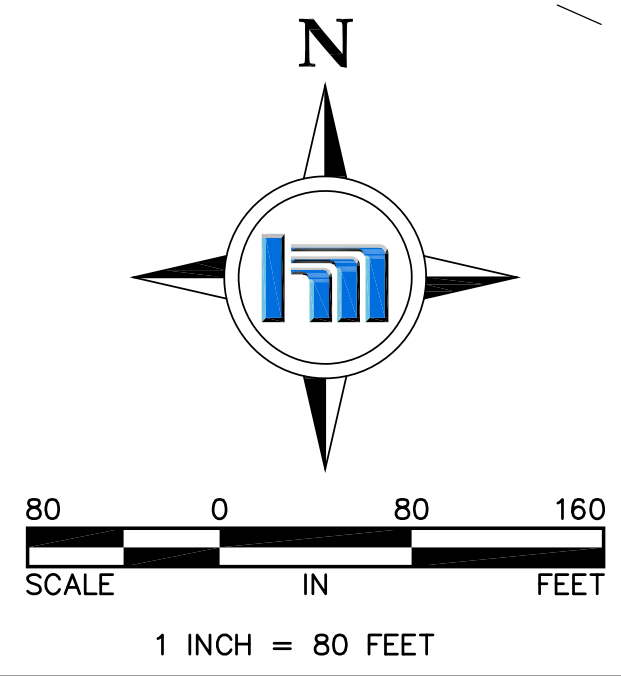
I hereby certify that this plat of BUNKER LAKE INDUSTRIAL PARK SECOND ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_ M. and was duly recorded as Document Number \_\_\_\_\_.

County Recorder/Registrar of Titles

By: \_\_\_\_\_, Deputy



For the purposes of this plat the West line of OUTLOT B, BUNKER LAKE INDUSTRIAL PARK ADDITION is assumed to bear N00°08'36\"/>



- Denotes a 1/2 inch by 14 inch iron monument set with a plastic cap marked R.L.S. No. 49138
- Denotes a found capped 1/2 inch iron pipe



## Department Review Status Report

**Project Name:** RA046823

**Workflow Started:** 02/11/2021 1:34 PM

**Report Generated:** 03/26/2021 12:13 PM

Cycle	Department	Reviewer	Email	Status	Reviewer Comments	Applicant Comments
1	Planning	Chris Anderson	canderson@cityoframsey.com	Corrections Required	See notes on Site Plan about parking setbacks from right of way boundary. Also, please prepare a Lighting Plan showing placement of exterior light poles, photometrics, and fixture information.	
	Civil Engineer IV	Len Linton	llinton@cityoframsey.com	Corrections Required	Address corrections on next submittal.	
	Lead Engineering Tech	Aaron Madsen	amadsen@cityoframsey.com	Corrections Required		
	Environmental Review	Chris Anderson	canderson@cityoframsey.com	Corrections Required		
	Civil Engineer II	Joe Feriancek	jferiancek@cityoframsey.com	Corrections Required		
	Engineering Tech II	Logan Czech	lczech@cityoframsey.com	Approved		
	Community Development Director	Tim Gladhill	tgladhill@cityoframsey.com	Corrections Required		

# ProjectDox

## Changemarks Report





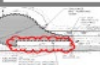



Project Name: RA046823

Workflow Started: 02/11/2021 1:34 PM

Report Generated: 03/26/2021 12:12 PM

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	1	30	False	Unresolved	Planning		BUNKER LAKE #4-A1.pdf	CA	Setback	Show this distance between right of way boundary and parking area. Minimum required setback is 20 feet.	03/17/2021 12:17 PM	Chris Anderson	
		31	False	Unresolved	Planning		BUNKER LAKE #4-A1.pdf	CA	Parking Setback	This area will not accommodate future parking. Minimum required setback from right of way boundary	03/17/2021 12:17 PM	Chris Anderson	
		29	False	Unresolved	Civil Engineer IV		232511_SMP (2-3-21).pdf	LL	Infiltration Volume	Basin #1 is 2800 of short of capturing the full infiltration volume. Our calculations indicate making the bottom	03/12/2021 12:57 PM	Len Linton	
		28	False	Unresolved	Civil Engineer IV		PAVING.pdf	LL	See comment on Street plan.	Cul-de-sac has been constructed.	03/12/2021 12:26 PM	Len Linton	
		27	False	Unresolved	Civil Engineer IV		STREET.pdf	LL	Update Base drawings	Cul-de-sac with curb has been constructed.	03/12/2021 12:25 PM	Len Linton	
		32	False	Unresolved	Community Development Director		FINAL PLAT.pdf	Tim Gladhill	Cul De Sac Shape	Correct shape and size.	03/11/2021 10:37 AM	Tim Gladhill	
		24	False	Unresolved	Environmental Review		GRADING.pdf	CA	Tree Save Fence	Need to add tree save fencing on the north side of boulevard trees as well to protect during construction	03/09/2021 9:55 AM	Chris Anderson	
		25	False	Unresolved	Environmental Review		GRADING.pdf	CA	Tree Save Fence	Either add additional tree save fencing on the west side of existing boulevard trees or adjust silt fence so	03/09/2021 9:55 AM	Chris Anderson	
		26	False	Unresolved	Lead Engineering Tech		UTILITY.pdf	Aaron	Rip Rap	Rip rap outlets	03/11/2021 2:10 PM	Aaron Madsen	
		21	False	Unresolved	Civil Engineer II		GRADING.pdf	JF	Stabilized Construction Exit	The SWPPP calls out a stabilized construction exit, please show location on the plans.	03/08/2021 2:23 PM	Joe Feriancek	
		17	False	Unresolved	Civil Engineer II		STREET.pdf	JF	Proposed Profile	Profile must include vertical curves, 100' minimum length.	03/08/2021 2:19 PM	Joe Feriancek	
		18	False	Unresolved	Civil Engineer II		STREET.pdf	JF	Sidewalk	Call out sidewalk dimension, detail.	03/08/2021 2:19 PM	Joe Feriancek	
		19	False	Unresolved	Civil Engineer II		STREET.pdf	JF	Watermain Lowering	Provide City watermain lowering detail.	03/08/2021 2:19 PM	Joe Feriancek	
		20	False	Unresolved	Civil Engineer II		STREET.pdf	JF	Curb Types	Call out curb types for street and parking lot, assuming B618 for street and B612 for parking lot?	03/08/2021 2:19 PM	Joe Feriancek	
		13	False	Unresolved	Civil Engineer II		PAVING.pdf	JF	147th Paving	Full width patch / mill at western entrance where cul-de-sac was removed.	03/08/2021 2:14 PM	Joe Feriancek	
		14	False	Unresolved	Civil Engineer II		PAVING.pdf	JF	147th Lane Typical	Pavement Section must match section from street construction plans; 2" wearing course, 2.5" non	03/08/2021 2:15 PM	Joe Feriancek	
		15	False	Unresolved	Civil Engineer II		PAVING.pdf	JF	Dimensions	Add dimensions to paving plan.	03/08/2021 2:15 PM	Joe Feriancek	
		16	False	Unresolved	Civil Engineer II		PAVING.pdf	JF	Sidewalk Extension	Call out 6" thick, 6 foot wide concrete sidewalk. Provide City sidewalk detail.	03/08/2021 2:15 PM	Joe Feriancek	

**ProjectDox**  
**Changemarks Report**

		9	False	Unresolved	Civil Engineer II		UTILITY.pdf	JF	Outlet Structure #1	Check (NW) invert or slope from RC Apron.	03/08/2021 2:03 PM	Joe Feriancek	
		10	False	Unresolved	Civil Engineer II		UTILITY.pdf	JF	Fall across Structures	City likes 0.1' of fall across all structures.	03/08/2021 2:03 PM	Joe Feriancek	
		11	False	Unresolved	Civil Engineer II		UTILITY.pdf	JF	OS #2	Confirm NE Invert elevation.	03/08/2021 2:03 PM	Joe Feriancek	
		12	False	Unresolved	Civil Engineer II		UTILITY.pdf	JF	Water Service	Is a 6 inch line sufficient for interior fire suppression and for general water service to building?	03/08/2021 2:03 PM	Joe Feriancek	
		6	False	Unresolved	Civil Engineer II		EXISTING.pdf	JF	Salvage Culvert and Aprons	Make this more bold in the plans, difficult to see with the topo lines adjacent.	03/08/2021 1:38 PM	Joe Feriancek	
		7	False	Unresolved	Civil Engineer II		EXISTING.pdf	JF	Pavement Removal Limits	Make pavement removal full width (mill south half of 147th Lane.)	03/08/2021 1:38 PM	Joe Feriancek	
		8	False	Unresolved	Civil Engineer II		EXISTING.pdf	JF	Driveway Tie-ins	Remove Curb and Gutter, and use existing edge of pavement (the front of curb) as the form for new	03/08/2021 1:38 PM	Joe Feriancek	
		5	False	Unresolved	Civil Engineer II		DETAIL4.pdf	JF	Typical Section	Site Specific Typical required, replace City Plate STR-5.	03/08/2021 11:42 AM	Joe Feriancek	
		4	False	Unresolved	Civil Engineer II		TITLE.pdf	JF	CEAM Specs	The most current CEAM specifications are now 2018 edition.	03/08/2021 11:35 AM	Joe Feriancek	
		3	False	Unresolved	Community Development Director		BUNKER LAKE #4-A1.pdf	Tim Gladhill	Final Plat Sheet	Final Plat Sheet required. Parcel is an outlot that needs to be subdivided.	03/02/2021 5:44 PM	Tim Gladhill	
		2	False	Unresolved	Community Development Director		EXISTING.pdf	Tim Gladhill	Existing Parcel Lines	These don't seem to match existing parcel lines.	03/02/2021 5:43 PM	Tim Gladhill	
		1	False	Unresolved	Community Development Director		PAVING.pdf	Tim Gladhill	Bunker Lake Cost Share Agreement	Need to agree to a cost share on Bunker Lake Boulevard Widening.	03/02/2021 5:39 PM	Tim Gladhill	
		23	False	Unresolved	Environmental Review		LANDSCAPE2.pdf	CA	Tree Sizes	Due to the reforestation requirements yet to be fulfilled for all of Bunker Lake Industrial Park (BLIP).	03/09/2021 9:42 AM	Chris Anderson	
		22	False	Unresolved	Environmental Review		LANDSCAPE1.pdf	CA	Topsoil	Topsoil shall contain no more than 35% sand content. Amend Note 2 to specify this.	03/02/2021 4:04 PM	Chris Anderson	

## Memorandum

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

From: Kristin Moen, Planning Consultant

Date: March 9, 2021

Re: Bunker Lake Industrial Park Building #4  
City Project Number 18-130  
WSB Project No. 017243-000 Phase XX

### General

The purpose of this file is to review a Final Plat (Bunker Lake Industrial Park Third Addition) and Site Plan for Bunker Lake Industrial Park Building #4, located in the Bunker Lake Industrial Park south of Bunker Lake Blvd and west of Armstrong Blvd. The Developer, PSD, LLC, has proposed to final plat one (1) lot which had previously been platted as part of the of Bunker Lake Industrial Park Addition. The property has been formerly used as a gravel mine/borrow pit.

### Comprehensive Plan

The 2040 Comprehensive Plan guides the subject property for Business Park (BP), and the proposed subdivision is consistent with the Business Park Comprehensive Plan guidance.

### Zoning

The site is zoned E-3 Employment District. The proposed project is consistent with the E-3: Employment zoning district.

### Bulk Standards

E-3 Employment District		
Standard	Required	Proposed
Minimum Lot Size	1.0 acre	5.8 acres
Minimum Lot Width	200 feet	570 feet
Minimum Front Yard Setback	35 feet	89 feet
Minimum Rear Yard Setback	25 feet	121 feet
Minimum Side Yard Setback	25 feet	62 feet
Maximum Building Height	65 feet	32 feet

Building Size	n/a	72,000 square feet
Maximum Lot Coverage	45%	28.4%

Block 1 Lot 1 of the Bunker Lake Industrial Park Third Addition is proposed to be occupied by a 72,000 square foot and 32-foot-tall building that appears to be designed for light industrial or warehouse uses. Potential occupancy classifications listed on the plan set include B-Office, F-1, F-2 Manufacturing, M-Showroom, and S-1, S-2 Storage. The building has nine (9) loading dock doors measuring 9 feet wide by 10 feet tall, eight (8) roll-up doors measuring 14 feet tall and 12 feet wide, and ten (10) pedestrian doors facing south. These doors are spread out in nine (9) groupings with one type of each door indicating that building could have up to nine (9) different businesses within the single building. Each of the nine (9) tenant spaces would be 7,750 square feet. The north side (facing Bunker Lake Blvd) of the building would indicate a design for seven (7) tenants within the single building based on the number of front entrance doors. The east and west elevation each have one (1) pedestrian door in the center of the building.

**Streets/Access**

Access to the front (north facing) of the site would be from two driveways stemming from Jackal Street. Access to the rear loading docks would be from one of two curb cuts off of 147<sup>th</sup> Lane NW.

**Utilities/Wells**

The subject property will be served by city sewer and water, and plans have been submitted indicating the extensions. No well locations are shown as the property is proposed to be connected to city utilities. Building setbacks are shown on the site plan, and the drainage and utility easements are shown on the Final Plat. Separately, stormwater easement may be required if the proposed infiltration basin is to be publicly maintained.

**Development Fees**

The Developer will be required to pay development fees consistent with the City's approved schedule of Rates and Charges. Charges will be included in the development agreement.

**Sidewalks/Trail**

Sidewalks currently existing along the east side of Jackal Street, the south side of 147<sup>th</sup> Lane, and along the north side of Bunker Lake Blvd. No other sidewalks and/or trail or trails are planned for this area.

**Natural Resource Inventory (NRI)**

The NRI indicates that the land included in this proposed development is not located in an area considered to be either an exceptional, high, moderate, or low area of natural quality. In addition, the area is not a part of the Anoka County Greenway Corridor or indicated by the National Wetland Inventory (NWI) to contain any wetlands.

**Landscaping**

Please refer to the landscaping review memo.

**Topsoil**

Each individual lot shall have four (4) inches of topsoil meeting the City's topsoil specification applied to all disturbed areas not improved with impervious surfacing. It is strongly encouraged to limit land disturbance on the lot to limit the quantity of topsoil required. A topsoil inspection is required prior to landscaping being installed and copies of the load tickets are required as well.

This is reviewed at time of Building Permit Application and request for Certificate of Occupancy for each individual lot.

### **Lighting**

Plans show downcast shield lighting attached to the proposed building. This style of downcast lighting is consistent with zoning.

### **Building Elevations**

Color building elevations have not been provided. Generally speaking, the black and white elevations provided as part of the current submittal appear to meet zoning district requirements.

### **Parking/loading areas**

Per the city code, one parking stall is required for every 300 square feet of office space or one parking stall per 1,000 square feet of industrial space. The site plan shows a 72,000 square foot building with 135 parking stalls, six (6) of which are shown as handicapped stalls. 100% industrial uses would require a total of 72 spaces whereas 100% office use would require a total of 240 parking spaces. The 135 proposed spaces are more than is required for industrial but less than for office. Staff anticipates a mixture of office/warehouse space and as such it is Staff's opinion that the proposed number of parking spaces is sufficient.

### **Septic/Drainfield**

The current plan proposes connection to city utility services and as such, no septic systems or drain fields are proposed.

### **Trash Enclosure**

Exterior trash enclosure proposed to be constructed of 8" rockface concrete block painted to match principal structure. Block will be capped with a metal cap flashing over treated plate. Doors of enclosure are proposed to be vertical composite wood siding over tube steel door frames.

### **Next Steps**

The developer will be required to enter into a Development Agreement with the City to ensure the timely construction of required improvements. The Development Agreement will also require a financial surety in the amount of 125% of the cost of required improvements. The financial surety shall be in the form of a Letter of Credit or cash escrow only. The Development Agreement will also require an Engineering Inspection Fee of 5% of the cost of required improvements. The escrow must be in the form of a cash escrow. The City will prepare a draft Development Agreement for your review once an engineer's estimate has been provided by the Applicant.

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

**RESOLUTION #21-089**

**RESOLUTION GRANTING SITE PLAN AND FINAL PLAT  
APPROVAL OF BUNKER LAKE INDUSTRIAL PARK 3<sup>RD</sup> ADDITION**

**WHEREAS**, PSD, LLC, hereafter referred to as “Developer”, properly applied for Site Plan and Final Plat approval of the following described property located in the City of Ramsey:

Outlot B, Bunker Lake Industrial Park Addition, Anoka County, Minnesota

Or upon platting:

Lot 1, Block 1, and Outlot A, Bunker Lake Industrial Park Third Addition, Anoka County, Minnesota

(the ‘Subject Property’);

**WHEREAS**, the Planning Commission reviewed the sketch plan on April 8, 2021; and

**WHEREAS**, the City Council reviewed the final plat of Bunker Lake Industrial Park on April 27, 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 grants final plat approval of Bunker Lake Industrial Park 3<sup>rd</sup> Addition in accordance with relevant City Codes, subject to the following conditions:
  - a) Compliance with the Staff Review Letter and ProjectDox Comments
  - b) Cost Share Agreement on Widening of Bunker Lake Blvd.
  - c) Approval by the City Engineer and City Attorney.
  - d) The Developer entering into a Development Agreement with the City.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 27 day of April, 2021.

---

Mayor

**ATTEST:**

---

City Clerk

**Regular Planning Commission**

**5.3.**

**Meeting Date:** 04/08/2021

**Submitted For:** Chloe McGuire Brigl, Community Development

**By:** Chloe McGuire Brigl, Community Development

**Information**

**Title:**

Review Proposed Site Plan for Storyteller Cafe, Case of Stories Foundation (Project 20-120)

**Purpose/Background:**

The purpose of this case is to review a proposed cafe within The COR from the Stories Foundation (the "Applicant") for Storyteller Cafe. The project site is currently owned by the City and is under purchase agreement from the Applicant. The site is approximately 0.52 acres and is part of Outlot B of the COR Stone Brook Academy Plat. The project site is unaddressed and located between Sunwood Drive NW and Veterans Drive NW, and along Yolite Street NW. The project proposes a mixed-use 2-story, 6,892 square foot building with a café, retail, office, and event space on the ground floor, residential uses on the second floor (3 units), and on-site parking including a drive-thru.

The Storyteller Cafe would serve breakfast and lunch as well as serving to provide office space to the nonprofit that runs the cafe along with retail and event space. The nonprofit currently employs two full time staff and two part time staff. The nonprofit would hire at least one more full time manager and 2-3 part time employees to run the cafe/retail space. The nonprofit goal is to begin to use the space to offer job training in year two of operation. Job training would be provided in a variety of industries and to vulnerable people and those who have been exploited.

**Notification:**

Notification is not required for Site Plan or Final Plat.

**Observations/Alternatives:**

The proposed project is located in the "COR2 Commercial" subdistrict of the City's COR development plan. Below is a brief analysis of the COR2 guidelines, with a full review attached.

**Architecture**

Structures within this subdistrict are expected to make The COR unique, inviting and memorable. Architecture is to be '4-sided' at all locations visible to public areas. Emphasis is placed on great design along the public street frontage. The Applicant provided an image showing the front of the structure (north elevation) but not the east, west, or south elevations. The north elevation shows quality materials and a high level of architecture and Staff is supportive of the architecture shown but will need to see the elevations of the other three sides of the building to verify the "4-sided" architecture.

- **Suggested Direction: Direct the Applicant to provide elevations for all 4 sides of the building. Contingency of Council approval.**

**Build to Line**

The build to line required is 15 feet. That distance is to be measured from building front to right-of-way (40% of front facade required to be within the max.)

- Policy Question: The Applicant has proposed the building at a 20 foot distance from Sunwood Drive. Is the Planning Commission open to this request?
- **Suggested Direction: Direct the Applicant to revise the site plan to be a maximum of 15 feet from Sunwood Drive property line unless entire 20 feet area is being utilized for outdoor seating and dining (active uses). Direct Applicant to 'delineate' edge of patio with planters, planter boxes, or another**

**edging treatment to help clearly identify public and private areas.**

**Off-street parking and access**

The applicant has proposed a parking area located on the south part of the lot, with two proposed parking accesses along Yolite Street NW. There are 14 parking stalls proposed, which includes two accessible stalls located closest to the building. The parking standards in the COR District are as follows: 2 stalls per 1,000 square feet for retail and office uses and 3 stalls per 1,000 square feet for restaurant uses. A more detailed breakdown of the floorplan would enable staff to calculate the required stalls for the building.

Drive thru: The applicant has proposed a drive thru. Adequate stacking distance of not less than five vehicles shall be provided. The site plan should more clearly define the drive thru area and must demonstrate the provision for stacking space does not interfere with other drive areas, parking spaces, sidewalks, or pedestrian access to the main entry of the building.

Screening shall be provided of automobile headlights in the drive-thru lane to windows and doors of adjacent uses. Screening must be at least three feet in height at installation and fully opaque, consisting of a wall, fence, dense vegetation, berm or grade change.

- **Suggested direction: Direct the Applicant to provide a stacking diagram prior to Council approval. Ensure that the diagram shows headlight direction and update with screening onsite if needed.**
- **Suggested direction: Add bike rack to back of building near parking lot.**

**Residential Component**

The floor plan on the second floor shows three apartment units. The Subject Property is approximately 0.52 acres. This project is the city's first true vertically mixed use (residential/commercial) building.

**Funding Source:**

Costs associated with this proposal are the responsibility of the Applicant.

**Recommendation:**

Staff is supportive of the project moving forward with contingencies and direction as noted throughout the case. Staff recommends the Planning Commission moving the project forward to City Council.

**This case is on the consent agenda. If it remains on the consent agenda, Staff will include the above recommended direction into the final action.**

**Action:**

Recommend the City Council adopt Resolution #21-090 including all of the above noted suggested directions.

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**Attachments**

Site Location Map

Site Plan

Plat

Building Elevation

Ground Floor Plan

Second Floor Plan

Planning Review

Changemark Report (Staff Comments)

Resolution #21-090

---

**Inbox**

Tim Gladhill

Form Started By: Chloe McGuire Brigl

Final Approval Date: 04/01/2021

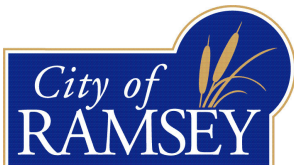
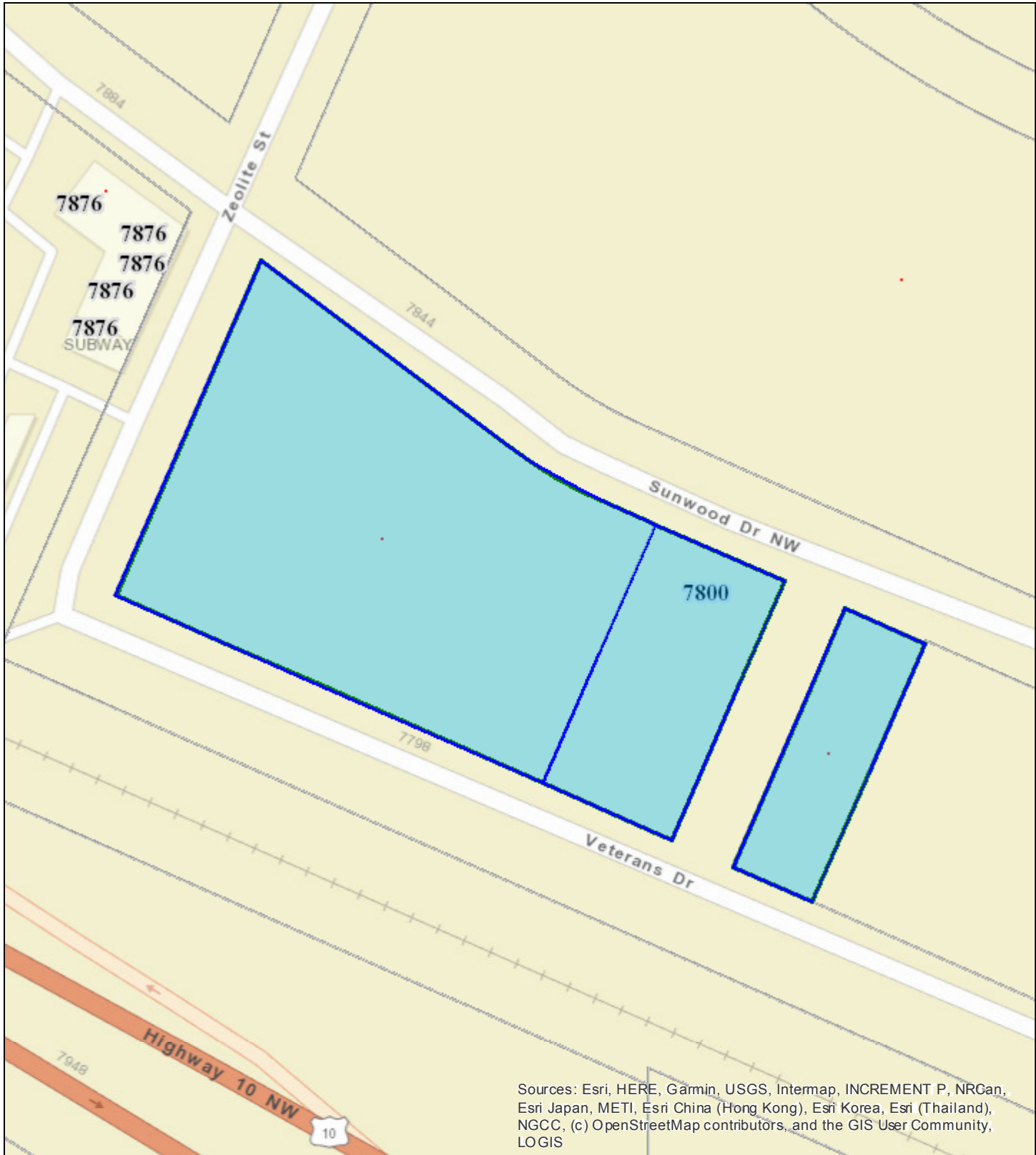
**Reviewed By**

Tim Gladhill

**Date**

04/01/2021 11:55 AM

Started On: 03/31/2021 03:19 PM



## Site Location Map

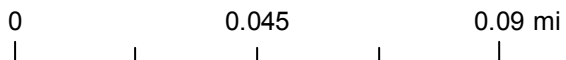
7800 Sunwood Dr NW

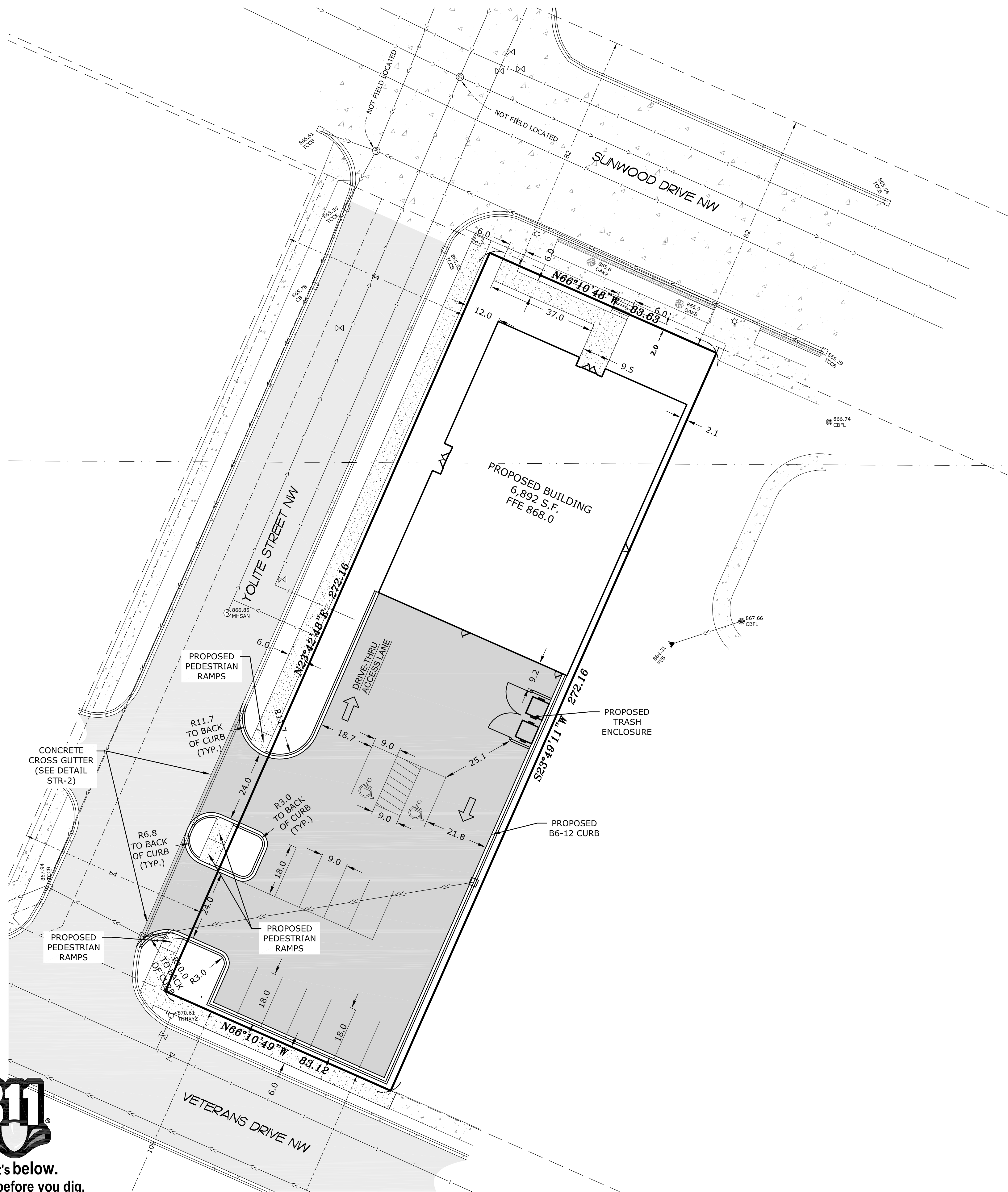
### Legend

-  Site
-  Parcels



August 10, 2020





**CURB & BITUMINOUS NOTES**

REMOVAL AND DISPOSAL OF EXISTING STREET MATERIALS AS REQUIRED FOR CONSTRUCTION IS CONSIDERED INCIDENTAL.  
 SAW-CUT EXISTING BITUMINOUS AND CONCRETE CURB TO PROVIDE BUTT-JOINT.  
 RESTORE DISTURBED STREET TO EXISTING OR BETTER SECTION.  
 BACKFILLING OF CURB IS INCIDENTAL TO CURB INSTALLATION.  
 FOUR INCHES OF CLASS 5 UNDER CURB IS INCIDENTAL TO CURB INSTALLATION.  
 CURB ENDS SHALL TERMINATE IN A THREE-FOOT BEAVER TAIL.

DRAWN BY:	DESIGN BY:
M.Q.A.	C.W.P.
CHKD BY:	PROJ. NO.
M.Q.A.	21-1959
ORIGINAL DATE:	
FEBRUARY 9, 2021	
DATE	REVISION DESCRIPTION

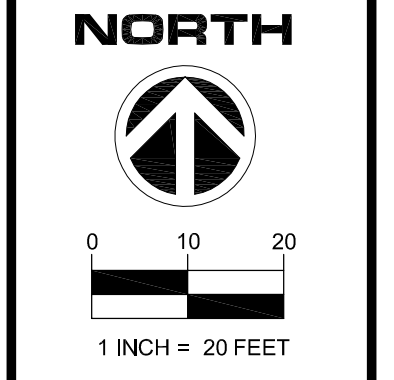
I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

*Charles W. Plowe*  
**CHARLES W. PLOWE**  
 LIC. NO. 16227  
 DATE: 03.03.2021

**STORYTELLER CAFE**  
**RAMSEY, MINNESOTA**  
 CIVIL SITE PLAN

PREPARED FOR:  
**DOLEZAL CREATIVE DESIGN & BUILD**

**PLOWE ENGINEERING, INC.**  
 SITE PLANNING & ENGINEERING  
 6776 LAKE DRIVE  
 SUITE 110  
 LINO LAKES, MN 55014  
 PHONE: (651) 361-8210  
 FAX: (651) 361-8701



**C1**

S:\Drawings\21\21021\1959 STORYTELLER CAFE\21-1959 CAD\21-1959 BASE 3.dwg 3/4/2021



**CIVIL SITE PLAN  
 STORYTELLER CAFE**

# STORYTELLER CAFE ADDITION

KNOW ALL PERSONS BY THESE PRESENTS: That Stories Foundation, a Minnesota non-profit organization, owner of the following described property:

Outlot B, COR STONE BROOK ACADEMY, Anoka County, Minnesota.

Has caused the same to be surveyed and platted as STORYTELLER CAFE ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as shown by this plat.

In witness whereof said Stories Foundation, a Minnesota non-profit organization, has caused these presents to be signed by its proper officer this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

STORIES FOUNDATION

\_\_\_\_\_, Executive Director  
Stephanie Page

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by Stephanie Page, Executive Director of Stories Foundation, a Minnesota non-profit organization, on behalf of the organization.

Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission Expires \_\_\_\_\_

I, Jason E. Rud do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Jason E. Rud, Licensed Land Surveyor  
Minnesota License No. 41578

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by Jason E. Rud.

Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission Expires \_\_\_\_\_

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

This plat of STORYTELLER CAFE ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

By \_\_\_\_\_ Mayor By \_\_\_\_\_ Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Charles F. Gitzen  
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20\_\_ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Property Tax Administrator

By \_\_\_\_\_ Deputy

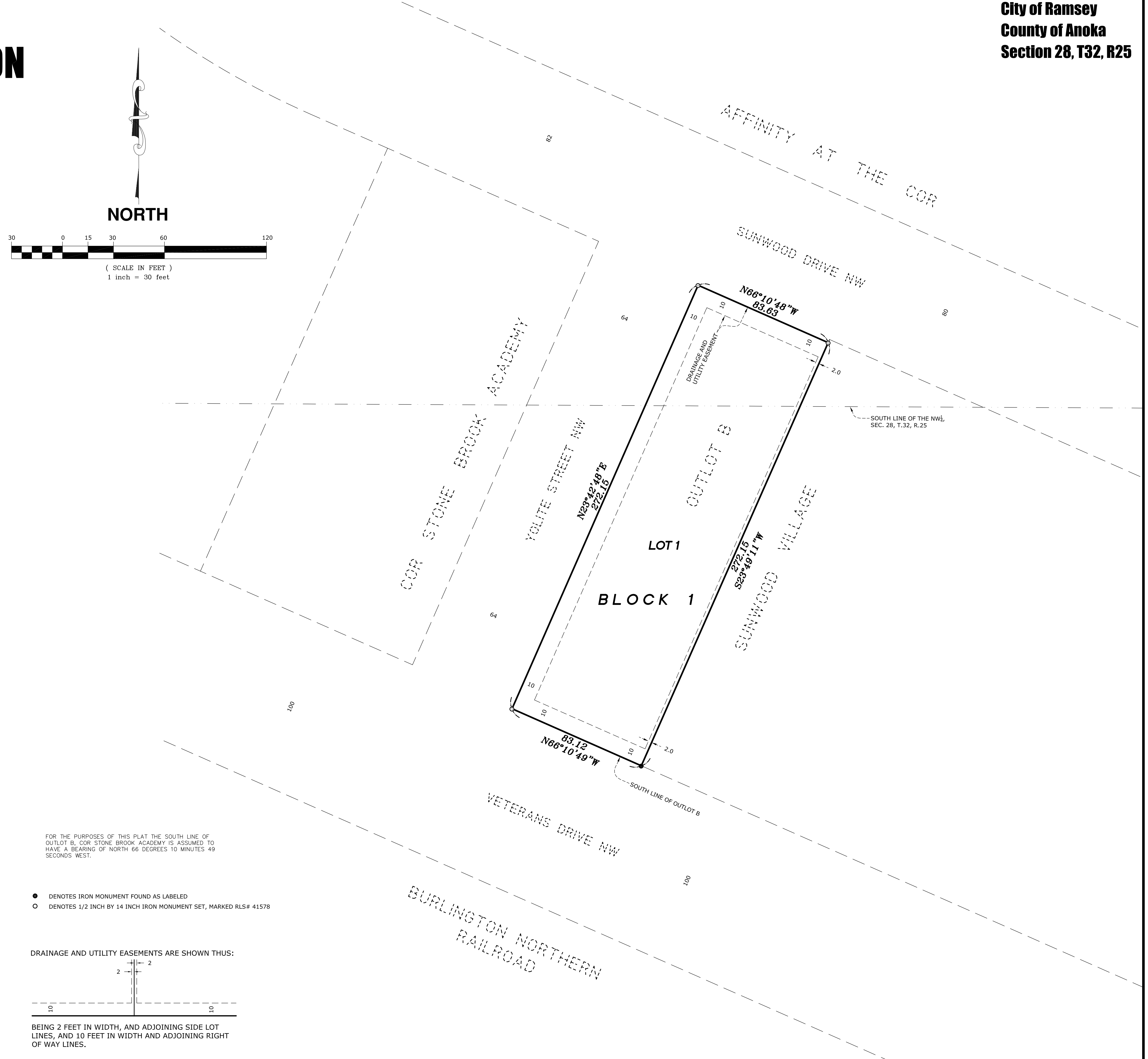
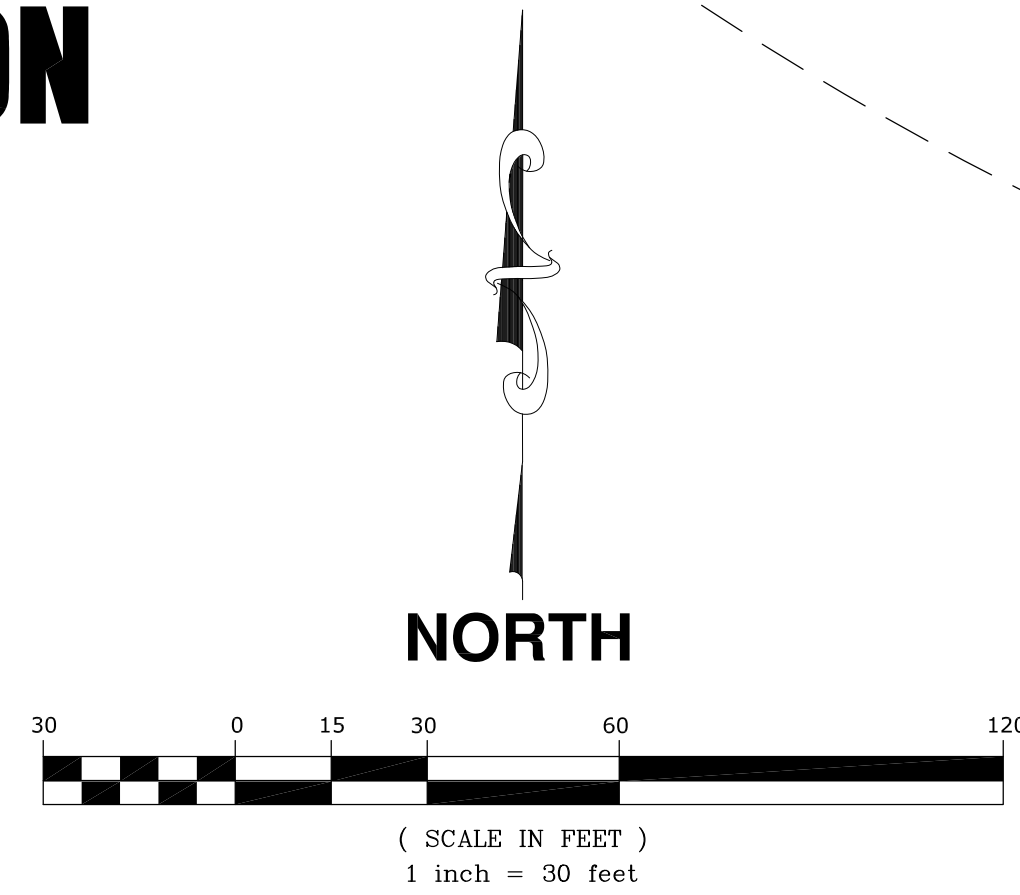
COUNTY RECORDER/REGISTRAR OF TITLES

COUNTY OF ANOKA, STATE OF MINNESOTA

I hereby certify that this plat of STORYTELLER CAFE ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, at o'clock \_\_\_\_M. and was duly recorded in Book \_\_\_\_\_ Page \_\_\_\_\_, as Document Number \_\_\_\_\_.

County Recorder/Registrar of Titles

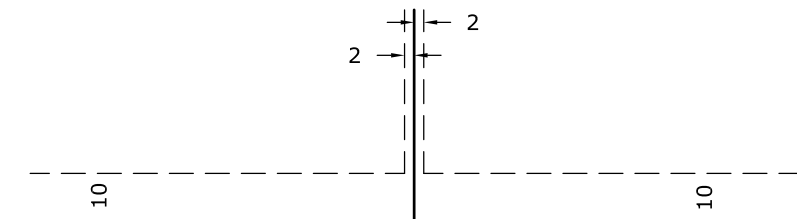
By \_\_\_\_\_ Deputy



FOR THE PURPOSES OF THIS PLAT THE SOUTH LINE OF OUTLOT B, COR STONE BROOK ACADEMY IS ASSUMED TO HAVE A BEARING OF NORTH 66 DEGREES 10 MINUTES 49 SECONDS WEST.

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES 1/2 INCH BY 14 INCH IRON MONUMENT SET, MARKED RLS# 41578

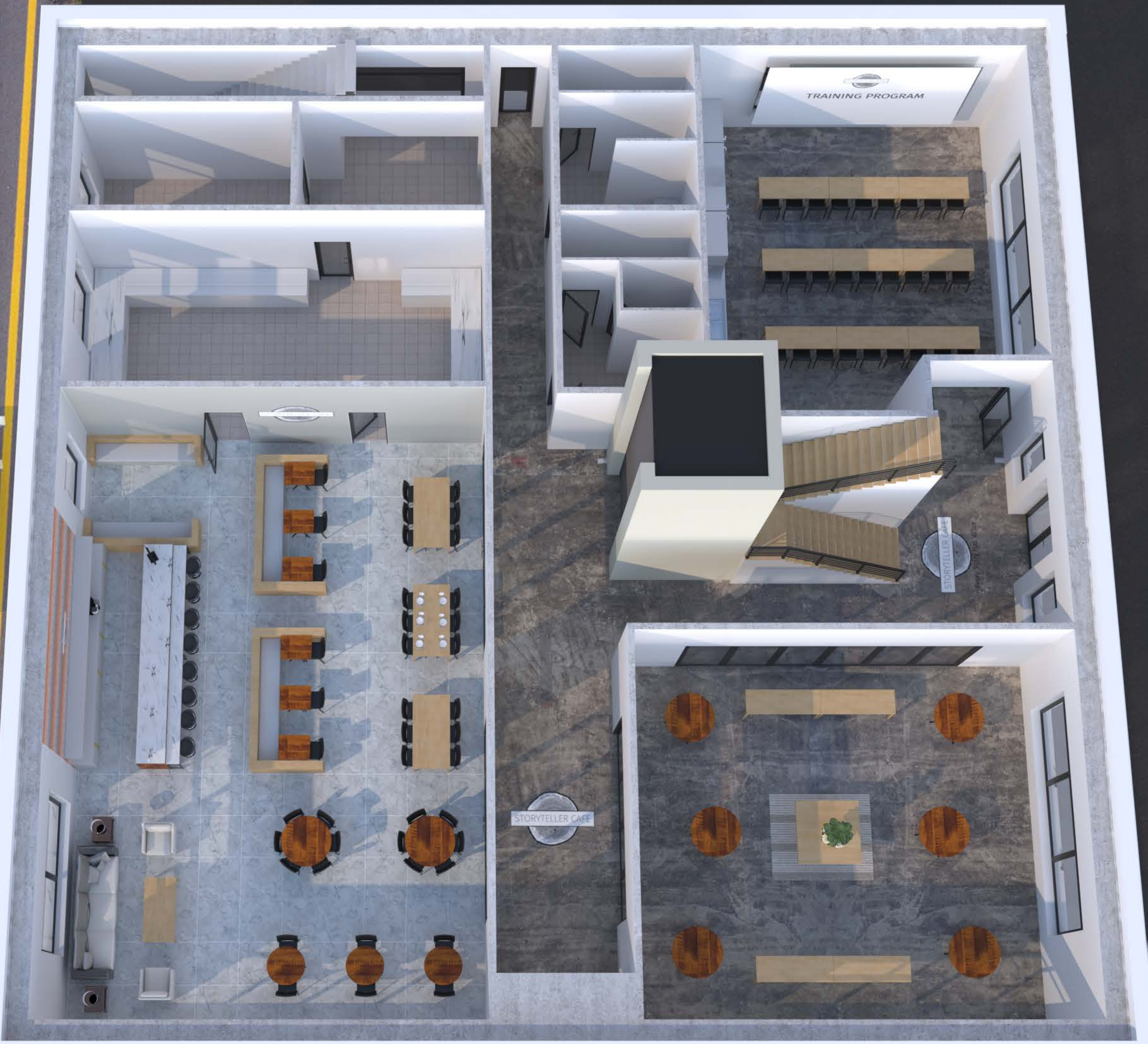
DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 2 FEET IN WIDTH, AND ADJOINING SIDE LOT LINES, AND 10 FEET IN WIDTH AND ADJOINING RIGHT OF WAY LINES.



STORYTELLER CAFE



Every Story Has Value





# Memorandum

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

From: Kristin Moen, Planning Consultant

Date: March 10, 2021

Re: Storyteller Café Site Plan Review  
City Project Number 20-120  
WSB Project No. 017243-000 Phase 03

## General

The purpose of this memo is to provide a Site Plan Review for the proposed Storyteller Café project. The project site is approximately 0.52 acres and is part of Outlot B of the COR Stone Brook Academy Plat. The project site is unaddressed and located between Sunwood Drive NW and Veterans Drive NW, and along Yolite Street NW. The project proposes a mixed-use 2-story, 6,892 square foot building with a café, retail, office, and event space on the ground floor, residential uses on the second floor (3 units), and on-site parking including a drive-thru.

## Comprehensive Plan

The Ramsey 2040 Comprehensive Plan guides the subject property as Mixed Use (MU).

## Zoning

The site is zoned COR (The COR) and is located within the COR2 Commercial Subdistrict. The proposed use of the ground floor includes a café and other general retail and services, which are allowed uses in this zoning district. It appears that the plans propose 3 residential units on the 2<sup>nd</sup> floor. Residential uses are not permitted in this zoning district.

## Bulk Standards

The COR-2 Subdistrict		
Standard	Required	Proposed
Minimum Lot Width	80 feet	83.6 feet
Minimum Lot Depth	100 feet	272.2 feet
Front build-to line (Destination Street)	15 feet as measured from building front to right-of-way	20 feet
Sidewalk Width	6 feet	6 feet
Maximum Height	1-4 stories	2 stories

The plan shows that the site is proposed to be occupied by a 6,892 square foot 2-story building designed for a mix of uses. The building has 5 total entrances, one on the north, west, and east sides, and two entrances on the south (parking area) side.

**Landscape Plan**

The applicant must submit a landscape plan as part of site plan review.

**Lighting**

The applicant must submit a lighting plan as part of site plan review.

**Surfacing**

The parking lot must be surfaced with bituminous or concrete. Concrete surface proposed for the sidewalk areas.

**Waste storage**

The trash enclosure area is proposed along the eastern part of the site, between the building and the parking area. Proposed construction materials of the waste enclosure must be included in the plans.

**Off-street parking and access**

The applicant has proposed a parking area located on the south part of the lot, with two proposed parking accesses along Yolite Street NW. There are 14 parking stalls proposed, which includes two accessible stalls located closest to the building. The parking standards in the COR District are as follows: 2 stalls per 1,000 square feet for retail and office uses and 3 stalls per 1,000 square feet for restaurant uses. A more detailed breakdown of the floorplan would enable staff to calculate the required stalls for the building.

Drive thru: The applicant has proposed a drive thru. Adequate stacking distance of not less than five vehicles shall be provided. The site plan should more clearly define the drive thru area and must demonstrate the provision for stacking space does not interfere with other drive areas, parking spaces, sidewalks, or pedestrian access to the main entry of the building. Screening shall be provided of automobile headlights in the drive-thru lane to windows and doors of adjacent uses. Screening must be at least three feet in height at installation and fully opaque, consisting of a wall, fence, dense vegetation, berm or grade change.

**Sidewalks**





The applicant has proposed 6-foot wide concrete walkways along Veterans Drive and Yolite Street that will connect to the existing sidewalk along Sunwood Drive. There is also a concrete walkway and stairway proposed from the existing sidewalk along Sunwood Drive to the building entrance on Sunwood Drive.

# Changemarks Report

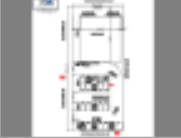
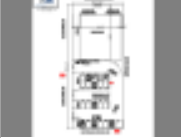


**Project Name:** 20-120 Storyteller Cafe

**Workflow Started:** 08/10/2020 9:23 AM




**Report Generated:** 04/01/2021 11:38 AM

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	1	7	False	Unresolved	City Planner		2nd Floor_02.png	EM	Changemark #01	Please provide the floor plan for the rooftop terrace shown on the front elevation.	08/21/2020 2:00 PM	Eric Maass	
		6	False	Unresolved	City Planner		StoryCafe_S05a.png	EM	Changemark #01	Please provide elevations of all four sides of the structure as well as the elevation of any trash enclosure. Materials of a trash enclosure need to be consistent with the materials of the primary structure.	08/21/2020 1:58 PM	Eric Maass	
		4	False	Unresolved	Civil Engineer IV		Storyteller Cafe-LOT REVIEW (3) 7-28-20.pdf	LL	Front Setback	Verify front set back with COR development standards. A decorative wall was added to other properties along Sunwwod Drive where the building front was outside of the setback area.	08/18/2020 9:13 AM	Len Linton	
		5	False	Unresolved	Civil Engineer IV		Storyteller Cafe-LOT REVIEW (3) 7-28-20.pdf	LL	Drive-thru configuration	The layout as shown does not work for a drive-thru. The driver is on the opposite side of the vehicle from the service window and order board.  Queing for the drive-thru cannot be on Yolite Street.	08/18/2020 9:13 AM	Len Linton	

## Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	1	1	False	Unresolved	Civil Engineer II		Storyteller Cafe- LOT REVIEW (3) 7- 28-20.pdf	JJF	Sidewalk Connection	Sidewalk connection required adjacent to Veterans Drive.	08/14/2020 8:06 AM	Joe Feriancek	
		2	False	Unresolved	Civil Engineer II		Storyteller Cafe- LOT REVIEW (3) 7- 28-20.pdf	JJF	Consider Flipping Parking Stalls	To avoid people backing up into a drive-thru lane, might want to consider putting the double row stalls in the middle, and the single row stalls to the north. Maybe also reduce the drive-thru lane to one way to add parking lot space.	08/14/2020 8:06 AM	Joe Feriancek	
		3	False	Unresolved	Civil Engineer II		Storyteller Cafe- LOT REVIEW (3) 7- 28-20.pdf	JJF	Water and Sewer Connections	8" DIP Watermain, and 8" PVC Sanitary Sewer are stubbed to right of way off of Yolite Street. I've uploaded the asbuilt utilities to the documents folder.	08/14/2020 8:06 AM	Joe Feriancek	
	2	22	False	Unresolved	Civil Engineer IV		C1 - SITE PLAN.pdf	LL	Public Sidewalk	Public sidewalk along Sunwood Drive must match full width of existing sidewalk. Sidewalk was not constructed to property line to provide room for footing excavation for buildings constructed to the front lot line.  The existing sidewalk was constructed with an alternating broom pattern that will be required on all new sidewalk.	03/12/2021 12:08 PM	Len Linton	

## Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	2	23	False	Unresolved	Civil Engineer IV		C1 - SITE PLAN.pdf	LL	Drive thru on this site.	The site seems very tight for drive thru for vehicles larger than mid-size or smaller cars. Vehicles in the drive thru que will block the shortest route from accessible stalls to the nearest door.	03/12/2021 12:08 PM	Len Linton	
		24	False	Unresolved	Civil Engineer IV		C1 - SITE PLAN.pdf	LL	Drive Thru Route	An exhibit must be submitted showing the route for vehicles using the Drive Thru. The exhibit must be checked turning templates, and specify the maximum size of vehicle that can use the route.  The placement of the trash enclosure is a biig concern for useability of the drive thru.  Garbace truck access and exit must also have a route template submittal.	03/12/2021 12:08 PM	Len Linton	
		21	False	Unresolved	Civil Engineer IV		INFILTRATION BASIN ESTIMATE - 3.2.21.pdf	LL	Filtratioin Media	The City of Ramsey and LRRWMO do not require Filtration media.  The City uses a 23% contingency on all project.  Revise the estimate removing the Filtration Excavation and Media lines and adding the contingency.	03/12/2021 11:46 AM	Len Linton	

## Changemarks Report

Grouping	Cycle	Ref #	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
Main Workflow	2	20	False	Unresolved	Lead Engineering Tech		C3 - UTILITY PLAN.pdf	Aaron	Storm pipe	HDPE Pipe into CB needs a rubber boot type connection to not leak.	03/09/2021 8:22 AM	Aaron Madsen	
		19	False	Unresolved	Civil Engineer II		C1 - SITE PLAN.pdf	JF1	Typical Section	What is the proposed typical section for the parking lot?	03/08/2021 3:50 PM	Joe Feriancek	
		18	False	Unresolved	Civil Engineer II		C4 - DETAILS.pdf	JF	Add details	Water & Sewer Services. Storm Sewer Casting.	03/08/2021 3:49 PM	Joe Feriancek	
		14	False	Unresolved	Civil Engineer II		C3 - UTILITY PLAN.pdf	JF	WM Pipe Class	Watermain 6" or less is Class 53, 8" or greater is Class 52.	03/08/2021 3:36 PM	Joe Feriancek	
		15	False	Unresolved	Civil Engineer II		C3 - UTILITY PLAN.pdf	JF	City Forces?	The City will observe and inspect the work, but is not responsible for hiring a crew to do the work, it is the responsibility of the developer.	03/08/2021 3:36 PM	Joe Feriancek	
		16	False	Unresolved	Civil Engineer II		C3 - UTILITY PLAN.pdf	JF	Utility Specifications	The City follows the City Engineers Association of Minnesota (CEAM) Specifications for all utility installations.	03/08/2021 3:36 PM	Joe Feriancek	
		17	False	Unresolved	Civil Engineer II		C3 - UTILITY PLAN.pdf	JF	Services	Show services connecting to the building. Call out the pipe types, size, grades, inverts.	03/08/2021 3:36 PM	Joe Feriancek	
		13	False	Unresolved	Civil Engineer II		C2.2 - GDEC.pdf	JF	Ped Ramp	Ped ramp for Yolite Crossing required.	03/08/2021 3:28 PM	Joe Feriancek	



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

**RESOLUTION #21-090**

**A RESOLUTION APPROVING SITE PLAN  
AND FINAL PLAT FOR STORYTELLER CAFE**

**RECITALS**

1. The Stories Foundation, hereinafter referred to as the “Permittee” has properly applied for Site Plan and Final Plat approval for a Storyteller Café on the property legally described as OUTLOT B, COR STONE BROOK ACADEMY, Anoka County, Minnesota (“Subject Property”).
2. That the Applicant is purchasing the Subject Property from the City of Ramsey.
3. That the Planning Commission met and discussed the project on April 8, 2021 and recommended approval of the project.
4. That the Subject Property is zoned COR, which is a mixed use zoning designation and guided as such in the 2040 Comprehensive Plan.
5. That the City Council reviewed and approved the request on April 27, 2021.

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

That the Ramsey City Council hereby grants approval of the Site Plan and Final Plat (the “Permit”) for Storyteller Café on the Subject Property contingent upon the following conditions:

**CONDITIONS**

1. That the Applicant enter into a Development Agreement with the City.
2. Final legal form approved by the City Attorney.
3. Compliance with Staff comments as noted in ProjectDox.
4. That the Applicant executes the purchase agreement with the City for the Subject Property.
5. Staff approval of the architectural plans, including the architectural plans for the trash enclosure.
6. That a separate building permit and sign permits are required.
7. That this Permit shall be perpetual in duration as long as the terms are herein complied with.
8. That the Permittee shall be responsible for all City costs incurred in administering and enforcing this Permit.
9. 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.

10. That this Permit shall automatically expire if the use is not initiated by April 27, 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 27 day of April, 2021.



**Regular Planning Commission**

**6. 1.**

**Meeting Date:** 04/08/2021

**By:** JoAnn Shaw, Community Development

---

**Information**

**Title:**

Appoint Chairperson and Vice Chairperson of the Planning Commission

**Purpose/Background:**

Each year the Planning Commission appoints a chairperson and vice-chairperson. Currently, Commissioner Randy Bauer serves as Chairperson and Commissioner Gary VanScoy serves as the Vice Chairperson. The term of appointment is April 8,2021 to April 7, 2022.

**Notification:**

**Observations/Alternatives:**

**Funding Source:**

**Recommendation:**

**Action:**

Motion to appoint \_\_\_\_\_ as Chairperson of the Planning Commission.

-and-

Motion to appoint \_\_\_\_\_ as Vice Chairperson of the Planning Commission.

---

**Attachments**

*No file(s) attached.*

---

**Form Review**

**Inbox**

Tim Gladhill

Form Started By: JoAnn Shaw

Final Approval Date: 03/31/2021

**Reviewed By**

Tim Gladhill

**Date**

03/31/2021 07:51 PM

Started On: 03/25/2021 12:59 PM

## Regular Planning Commission

7. 1.

**Meeting Date:** 04/08/2021

**Submitted For:** Chloe McGuire Brigl, Community Development

**By:** Brian McCann, Community Development

---

### Information

**Title:**

PUBLIC HEARING: Consider Request for Conditional Use Permit for an Oversized Area Identification Sign for the Preserve at Northfork (Project No. 19-147); Case of BK Land Development LLC

**Purpose/Background:**

The City has received an application from BK Land Development LLC (the "Applicant") for a Conditional Use Permit to construct and maintain two (2) ground signs on the property located at the Preserve at Northfork development (the "Subject Property"). The request is for two (2) ground signs identifying the development. Per City Code standard, the Subject Property is allowed 2 ground signs identifying the development, each at 32 square feet. The Applicant has proposed two signs, one at 20 square feet and one at 42.25 square feet.

**Notification:**

The City attempted to send a mailing via Standard US Mail to property owners within 350 feet of the Subject Property, as noted in the Anoka County Property Records, notifying them of the public hearing.

**Observations/Alternatives:**

The Subject Property is about thirty-three (33) acres in size and is zoned R-1 (80 foot wide lots) and R-2 (55 foot wide lots). The site is south of Alpine Dr, and west of Puma St. The property abuts the Capstone Riverstone North Development, which is zoned PUD, and other surrounding properties include the golf course to the south and Northfork to the north, which are R-1: Rural Developing.

Per City Code, residential districts are allowed one area identification sign per vehicular access to a development, with an allowed area of thirty-two (32) square feet for each sign. One of the proposed signs will exceed the size requirement of thirty-two (32) square feet by approximately 10.25 feet. Having a ground sign is very typical for suburban developments, but deviations from the standards require a Conditional Use Permit. The request for a Conditional Use Permit appears to be reasonable and the proposed signage would be similar in nature to other developments around the City.

City Code Sections

- Section 117-518 Residential type districts
  - Area identification signs. One sign per vehicular access to a development, not to exceed 32 square feet in area is permitted.

Note that deviations from signage are processed via Conditional Use Permit (CUP) which require approval by the City Council. Conditional Uses are interpreted as being allowed in the district so long as certain conditions are met, and the City can place conditions on the approval. Signage requests are not processed via variances, which are held to a more strict requirement per Statute.

Alternatives

Alternative 1: Recommend approval of the Conditional Use Permit to deviate from the sign standards to allow for two signs, one at approximately 42.25 square feet, on the Subject Property. Staff supports this alternative.

Alternative 2: Recommend denial of the Conditional Use Permit. Staff does not support this alternative.

**Funding Source:**

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

**Recommendation:**

City Staff recommends the City Council approve a Conditional Use Permit to the Preserve at Northfork to exceed signage standards for an area identification sign on the Subject Property.

**Action:**

Motion to recommend that the City Council adopt Resolution #21-087 approving a Conditional Use Permit to the Preserve at Northfork to exceed signage standards for an area identification development signs on the Subject Property.

---

**Attachments**

Sign Design

Site Location Map

Public Hearing Notice

Resolution #21-087

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**Form Review****Inbox**

Tim Gladhill

Tim Gladhill

Form Started By: Brian McCann

Final Approval Date: 04/01/2021

**Reviewed By**

Tim Gladhill

Tim Gladhill

**Date**

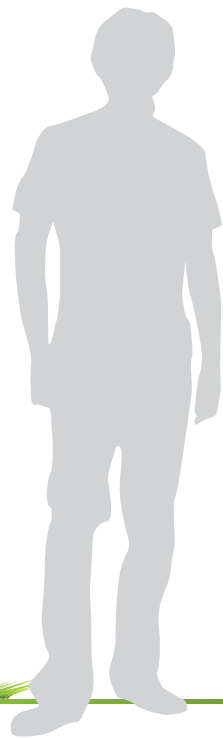
03/31/2021 08:20 PM

04/01/2021 11:53 AM

Started On: 03/30/2021 09:22 AM



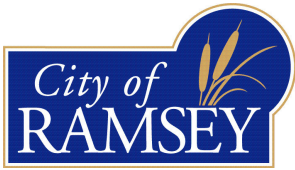
TOTAL SQ FT OF COLUMN, BEAMS  
AND SIGN COMBINED: 42.25 SF



TOTAL SQ FT OF COLUMN, BEAMS  
AND SIGN COMBINED: 22 SF



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



### Site Location Map

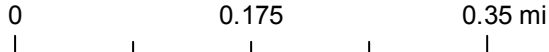
193225410004

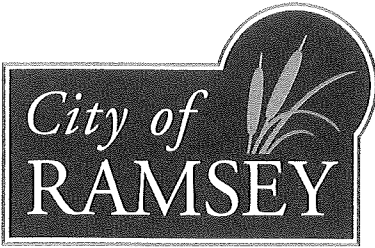
**Legend**

-  Site
-  Parcels



Print Date: November 13, 2019





7550 Sunwood Drive NW • Ramsey, MN 55303

City Hall: 763.427.1410 • Fax: 763.427.5543

[www.cityoframsey.com](http://www.cityoframsey.com)

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**NOTICE OF PUBLIC HEARING  
PROJECT NO. 19-147: PRESERVE AT NORTHFORK**

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

**TO WHOM IT MAY CONCERN:**

Notice is hereby given that the City of Ramsey Planning Commission will hold a public hearing on Thursday, April 8, 2021, at 7:00 p.m.

The purpose of the hearing is to consider a request for a Conditional Use Permit to exceed signage of thirty-two (32) square feet for the Preserve at Northfork subdivision generally located south of Alpine Dr NW and west of Puma St NW.

All interested persons are invited to attend and comment on the proposed requests. The City of Ramsey complies with the Americans with Disabilities Act and upon advance request, information will be provided in an alternative form and interpreters will be available. Any person with such a request should contact Brian McCann at 763-433-9860 by noon on Thursday, April 1, 2021.

Those that are able to attend meetings remotely should do so to maintain appropriate social distancing standards. All interested persons are invited to join remotely from a PC, Mac, Linus, IOS, or Android at [www.cityoframsey.com/meetings](http://www.cityoframsey.com/meetings).

Written comments are welcome and shall be addressed to the Ramsey Planning Commission, 7550 Sunwood Drive NW, Ramsey, MN 55303. Written comments shall be received at the above address prior to 4:00 p.m. on April 8, 2021.

Chloe McGuire Brigl  
Senior Planner

Date: March 26, 2021

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

### **RESOLUTION #21-087**

#### **A RESOLUTION APPROVING THE ISSUANCE OF A CONDITIONAL USE PERMIT TO ALLOW AN OVERSIZED AREA IDENTIFICATION SIGN ON THE PRESERVE AT NORTHFORK DEVELOPMENT AND DECLARING TERMS OF SAME**

#### **RECITALS**

1. BK Land Development LLC, hereinafter referred to as the “**Permittee**”, has properly applied for a Conditional Use Permit to construct and maintain two (2) area identification ground signs on the property generally known as the Preserve at Northfork subdivision (the “**Subject Property**”).
2. That BK Land Development, LLC is the owner of the **Subject Property**.
3. That the **Subject Property** has a split zoning of R-1 MUSA (west side) and R-2 Medium Density Residential (east side) Districts.
4. The **Subject Property** is approximately thirty-three (33) acres in size.
5. That deviations from sign standards are permissible with the issuance of a Conditional Use Permit.
6. That per Section 117-518, one sign is allowed per vehicular access to a development, not to exceed 32 square feet in area. The Subject Property has two accesses and is allowed two area identification signs.
7. That the **Permittee** is proposing to construct two (2) area identification signs. One is proposed to be 42.25 square feet, and the other is proposed to be 20 square feet. The 42.25 square foot sign requires a Conditional Use Permit (the “**Signage**”).
8. That the Planning Commission met and held a duly noticed public hearing on April 8, 2021 and minutes are hereby incorporated by reference.
9. That the City Council met and approved of the request on April 27, 2021.

#### **FINDINGS OF FACT**

1. That the **Signage** will not be unduly dangerous or detrimental to persons residing or working in the vicinity of the use, or to the public welfare.
2. That the **Signage** will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That the **Signage** will be harmonious with and in accordance with the specific objectives of the comprehensive plan.
4. That the **Signage** will be constructed and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.
5. That the **Signage** will not be hazardous to existing or future neighboring uses.
6. That the **Signage** will not impact essential public facilities and services, such as highways, streets, police and fire protection, drainage structures, or schools.
7. That the **Signage** will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.
8. That the **Signage** will not involve uses, activities and equipment that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
9. That the **Signage** will be consistent with the intent and purposes of the Zoning Chapter.

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

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

**CONDITIONS**

1. That this **Permit** allows for the **Signage**, including two (2) development signs on the **Subject Property**, one at 20 square feet and one at 42.25 square feet.
2. That the **Permittee** shall obtain all necessary permits, including a Sign Permit, prior to construction of the **Sign** on the **Subject Property**.
3. That the **Permittee** shall comply with all applicable local, state, and federal regulations.
4. That no part of the **Signage**, above or below ground, shall encroach within any drainage and utility easement on the **Subject Property** without approval and execution of an Easement Encroachment Agreement.
5. That no additional ground signs will be permitted on the **Subject Property** unless in full compliance with City Code.

6. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.
7. That the **Permittee** shall be responsible for all **City** costs incurred in administering and enforcing this **Permit**.
8. That the City Administrator, or his/her designee, shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request.
9. That this **Permit** shall automatically expire if the use is not initiated by April 27, 2022 and issuance of a Sign Permit for the **Signage** shall be considered as initiating the use.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 27<sup>th</sup> day of April, 2021.



## Regular Planning Commission

7. 2.

**Meeting Date:** 04/08/2021

**Submitted For:** Chloe McGuire Brigl, Community Development

**By:** Brian McCann, Community Development

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### Information

**Title:**

PUBLIC HEARING: Consider Resolution #21-088 Denying an Interim Use Permit for Gravel Outdoor Storage at 8049 146th Ave NW (Project No. 21-111); Case of Minnesota Tree Experts on behalf of Jacob Gall

**Purpose/Background:**

This request comes from Jacob Gal (the "Applicant"), of Minnesota Tree Experts (the "Business"), which plans to potentially purchase the property at 8049 146th Avenue NW (the "Subject Property"). The Applicant is seeking recommendation of approval for an Interim Use Permit for outdoor storage on gravel surfacing for a brush pile, various vehicles, and equipment for his business.

**Notification:**

The City attempted to notify Property Owners, as reflected in the Anoka County Property Records, within 350 feet of the Subject Property of the request.

**Observations/Alternatives:**

**Summary**

Jacob Gall with Minnesota Tree Experts is interested in purchasing the property to utilize for his business. Minnesota Tree Experts is a lawn maintenance company that operates out of several locations in the Twin Cities. Mr. Gall would like to purchase 8049 146th Avenue NW in Ramsey to expand his business practices, but his proposed use would require an Interim Use Permit from the City to operate. The current property owner, Richard Lee (the "Property Owner") with JBR Ramsey LLC, has signed off on his application.

The Applicant plans to use the area for equipment, vehicle, and material storage consisting of a large brush pile that he proposes to be disposed of on a monthly basis. He has provided a list which includes the following:

- Two 2020 Kenworth 50 yard grapple trucks
- One 2018 Kenworth 30 yard grapple
- Three SD64 Nifty lifts
- One 2015 flatbed Ford 250 truck with trailer
- Two Carlton Ox stump grinders
- One 2002 flat bed International truck
- One 2002 DT 466 International elevator bucket truck
- Two 2016 Dodge 2500 regular trucks.

Staff has suggested additional screening precautions based on the proposed use, including new fencing around the property, and surrounding the proposed brush pile. The Applicant has stated they would like to utilize the property for a minimum of three (3) years for his business. Staff anticipates that this use may likely exceed legal, nonconforming rights of the property, and has a high potential of creating a public nuisance with the grinders. As such, the only way to approve the request is through an Interim Use Permit (IUP).

At the January 7, 2021 Planning Commission meeting, an Interim Use Permit was recommended to the City Council for approval to utilize the six (6) storage containers on site, and parking on gravel for the business of the Property Owner's current tenant, Fred Outdoor Services. The City Council approved Resolution #21-014 at their January 26, 2021 Regular Meeting. The Applicant has stated they are willing to remove the storage containers

presently on site.

### **Site Information**

The Subject Property is approximately 1.43 acres, and zoned COR Retail District. The vision is to redevelopment/revitalize this area and move away from the primary use of outdoor storage. Currently, the outdoor storage area consists entirely of dirt and grass. The southwest parking area of the parcel is made entirely of asphalt and concrete surfacing, but the storage area does not have any Class V left after consistent use over the years. The Applicant plans to remove the existing storage containers on site, and utilize the same parking area for parking of business vehicles and equipment. A site plan can be found in the attached resolution for the proposed use of the Subject Property. The expansion of this nonconforming use will likely perpetuate public nuisance complaints.

### **Current Regulations**

While the extent of legal, nonconforming use has been determined for the Subject Property, the proposed use may exceed current regulations. The Interim Use Permit is necessary to allow the proposed use on site, and any potential expansion of legal, nonconforming use.

### **Alternatives**

Alternative 1: Recommend the City Council adopt Resolution #21-088 denying an Interim Use Permit to Minnesota Tree Experts. Staff recommends this alternative.

Alternative 2: Recommend the City Council approve an Interim Use Permit for Minnesota Tree Experts' proposed use. Staff does not recommend this alternative.

Alternative 3: Recommend the Applicant modify their application and return to the Planning Commission with a revised proposal. Staff could be supportive of this alternative, but would likely still have concerns about the storage component of material.

### **Funding Source:**

All costs associated with this request are the responsibility of the Applicant.

### **Recommendation:**

Staff recommends adopting Resolution #21-088 Denying an Interim Use Permit for outdoor storage of a brush pile, and gravel parking of vehicles and equipment on the Subject Property. The proposed use will likely create public nuisance issues for surrounding property owners, and is an expansion of the existing lawful, non-conforming industrial use onsite.

### **Action:**

Motion to recommend City Council adopt Resolution #21-088 Denying an Interim Use Permit for outdoor storage of a brush pile, and gravel parking of vehicles and equipment on the Subject Property.

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## **Attachments**

[Site Location Map](#)

[Public Hearing Notice](#)

[Description of Request](#)

[Resolution #21-014](#)

[Resolution 21-088](#)

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## **Form Review**

### **Inbox**

Brian McCann (Originator)  
Tim Gladhill

### **Reviewed By**

Brian McCann  
Tim Gladhill

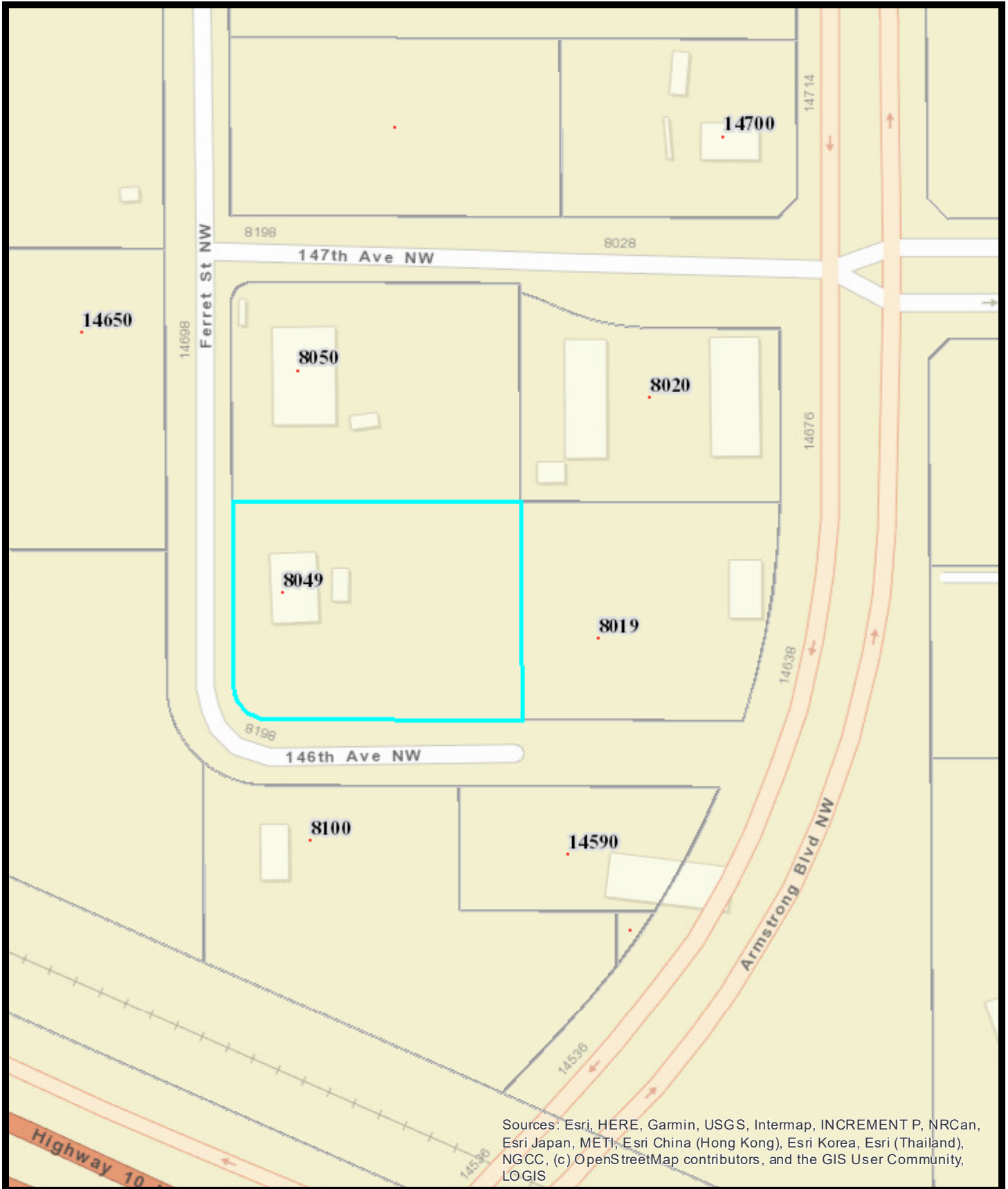
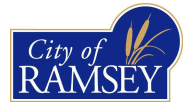
### **Date**

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04/01/2021 12:00 PM

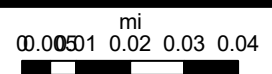
Form Started By: Brian McCann  
Final Approval Date: 04/01/2021

Started On: 03/30/2021 09:23 AM

# SITE LOCATION MAP



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



**NOTICE OF PUBLIC HEARING  
PROJECT 21-111: MINNESOTA TREE EXPERTS**

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

**TO WHOM IT MAY CONCERN:**

Notice is hereby given that the City of Ramsey Planning Commission will hold a public hearing on Thursday, April 8, 2021, at 7:00 pm, at Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, MN 55303.

The purpose of the hearing is to consider a request from Minnesota Tree Experts for an Interim Use Permit (IUP) to allow outdoor storage of a brush pile and outdoor storage of equipment on the property generally known as 8049 146<sup>th</sup> Ave NW, and legally described as follows:

LOT 4 BLK 2 HY-10 RAMSEY SUBJ TO EASE OF REC, Anoka County,  
Minnesota

All interested persons are invited to attend and comment on the proposed requests. The City of Ramsey complies with the Americans with Disabilities Act and upon advance request, information will be provided in an alternative form and interpreters will be available. Any person with such a request should contact Brian McCann at 763-433-9860 by noon on Wednesday, March 31, 2021.

Those that are able to attend meetings remotely should do so to maintain appropriate social distancing standards. All interested persons are invited to join remotely from a PC, Mac, Linus, IOS, or Android at [www.cityoframsey.com/meetings](http://www.cityoframsey.com/meetings).

Written comments are welcome and shall be addressed to the Ramsey Planning Commission, 7550 Sunwood Drive NW, Ramsey, MN 55303. Written comments shall be received at the above address prior to 4:00 p.m. on April 8, 2021.

Chloe McGuire Brigl  
Senior Planner

Date: March 26, 2021

New message

Reply Delete Archive Junk Sweep

- Favorites
- Sent Items 5
- Drafts 473
- Archive
- scottmruzin@gmail.c...
- Add favorite

- Folders
- Inbox 42
- Junk Email 384
- Drafts 473
- Anytime 2
- Sent Items 5
- Deleted Items 349
- Archive
- Notes
- Conversation History
- craigslist 5
- credit card
- estimates
- grind

RE: Meeting - March 11 at 1 PM

Subject: Re: Meeting - March 11 at 1 PM

by update on the property?

Get Outlook for iOS

**From:** JACOB GALL <mntrees@msn.com>  
**Sent:** Friday, March 12, 2021 12:23:37 PM  
**To:** Brian McCann <BMcCann@ci.ramsey.mn.us>  
**Subject:** Re: Meeting - March 11 at 1 PM

I would like to store my brush in the red marked area in the back of the parking lot. I would grind the brush with the grinder once the area would be full, grinding would take 6-8 hours. I would only have the grinder on site when it would be needed not stored on site. The mulch would be hauled off site once ground up. I would need to grind brush 4-6 times per year. I would put a screen privacy fence around proposed brush storage area.

If you have any questions or need more information feel free to contact me.

- Outdoor parking would include
- 2 2020 kenworth 50 yard grapple trucks
  - 1 2018 kenworth 30 yard grapple
  - 3 sd 64 nifty lifts
  - 1 2015 faltbed ford 250 truck w trailer
  - 2 carlton ox stump grinders
  - 1 2002 flat bed international trcuk
  - 2002 dt 466 international elevator bucket truck
  - 2 2016 dodge2500 regualr trucks.

Jacob Gall 763-242-5429  
 Minnesota Tree Experts  
 7527 Oliver Ave N  
 Brooklyn Park MN 55444

**From:** Brian McCann <BMcCann@ci.ramsey.mn.us>  
**Sent:** Monday, March 8, 2021 3:36 PM  
**To:** mntrees@msn.com <mntrees@msn.com>  
**Subject:** Meeting - March 11 at 1 PM

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

**RESOLUTION #21-014**

**RESOLUTION APPROVING THE ISSUANCE OF AN INTERIM USE PERMIT TO ALLOW OUTDOOR STORAGE ON GRAVEL PARKING AND THE USE OF STORAGE CONTAINERS ON THE PROPERTY LOCATED AT 8049 146<sup>TH</sup> AVE NW AND DECLARING TERMS OF SAME**

**RECITALS**

1. Richard Lee, hereinafter referred to as the “**Permittee**” has properly applied for an Interim Use Permit to allow the use of six (6) storage containers and gravel parking on the property generally known as 8049 146<sup>th</sup> Ave NW and legally described as follows:

LOT 4 BLK 2 HY-10 RAMSEY SUBJ TO EASE OF REC, Anoka County,  
Minnesota

(the “**Subject Property**”)

2. That Richard Lee of JBR Ramsey, LLC, owns the Subject Property and has signed off on the application.
3. That the **Subject Property** is zoned COR Industrial District and is approximately 1.43 acres in size.
4. That the **Subject Property** abuts 146<sup>th</sup> Ave NW to the south and Ferret St NW to the west, and parcels to the east and north of the Subject Property are zoned COR Industrial District.
5. That there are existing Zoning Code violations on the **Subject Property** regarding outdoor storage.
6. That the **Permittee** is proposing to utilize the parking and outdoor storage areas as they currently stand on the property.
7. That the **Subject Property** has some lawful, nonconforming rights associated with outdoor storage and gravel parking.
8. That the Planning Commission held a public hearing on January 7, 2021 and recommended approval of the Permit.
9. That the City Council approved the permit on January 26, 2021.

## **FINDINGS OF FACT**

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

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

- 1) That the Ramsey City Council hereby grants approval of an Interim Use Permit for Gravel Parking and Use of Storage Containers on the **Subject Property** contingent upon the following conditions:

### **CONDITIONS**

1. That this **Permit** allows for use on the **Subject Property** for five (5) years.
2. That the **Permittee** shall obtain all necessary permits on the **Subject Property**.
3. That the **Permittee** shall be in compliance with the attached Site Plan seen in Exhibit A.

4. That the **Permittee** shall maintain the Subject Property in compliance with City Code Sections 117-356 (Commercial and Industrial Development Off-Street Parking) and 117-118 (The COR District), Chapter 117 (Zoning and Subdivisions) Article II (Zoning) Division 6 (Performance Standards); and Chapter 30 (Nuisances) at all times.
5. That the **Permittee** shall obtain all necessary permits to complete any required building modifications.
6. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.
7. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this Permit.
8. That the City Administrator, or his/her designee, shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request.
9. That this **Permit** approves the gravel parking lot and six (6) storage containers as seen in Exhibit A. No gravel shall be expanded past this point, and there shall not be any additional outdoor storage without an amendment to this **Permit**.
10. That this **Permit** shall automatically expire if the use is not initiated by December 3<sup>rd</sup>, 2021.

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

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

and the following voted against the same:

None

and the following abstained:

None


and the following were absent:

Existing Vacancy

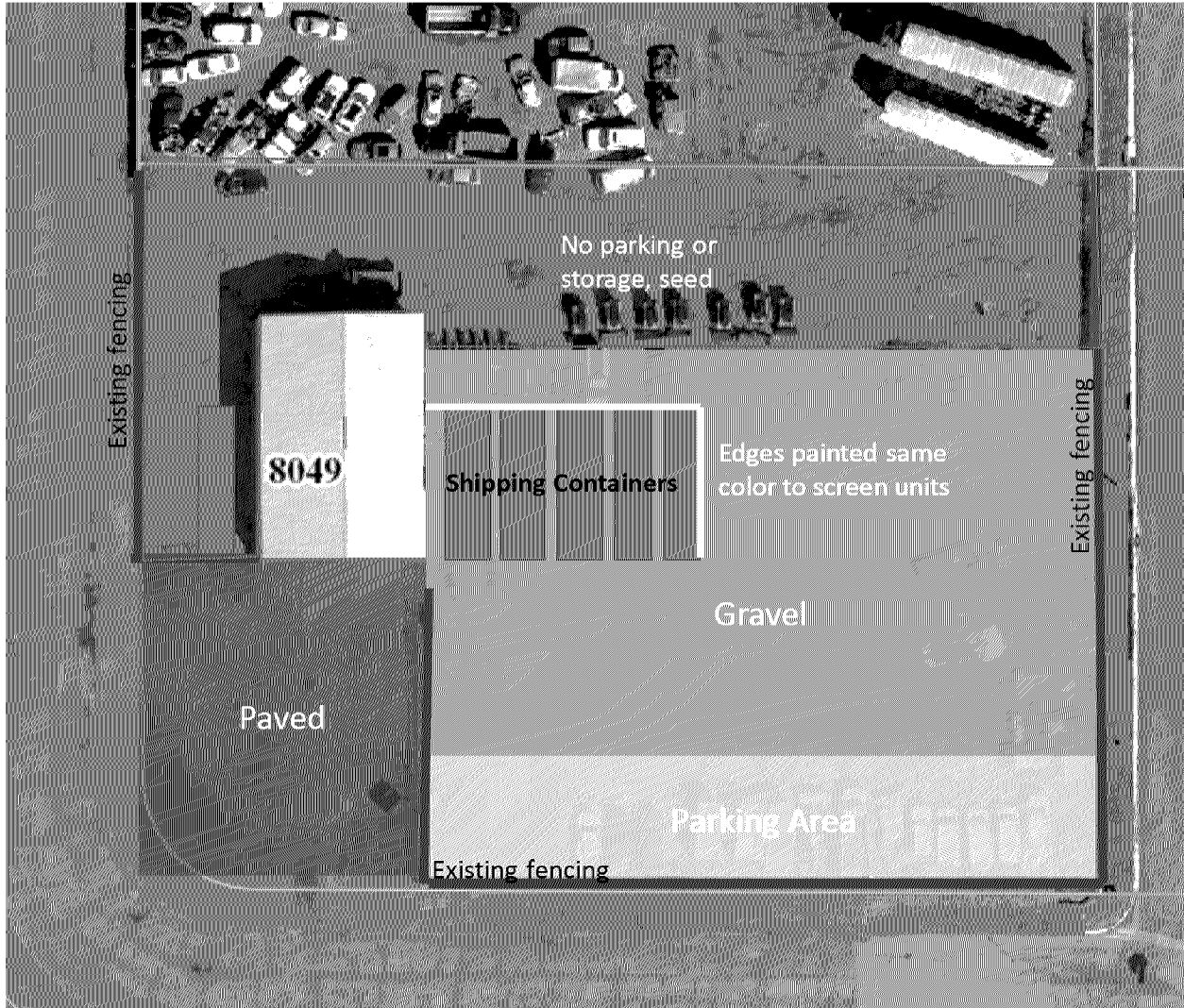
Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 26th day of January, 2021.

  
\_\_\_\_\_  
Mayor

**ATTEST:**

  
\_\_\_\_\_  
City Clerk

**Exhibit A: Site Plan**



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

**RESOLUTION #21-088**

**A RESOLUTION DENYING THE ISSUANCE OF AN INTERIM USE PERMIT TO ALLOW OUTDOOR STORAGE FOR BUSINESS USE ON THE PROPERTY LOCATED AT 8049 146<sup>TH</sup> AVENUE NW AND DECLARING TERMS OF SAME**

**RECITALS**

1. Jacob Gall, herein referred to as the “**Applicant**” has properly applied for an Interim Use Permit to allow outdoor storage of equipment, vehicles, and a brush pile on the property generally known as 8049 146<sup>th</sup> Avenue NW and legally described as follows:

LOT 4 BLK 2 HY-10 RAMSEY SUBJ TO EASE OF REC, Anoka County, Minnesota

(the “**Subject Property**”)

2. That Richard Lee of JBR Ramsey LLC, owns the **Subject Property** and has signed off on the application.
3. That the **Subject Property** is zoned COR District and is approximately 1.43 acres in size. The **Subject Property** functions as an industrial site that has some lawful, non-conforming uses.
4. That the **Subject Property** abuts 146<sup>th</sup> Avenue NW to the south, and Ferret St NW to the west, and parcels to the east and north of the **Subject Property** are also zoned COR District. The property to the west is West Armstrong Retail Mall, while the properties north, west, and south function as industrial properties that are also zoned COR with likely some lawful, nonconforming status.
5. That the **Applicant** owns Minnesota Tree Experts (the “**Business**”) and plans to purchase the property from JBR Ramsey LLC with the intention of operating his business out of the **Subject Property**.
6. That the **Applicant** is proposing to utilize outdoor storage of a large brush pile and twelve (12) vehicles and equipment for the **Business** including various trucks, lifts, grapples, and grinders.
7. That the **Subject Property** has some lawful, nonconforming rights associated with outdoor storage and gravel parking.
8. That the Planning Commission held a public hearing on January 7, 2021 and recommended approval of an Interim Use Permit for outdoor storage of six (6) storage containers, and gravel parking on the **Subject Property**.

9. That the City Council approved the Interim Use Permit for the storage containers and gravel parking on the **Subject Property** on January 26, 2021.
10. That the **Applicant** has proposed to remove all six (6) storage containers on the **Subject Property**.
11. That the **Applicant** has stated the use can be loud and would chip trees and wood onsite into a large outdoor brush pile.
12. That the **City** has received complaints through the Code Enforcement program for a previous large, outdoor brush pile and found it to be nuisance item that was required to be removed.

### **FINDINGS OF FACT**

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

11. That the **Business** could reasonably impair the use and enjoyment of surrounding properties.

12. That items related to the **Business** have been deemed as nuisance items in the past.

**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 denies approval of an Interim Use Permit (the “**Permit**”) for the **Business** on the **Subject Property** contingent upon the following conditions:

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:

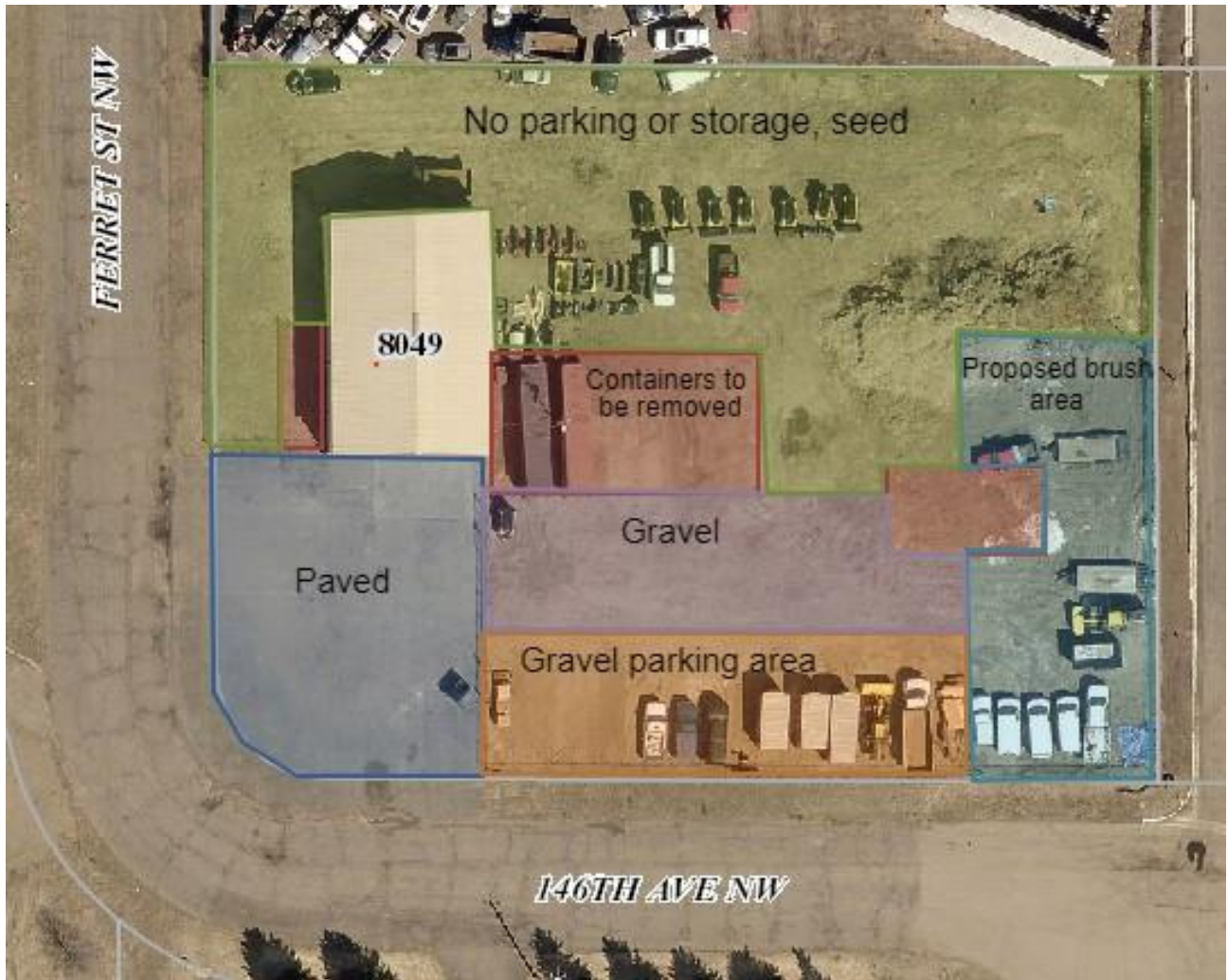
and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 27<sup>th</sup> day of April, 2021.



This document drafted by:  
City of Ramsey  
7550 Sunwood Dr NW  
Ramsey, MN 55303

Exhibit A



**Meeting Date:** 04/08/2021

**By:** Chris Anderson, Community  
Development

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**Information**

**Title:**

PUBLIC HEARING: Consider Ordinance #21-06 Consolidating all Landscape Requirements into a Single Section and Amending Landscape Standards in the Employment Districts

**Purpose/Background:**

The purpose of this case is to consider Ordinance #21-06, which amends landscaping requirements in the Employment Districts, as well as moves all landscaping standards from individual zoning districts into a single City Code Section entitled Landscaping.

The notion of amending the Employment District landscaping standards arose as a result of the DeltaMod Tech project. In the Employment Districts, buildings tend to be larger and have a lot of areas dedicated for parking, maneuvering, and storage. The impervious areas, coupled with the stormwater management improvements (ponding), leave much less pervious area available to accommodate plantings (trees and shrubs). Compliance with planting requirements was either physically challenging and/or was resulting in overly dense plantings that would be problematic in the future. Thus, the Environmental Policy Board (EPB) directed Staff to initiate the process to amend the Employment District landscape standards.

Historically, the zoning districts were drafted to be a 'one stop shop' for all requirements in an individual district. This seemed logical prior to the advent of online resources. Even though the same landscaping standards applied to all Employment Districts (E-1, E-2, and E-3), the standards were repeated in each individual district. However, rarely, if ever anymore, do we rely on hard copies of the standards for individual zoning districts (generally accessed now online) and thus, by consolidating all landscaping standards into a single Section, a lot of repetition within City Code can be eliminated.

**Notification:**

The Public Hearing Notice was advertised in the Anoka County Union-Herald, the City's Official Newsletter.

**Observations/Alternatives:**

Staff initially assessed planting requirements from surrounding communities and found that their planting requirements were either more stringent (required more plantings) or significantly less than Ramsey's. Ultimately, the EPB recommended utilizing the Canopy Cover Formula, which is the basis for landscaping requirements in the multi-family districts and is based on available planting area (e.g. pervious areas). Additionally, the EPB also recommended excluding stormwater ponds from the pervious calculation since plantings are not permitted within them. So, rather than basing the number of trees and shrubs on the square footage of the building footprint or the lineal footage of the site perimeter, it would be based on the Canopy Cover Formula and assigned square footage of individual tree/shrub species. While this will result in fewer plantings on a site, it should still produce an attractive landscape that is healthier and more functional.

In addition to the aforementioned revisions, the Ordinance also 'cleans up' certain aspects of the landscaping requirements. The bufferyard standards in the R-2 Residential and R-3 Residential Districts have been eliminated, since the density transitioning standards between different types of densities also apply and are more restrictive. Also, bufferyard standards were added to commercial/industrial districts that currently are missing this requirement. The majority of the Ordinance is simply rearranging existing landscaping requirements from individual districts into a single section of City Code.

By creating a separate City Code Section for landscaping, it provided an opportunity to establish Intent, Goals and Objectives without repeating them over and over throughout each individual zoning district. The EPB wanted to see these developed to assist with future plan review and guiding recommendations. This will be beneficial if there are ever challenges to meeting minimum planting requirements, as a Landscape Plan can be cross checked with the Intent, Goals, and Objectives to ensure it is achieving them.

#### Alternatives

Alternative 1: Recommend adoption of Ordinance #21-06 amending the landscape standards for the Employment Districts and consolidating all landscaping standards into a single Section in City Code. Compliance with the landscape standards in the Employment Districts is becoming challenging based on the typical building footprint, amount of impervious area, and stormwater management (ponds), which all restrict planting locations. The proposed amendments would reduce the number of required plantings, but should still result in well landscaped projects. Furthermore, consolidating all landscaping standards into one Section will eliminate a lot of repetitive language in the zoning districts.

Alternative 2: Do not recommend approval of Ordinance #21-06. This would retain the current landscape standards for the Employment Districts, which are based on the square footage of building footprint or lineal footage of the site perimeter, whichever results in more plantings. Recent projects have had challenges meeting the planting standards based on limited pervious areas where plantings can be installed.

#### Funding Source:

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

#### Recommendation:

The EPB recommends adopting Ordinance #21-06.

#### Action:

Motion to recommend City Council adopt Ordinance #21-06.

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#### Attachments

EPB Meeting Minutes Dated February 20, 2020

Ordinance #21-06

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#### Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	03/31/2021 08:01 PM
Form Started By: Chris Anderson		Started On: 03/23/2021 03:06 PM
Final Approval Date: 03/31/2021		

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

On Monday, February 10, 2020, the Environmental Policy Board (EPB) met in the Lake Itasca Room at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present:     Chairperson Michael Valentine  
                          Board Member Reid Bernard  
                          Board Member Jane Covart  
                          Board Member Melissa Fetterley  
                          Board Member Michael Hiatt  
                          Board Member Laura Moore

Members Absent:     None

Also Present:         City Planner Chris Anderson

**1.     CALL TO ORDER**

Chairperson Valentine called the meeting to order at 6:30 p.m.

**2.     CITIZEN INPUT**

None.

**3.     APPROVE AGENDA**

Motion by Board Member Covart and seconded by Board Member Fetterley to approve the agenda as submitted.

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

**4.     APPROVE MINUTES**

**4.01: Approve Meeting Minutes Dated January 13, 2020**

Motion by Board Member Hiatt and seconded by Board Member Bernard to approve the regular meeting minutes dated January 13, 2020.

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

**5.     POLICY BOARD BUSINESS**

**5.01: Continued Discussion on Potential Amendment to Landscape Requirements in the**

## **Employment Districts**

City Planner Anderson presented the staff report. He stated that at the December 2019 EPB meeting there was continued discussion about potential amendments to the landscaping requirements for the Employment Districts (E-1, E-2, and E-3), which originated as a result of the Delta ModTech Landscape Plan. The EPB had reviewed what various peer communities had for landscaping requirements. Additionally, the EPB expressed a desire to explore what the results would be if the Canopy Cover Formula, which is applied to multi-family developments, were applied. Staff was directed to prepare exhibits to assist the EPB in understanding what the various Code requirements would look like. He reviewed the different models and examples of what is required in neighboring communities.

Chairperson Valentine asked if it would be useful for the Board to outline goals. He stated that the Board could reinforce some of the strategic thought processes of staff. He commented that the ornamental trees and shrubs provide instant greenery, rather than awaiting the larger tree species to mature. He explained that diversity ensures immediate assistance with aesthetics. He agreed that the long-term projections should also be taken into account when landscaping, such as future expansions of a business.

Board Member Hiatt stated that one goal is to create a healthy environment in the landscaping plan, to ensure the health and longevity of the trees and plants installed and in the overall environment. He commented that having diversity in the tree population helps prevent against damage that could occur from future tree diseases. He asked if there is a way to incorporate natural landscaping, which could help to reduce the amount of impervious in the calculation, similar to stormwater ponds.

City Planner Anderson referenced the Great River Energy site in Elk River that is being decommissioned. He noted the natural landscaping work that occurred on that property and stated that it would be interesting to watch that site and see what happens without the active management that was occurring.

Chairperson Valentine stated that although he likes the idea of natural landscaping, not every site would be ideal for that. He commented that there is also a lot of management that is required, which does not make it ideal for every site.

Board Member Covart referenced the formula for the tree cover and asked if the different varieties would include more greenery and would mature more quickly to provide a variety in tree species.

City Planner Anderson provided details on the characteristics of the different tree groups and stated that having some formula would ensure a variety of species and growth rates.

Board Member Hiatt asked if there is a cost factor between the different species.

City Planner Anderson stated that cost does vary depending on species and cost would be a factor in landscaping. He noted that there are also trends that cause certain trees to be selected more often.

Board Member Moore stated that she would suggest an emphasis on fitting some native landscaping into each plan, if possible. She recognized that there is active management needed on the front end, but that tends to taper off throughout the years to a lesser amount.

City Planner Anderson stated that he will call Elk River to gain input from its staff on how that element has worked in their community.

Board Member Moore stated that she would be curious as to whether businesses are maintaining native landscaping that already existed or starting fresh.

Chairperson Valentine stated that it would be rare to find true native landscaping that already exists and does not include invasive species.

City Planner Anderson agreed that there would be limited sites where a native landscape truly exists and therefore, he would want input from the Board on whether it would want preservation of native landscaping or even preservation of just existing landscape vegetation, or newly established native landscaping.

Chairperson Valentine stated that although he believes that option should be provided, he would not want to see too much focus on that because of the effort and active management that is required.

City Planner Anderson stated that perhaps native landscaping is allowed as an incentive rather than as a requirement and confirmed the consensus of the Board.

Board Member Hiatt stated that flexibility within the canopy cover formula would allow the City to work with a developer to find a solution that would be good for the land and the developer.

Board Member Fetterley commented that this seems to be moving in the right direction. She commented that if the diversified percentages are built in, that would help to prevent the situation where someone presents a landscaping plan with only the largest canopy cover species.

Motion by Board Member Hiatt and seconded by Board Member Fetterley to direct staff to proceed with drafting an Ordinance Amendment for landscaping requirements in the Employment Districts based on the discussion of the Board.

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

## **6. BOARD / STAFF INPUT**

- **Master Naturalist Course**

City Planner Anderson referenced an email that was sent out the previous week related to a Master Naturalist course. He noted that there will be an open house on Wednesday, February 12, and encouraged anyone interested to attend and learn more. He stated that there is a cost of \$275 but noted that this is a unique opportunity as people drive from all over the metro to attend and the course is being held in Ramsey. He noted that scholarship opportunities are available to assist with the cost.

Board Member Moore stated that anyone that applies for the scholarship would likely be accepted, to her knowledge.

City Planner Anderson stated that this seems like a topic of interest for the members of the Board. He noted that more people are needed to ensure that the course could be offered.

The Board discussed opportunities of Arbor Day activities involving the new elementary school.

Board Member Hiatt volunteered to assist in making the connection to Brookside.

## **7. ADJOURNMENT**

Motion by Board Member Covart and seconded by Board Member Moore to adjourn the meeting.

The meeting adjourned at 7:39 p.m.

Respectfully submitted,

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Chris Anderson  
City Planner

ATTEST:

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JoAnn Shaw  
Community Development Secretary

Drafted by Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*

**ORDINANCE #21-06**

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

**AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.**

**AN ORDINANCE AMENDING SECTIONS 117-111 (R-1 RESIDENTIAL DISTRICT), 117-112 (R-2 RESIDENTIAL DISTRICT), 117-113 (R-3 RESIDENTIAL DISTRICT), 117-114 (B-1 GENERAL BUSINESS DISTRICT), 117-115 (B-2 HIGHWAY BUSINESS DISTRICT), 117-116 (E-2 EMPLOYMENT DISTRICT), 117-117 (E-1 EMPLOYMENT DISTRICT), 117-120 (H-1 HIGHWAY 10 BUSINESS DISTRICT), 117-121 (B-3 BUSINESS DISTRICT), 117-124 (E-3 EMPLOYMENT DISTRICT), AND 117-125 (NEIGHBORHOOD BUSINESS DISTRICT), OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA.**

**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. 117-111 (g) (3) and (4) shall be repealed entirely.

Sec. 117-112 (e) (6) a., b., c., d., and e., and all of (7) shall be repealed.

Sec. 117-113 (e) (5) a., b., c., d., and e., and all of (6) shall be repealed.

Sec. 117-114 (e) (14) shall be repealed entirely.

Sec. 117-115 (e) (16) shall be repealed entirely.

Sec. 117-116 (e) (3) shall be repealed entirely.

Sec. 117-117 (e) (3) shall be repealed entirely.

Sec. 117-120 (e) (14) shall be repealed entirely.

Sec. 117-121 (g) (2) f. shall be repealed entirely.

Sec. 117-124 (e) (3) shall be repealed entirely.

Sec. 117-125 (f) (13) shall be repealed entirely.

Sec. 117-348 (i) shall be repealed entirely.

Section 117-364 (Landscaping) shall be added to read as follows:

- (a) Intent. The City of Ramsey recognizes the advantages that landscaping and screening can provide, including enhanced health, safety, aesthetic, ecological and economic value. The intent of this section is to:
- (1) Enhance the quality of life within the city;
  - (2) Enhance aesthetic view of development(s) from public roads;
  - (3) Maintain and enhance property values;
  - (4) Aid in both physical and mental human health;
  - (5) Improve air quality and buffer against noise, glare, and heat;
  - (6) Reduce the potential for crime and violence;
  - (7) Improve energy efficiency;
  - (8) Add visual interest to blank building facades and soften appearance of hardscaping and buildings with accent plantings;
  - (9) Complement adjacent land uses;
  - (10) Improve the visual quality and continuity within and between developments;
  - (11) Reduce storm water runoff;
  - (12) Encourage the establishment and/or restoration of native landscapes.
- (b) Goals and Objectives. Landscaping for any project is intended to achieve the following goals and objectives:
- (1) Provide immediate aesthetic enhancements to a development site while also taking into account space and input needs of plantings well into the future;
  - (2) Encourage a healthy environment and landscape in the future;
  - (3) Ensure a diverse mixture of species to protect against future pests and pathogens.
  - (4) Encourage native landscapes in suitable locations with appropriate management plans.
- (c) Landscaping Requirements.
- (1) Topsoil and Ground Cover. All exposed ground areas, including boulevards and areas not devoted to off-street parking, driveways, sidewalks, trails, patios or other such impervious improvements, shall be landscaped with turf, shrubs, trees, native grasses and wildflowers and/or other ornamental landscape materials within six (6) months of the date of issuance of the Certificate of Occupancy.
    - a. Topsoil. In all zoning districts, a minimum of four inches of topsoil, as defined in Section 117-1, shall be applied across all exposed ground areas to the edge of improved streets, sidewalks, driveways and other impervious surfaces, excluding natural areas that are left undisturbed, whenever a building permit is issued for the construction of a principal building.
      1. The depth of topsoil at the time of inspection shall be not less than four inches.
      2. Alternatives to the import of topsoil, such as compost or other soil amendments known to improve soil water holding capacity may be permitted, but only with the prior approval of the City Engineer.

- b. Required Ground Cover. In all zoning districts except R-1, all portions of a site not covered by structures, concrete, or asphalt, but excluding natural areas that are left undisturbed, shall be finished with sod and plantings, up to the edge of improved streets and other impervious surfaces. Any alternative to the sod requirement shall require City Council approval.
  - 1. In the R-1 Residential District, sod is required in all boulevards, excluding those areas devoted to sidewalks, trails and driveways.
  - 2. The remainder of a yard may be established with sod, seed, natural ground cover and/or native grasses and wildflowers. Noxious weeds do not constitute allowable ground cover.
  - 3. A landscape escrow, in an amount to be determined by the Building Official, shall be deposited for all required landscaping, including topsoil, sod and trees, which is not established at the time of issuance of a Certificate of Occupancy. Installation of required landscaping, including topsoil, sod (or seeding where permitted by this Code) and trees, shall be completed within six months of the issuance of the Certificate of Occupancy, weather permitting. The city may draw upon the escrow to install the required landscaping if said work is not completed within six months of the date of issuance of the Certificate of Occupancy.

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

- (3) Existing Trees. A reasonable attempt shall be made to preserve as many existing trees as is practicable and incorporate them into a development (see Division 5. – Tree Preservation for inventory and preservation requirements). For each healthy significant tree retained on site and not identified on the City’s list of prohibited trees, one overstory tree, or the equivalent canopy square footage, can be deducted from the minimum planting requirements.

- (4) Planting types. Acceptable planting types shall be determined by the Ramsey Tree Book. 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. Projects should attempt to limit the planting of any one genus to no more than 20 percent of the total plantings.

(5) Planting Requirements for the R-1 Residential District.

Zoning District	Planting Type	Minimum Number Required	Size
R-1 Residential (MUSA) - Villas	Overstory Deciduous and/or Coniferous trees	1 tree per 50 feet of frontage, planted in the boulevard.	1 inch caliper – deciduous 5 foot height – conifer

R-1 Residential (MUSA) - SF Detached Homes	Overstory Deciduous and/or Coniferous trees	2 trees per dwelling, planted in the boulevard (or front yard depending on available space)	1 inch caliper – deciduous 5 foot height – conifer
R-1 Rural Developing	Overstory Deciduous and/or Coniferous trees	2 trees per dwelling, planted in the front yard	1 inch caliper – deciduous 5 foot height – conifer

- a. In the R-1 Residential (MUSA) – Villas sub-district, alternative planting locations, such as the backyard or common areas, will be considered if there is not sufficient space in the boulevard due to other improvements such as driveways, streetlights, hydrants, etc.

(6) Planting Requirements for the R-2 Residential (Medium Density) and R-3 Residential (High Density) Districts.

- a. If the housing product is a detached style, the plantings shall consist of at least one (1) tree per 50 feet of street frontage, planted in the boulevard.
  - 1. Alternative planting locations, such as the backyard or common areas, will be considered if there is not sufficient space in the boulevard due to other improvements such as driveway, streetlights, hydrants, etc.
- b. If the housing product is an attached style, the number of plantings shall be determined based on canopy cover. To fulfill the planting requirements, a combination of trees and shrubs shall meet or exceed the minimum required canopy cover square footage.
- c. The minimum canopy cover required shall be calculated as follows:
  - 1. Determine ratio of impervious area (including stormwater ponds) to entire site.
  - 2. Multiply the impervious area/site area ratio by the square footage of the pervious area to calculate the required canopy cover square footage for the project area.
  - 3. The following formula shall be utilized to determine the average canopy cover of a species:  $[(\text{Minimum} + \text{Maximum Spread}) \div 4]^2 \times \pi \times (0.65 \text{ for preferred species or } 0.50 \text{ for acceptable species, as identified in the Ramsey Tree Book})$ .
- d. Minimum size of plantings. Required trees and shrubs shall meet or exceed the following size standards:

Plant Type	Size
Deciduous Tree	1 inch caliper
Coniferous Tree	5 feet in height
Ornamental Tree	1 inch caliper
Deciduous Shrub	2 feet in height
Evergreen	2 feet in height or width, based on growth characteristics

(7) Planting Requirements for Business and Employment Districts (B-1, B-2, B-3, Neighborhood Business, H-1, E-1, E-2, and E-3).

- a. Business Districts (B-1, B-2, B-3, Neighborhood Business, and H-1). The minimum number of trees required are outlined in the table below. These are minimum requirements and can be supplemented with other plantings, as well as flowers and various ground covers that would be appropriate to produce a complete and quality landscape.

Planting Type	Required Numbers
Deciduous/coniferous trees	1 tree per 50 lineal feet of site perimeter, or 1 tree per 1,000 square feet of building footprint, whichever is greater. For building expansions, 1 additional tree is required for each 1,000 square feet of new building footprint area.
Shrubs	1 shrub per 30 lineal feet of site perimeter or 1 shrub per 300 square feet of building footprint area, whichever is greater.

- b. Employment Districts (E-1, E-2, and E-3). The minimum number of plantings required shall be determined based on canopy cover. To fulfill the planting requirements, a combination of trees and shrubs shall meet or exceed the minimum required canopy cover square footage. The minimum canopy cover required shall be as follows:
1. Determine ratio of impervious area (including stormwater ponds below the 100 year flood elevation) to entire site.
  2. Multiply the impervious area/site area ratio by the square footage of the pervious area to calculate the required canopy cover square footage for the project area.
  3. The following formula shall be utilized to determine the average canopy cover of a species:  $[(\text{Minimum} + \text{Maximum Spread}) \div 4]^2 \times \pi \times (0.65 \text{ for preferred species or } 0.50 \text{ for acceptable species, as identified in the Ramsey Tree Book})$ .
- c. Minimum size of plantings. Required trees and shrubs shall meet or exceed the following size standards:

Plant Type	Size
Deciduous Tree	2.5 inch caliper
Coniferous Tree	6 feet in height
Ornamental/Understory Tree	1.5 inch caliper
Deciduous Shrub	2 feet in height
Coniferous Shrub	2 feet in height or width, based on growth characteristics

- d. Road frontage plantings. For every 35 feet of public road frontage, one overstory tree shall be planted adjacent to the road right-of-way on private property. These plantings are credited toward the minimum planting requirements.
- e. Parking lot landscaping. All parking lots are required to provide internal and/or adjacent overstory tree plantings in an effort to shade parking surfaces and provide visual relief. The planting schedule is established to provide an acceptable number of plantings that may be planted in regular symmetrical patterns or irregular clusters or groupings. Plantings are required at the following minimum schedule:
1. 1 tree per every ten parking spaces.

2. Every overstory tree planting shall be provided with a planting area of at least 162 square feet.
  3. Acceptable ground cover materials include sod, mulch, and other natural ground cover. Landscaping rock and plastic underlayment is prohibited in planting islands.
- f. Bufferyards. Bufferyards help to achieve screening between differing uses with varied intensities and impacts that are not always complementary when adjacent to one another. When a bufferyard is required, the yard space and planting requirements are not to be reduced for other purposes such as future parking and driveways, building expansions, or other activities that are not in keeping with the purposes of buffering and screening.
1. Bufferyards are intended to provide additional screening of businesses that are adjacent to residential areas. The following table details the width of the bufferyard along the common adjacent property line. An additional increase of landscape plantings is required in the bufferyard. The table below outlines the minimum required additional plantings, expressed as a percentage of the total required site landscaping:

Proposed Development	Existing Adjacent Development							
	R-1	R-2	R-3	NBD	B-1	B-2	B-3	H-1
Neighborhood Business (NBD) Bufferyard width	40 feet	30 feet	20 feet	NA	NA	NA	NA	NA
% increase in plantings	25%	20%	20%					
B-1 Bufferyard width	40 feet	30 feet	20 feet	NA	NA	NA	NA	NA
% increase in plantings	25%	20%	20%					
B-2 Bufferyard width	50 feet	40 feet	30 feet	NA	NA	NA	NA	NA
% increase in plantings	30%	25%	20%					
B-3 Bufferyard width	50 feet	40 feet	30 feet	NA	NA	NA	NA	NA
% increase in plantings	30%	25%	20%					
H-1 Bufferyard width	50 feet	40 feet	30 feet	NA	NA	NA	NA	NA
	30%	25%	20%					

% increase in plantings								
E-1 Bufferyard width %increase in plantings	60 feet 30%	60 feet 30%	60 feet 30%	35 feet 20%	35 feet 20%	35 feet 20%	35 feet 20%	35 feet 20%
E-2 Bufferyard width %increase in plantings	60 feet 30%	60 feet 30%	60 feet 30%	35 feet 20%	35 feet 20%	35 feet 20%	35 feet 20%	35 feet 20%
E-3 Bufferyard width %increase in plantings	60 feet 30%	60 feet 30%	60 feet 30%	35 feet 20%	35 feet 20%	35 feet 20%	35 feet 20%	35 feet 20%

2. As an alternative method for screening in the Neighborhood Business, B-1, B-2, B-3, H-1, E-1, E-2 and E-3 Districts, fences that are 100 percent opaque may be used to mitigate the impacts of businesses that are adjacent to residential areas. Fences are subject to the provisions found in all applicable ordinances. When a fence is used for screening purposes, the bufferyard planting requirements may be reduced by ten percent from the stated minimum requirement.
- g. Credit for preservation or establishment of native grasses and plant communities. The total number of required trees may be offset by the provision of native grasses and wildflowers. Establishment or preservation of native plant communities can reduce the required number of tree plantings by 1 tree per 500 square feet of native grass/plant community area. Credit may not exceed 50 percent of the total requirements.
  1. This area(s) must be shown on both the Landscape Plan and the Grading Plan.
  2. Species, quantities, and application method and rates, shall all be provided as part of the Landscape Plan.
  3. A 3-year management plan shall be submitted for review and approval by the City as part of the civil plan set. Thereafter, an annual management plan shall be submitted to the city every year by March 1.

**SECTION 3. SUMMARY**

The following official summary of Ordinance #20-04 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 #20-04 amends Sections 117-111, 117-112, 117-113, 117-114, 117-115, 117-116, 117-117, 117-120, 117-121, 117-124, 117-125, and 117-348 to move all landscaping standards into a

new Section of 117-364. Furthermore, this ordinance establishes intent, goals and objectives of landscaping. It also establishes bufferyard standards for the Neighborhood Business District and B-3 Business District. Finally, this ordinance amends the landscaping requirements in the Employment Districts (E-1, E-2, and E-3) to base them on the Canopy Cover Formula.

**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:

## Regular Planning Commission

8. 1.

**Meeting Date:** 04/08/2021

**By:** Chloe McGuire Brigl, Community  
Development

---

### Information

**Title:**

Review Sketch Plan for Williams Woods; Case of Bill Boyum (Project 20-138)

**Purpose/Background:**

*Given that this case has been reviewed by the Planning Commission on multiple occasions, including significant public engagement, the Sketch Plan is offered on Consent Agenda to confirm the recommendation to move to Preliminary Plat, contingent on Staff Review Comments. Additionally, compliance with zoning district standards is far in exceedance of minimum requirements (Developer could legally ask for more lots).*

The purpose of this case is to review a request from Bill Boyum (the "Applicant") for a Sketch Plan on the Bacon Property for a 9 lot rural subdivision. The Subject Property is approximately 94 acres.

**Notification:**

No notification required for this step; however, the City attempted to notify Property Owners, as reflected in the Anoka County Property Records, within 700 feet of this property, of the application.

**Observations/Alternatives:**

**Summary**

The proposal includes 9 large lots all off a new public street constructed at the existing 175th Avenue. The proposal has an approximately 1,500 foot cul-de-sac, which is more than double the allowed 600 foot long cul-de-sac, although not uncommon in rural subdivisions. A variance would be required for cul-de-sac length, which would be processed with preliminary plat. The City Council was supportive of the request and gave direction (attached). The Planning Commission saw two previous alternatives, and provided feedback on both alternatives. The Applicant has chosen to move forward with the proposed 9 lot subdivision. The Applicant has included a narrative for the request which is attached.

The attached proposal aligns with Council direction for the site, and is significantly less lots than were anticipated onsite. Staff is supportive of this request as it aligns with the rural feel of the area and Council direction.

**Staff Comments:**

1. The proposal appears to meet all requirements except for cul-de-sac length, and given the unique situation and significant environmental protections with this proposal, Staff is supportive of the request moving forward as proposed.
2. Current Code allows up to 37 lots, it is not a requirement to have a minimum of 37 lots
3. All roads will need to meet 32 foot road width standard.

**Funding Source:**

The Applicant is responsible for all costs associated with review.

**Recommendation:**

Staff recommends that the Planning Commission direct the Applicant to move forward into developing a formal Preliminary Plat application.

**Action:**

No formal action required. Direct the Applicant to move forward into Preliminary Plat.

---

**Attachments**

Sketch Plan

Narrative

Planning Review

Staff Comments on Sketch Plan

Council Direction

Public Comment

Public Safety Comment

---

**Form Review**

**Inbox**

Tim Gladhill

Form Started By: Chloe McGuire Brigl

Final Approval Date: 03/31/2021

**Reviewed By**

Tim Gladhill

**Date**

03/31/2021 07:56 PM

Started On: 03/31/2021 09:55 AM



**Williams Woods Development Data**

PROJECT AREA	4,113,235 S.F. (94.4 ACRES)
WETLANDS/FLOODPLAIN AREA	30.1 ACRES
ROW AREA	2.8 ACRES
NET DEVELOPABLE AREA	61.4 ACRES
NUMBER OF LOTS	9
DENSITY	1 UNIT / 7 ACRES

**Design Metrics**

Minimum Lot Size	2.5 Acres
Front Setbacks	40'
Rear Setbacks	40'
Side Setback Interior Street	10' / 40'
Minimum Lot Width	200' or 100' on cul-de-sac
Minimum Lot Depth	100'
ROW Width	66'
Roadway Width	32'

**LEGEND**

-  Wetland (Delineated by Kjolhaug Environmental)
-  Wetland Buffer
-  Floodplain



From Site to Finish

Narrative  
Sketch Plan Review for  
William Woods 1<sup>st</sup> Addition

Prepared for:  
Bill Bovum

March 4, 2021



SUBMITTED TO  
City of Ramsey  
7550 Sunwood Drive NW  
Ramsey, MN 55303



PREPARED BY  
Landform Professional Services, LLC  
105 5<sup>th</sup> Ave S, Suite 513  
Minneapolis, MN 55401

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## Introduction

On behalf of Bill Boyum, Landform is pleased to submit this application for Sketch Plan review of a nine lot rural subdivision on 94.4 acres located at 7363 175<sup>th</sup> Avenue NW (PIN #04-32-25-13-0001, 04-32-25-14-0005, 04-32-25-41-0002, 04-32-25-42-0002, 04-32-25-42-0003 and 04-32-25-44-0003). We look forward to City input on our plans, so that we can continue refining the subdivision for submittal of our Preliminary Plat and Variance application for "Williams Woods 1<sup>st</sup> Addition".

## Sketch Plan

The sketch plan shows nine lots accessing off a new public street that would be constructed at the existing 175<sup>th</sup> Avenue curb cut. A private drive provides access to all six existing parcels today and the new street would follow a similar alignment to minimize impacts to natural resources.

All parcels comply with the minimum dimensional requirements for single family homes in the Rural Developing (outside MUSA) zoning district. While the Code could allow up to 37 lots on this parcel, the concept plan is for only nine lots. The developer wishes to develop only seven lots on the south half of the property and leave the northern portion as two large estate lots. The proposed lots range in size of 3.5 to 22.3 gross acres. The sketch plan has been designed to minimize impacts on the site.

The ordinance limits cul-de-sacs to a maximum of 600 feet, but we will be requesting City approval of a variance to allow an approximately 1,500 foot long cul-de-sac. The variance for cul-de-sac length is needed to put the property to reasonable use. The location of the wetlands on the southern half of the property creates a hardship that makes it impossible for the developer to create a shorter cul-de-sac(s) to serve the nine lots and meet the minimum lot size and width requirements. The physical characteristics of the site require the cul-de-sac to be extended beyond the wetland areas.

The longer cul-de-sac allows the developer to limit the number of lots to only nine lots. If the development were required to build a public street to connect 178<sup>th</sup> Lane, the developer would need to increase the number of lots to offset the additional construction costs, which would result in additional significant impacts to the natural resources on the site (tree removal, grading, etc.) to extend the street and create the additional lots. Furthermore, there is not adequate right-of-way existing to make that extension and land would need to be acquired from existing landowners or the public park, which is not desirable for the developer or the existing neighborhood.

An informal sketch plan was reviewed by the Planning Commission on December 3, 2020 and by the City Council on January 12, 2021. The City Council supported the sketch plan concept with the variance to exceed the cul-de-sac length with the staff recommendation that the street width be expanded from the standard 28-foot wide street to a 32-foot wide street. We will continue to work with staff on the final design when the tree survey is complete and the wetland delineation is approved.

Our formal sketch plan shows the desired 32-foot wide street in a 66-foot right-of-way. However, we note that this wider street does appear to increase the amount of wetland impact and tree removal than a standard 28-foot wide street. Kjolhaug Environmental has completed the wetland delineation, but we must wait for spring for LGU review and approval. The sketch plan shows the preliminary wetland location.

The tree survey is underway and will be complete for the preliminary plat submittal. We have designed the site to minimize tree loss and believe our sketch plan will be consistent with the City's tree preservation standards. Most significantly, the larger lots on the north end of the site will allow preservation of the large tree stand near the existing home.

## Summary

We respectfully request support for the Sketch Plan for the nine lot subdivision.

## Contact Information

This document was prepared by:

Kendra Lindahl, AICP  
Landform  
105 South Fifth Avenue, Suite 513  
Minneapolis, MN 55401

Any additional questions regarding this application can be directed to Kendra Lindahl at [klindahl@landform.net](mailto:klindahl@landform.net) or 612.638.0225.

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

Date	3/31/2021	Project Site	PID: Bacon Property
Project Title	20-138 Bacon Subdivision		
Escrow #			
Department:	Community Development: Planning Division		
Technical Reviewer:	Name: Chloe McGuire Phone: 763-433-9821 Email: cmcguire@cityoframsey.com		

**Required Steps**

1. Free Pass
2. Sketch Plan – Planning Commission (We’re here)
3. Site Plan – Planning Commission + City Council
4. Final Plat – City Council

**Site Plan Review**

**Notes:**

- Please see ProjectDox (electronic plan review) comments from Staff.
- Seems to meet R-1 Rural Developing standards

**Comprehensive Plan:** The property is currently guided as Rural Developing in the 2040 Comprehensive Plan. This designation would allow for larger lots on private well and septic.

**Zoning:** The site is currently zoned as R-1 Rural Residential. This allows for 2.5 acre lots on well and septic.

**Number of Lots:** 9 Lots.

<b>R-1 Residential (MUSA) Single Family Detached Standards</b>		
<i>Standard</i>	<i>Required</i>	<i>Proposed</i>
Minimum Lot Size	2.5 acres	2.5 acres +
Minimum Lot Width	200 feet	200 feet/100 feet on cul-de-sac
Minimum Buildable Acreage (net)	1 acre	All >1 acre
Density Transitioning	Required when abutting less dense developments.	N/A
Maximum Lot Coverage (All Buildings, Excludes Paving)	35%	N/A. Appears it will meet requirement.

Maximum Driveway Width at Street	30 feet 24 on cul-de-sac	Not noted but should meet requirement.
Driveway Surface	Bituminous or Concrete	Bituminous or Concrete
Minimum Driveway Length	25 feet	25 feet
Wetland Setback	16.5 feet	Not noted but should meet requirement.

**Wetlands/Floodplain:** There are significant wetlands onsite, which will require a wetland delineation with 16.5 foot buffer on any edge of a wetland encumbered by drainage and utility easement.

**Streets and Access:**

- This proposal includes a long cul-de-sac that would require a variance. The City Council was supportive of this decision for rural character.

**Well and Septic:** With the preliminary plat, the developer should show the proposed house pads and a primary and secondary location for the septic to ensure the lots are adequately sized.



### Williams Woods Development Data

PROJECT AREA	4,113,235 S.F. (94.4 ACRES)
WETLANDS/FLOODPLAIN AREA	30.1 ACRES
ROW AREA	2.8 ACRES
NET DEVELOPABLE AREA	61.4 ACRES
NUMBER OF LOTS	9
DENSITY	1 UNIT / 7 ACRES

### Design Metrics

Minimum Lot Size	2.5 Acres
Front Setbacks	40'
Rear Setbacks	40'
Side Setback Interior Street	10' / 40'
Minimum Lot Width	200' or 100' on cul-de-sac
Minimum Lot Depth	100'
ROW Width	66'
Roadway Width	32'

### LEGEND

	Wetland (Delineated by Kjolhaug Environmental)
	Wetland Buffer
	Floodplain

**1 - Driveways Lots 3 - 5**

Created by: Joe Feriancek  
On: 03/08/2021 02:47 PM

Will the driveways for Lots 3 - 5 be built by the developer, are the impacts to the wetlands for these driveways included?

----- 0 Replies -----

**2 - Wetland Lot 8**

Created by: Len Linton  
On: 03/15/2021 03:35 PM

The wetland delineation must be included with the submittal.

Wetland Crossing for lot 8 must be included with lots 3 - 5 for mitigation to construct driveways.

----- 0 Replies -----

**3 - Public Street Construction**

Created by: Len Linton  
On: 03/15/2021 03:39 PM

Wetland mitigation will be required for construction of public street.

----- 0 Replies -----

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

**RESOLUTION #21-018**

**RESOLUTION PROVIDING FEEDBACK ON PROPOSED SUBDIVISION  
ON BACON PROPERTY**

1. Bill Boyum, hereafter referred to as “Applicant”, requested feedback from the Planning Commission and City Council on a proposed subdivision for the property generally known as 7363 175<sup>th</sup> Ave NW and legally known as:

The Southwest Quarter of the Northeast Quarter of Section 4, Township 32, Range 25; and  
The Northwest Quarter of the Southeast Quarter of Section 4, Township 32, Range 25; and  
The western 330 feet of the Southeastern Quarter of the Northeastern Quarter;  
of Section 4, Township 32, Range 25, Subject to Easement of Record, Anoka County, Minnesota.  
(the ‘Subject Property’);

2. The Planning Commission reviewed the request on December 3, 2020.
3. The Development Review Committee reviewed the two sketch plan and public safety preferred the 19 lot subdivision but agreed there was a path to approval for either option.
4. That at previous City Open Houses, residents preferred more environmental protections, fewer lots adjacent to their properties, and did not support a rezoning or smaller than 2.5 acre lots.
5. The Applicant proposes 2.5 acre lots on private well and septic.
6. The Planning Commission recommended that the Applicant work with City Staff to revise the application and come back with a formal sketch plan application.
7. The Applicant’s preferred vision requires a variance from the Planning Commission for cul-de-sac length, but that the preferred 9 lot layout preserves significant environmental areas and has a low density aligning with resident’s vision for the area.

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

1. That the Applicant shall work with Ramsey City Staff to further develop their 9 lot concept plan.
2. That the City Council supports environmental protections on the Subject Property, including larger lots, saving significant trees, and extra wetland protections.
3. That the City Council supports 2.5 acre lots, or larger, on the Subject Property, on private well and septic. The City Council does not support shared septic systems.
4. That the Applicant shall formally apply for a sketch plan application aligning with the 9 lot subdivision and shall apply for a variance, to run in parallel with the sketch plan, for cul-de-sac length.

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 12<sup>th</sup> day of January, 2021.

---

Mayor

**ATTEST:**

---

City Clerk

## Tim Gladhill

---

**From:** Tom Kurak (twcorp@comcast.net) <twcorp@comcast.net>  
**Sent:** Wednesday, April 7, 2021 11:51 AM  
**To:** Tim Gladhill  
**Cc:** Chloe McGuire Brigl  
**Subject:** Re: Respond to this Email - Comment on Williams Woods

Thank You for the opportunity to provide input to the planning process . I think it serves the City's interest best to provide a reserved 60 ft. corridor to the 40 acres that has Thorn Lake as it's prominent feature . It is also the right thing to do during the planning process ,that is to eliminate land locked property. When designing the access , making it curve is an option . I think the Planner should be given maximum latitude in the design .I thank all who consider these comments , the Owner's the Planners, Board members, city residents ,and City Council members . Tom Kurak and Patti Kurak

On 04/07/2021 11:05 AM Tim Gladhill <tgladhill@ci.ramsey.mn.us> wrote:

Tom:

Thank you for your time. Here is what I believe you are asking the Planning Commission (and subsequent to that the City Council) in regards to the Williams Woods plat. Please respond to this email if you agree and we will include in public comments. A reminder that the Planning Commission is meeting tomorrow night at 7:00 p.m.

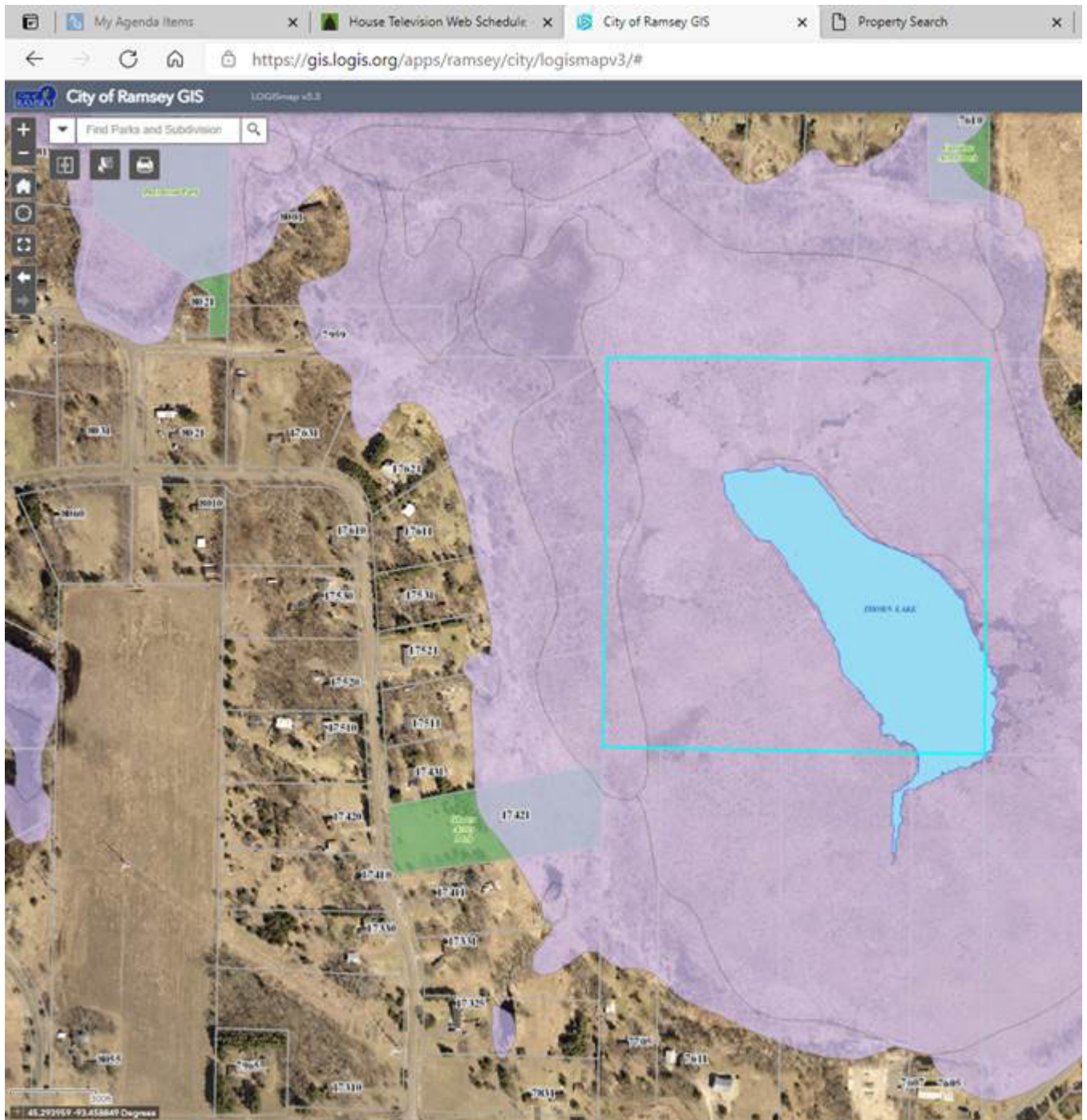
### Request

- Reserve a 60 foot corridor (could be easement or outlot to the City) through the Williams Woods Plat to reserve future access to your parcel (image below).

### Background

This parcel is part of the original Public Land Survey System that created a system to convey parcels in 40 acre sizes. As the area around this parcel has developed, this parcel has remained land locked. At minimum, the City is obligated to provide a cartway as defined by Minnesota Statutes. It is your belief that reserving a 60 foot corridor provides the maximum flexibility for the City in the future. You are not asking the City to construct any improvements today, just simply reserve the corridor. You understand that a wetland delineation will be required in the future. Further, you understand that there is no

guarantee that the City will accept this parcel in the future to satisfy park dedication requirements for other developable parcels within the City. Your long term vision for this parcel is more than likely some degree of open space protection, but feel other future uses may exist.



*Tim Gladhill*



Tim Gladhill, AICP | [tgladhill@cityoframsey.com](mailto:tgladhill@cityoframsey.com)

Deputy City Administrator | City of Ramsey

P: 763-433-9826 | F: 763-433-9848

7550 Sunwood Drive NW | Ramsey, MN 55303

[www.cityoframsey.com](http://www.cityoframsey.com)

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**COVID-19 Response  
Action Plan**

[www.cityoframsey.com/covid19](http://www.cityoframsey.com/covid19)

## Tim Gladhill

---

**From:** Jeff Katers  
**Sent:** Thursday, April 8, 2021 2:40 PM  
**To:** Tim Gladhill  
**Subject:** Response to Williams Woods Proposal

Tim,

The Police Department has concerns about this proposed development, specifically the extraordinary length of the cul de sac and the single point of entry/exit to this development. The proposed cul de sac length is more than double allowed by city code. The police department and other first responders (Fire, EMS, Gas/Electric utilities) have a need to have more than 1 accesses to areas.

If the roadway is completely unpassable nearest 175<sup>th</sup> ave, how do you propose we get first responders to the other residents 1/5 of a mile north? Police can achieve this by foot, but that is a long length to bring a stretcher or remove a patient for EMS. We have responded to many calls for service in areas where roadways have become completely impassible in Ramsey. Some examples are: fires, floods, downed power lines, downed trees, natural gas explosions, vehicle crashes, trains blocking, etc. Thankfully, a majority of these calls have had another route of access.

If we can be assured the 9 homes are the only homes that will ever be built on this roadway the length of the cul de sac might be more feasible. The concern is with potential future development with the larger two parcels on the north end and their future use. It is not safe for a subdivision with multiple homes to have 1 vehicular point of entry exit.

My concerns are the same public safety concerns as with Bowers Dr. What is the Public benefit for not connecting this road to another existing roadway? I believe connecting roadways is also a requirement of city code (117-614):

### **Sec. 117-614. Subdivision design standards.**

- (a) *General requirements.* The planning commission in its review of a preliminary plat shall determine whether the proposed subdivision is in conformity with this Code and shall take into consideration the requirements of the community and the best use of the land. Particular attention shall be given to the arrangement, location and widths of streets, drainage and lot sizes and arrangements.
- (b) *Street plan.*
  - (1) The arrangement, character, extent, width, grade and location of all streets shall conform to the approved standard street specifications and all applicable sections of this Code. All streets shall be paved with concrete or bituminous surfacing.
  - (2) The arrangement of streets in new subdivisions shall connect to adjacent street stubs and provide future street stubs to adjoining areas. In instances where a stub street abuts an undeveloped parcel, it is the stated intention of the city to connect streets with the adjoining parcel for development. In the interim, the stub streets shall have a sign stating that the stub street is a future through street.



*Police Mission: To protect and serve with courage, integrity and honor.*

**Meeting Date:** 04/08/2021

**By:** Tim Gladhill, Community Development

---

**Information**

**Title:**

Confirm Vision and Land Use Policy Direction for West Armstrong Retail Area

**Purpose/Background:**

The purpose of this case is to confirm previous policy direction, most recently established/confirmed in the City's 2040 Comprehensive Plan Update, that establishes a land use vision for the area generally north of Highway 10, west of Armstrong Boulevard, south of Bunker Lake Boulevard and east of the new Bunker Lake Industrial Park. This case is structured as a discussion with an opportunity to have a conversation about policy direction and ask clarifying questions. Nothing in this case approves any project or binds any particular policy direction. These conversations are important for Staff to help interpret policy direction for Applicants and Stakeholders.

The necessary policy direction can generally be summarized by the following policy questions.

1. Does the City desire to maintain the current redevelopment and revitalization vision long-term?
2. In implementing this vision, especially in the interim, does the City desire to focus zoning review on those items that are protected by lawful, non-conforming statutes and limit interim uses that are not protected and would further deviate or otherwise detract from the longer-term vision?

This district is current envisioned as a redevelopment area. The area west of Armstrong and east of Ferret Street is guided for redevelopment for retail uses and is the location of the new West Armstrong Retail Center. The area west of Ferret Street and east of the new Bunker Lake Industrial Park is guided for industrial redevelopment. The current uses can generally be characterized as significant outside storage (primary use) and again/under-utilized buildings.

Additionally, Staff has been fielding a number of zoning inquiries. Additionally, the City needs to make certain decisions about pavement management/road reconstruction and potentially scattered site acquisition to preserve the redevelopment vision.

Finally, Staff has spent a significant amount of time enforcing zoning codes, public nuisance codes and building safety codes in this area through our code enforcement program. The number of public nuisance complaints the City receives continues to increase, especially as additional investment in new buildings are being made.

**Notification:**

Notification is not required.

**Observations/Alternatives:**

This case specifically focuses on the land use planning and vision for the area. The City's Economic Development Authority (EDA) will be discussing potential scattered-site acquisition(s) and other economic development tools to implement the vision. The Public Works Committee will discuss potential road reconstruction, extension and utilities to facilitate redevelopment and encourage private reinvestment in the area.

Economic Development staff is seeing an increased demand for industrial property for development. 43 acres of land in Bunker Lake Industrial Park is under contract for development by a private developer and only 25 acres of land (owned by PSD, LLC) remain for development. Developing a plan to bring more industrial land online (approximately 25 acres west of Ferret Street, north of Hwy 10) to satisfy the demand should position Ramsey

nicely over the next 5-7 years. Economic Development Staff believes that Ferret St and its northerly extension would serve as a good buffer for the industrial use from the current COR zoning to the east.

Staff assumes, given the recent approval of the Comprehensive Plan, that the broad vision for the area will remain a redevelopment and revitalization vision with half redeveloping as retail and half redeveloping as residential. However, since most of the uses existed prior to the current vision and zoning, many of the uses are protected by lawful, non-conforming statutes. With those protections in place, those previous uses are generally easy to review. However, Staff has observed a noticeable increase in zoning requests that are less desirable and are not protected by lawful, non-conforming (most notably significant outdoor storage).

**Funding Source:**

This case is being handled as part of normal Staff duties.

**Recommendation:**

Staff recommends the following policy statements.

1. The City desires to maintain the current redevelopment and revitalization vision long-term.
2. In order to implement this vision, especially in the interim, the City desires to focus zoning review on those items that are protected by lawful, non-conforming statutes and limit interim uses that are not protected and would further deviate or otherwise detract from the longer-term vision.

**Action:**

Motion to recommend that the City Council adopt the following policy statements.

1. The City desires to maintain the current redevelopment and revitalization vision long-term.
2. In order to implement this vision, especially in the interim, the City desires to focus zoning review on those items that are protected by lawful, non-conforming statutes and limit interim uses that are not protected and would further deviate or otherwise detract from the longer-term vision.

---

**Attachments**

[Site Location Map](#)

[Public Input](#)

[Redevelopment Concepts](#)

[Future Land Use Map](#)

[LMC Memo - Nonconformities](#)

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**Form Review**

**Inbox**

Sean Sullivan  
Tim Gladhill (Originator)  
Form Started By: Tim Gladhill  
Final Approval Date: 04/01/2021

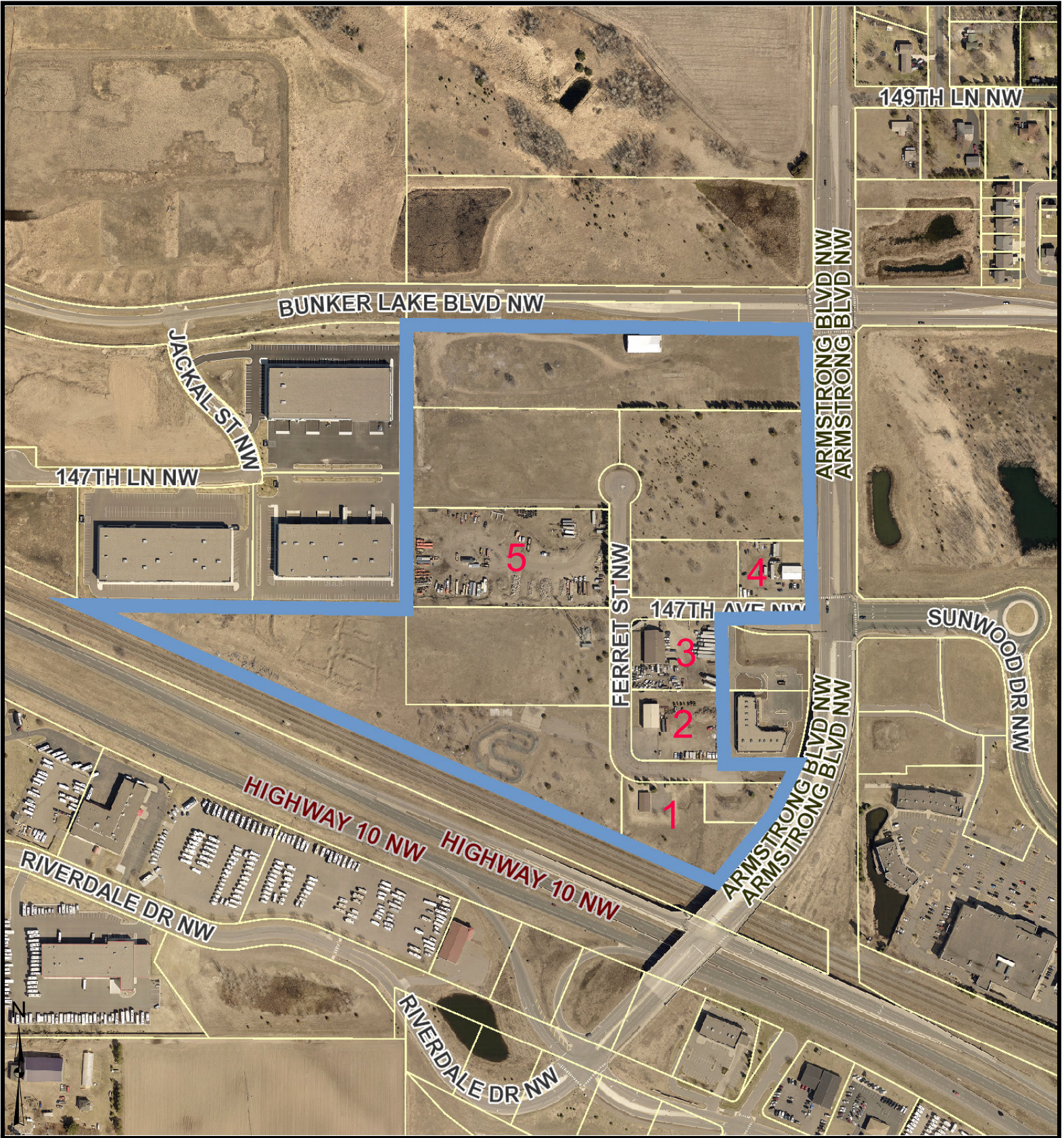
**Reviewed By**

Sean Sullivan  
Tim Gladhill

**Date**

04/01/2021 08:21 AM  
04/01/2021 11:52 AM  
Started On: 03/31/2021 08:28 PM

# West Armstrong Redevelopment Area



**Parcel Information:**      Approx. Acres: 45  
    Commissioner: MATT LOOK

**Owner Information:**



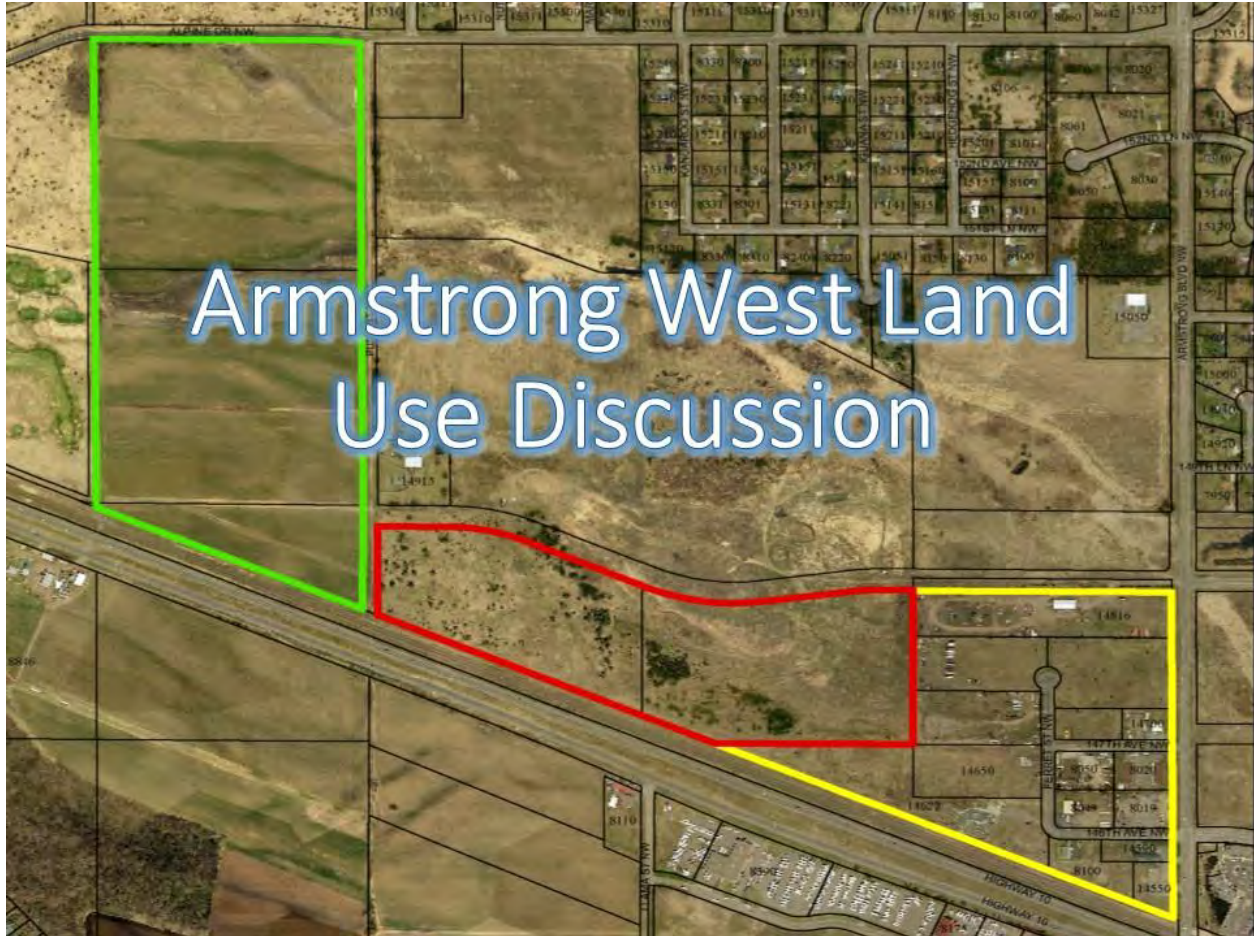
Plat:

Sean Sullivan

1:4,800

Date: 3/29/2021

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

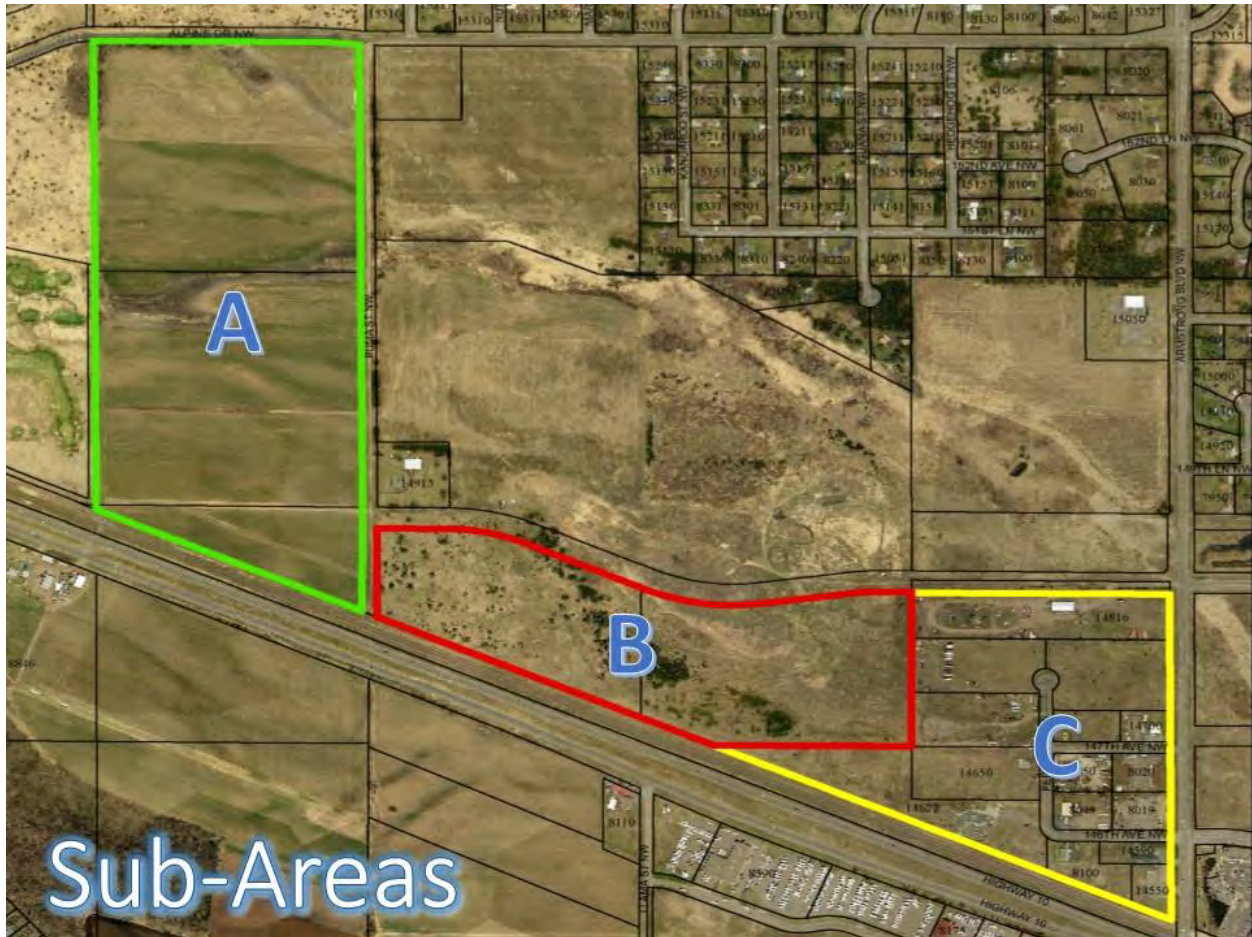


Public Discussion – December 12, 2013

*The following represents comments submitted by participants.*

**Goals (as defined by participants)**

- Add commercial and industrial land in order to add to the tax base
- Discuss necessary infrastructure
  - Water & sewer
  - Streets & access



**Definitions**

- Business Parks – uses could include warehousing, office, light manufacturing. May or may not include outside storage.
- Retail – places to shop.
- Low Density Residential – average three (3) homes per acre. May or may not include attached units.
- Medium Density Residential – three (3) to seven (7) homes per acre. Traditionally includes attached units, but may include detached units as well (twin-homes, detached townhomes, small-lot single-family).
- High Density Residential – seven (7) to fifteen (15) homes per acre.

## Sub-Area 'A' – Pearson Properties [NOTE: discussion also added areas of Northfork, Inc. to the west and to the north]

- Portion of area as business park
  - Light manufacturing
  - Limited or no outside storage
  - High architectural standards
- Portion of area as residential
  - Low to medium density
    - Small lot single-family or twin-homes
  - High quality design standards
  - Fit well with adjacent golf course [The Links at Northfork]
  - Low traffic
  - PUD-Planned Unit Development
    - Cluster development with permanently protected green/open space to serve as buffer/transition
    - Conservation style subdivision without creating a new district/subdivision process (utilize existing PUD process)
      - NOTE: would NOT be the same, previous ordinance known as the Cluster Subdivision Ordinance (circa 2005).
      - Proposed PUD would permanently protect open space, not preserve areas for future development.
  - Focus on transition from residential to business park and compatibility with golf course
- Written Comments:
  - Keep in consideration golf course area for higher end residential & possibly private road (compared to industrial access)
  - Homes along golf course
  - Industrial park north of tracks
  - Residential North end
- Northfork, Inc. Area
  - Currently guided as larger acreage lots without sewer
  - Screening may be important depending on adjacent land use type
  - Interested in other land use options
    - Site has private, restrictive covenants
    - Could consider a higher density (low density to medium density) to match development pattern of what happens on Pearson site
  - Interested in working with Pearson Properties

## **Sub-Area 'B' – Hageman Holdings [NOTE: discussion also added other Hageman Holdings properties to the north]**

- Open to a project in the short/near-term
- Focus = business park
- Open to the concept of retail
- Future school will provide its own buffer for compatibility
- Written Comments:
  - Industrial/business
  - Retail option
  - Not the school area or land on Alpine = residential
  - Residential north half
  - Industrial park south half

### *Hageman Residential Portion (36 Acres along Alpine Drive)*

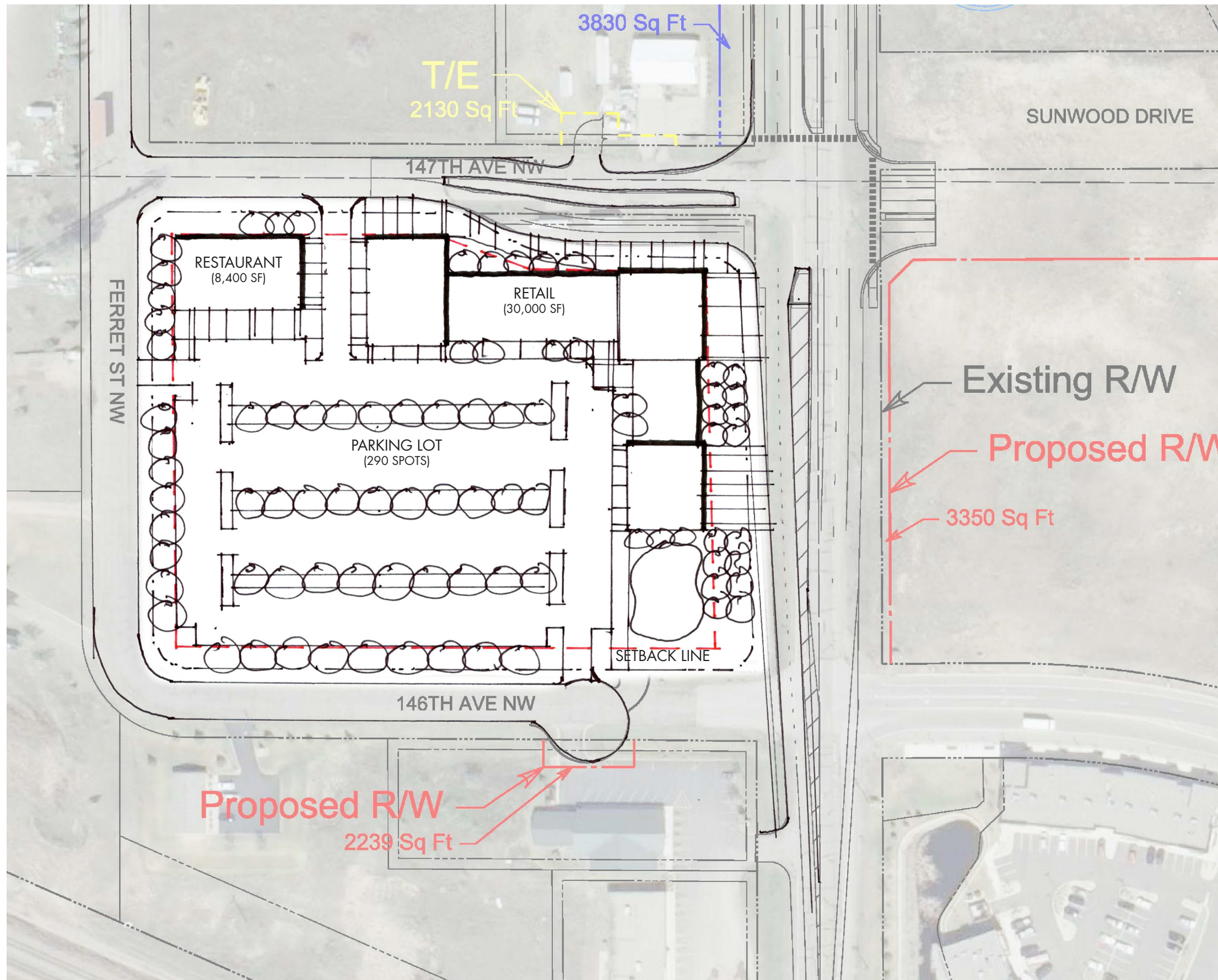
- High quality architecture
- Single-family feel
- Allow for some clustering with permanent buffer
- See Saint Michael example
  - Hans Hagen development adjacent to J & B Group
  - Medium density with screening/buffer
    - Twin-homes; small-lot single-family

### *Future School Site (North of Bunker and Sub-Area 'B')*

- Current vision remains a school (user to be determined) or other youth-focused philanthropic endeavor
- If unable to develop as a school:
  - Potential for retail development (first choice)
  - Also potential for a business park

## **Sub-Area 'C' – West (COR) Retail**

- Existing standards may be too restrictive
  - Continue quality standards on the façade
  - Default to traditional bulk standards (setbacks, parking, etc.)
- Potential/need for frontage roads
- Potential for railroad crossings and/or railroad spurs
- Hageman Holdings OK with concept of adjacent retail (Sub-Area 'B')
- Market should drive scale of retail
  - Large-scale (big-box) or small/medium-scale (convenience, food, etc.).
  - Not quite at the stage to fully determine where exact locations or large, medium, or small scale should be – let the market drive
- Reduced visibility due to Armstrong Interchange
- Need taller signs
- Written Comments:
  - Retail as best fit for the new interchange, etc.
  - Industrial park to the west

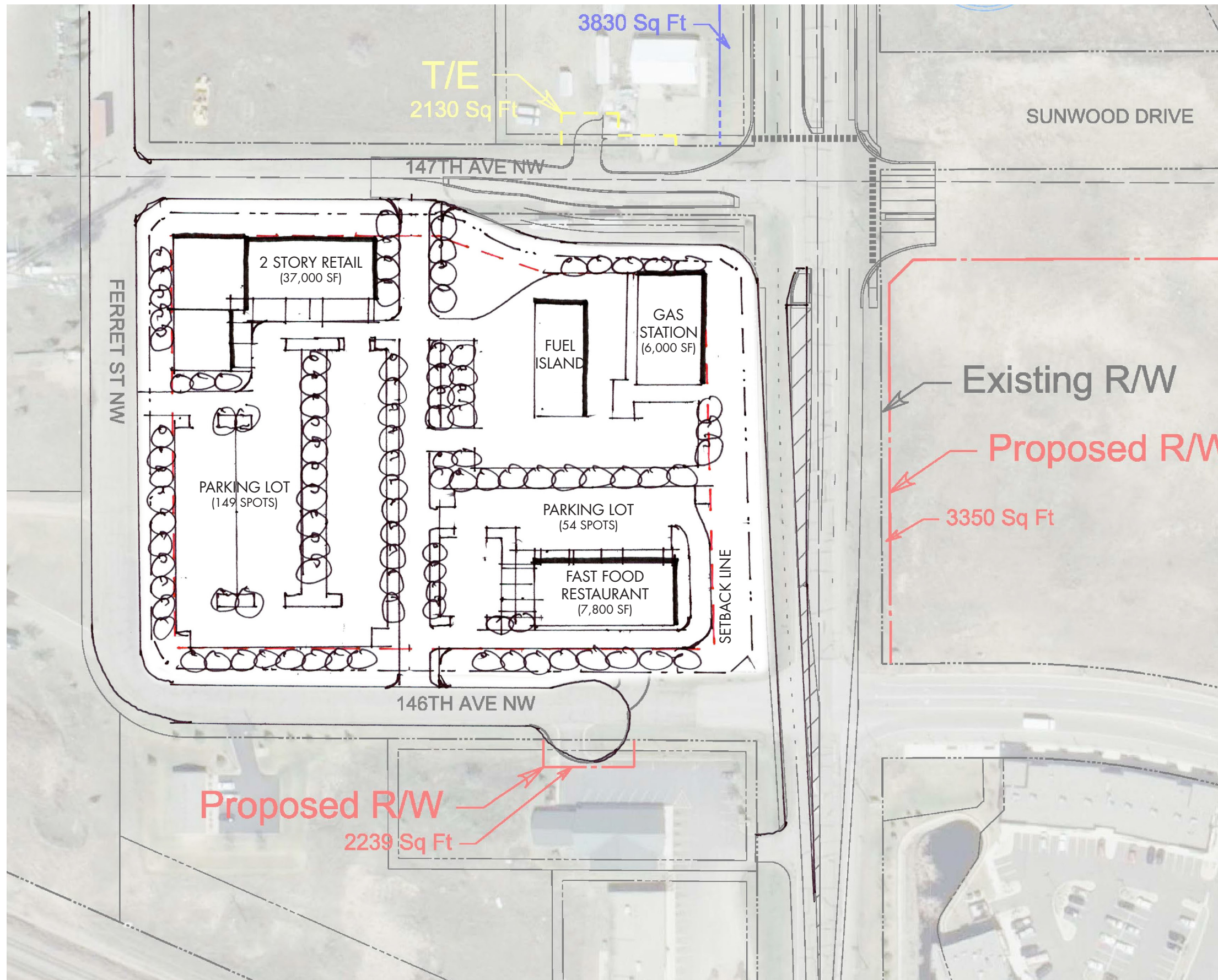


**SITE PLAN SUMMARY:**

Retail - 30,000 sf  
120 parking stalls required

Restaurant - 8,400 sf  
~170 parking stalls required

290 Parking Spots Available

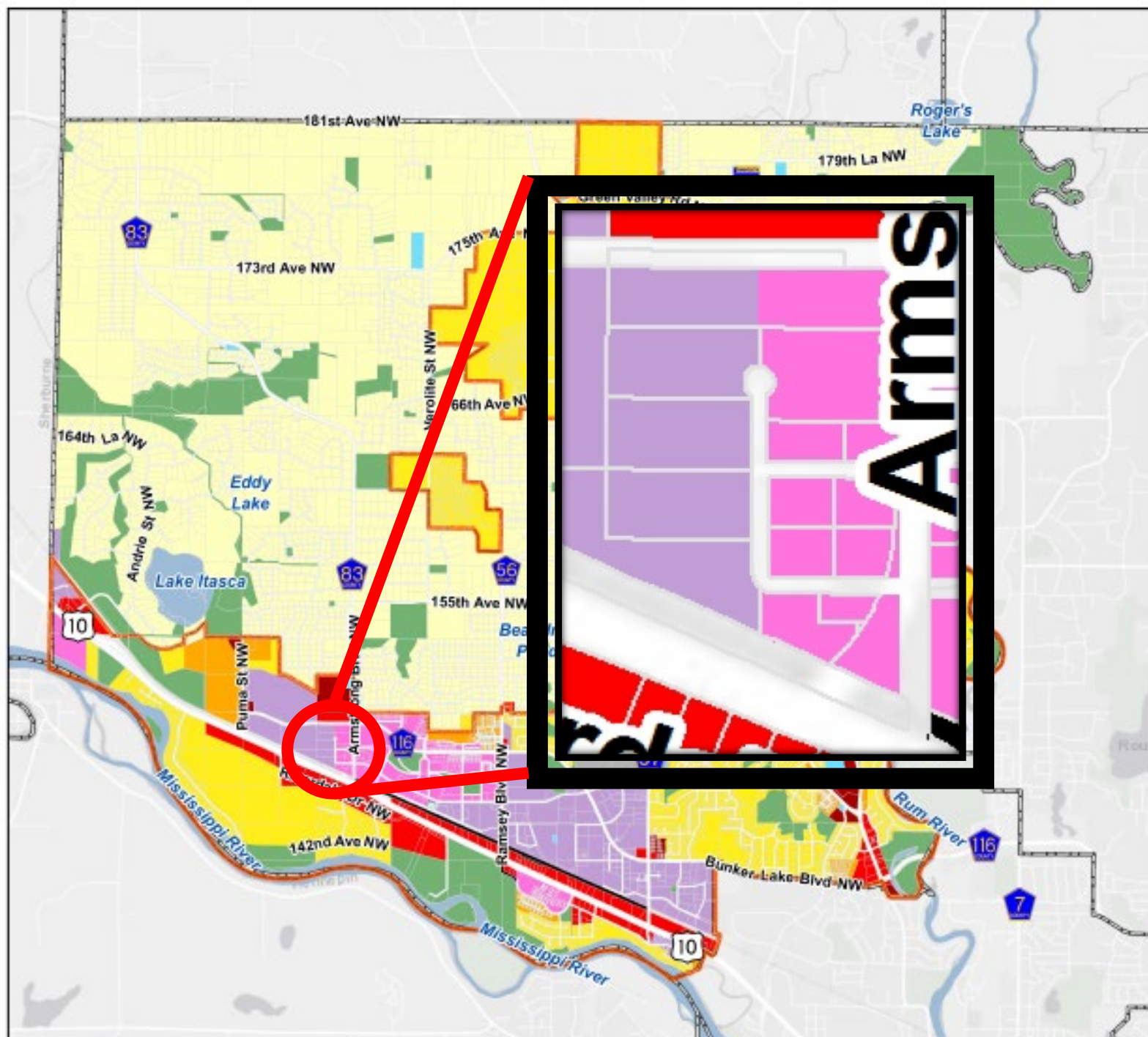


**SITE PLAN SUMMARY:**

2 Story Retail - 37,000 sf  
 148 parking stalls required  
 149 parking stalls provided

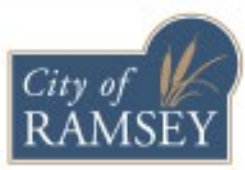
Fast Food Restaurant - 7,800 sf  
 ~78 parking stalls required  
 54 parking stalls provided  
 (opportunity to share parking with retail lot)

Gas Station with Fuel Island  
 37 parking spots provided  
 ~20 fueling stations

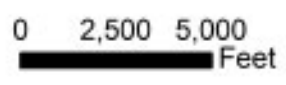


**Legend**

 NorthStar	 Medium Density Residential (MDR)
 2040 Metropolitan Urban Service Area (MUSA)	 Low Density Residential (LDR)
 Municipal Boundary	 Rural Developing (RD)
<b>Future Land Use Designation</b>	
 Business Park (BP)	 Park (P)
 Commercial (C)	 Public/Institutional (P/I)
 Mixed Use (MU)	 Closed Landfill (CL)
 High Density Residential (HDR)	 Right-of-way (ROW)
	 Lakes and Rivers



**2040 Future Land Use**  
Ramsey, MN



## Land Use Nonconformities

*Learn what the city can and cannot do about land uses, structures or lots that do not comply with the city's current zoning ordinance. Read about statutory restrictions and the city's role in administering nonconforming uses.*

**RELEVANT LINKS:**

[Minn. Stat. § 462.357 subd. 1e\(c\).](#)

See MNDNR web page, [National Flood Insurance Program.](#)

### **I. Nonconformities**

Nonconformities are simply any land uses, structures or lots that do not comply with the current zoning ordinance of a city.

#### **A. Legal nonconformities**

Legal nonconformities are those that were legal when the zoning ordinance or amendment was adopted, in that they complied with then existing ordinance and law. Legal nonconformities generally have a statutory right to continue. The rights of legal nonconformities are often referred to as grandfather rights.

#### **B. Illegal nonconformities**

Illegal nonconformities are those that were not permitted when established. In contrast to legal nonconformities, illegal nonconformities do not have the rights associated with legal nonconformities. Illegal nonconformities may exist because a prior zoning ordinance was not enforced as written. Failure by the city to enforce a prior zoning ordinance does not give a landowner the legal right to continue an illegal nonconformity. Before assuming a particular nonconformity is entitled to the statutory right to continue, it is important to consider whether the nonconformity ever complied with existing ordinance or law.

#### **C. Floodplain nonconformities**

Legal nonconformities in floodplain areas have more limited rights. Cities may regulate the repair, replacement, maintenance, improvement or expansion of nonconforming uses and structures in floodplain areas to the extent necessary to maintain community eligibility for the National Flood Insurance Program (NFIP).

This material is provided as general information and is not a substitute for legal advice. Consult your attorney for advice concerning specific situations.

**RELEVANT LINKS:**

[Minn. Stat. § 462.357, subd. 1e.](#)

[Minn. Stat. § 462.357 subd. 1e\(a\)\(1\).](#)

[Minn. Stat. § 462.357 subd. 1e\(a\)\(2\).](#)

[Minn. Stat. § 462.357 subd. 1c.](#)

## **II. Statutory rights of legal nonconformities**

In Minnesota, any legal nonconformity generally has a statutory right to continue. Specifically, legal nonconformities may be continued, including through repair, replacement, restoration, maintenance, or improvement, but not including expansion. These rights were once limited to repair and maintenance, but in 2004 the legislature afforded the rights to replacement, restoration or improvement but not expansion.

### **A. Who benefits from nonconforming rights**

The rights of legal nonconformities attach to and benefit the land and are not limited to a particular landowner. If the benefited property is sold, the new owner will have the continuance rights.

### **B. Loss of nonconforming rights**

The right to continue a legal nonconformity can be lost if the use is discontinued or destroyed.

#### **1. Discontinuance**

There is an exception to continuance rights when a nonconforming use is discontinued for more than one year.

#### **2. Destruction**

There is an exception to continuance rights when a nonconforming structure is destroyed by more than 50% of its assessed market value, and no building permit is applied for within 180 days. This exception is known as the 50% rule and used to have greater impact before the 2004 legislature provided that applying for a building permit within 180 days of destruction defeats the exception.

#### **3. Phasing out**

Historically, the theory behind legal nonconformities was that the property would eventually comply with the zoning ordinance. The statutory right to continue was more limited, and cities could phase out nonconformities over time through a process called amortization. Current law prohibits amortization, except for adult uses.

**RELEVANT LINKS:**

[Minn. Stat. § 462.357 subd. 1d.](#)

### **III. City role in administering nonconformities**

The rights of legal nonconformities to continue does not depend on local ordinance, and so a city often has little role administering nonconformities. A landowner may assert their continuance rights in response to city enforcement of a zoning ordinance. The burden is on the landowner to establish their property qualifies for nonconforming rights.

#### **A. Zoning ordinances**

Some cities choose to address nonconformities in their zoning ordinance either by merely codifying the statutory rights, or sometimes by setting up systems to register legal nonconformities. If a zoning ordinance covers nonconformities, cities should carefully review the ordinance provisions and make sure they are consistent with the current state statute.

#### **B. Expansion of nonconforming uses**

The statutory right of legal nonconformities to continue specifically provides that the right does not include expansion of the use. Because the state statute does not define expansion, some cities choose to define expansion in the city zoning ordinance. The definition could refer to any physical expansion of the nonconforming use, or even intensifying the use.

#### **C. Violation of other city ordinances**

Despite their right to continue without complying with the current zoning ordinance, it is important to keep in mind that all legal nonconformities must generally comply with all other city ordinances, such as a nuisance ordinance or a licensing ordinance.