

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, November 18, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:                   Chairperson Randy Bauer  
  Commissioner Bruce Anderson  
  Commissioner Andrew Dunaway  
  Commissioner Cheri Gengler  
  Commissioner Eric Peters  
  Commissioner Gary VanScoy  
  Commissioner Brian Walker

Members Absent:                   None

Also Present:                       Senior Planner Chloe McGuire Brigl  
  City Council Liaison Matt Woestehoff

**1.     CALL TO ORDER**

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

**2.     PLEDGE OF ALLEGIANCE**

Chairperson Bauer led the group in the Pledge of Allegiance.

**3.     CITIZEN INPUT**

None.

**4.     APPROVAL OF AGENDA**

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

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

**5.     CONSENT AGENDA**

**5.01: Approve the October 28, 2021 Planning Commission Work Session and Regular Meeting Minutes**

**5.02: Consider Ordinance #21-15 Creating Additional Requirements for Driveways and Parking Pads**

Commissioner Walker commented that there is a statement within the minutes that is not accurate. He stated that the Chair made the statement that no one on the current Commission was a member in 2011. He noted that Commissioner VanScoy and Chairperson Bauer did appear to be members and there was also a Dunaway listed.

Chairperson Bauer stated that he did not believe he had been a member of the Commission for ten years.

Senior Planner McGuire Brigl noted a past member of the Commission with a similar name.

Chairperson Bauer acknowledge that Commissioner VanScoy was a member of the Commission and noted that he stated that at the meeting.

Commissioner Walker stated that there was a Dunaway as well.

Commissioner Dunaway stated that he did not recall being there but could have been if that is what is stated.

Chairperson Bauer commented that the minutes reflect what happened at the meeting. He stated that the statement should be corrected to reflect that Commissioner VanScoy was a member in 2011. He noted that the minutes are accurate of what was mentioned at the meeting even if the statement may have not been accurate.

It was confirmed that a statement would be added stating that Commissioner VanScoy was a member at that time.

Motion by Commissioner Peters, seconded by Commissioner Dunaway, to approve the consent agenda with the noted change to the minutes.

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

**6. PUBLIC HEARINGS/COMMISSION BUSINESS**

**6.01: Public Hearing: Consider Resolution #21-313 Granting a Variance to 16501 Jarvis Street NW; Case of Allen and Alycia Skogquist**

**Public Hearing**

Chairperson Bauer called the public hearing to order at 7:04 p.m.

**Presentation**

Senior Planner McGuire Brigl presented the staff report stating that staff recommends approval of the resolution granting a variance to 16501 Jarvis Street NW (Project #21-141); Case of Allen and Alycia Skogquist.

Commissioner Dunaway stated that staff noted they would not typically recommend this type of pool covering in a smaller lot residential area, but it was noted that other cities allow this type of covering.

Senior Planner McGuire Brigl stated that this requirement is in place for safety reasons, as sometimes children wander onto adjacent properties. She explained that staff feels that fencing is more appropriate for smaller lot properties but felt that this would be sufficient for this large property.

Commissioner VanScoy commented that the case states that the applicants have an automatic pool cover that meets certain standards and asked for clarification.

Senior Planner McGuire Brigl commented that it is an ASTM power cover and staff would verify that.

Commissioner VanScoy asked if the gate for pool fencing requires that the gate be self-closing.

Senior Planner McGuire Brigl commented that the gate has to latch but was unsure that it was required to be self-closing.

Commissioner VanScoy asked for details on the automatic description for the pool cover.

Senior Planner McGuire Brigl explained that the cover closes by the push of a button.

Commissioner VanScoy asked if there is assurance that this property would not be developed into homes with 80-foot lots.

Senior Planner McGuire Brigl stated that per the zoning the property could request subdivision into 2.5 acre lots with well and septic. She noted that the property owner purchased this property within the last three years and does not have intention of subdividing the property. She stated that if the property were to subdivide there would be other issues that would be out of compliance.

Commissioner VanScoy asked if the applicant submitted a permit that specified a fence and then did not construct the fence.

Senior Planner McGuire Brigl stated that she did not have an answer and noted that potentially the project changed over time. She stated that the pool cover was installed in June of 2021 and has been functioning well. She stated that fencing has been hard to acquire this year.

Commissioner Peters asked if this would open the City to liability if there were injury.

Senior Planner McGuire Brigl stated that she could verify with legal counsel and a hold harmless clause could be added.

### **Citizen Input**

No comments.

Motion by Commissioner Dunaway, seconded by Commissioner Walker, to close the public hearing.

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

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

### **Commission Business**

Motion by Commissioner Dunaway, seconded by Commissioner Peters, to Adopt Resolution #21-313 Granting a Variance to 16501 Jarvis Street NW, with the stipulation that the City Attorney review the potential for liability and develop applicable language if necessary.

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

### **6.02: Public Hearing: Consider Ordinance #21-20 Amending City Code Chapter 117, Section 1 and 351 Regarding Home Occupations**

#### **Public Hearing**

Chairperson Bauer called the public hearing to order at 7:17 p.m.

#### **Presentation**

Senior Planner McGuire Brigl presented the staff report stating that staff recommends approval of Ordinance #21-20 Amending City Code Chapter 117, Sections 1 and 351 Regarding Home Occupations.

Commissioner Anderson asked for clarification on language included related to employees and the intent of the language.

Senior Planner McGuire Brigl replied that the intention is to limit the amount of traffic coming to the property. She noted that the majority of the home occupation code is related to how it could impact the neighborhood.

Commissioner Anderson stated that he has issue with Section G and would prefer to leave that at 400 square feet rather than reducing that to 200 square feet.

Chairperson Bauer stated that he disagrees as someone may only have one vehicle and therefore it would not make sense to require someone to maintain empty space.

Commissioner VanScoy asked if there were any changes to the definition section.

Senior Planner McGuire Brigl reviewed the proposed changes to the definition of home occupation.

### **Citizen Input**

No comments.

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

Motion Carried. Voting Yes: Chairperson Bauer, Dunaway, Gengler, Peters, VanScoy, and Walker. Voting No: Commissioner Anderson. Absent: None.

Chairperson Bauer closed the public hearing closed at 7:24 p.m.

### **Commission Business**

Motion by Commissioner VanScoy, seconded by Commissioner Peters, to recommend that City Council introduce Ordinance #21-20 Amending City Code Chapter 117, Sections 1 and 351 Regarding Home Occupations.

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

## **7. COMMISSION BUSINESS**

None.

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

Senior Planner McGuire Brigl stated that the new Community Development Director/Deputy City Administrator has begun with the City but was unable to attend tonight. She provided an update on projects the Commission reviewed during the year as well as potential future projects. She stated that there has been a lot of interest in restaurants and bringing restaurants to Ramsey. She noted that the Commission could consider an ordinance amendment to allow restaurants in different zoning codes as a conditional use. She noted that staff will also bring forward zoning changes that would need to be done in order to be in compliance with the adopted Comprehensive Plan. She also provided an update on a rezoning which made the City not compliant with the Metropolitan Council rules and the process to correct that.


## **9. ADJOURNMENT**

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


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

The regular meeting of the Planning Commission adjourned at 7:36 p.m.

Respectfully submitted,

  
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Brian Hagen  
Deputy City Administrator/Community Development Director

ATTEST:

  
\_\_\_\_\_  
Nicole Laubach  
Planning Administrative Assistant

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