

City of Ramsey
Agenda
Economic Development Authority (EDA)
Thursday, February 13, 2025
7:30 am
Council Chambers, 7550 Sunwood Drive NW

Remote Attendance available at www.cityoframsey.com/meetings.
Those joining remotely and requesting to speak are asked to use a webcam when speaking.

1. **Call to Order**

2. **Approve Agenda**

3. **Approve Minutes**
 1. Approve EDA Meeting Minutes for December 12, 2024

 2. Approve EDA Meeting Minutes for January 9, 2025

4. **EDA Business**
 1. Consider Purchase Agreement and Sale of Part of Outlot B, COR Five to CorTrust Bank N.A.
(portions may be closed to the public)

 2. Sign Code Update Introduction Presentation

5. **Member/Staff Input**

6. **Adjournment**

Economic Development Authority (EDA)

Meeting Date: 02/13/2025

Primary Strategic Plan Initiative: Enhance City’s communication through transparency and accountability.

Title:

Approve EDA Meeting Minutes for December 12, 2024

Purpose/Background:

Purpose: The purpose is to approve the meeting minutes for the EDA meeting held the prior month.

Background: The meeting minutes are attached for review and approval.

Recommendation:

Approval of December 12, 2024 EDA meeting minutes.

Outcome/Action:

Motion to approve December 12, 2024 EDA meeting minutes.

Attachments

EDA Meeting Minutes

Form Review

Inbox

Sean Sullivan

Brian Hagen

Form Started By: Wendy Schlueter

Final Approval Date: 02/06/2025

Reviewed By

Sean Sullivan

Brian Hagen

Date

01/29/2025 04:16 PM

02/06/2025 07:46 AM

Started On: 01/09/2025 03:38 PM

**ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, December 12, 2024, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Scott Wiyninger
 Member Chelsee Howell
 Member Brittany Lindahl
 Member William MacLennan
 Member Shanna Stewart

Members Absent: Member Rachal Johnson
 Member Chris Riley

Also Present: Sean Sullivan, Economic Development Manager

1. CALL TO ORDER

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

2. APPROVE AGENDA

Motion by Member Lindahl, seconded by Member Stewart, to approve the agenda.

Motion carried. Voting Yes: Chairperson Wiyninger, Members Lindahl, Stewart, Howell, and MacLennan. Voting No: None. Absent: Members Johnson and Riley.

3. CONSENT AGENDA

3.01: Approve Meeting Minutes Dated October 10, 2024

Motion by Member Lindahl, seconded by Member Stewart, to approve the October 10, 2024, minutes as presented.

Motion carried. Voting Yes: Chairperson Wiyninger, Members Lindahl, Stewart, Howell, and MacLennan. Voting No: None. Absent: Members Johnson and Riley.

4. EDA BUSINESS

4.01: Consider Recommendation of Approval of Purchase Agreement and Right of Re-Entry Agreement for Part of Outlot D, Waterfront Village: Case of Capital Real Estate, Inc.

Economic Development Manager Sullivan presented the staff report.

Chairperson Wyingner invited the applicant to speak.

Rick Hauser, Capital Real Estate, commented that since the last meeting, he has been working to secure the tenant lineup for this location and they do have several tenants in the LOI phase. He stated that they have Taco Bell, Starbucks, and Chipotle all in negotiations.

Chairperson Wyingner stated that he visited some of the developer's other locations and commented that they are clean and easy to get in and out of.

Member Stewart asked for details on the type of signage.

Mr. Hauser stated that they would envision a tall monument sign with a brick base and sides, with panels for each of the three tenants. He commented that they could put some type of City branding on the top of the sign as well.

Motion by Member Stewart, seconded by Member Lindahl, to recommend to City Council to Approve Purchase Agreement and Right of Re-Entry Agreement with Capital Real Estate, Inc., subject to City Attorney review.

Motion carried. Voting Yes: Chairperson Wyingner, Members Stewart, Lindahl, Howell, and MacLennan. Voting No: None. Absent: Members Johnson and Riley.

4.02: Receive New Community Profile and One Page Brochure

Economic Development Manager Sullivan presented the staff report.

Member Stewart asked for and received clarification on how the different documents would be used.

Chairperson Wyingner stated that he would like the history to be ordered the same way, noting one section that starts from the past and moves forward while another starts from now and moves backward. He appreciates the concise approach and intentionality of staff when developing these documents.

Member Stewart commented that she would be unsure which side of the one-page brochure is the front and suggested changing the logo or doing something different to identify the front page.

Member Howell suggested using different photos on the one-page brochure.

Chairperson Wyingner proposed using alternative photos in the one-page brochure to better appeal to the targeted industrial audience and effectively promote Ramsey.

5. MEMBER / STAFF UPDATE

Economic Development Manager Sullivan stated that the Planning Commission has been reviewing the sign code to make it more consistent. He asked if the EDA would be interested in receiving a presentation from planning staff related to the proposed changes.

Chairperson Wyingner stated that he has had multiple businesses reach out to him with questions about signage and therefore would find it helpful to learn more information.

Members Stewart and Lindahl agreed that it is important for the EDA to better understand what is allowed.

Member Howell agreed as well, noting that the EDA looks more from a marketing standpoint, which may be helpful to planning staff as well.

Economic Development Manager Sullivan stated that he received approval from the Met Council to assist in selling some outlots. He advised of the Take 5 ribbon cutting later today, and also highlighted other upcoming events, and provided a summary of recent Council action on EDA-related items.

6. ADJOURNMENT

Motion by Member Stewart, seconded by Member Lindahl, to adjourn the meeting.

Motion carried. Voting Yes: Chairperson Wyingner, Members Stewart, Lindahl, Howell, and MacLennan. Voting No: None. Absent: Members Johnson and Riley.

The regular meeting of the Economic Development Authority adjourned at 8:07 a.m.

Respectfully submitted,

Sean Sullivan
Economic Development Manager

ATTEST:

Wendy Schlueter
Economic Development Administrative Assistant

Draft by Amanda Staple

DRAFT

Economic Development Authority (EDA)

Meeting Date: 02/13/2025

Primary Strategic Plan Initiative: Enhance City’s communication through transparency and accountability.

Title:

Approve EDA Meeting Minutes for January 9, 2025

Purpose/Background:

Purpose: The purpose is to approve the meeting minutes for the EDA meeting held the prior month.

Background: The meeting minutes are attached for review and approval.

Recommendation:

Approval of January 9, 2025 EDA meeting minutes.

Outcome/Action:

Motion to approve January 9, 2025 EDA meeting minutes.

Attachments

EDA Meeting Minutes

Form Review

Inbox

Sean Sullivan

Brian Hagen

Form Started By: Wendy Schlueter

Final Approval Date: 02/06/2025

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Sean Sullivan

Brian Hagen

Date

01/29/2025 04:16 PM

02/06/2025 08:09 AM

Started On: 01/13/2025 04:11 PM

**ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, January 9, 2025, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Scott Wyingner
 Member Brittany Lindahl
 Member Michael Olson
 Member Chris Riley (remote attendee)

Members Absent: Member Rachal Johnson
 Member William MacLennan

Also Present: Sean Sullivan, Economic Development Manager

1. CALL TO ORDER

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

2. APPROVE AGENDA

Motion by Member Lindahl, seconded by Member Olson, to approve the agenda.

A roll call vote was performed:

Member Olson	aye
Chairperson Wyingner	aye
Member Lindahl	aye
Member Riley	aye

Motion carried.

3. CONSENT AGENDA

3.01: Approve Meeting Minutes Dated December 12, 2024

Motion by Member Lindahl, seconded by Member Olson, to approve the December 12, 2024, minutes as presented.

Further discussion: Member Riley noted that two of the voting members were not present at the meeting and perhaps it would make sense to delay action on this item to the next meeting.

Member Lindahl withdrew the motion.

Motion by Chairperson Wyingner, seconded by Member Lindahl, to table the December 12, 2024, minutes to the next meeting.

A roll call vote was performed:

Member Riley	aye
Member Lindahl	aye
Chairperson Wyingner	aye
Member Olson	aye

Motion carried.

4. EDA BUSINESS

4.01: Consider Approval of Amended and Restated Right of Re-Entry Agreement: Ramsey Properties, LLC

Economic Development Manager Sullivan presented the staff report.

Chairperson Wyingner invited the applicant to address the EDA.

Emily Allegra, from Ramsey Properties LLC, introduced herself and her project manager.

Garret Noonan, project manager, provided a progress update on the construction of the building on each floor. He stated that there was an amended permit for the swimming pool and bathroom that was approved, and work has begun on that amenity. He stated that the goal is to be completed by March. He stated that he joined the project at the start of November to help with completion.

Ms. Allegra stated that she has a management team on board and they are ready to get the hotel moving once the building is completed and they receive the Certificate of Occupancy. She stated that they are excited for this to be operational in the community.

Member Riley stated that he wanted to ensure that this length of time to obtain a Certificate of Occupancy (June 30, 2025) would be enough time to avoid having to review this again, but that seems to have been answered by the applicant.

Motion by Member Lindahl, seconded by Member Olson, to recommend to City Council to approve the Amended and Restated Right of Re-Entry Agreement as presented, subject to City Attorney review.

A roll call vote was performed:

Member Olson aye
Chairperson Wyinginger aye
Member Lindahl aye
Member Riley aye

Motion carried.

4.02: Consider Extension of CBRE Real Estate Listing Agreement for City-Owned Land in COR

Economic Development Manager Sullivan presented the staff report.

Brian Pankratz, CBRE, stated that it has been ten years since they began listing properties in the City of Ramsey. He commented that residents wanted restaurants and retail, but he let them know they would need more housing and daytime workers to attract those industries. He stated that it has been great to see the development that has happened with the apartments, industrial area, and retailers that have begun to come. He stated that the completion of the Highway 10 improvements will also help with transportation and investment in Ramsey. He commented that with the west side of the COR filling out, parcel 50c will attract more interest. He noted that the hotel will also help to attract more businesses to the City. He stated that construction costs remain high but have leveled out and hopefully financing rates will stabilize as well. He also provided a general update on the climate for different types of development.

Member Riley commented that with the changes on Highway 10, it would make sense to continue this agreement for another year.

Economic Development Manager Sullivan reviewed the proposed change for the properties that staff would market, which would leave CBRE to focus on commercial and retail within the COR.

Motion by Member Olson, seconded by Member Lindahl, to recommend to City Council approval of the Listing Agreement with CBRE from February 1, 2025, through January 31, 2026, as presented.

Further discussion: Member Lindahl disclosed that although she and Mr. Pankratz both work for CBRE, they are in separate operating entities and there is no crossover in their business and is no conflict of interest.

Chair Wyinginger noted that the EDA is recommending body and that official action on the Agreement would need to be approved by the City Council

A roll call vote was performed:

Member Riley aye
Member Lindahl aye
Chairperson Wyinginger aye

Member Olson aye

Motion carried.

4.03: Receive 2024 Business Retention and Expansion Presentation and Adopt 2025 Goals

Economic Development Manager Sullivan presented the staff report.

Chairperson Wyingner asked if the concern around Hwy 10 construction is the impact of construction or the communication from the City about the construction.

Economic Development Manager Sullivan stated that he believes that it is related to communication from the Bolton and Menk about impacts on specific properties from construction. He explained that sometimes that notice can be provided but sometimes there are unforeseen circumstances that delayed things and kept holes open that were not anticipated and did not meet the expectations shared with the businesses. He stated that the City has done a much better job of that and changed firms to manage that. He stated that Bolton & Menk hired a new staff member to go out and meet with the businesses to discuss their concerns and provide updates and that he has been well received by the businesses.

Member Olson thanked Economic Development Manager Sullivan and his staff for the great work they do and for keeping the EDA and Council informed.

Member Riley echoed those comments. He stated that this is a vital service the EDA does through staff.

Chairperson Wyingner echoed those thoughts and recognized the time it takes to schedule and meet with 30 businesses during the year. He thanked Economic Development Manager Sullivan and Economic Development Assistant, Wendy Schlueter for their great work.

Motion by Member Lindahl, seconded by Member Olson, to accept the 2024 Business Retention Report and adopt the goals for 2025.

A roll call vote was performed:

Member Lindahl	aye
Chairperson Wyingner	aye
Member Olson	aye
Member Riley	aye

Motion carried.

5. MEMBER / STAFF UPDATE

Economic Development Manager Sullivan provided an update on the status of proposed development projects and items of interest to the EDA.

Member Riley mentioned the changes being made to ACRED and asked if that is solely related to funding or how they work with communities.

Economic Development Manager Sullivan replied that Anoka County has taken the program under its own funding and cities will no longer be asked to contribute. He stated that the services provided through ACRED will be unchanged as far as he knows.

6. ADJOURNMENT

Motion by Member Lindahl, seconded by Member Olson, to adjourn the meeting.

A roll call vote was performed:

Member Riley	aye
Member Olson	aye
Chairperson Wyingner	aye
Member Lindahl	aye

Motion carried.

The regular meeting of the Economic Development Authority adjourned at 8:23 a.m.

Respectfully submitted,

Sean Sullivan
Economic Development Manager

ATTEST:

Wendy Schlueter
Economic Development Administrative Assistant

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

Economic Development Authority (EDA)

Meeting Date: 02/13/2025

Primary Strategic Plan Initiative: Promote economic growth and development.

Title:

Consider Purchase Agreement and Sale of Part of Outlot B, COR Five to CorTrust Bank N.A. (portions may be closed to the public)

Purpose/Background:

The EDA may choose to go into closed session pursuant to Minnesota Statutes section 13D.05, subdivision 3(c)(3) to consider offers or counteroffers for the purchase or sale of real or personal property. If the EDA chooses to enter into to closed session the statute and reason above needs to be referenced along with legal description (Part of Outlot B, COR FIVE) and the Anoka County Tax ID number 28-32-25-24-0020.

The purpose of this case is to reconsider the sale of Part of Outlot B, COR FIVE to CorTrust Bank, N.A. to developer A 5,000 sf Bank. The City of Ramsey and Dean Suchy, Market Manager, from CorTrust Bank, have been in recent discussions with Staff to re-visit developing a bank in the COR. This is a project that has previously received an EDA recommendation the City Council for approval in August of 2022, but it ultimately was not approved by the City Council. Below is some reference to past actions by the City Council.

At the July 11, 2023 City Council Meeting, the property was rezoned to COR-2b which permitted the bank use, but the Site Plan recommended for approval from the Planning Commission was not approved by the past Council (voted down 4-3) for a number of reasons outlined in the attached minutes. The proposed Zeolite Street driveway entrances/exits shown on the site would line up with the access constructed by the Hilton Home2 Suites. The proposed building architecture meets/exceeds COR zoning standards and will look sharp on the corner. A copy of the staff report from the July 11, 2023, CC meeting is attached as historical reference for this case. COR-2b zoning requires a Conditional Use Permit to accommodate the drive-thrus which would run concurrently with the Site Plan and Plat. The new project proposed is generally the same as what was brought forward previously, aside from the recommendation by the City Council to retain the future development site north of the proposed bank at the January 14, 2025 Work session. The project site has room for a small second building to the north that could be sold to another developer and constructed at a later date. (see attached combined site plan). Staff is suggesting a Right of Re-Entry Agreement for construction of the 5,000 SF CorTrust bank which is typical for COR Development Agreements.

Over a year has lapsed since this item was reviewed by the City Council, so it can be brought back again through the City process for consideration without the need for a council member that voted to reject the previously submitted site plan bringing it forward. As referenced above, the City Council met at Work session on January 14th and the consensus was to support the project moving forward with the city retaining the land north of the bank site. CorTrust will be responsible for construction all internal roadways and access to Zeolite St NW at the cost of the bank. Mr Suchy has communicated to Staff that CorTrust Bank previously invested at least \$75,000 into the previous project submittal which was not approved.

Notification:

None required

Time Frame/Observations/Alternatives:

Attached to this case is a preliminary layout of the bank reviewed previously. A second layout shows an example of a second small building to the north of the bank on land the City is proposing to retain under this new site plan. Staff has reviewed the proposed layout(s) is generally acceptable to the site plan and has conveyed the requirements of the COR and building height along Sunwood Drive to the Developer. The City and Buyer have agreed to the following items on the Term sheet listed below:

Real Estate -Tax ID Number: Portion of 28-32-25-24-0020. Part of Outlot B, COR FIVE (Part of Parcel 48A)

Acreege - Approximately +/- 0.73 acres or (31,799 SF) Subject to Final Plat

Asking Price - \$190,794 (\$6.00 / SF) (SF Subject to change based on approved Plat)

Offer Price - \$190,794 (\$6.00 / SF) (SF Subject to change based on approved Plat)

Earnest Money - \$10,000. Non-refundable upon Notice to Proceed being executed.

Inspection Period - 180 days from the later of Effective Date (Date City Council approves) or a fully executed PA is delivered to buyer (city requires plat/ site plan approval before sale)

Closing - Within 30 days of Notice to Proceed.

Commission - This was a City generated lead for a CBRE Listed property. Per the terms of the listing agreement, the City will pay 3% of gross sales price to CBRE.

Extensions to Close - Buyer will deposit \$10,000.00 in escrow for each 60-day extension (2 extensions allowed) Once extensions are made the money becomes non-refundable.

City take care of - Provide existing ALTA Survey and updated Title Work. The Buyer will contract to plat the property as part of the site plan process.

Performance - City to require construction of commercial/retail buildings compliant with COR Zoning requirements and obtain a Certificate of Occupancy 16 months after Closing. The Buyer will enter into a Right of Re-Entry Agreement with minimum building square footage requirements of 5,000 SF. The Buyer will also construct all internal roadways onsite for the drive-thru and north access to Zeolite Street NW at the cost of the Buyer. The City may exercise the Right of Re-Entry if performance requirement is not met.

Assignment - Requires city approval if not same owners / company.

Contingencies - None at this time

Review

- EDA (Sean): Land Transaction/ Purchase Agreement/ Right of Re-Entry
- Planning Commission - (Staff To Be Determined): Land Use, Development Agreement, Site Plan, Plat
- City Council: Final Approval on both items

Alternatives include:

- 1) Recommendation to City Council to approve Purchase Agreement and Right of Re-Entry Agreement with CorTrust Bank for the Sale and Development of Part of Outlot B, COR FIVE (as presented) Subject to City Attorney Review
- 2) Recommendation to City Council to approve Purchase Agreement and Right of Re-Entry Agreement with CorTrust Bank for the Sale and Development of Part of Outlot B, COR FIVE (with changes) Subject to City Attorney Review
- 3) Something else

Funding Source:

N/A

Recommendation:

Recommendation to City Council to approve Purchase Agreement and Right of Re-Entry Agreement with CorTrust Bank for the Sale and Development of Part of Outlot B, COR FIVE (as presented) Subject to City Attorney Review

Outcome/Action:

Motion to recommend to City Council to approve Purchase Agreement and Right of Re-Entry Agreement with CorTrust Bank for the Sale and Development of Part of Outlot B, COR FIVE (as presented) Subject to City Attorney Review

Attachments

Site Location Map
ACTION - COR TRUST PA
ACTION - Right of Re-Entry Agreement
Action - Term Sheet
Reference - Site Plan
Reference - Site Plan with future remnant retail
Reference- COR Trust LOI
Reference - CC Worksession Minutes 1-14-25
Reference- CC Minutes - Denial 7-11-23
Reference - Staff Report 7-11-23

Form Review

Inbox

Brian Hagen

Form Started By: Sean Sullivan

Final Approval Date: 02/06/2025

Reviewed By

Brian Hagen

Date

02/06/2025 08:26 AM

Started On: 01/27/2025 04:14 PM

Site Location Map - COR Trust Bank



Parcel Information:

Approx. Acres:
Commissioner:

Owner Information:

Plat:



Sean Sullivan

1:2,400

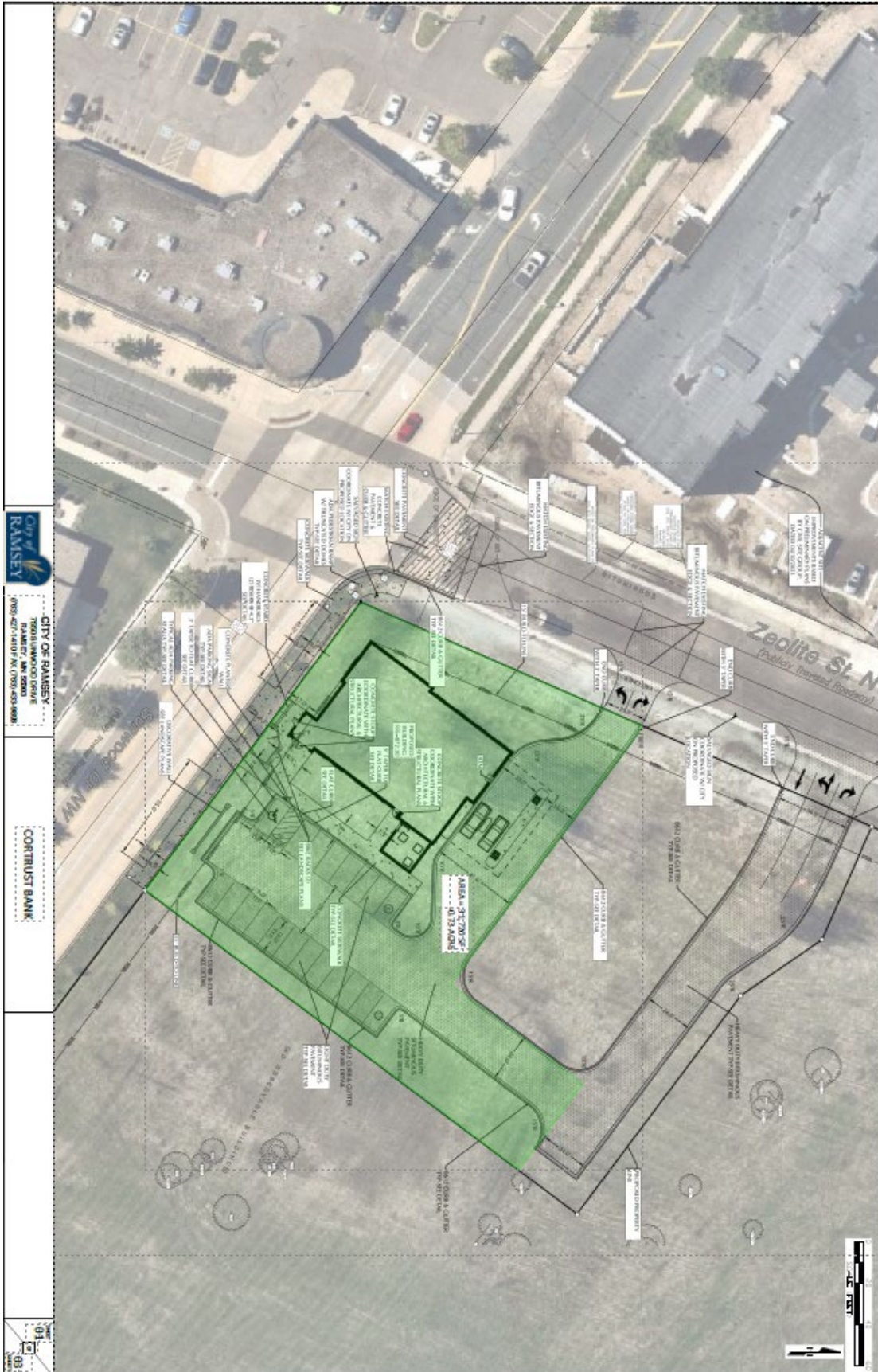
Date: 1/3/2025

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.

TERM SHEET FOR CORTRUST BANK, N.A – Part of Parcel 48A – 1-29-25

Real Estate	Tax ID Number: Portion of 28-32-25-24-0020. Part of Outlot B, COR FIVE (Part of Parcel 48A)
Acreage	Approximately + / - 0.73 acres or (31,799 SF) Subject to Final Plat
Asking Price	\$190,794 (\$6.00 / SF) (SF Subject to change based on approved Plat)
Offer Price	\$190,794 (\$6.00 / SF) (SF Subject to change based on approved Plat)
Earnest Money	\$10,000. Non-refundable upon Notice to Proceed being executed.
Inspection Period	180 days from the later of Effective Date (Date City Council approves) or a fully executed PA is delivered to buyer (city requires plat/ site plan approval before sale)
Closing	Within 30 days of Notice to Proceed.
Commission	This was a City generated lead for a CBRE Listed property. Per the terms of the listing agreement, the City will pay 3% of gross sales price to CBRE.
Extensions to Close	Buyer will deposit \$10,000.00 in escrow for each 60-day extension (2 extensions allowed) Once extensions are made the money becomes non-refundable.
City take care of	Provide existing ALTA Survey and updated Title Work. The Buyer will contract to plat the property as part of the site plan process.
Performance	City to require construction of commercial/retail buildings compliant with COR Zoning requirements and obtain a Certificate of Occupancy 16 months after Closing. The Buyer will enter into a Right of Re-Entry Agreement with minimum building square footage requirements of 5,000 SF. The Buyer will also construct all internal roadways onsite for the drive-thru and north access to Zeolite Street NW at the cost of the Buyer. The City may exercise the Right of Re-Entry if performance requirement is not met.
Assignment	Requires city approval if not same owners / company.
Contingencies	None at this time
Review	EDA (Sean): Land Transaction/ Purchase Agreement/ Right of Re-Entry Planning Commission (Staff To Be Determined): Land Use, Development Agreement, Site Plan, Plat City Council: Final Approval on both item

Exhibit A: Proposed Site Plan



CITY OF RAMSEY
700 MAIN STREET
RAMSEY, MN 55401
PH: 612-344-1100 FAX: 612-344-1100

CORTRUST BANK

01
02

[Reserved for Recording Data]

RIGHT OF RE-ENTRY AGREEMENT

This Right of Re-entry Agreement is entered into on _____, 2025, by and between the **City of Ramsey**, a Minnesota municipal corporation (“Seller”), and **CorTrust Bank, N.A.**, a South Dakota Corporation (“Buyer”).

Recitals

A. On _____, 2025, Seller conveyed title of the following Property to Buyer:

Part of Outlot B, COR FIVE, to be platted as:

T.B.D. Anoka County, Minnesota

PID Number: Portion of 28-32-25-24-0020 (“Property”)

B. Title to the Property was conveyed subject to Buyer fulfilling certain Conditions as set forth below.

C. As indicated in the Purchase Agreement and First Amendment to Purchase Agreement between the City of Ramsey and **CorTrust Bank, N.A.**, with an Effective Date of **INSERT EFFECTIVE DATE**, Section 28, it is the intent of the parties to create and set forth a right to impose a penalty or a right of re-entry in favor of Seller in the event Buyer fails to satisfy the Conditions.

Agreement

1. The recitals are incorporated herein as if fully set forth.

2. Seller shall have the right, but not the obligation, to either impose a penalty against the Property pursuant to Paragraph 3, or to re-enter and take possession of the Property pursuant to Paragraph 4, in the event that any of the following Conditions are not satisfied by Buyer:
 - a. Buyer must obtain a certificate of occupancy from the City of Ramsey, for the project described below by **Insert Date 16 months from Closing date**.

Project Description:

- i. **CorTrust Bank** Site Plan, approved by the City of Ramsey on _____ by Resolution # _____.
 - ii. Development Agreement for **CorTrust Bank**, approved by the City of Ramsey on _____ by Resolution # _____.
3. Seller may impose a penalty of \$50,000.00 against the Property if the certificate of occupancy is not obtained, for the construction of a minimum **INSERT APPROVED SF from Site Plan** square foot retail building, pursuant to the deadline set forth above. The penalty is due upon written notice to Buyer from Seller of the failure to satisfy a contingency. In the event the penalty is not paid within 30 days of receipt of the notice, Seller may, but is not required to, certify the penalty to Anoka County as an assessment against the Property. Buyer waives any and all rights under Minnesota Statutes, chapter 429, and any other applicable law, including any right to notice of hearing and hearing, the right to object, and the right to appeal the assessment. Buyer further waives any requirements of the City Charter that may apply to said assessment.
4. As an alternative to imposition of a financial penalty and not in addition thereto, Seller may re-enter and take physical possession of the Property. Title to the Property shall be restored in Seller, and Buyer shall execute whatever documents and undertake whatever steps are necessary to establish and confirm Seller's fee simple interest in the Property free of any claims or encumbrances, including mechanic's liens.
5. This document constitutes the entire Right of Re-entry Agreement between the parties. Any modifications or amendments to this Agreement must be in writing and signed by both parties.

CITY OF RAMSEY

By: _____
Ryan Heineman, Mayor

By: _____
Brian Hagen, City Administrator

This instrument was acknowledged before me on _____, 2025,
by Ryan Heineman and Brian Hagen as Mayor and City Administrator, respectively, of
the City of Ramsey, Minnesota on behalf of the Minnesota Municipal Corporation.

Notary Public

CorTrust Bank, N.A. a South Dakota Corporation.

By: _____
Dean Suchy, Market President

This instrument was acknowledged before me on _____, 2025, by
Dean Suchy, Market President of **CorTrust Bank, N.A.**, a corporation under the laws of
South Dakota, on behalf of the South Dakota Corporation.

Notary Public

This instrument drafted by:
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9868

TERM SHEET FOR CORTRUST BANK, N.A – Part of Parcel 48A – 1-29-25

Real Estate	Tax ID Number: Portion of 28-32-25-24-0020. Part of Outlot B, COR FIVE (Part of Parcel 48A)
Acreage	Approximately + / - 0.73 acres or (31,799 SF) Subject to Final Plat
Asking Price	\$190,794 (\$6.00 / SF) (SF Subject to change based on approved Plat)
Offer Price	\$190,794 (\$6.00 / SF) (SF Subject to change based on approved Plat)
Earnest Money	\$10,000. Non-refundable upon Notice to Proceed being executed.
Inspection Period	180 days from the later of Effective Date (Date City Council approves) or a fully executed PA is delivered to buyer (city requires plat/ site plan approval before sale)
Closing	Within 30 days of Notice to Proceed.
Commission	This was a City generated lead for a CBRE Listed property. Per the terms of the listing agreement, the City will pay 3% of gross sales price to CBRE.
Extensions to Close	Buyer will deposit \$10,000.00 in escrow for each 60-day extension (2 extensions allowed) Once extensions are made the money becomes non-refundable.
City take care of	Provide existing ALTA Survey and updated Title Work. The Buyer will contract to plat the property as part of the site plan process.
Performance	City to require construction of commercial/retail buildings compliant with COR Zoning requirements and obtain a Certificate of Occupancy 16 months after Closing. The Buyer will enter into a Right of Re-Entry Agreement with minimum building square footage requirements of 5,000 SF. The Buyer will also construct all internal roadways onsite for the drive-thru and north access to Zeolite Street NW at the cost of the Buyer. The City may exercise the Right of Re-Entry if performance requirement is not met.
Assignment	Requires city approval if not same owners / company.
Contingencies	None at this time
Review	EDA (Sean): Land Transaction/ Purchase Agreement/ Right of Re-Entry Planning Commission (Staff To Be Determined): Land Use, Development Agreement, Site Plan, Plat City Council: Final Approval on both item



ADJACENT SITE IMPROVEMENTS BASED ON PRELIMINARY PLANS BY CIVIL SITE GROUP, DATED 04/10/2023

MATCH EXISTING BITUMINOUS PAVEMENT EDGE & SECTION

MATCH EXISTING BITUMINOUS PAVEMENT EDGE & SECTION

MATCH EXISTING BITUMINOUS PAVEMENT EDGE & SECTION

MATCH EXISTING CONCRETE PAVEMENT & CURB & GUTTER

CONCRETE SIDEWALK TYP-SEE DETAIL

CONCRETE STAIRS W/ HANDRAILS (2) RISERS @ 4.3" SEE DETAIL

CONCRETE PLANTER WALL

ADA PARKING SIGN TYP-SEE DETAIL

3' TAPER TO FLAT CURB SEE DETAIL

TYPICAL ADA PARKING STALLS TYP-SEE DETAIL

END CURB WITH 3' TAPER

END CURB WITH 3' TAPER

END CURB WITH 3' TAPER

B612 CURB & GUTTER TYP-SEE DETAIL

CONCRETE STOOP COORDINATE WITH ARCHITECTURAL & STRUCTURAL PLANS

CONCRETE STOOP COORDINATE WITH ARCHITECTURAL & STRUCTURAL PLANS

CONCRETE PLANTER WALL

3' TAPER TO FLAT CURB SEE DETAIL

TYPICAL ADA PARKING STALLS TYP-SEE DETAIL

END CURB WITH 3' TAPER

SALVAGED SIGN COORDINATE W/ CITY ON PROPOSED LOCATION

END CURB WITH 3' TAPER

END CURB WITH 3' TAPER

CONCRETE STOOP COORDINATE WITH ARCHITECTURAL & STRUCTURAL PLANS

CONCRETE STOOP COORDINATE WITH ARCHITECTURAL & STRUCTURAL PLANS

CONCRETE PLANTER WALL

3' TAPER TO FLAT CURB SEE DETAIL

TYPICAL ADA PARKING STALLS TYP-SEE DETAIL

3' TAPER TO FLAT CURB SEE DETAIL

TYPICAL ADA PARKING STALLS TYP-SEE DETAIL

CONCRETE SIDEWALK TYP-SEE DETAIL

CONCRETE SIDEWALK TYP-SEE DETAIL

AREA = 31,720 SF 0.73 ACRE

CONCRETE SIDEWALK TYP-SEE DETAIL

CONCRETE SIDEWALK TYP-SEE DETAIL

CONCRETE SIDEWALK TYP-SEE DETAIL

CONCRETE SIDEWALK TYP-SEE DETAIL

CONCRETE SIDEWALK TYP-SEE DETAIL

CONCRETE SIDEWALK TYP-SEE DETAIL

HEAVY DUTY BITUMINOUS PAVEMENT TYP-SEE DETAIL

HEAVY DUTY BITUMINOUS PAVEMENT TYP-SEE DETAIL

HEAVY DUTY BITUMINOUS PAVEMENT TYP-SEE DETAIL

HEAVY DUTY BITUMINOUS PAVEMENT TYP-SEE DETAIL

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HEAVY DUTY BITUMINOUS PAVEMENT TYP-SEE DETAIL

HEAVY DUTY BITUMINOUS PAVEMENT TYP-SEE DETAIL

PROPOSED PROPERTY LINE

PROPOSED PROPERTY LINE

PROPOSED PROPERTY LINE

PROPOSED PROPERTY LINE

PROPOSED PROPERTY LINE

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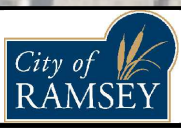
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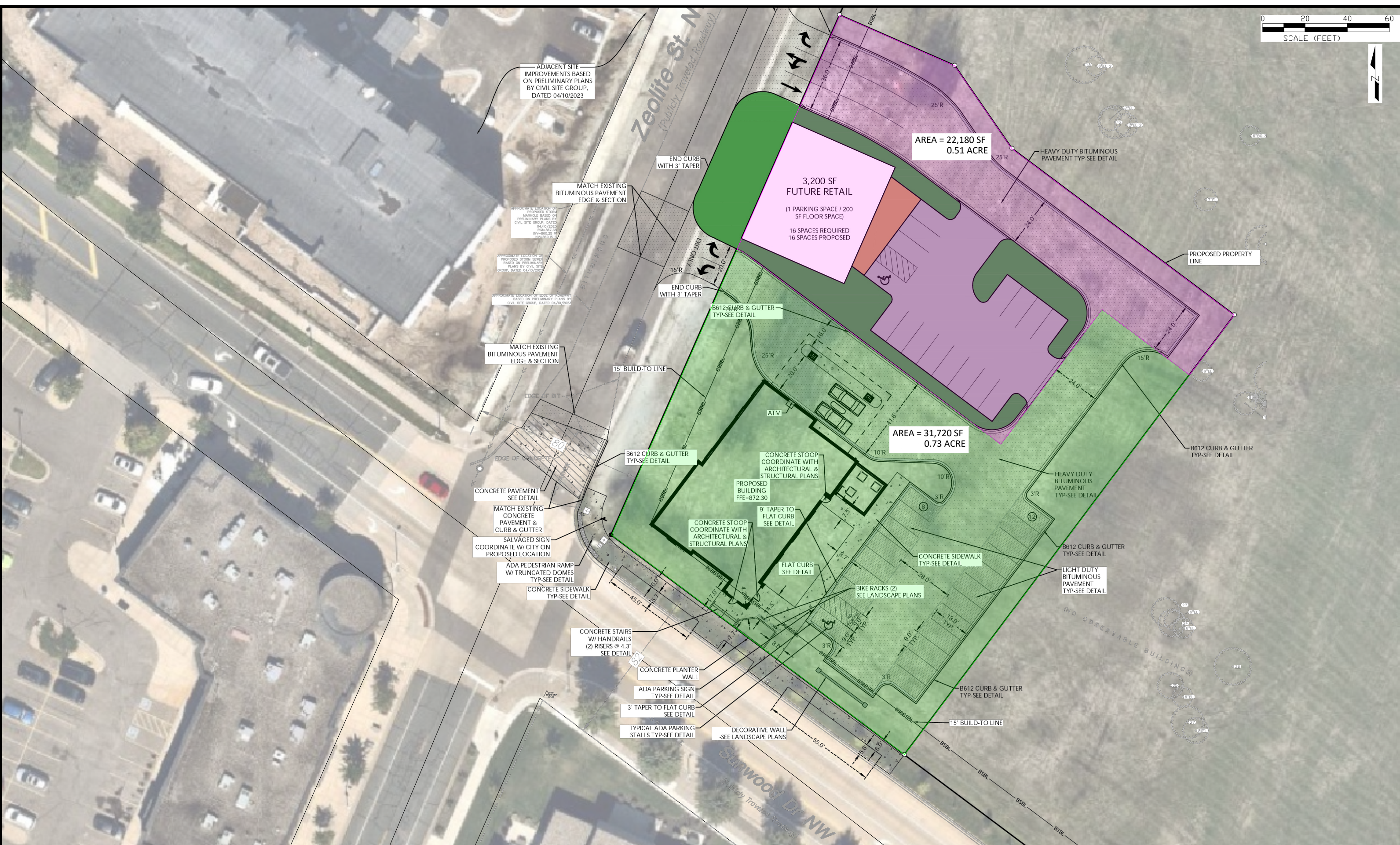
PROPOSED PROPERTY LINE

PROPOSED PROPERTY LINE



CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CORTRUST BANK



ADJACENT SITE IMPROVEMENTS BASED ON PRELIMINARY PLANS BY CIVIL SITE GROUP, DATED 04/10/2023

MATCH EXISTING BITUMINOUS PAVEMENT EDGE & SECTION

APPROXIMATE LOCATION OF PROPOSED STORM MANHOLE BASED ON PRELIMINARY PLANS BY CIVIL SITE GROUP, DATED 04/10/2023 INV=862.30 W/ INV=861.95

APPROXIMATE LOCATION OF PROPOSED STORM MANHOLE BASED ON PRELIMINARY PLANS BY CIVIL SITE GROUP, DATED 04/10/2023

APPROXIMATE LOCATION OF EDGE OF PAVEMENT BASED ON PRELIMINARY PLANS BY CIVIL SITE GROUP, DATED 04/10/2023

MATCH EXISTING BITUMINOUS PAVEMENT EDGE & SECTION

EDGE OF BIT

EDGE OF CONCRETE

CONCRETE PAVEMENT SEE DETAIL

MATCH EXISTING CONCRETE PAVEMENT & CURB & GUTTER

SALVAGED SIGN COORDINATE W/ CITY ON PROPOSED LOCATION

ADA PEDESTRIAN RAMP W/ TRUNCATED DOMES TYP-SEE DETAIL

CONCRETE SIDEWALK TYP-SEE DETAIL

CONCRETE STAIRS W/ HANDRAILS (2) RISERS @ 4.3" SEE DETAIL

CONCRETE PLANTER WALL

ADA PARKING SIGN TYP-SEE DETAIL

3' TAPER TO FLAT CURB SEE DETAIL

TYPICAL ADA PARKING STALLS TYP-SEE DETAIL

DECORATIVE WALL SEE LANDSCAPE PLANS

END CURB WITH 3' TAPER

END CURB WITH 3' TAPER

B612 CURB & GUTTER TYP-SEE DETAIL

15' BUILD-TO LINE

B612 CURB & GUTTER TYP-SEE DETAIL

CONCRETE STOOP COORDINATE WITH ARCHITECTURAL & STRUCTURAL PLANS

PROPOSED BUILDING FFE-872.30

9' TAPER TO FLAT CURB SEE DETAIL

CONCRETE STOOP COORDINATE WITH ARCHITECTURAL & STRUCTURAL PLANS

FLAT CURB SEE DETAIL

BIKE RACKS (2) SEE LANDSCAPE PLANS

B612 CURB & GUTTER TYP-SEE DETAIL

15' BUILD-TO LINE

AREA = 22,180 SF
0.51 ACRE

3,200 SF FUTURE RETAIL
(1 PARKING SPACE / 200 SF FLOOR SPACE)
16 SPACES REQUIRED
16 SPACES PROPOSED

AREA = 31,720 SF
0.73 ACRE

HEAVY DUTY BITUMINOUS PAVEMENT TYP-SEE DETAIL

HEAVY DUTY BITUMINOUS PAVEMENT TYP-SEE DETAIL

LIGHT DUTY BITUMINOUS PAVEMENT TYP-SEE DETAIL

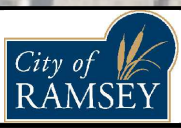
B612 CURB & GUTTER TYP-SEE DETAIL

PROPOSED PROPERTY LINE

B612 CURB & GUTTER TYP-SEE DETAIL

Zeolite St N
(Publicly Traveled Roadway)

Sunwood Dr NW
(Publicly Traveled Roadway)



CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CORTRUST BANK + FUTURE RETAIL COMBINED



1300 Babcock Blvd E

Delano, MN 55328

February 4, 2025

To Whom It May Concern:

CorTrust Bank, N.A. is interested in purchasing Part of Outlot B, COR Five and Part of 28-32-25-24-0020. This parcel consists of approximately .73 acres and the Bank is offering \$190,794 (\$6.0/SF). If you have any questions regarding this matter, please feel free to call me at (763) 972-4219.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dean Suchy".

Dean Suchy
Market President

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, January 14, 2025, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Ryan Heineman
Councilmember Kirsten Buscher
Councilmember Michael Olson
Councilmember Eric Peters
Councilmember Chris Riley (attended remotely)
Councilmember Dan Specht
Councilmember Shanna Stewart

Also Present: City Administrator Brian Hagen
Planning Manager Todd Larson
Economic Development Manager Sean Sullivan
City Attorney Fritz Knaak
City Clerk Katie Schmidt

1. CALL TO ORDER

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

2. TOPICS FOR DISCUSSION

2.01: Review of CorTrust Bank Site Plan and Acquisition of Property in the COR

City Administrator Hagen reviewed the Staff report in regard to the CorTrust Bank site plan. He shared that this item was being brought forward again for the new Council to consider.

Economic Development Manager Sullivan reviewed the project for the new Councilmembers.

Dean Suchy, CorTrust Bank, came forward and shared that they had made a few changes to the proposed plan since this was last brought to the Council. He noted that there were concerns with the drive-thru, which they have now decreased to two drive-thrus. He added that they would also likely look to sell the small retail parcel to another developer.

Councilmember Specht said he does not have any concerns with CorTrust Bank itself; however, he does have concerns with this being a very prime spot within the City and that this bank would take up a lot of space on the lot and would limit what could be on the smaller parcel.

Economic Development Manager Sullivan explained that they have worked with the bank and they are looking at pushing the building right up against the road and this would limit how the lot can

be laid out. He said this building will have a one-and-a-half story look and will look much better than the daycare and the other buildings in the area. He noted that he thinks the bank would fit perfectly in this location. He shared that the bank has spent around \$80,000 to get this in front of the Council as they want to be here in Ramsey.

Councilmember Olson shared that he sees a bank as an anchor for a city and he thinks CorTrust Bank having a prime location in the City is appropriate. He asked what kind of traffic is caused by a bank. He noted that most people do a majority of their banking on their phones.

Mr. Suchy explained that the traffic at a certain bank depends on its location. He said some banks have pretty steady traffic and others do not. He stated he could not use any other locations as a reference as all locations are different. He noted that the most similar location would be the Anoka location, and he could get some traffic numbers and report those back to the Council.

Councilmember Riley stated that this is a local business that very clearly wants to be in Ramsey and has brought this forward again showing their determination. He added that they have made many changes to their original plan including moving an exit and having a plan for the excess land that will be held. He shared that he supported this in the past and will continue to support this now.

Councilmember Peters added that he believes this would be a great addition to Ramsey, especially with the apartments and other housing developments in the area within walking distance.

Councilmember Buscher asked what CorTrust thinks they will be able to bring to the City.

Mr. Suchy said that one of the things that they can bring to the table is that they are very involved in the communities that they serve. He stated that CorTrust has been around for almost 100 years so they can also bring stability as a family-owned bank.

Councilmember Stewart asked what the checks and balances will be on the retail space to ensure it matches the aesthetics of the bank and the hotel.

Economic Development Manager Sullivan explained that they have strict development standards in the COR that ensure that the buildings in the area meet the architectural standards of the COR. He stated that the retail space will have to be used by a business that fits within the COR framework.

Mayor Heineman shared that he agrees with Councilmember Specht on this as the COR is the prime location within the City and once it has been developed, it is pigeonholed with what they have developed. He added that he has not heard from residents that they want a bank in the COR; however, he has heard that they want restaurants, retail spaces, and shopping. He asked if the Council will have any say in what goes into the retail space.

Economic Development Manager Sullivan said that they would not be able to regulate what kind of business would go in this space as any business that is permitted within the COR zoning district could go in this space. He explained that they could put a restrictive deed that could disallow

potential uses; however, they would have to list out every use they would not want to see in this area.

Councilmember Stewart said that even though the space will be small, there would still be room for a restaurant.

Councilmember Olson asked if the restrictive deed is something that could come from the City or the property owner.

Economic Development Manager Sullivan said it would come from the City when they would deed the property to the property owner. He shared that they have looked at the City keeping this land; however, the thought process is that the bank will be putting in all of the infrastructure for access to the site and the City would not spend any money on the infrastructure.

Councilmember Riley noted that having a restrictive deed would give the City some more control over what the retail space on the property would be; however, that is not his preference.

Economic Development Manager Sullivan asked if the City would be able to retain the smaller lot that would be used for retail space.

Planning Manager Larson said they would just have to find some kind of business that could fit within the space as there are no minimum lot sizes in the COR.

Mr. Suchy stated they would prefer for the City to keep the smaller lot as they are not in the development businesses and would not want to worry about the smaller lot.

Councilmember Buscher asked Mr. Suchy if there is any kind of establishment they would not want next to the bank.

Mr. Suchy shared that any kind of restaurant would be ideal in this space and there are not any types of establishments he would not like to see.

The consensus of the Council was to direct Staff to continue to work with CorTrust Bank to work through the land use application process and replatting the land for the City to retain the smaller parcel.

Establishment for Junjie Liu at Serenity Path Massage LLC dba Serene Path Massage located at 7962 Sunwood Dr NW. Suite 100, Ramsey MN 55303.

Further discussion:

Councilmember Howell apologized to Mr. Liu and shared that she hopes he will get the items that meet the City's requirements. She wished Mr. Liu luck.

Mr. Liu's translator stated that Mr. Liu will do more research into this.

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

7.01: CorTrust Bank - Rezoning, Plat, and Site Plan Review at the northeast corner of Sunwood Drive and Zeolite Street NW.

Planning Manager Larson reviewed the Staff report in regard to the rezoning, plat, and site plan review for CorTrust Bank. He shared Staff's recommendation of approval.

Councilmember Woestehoff asked how many square feet the bank is proposed to be.

Planning Manager Larson explained that it will be just over 5000 square feet.

Councilmember Woestehoff stated that he would like for the bank to switch spots and be on the north end of the site and having the area on Sunwood available for other larger developments. He asked if the applicant would consider aligning with that choice.

Economic Development Manager Sullivan stated that the applicant has expressed a vision of having the building right off of the main corridor on Sunwood. He stated that he asked them if they would consider moving to the back of the site but this was a deterrent for the applicant.

Councilmember Musgrove asked about the thought process of having three lanes in this area rather than just two.

Planning Manager Larson explained that they are not sure what this driveway will serve. He stated that it is likely going to be a mixed use or multi-family development to the north and retail and office use to the south that would cause a lot of traffic. He noted that Zeolite had a fair amount of traffic even with nothing on the road and once development occurs they expect a lot more traffic in this area.

Councilmember Musgrove shared her thoughts to remove the left turn lane from this area so that there would be less traffic trying to make it across the busy street.

Planning Manager Larson noted that though three lanes are shown, one lane is inbound, the middle lane is a through lane, and one is a right turn lane.

Councilmember Musgrove agrees with the dedicated right turn lane. She asked if this could be changed in the future to not allow left turns if it does not work for public safety.

Planning Manager Larson stated that this would be very difficult to do as there is no way to physically stop someone from making a left turn. He stated that they could design an intersection called a three corner turn where they could make left turns from Zeolite into this site but it does not allow for left turns out of the site.

Councilmember Woestehoff agreed with Councilmember Musgrove and shared that this is one of the reasons why COR-2a reduced the number of drive-thru lanes that are allowable in the subdistrict. He stated that by allowing the multiple drive-thru lanes they are potentially creating more problems in this potentially busy area. He noted that he is not a huge supporter of this plan.

Councilmember Specht stated that it would be beneficial to have the developers come forward to a Council meeting to find out their appetite for moving the bank. He acknowledged the other concerns shared by Councilmembers Musgrove and Woestehoff. He noted that this discussion may be worth tabling to see if there are other appetites for this area.

Councilmember Howell concurred with the other Councilmembers. She stated that this is not an optimal project for the site based on other spaces in the area. She stated that she will not be in support of this project.

Councilmember Riley stated that this is a good business although there may be other places that it may fit better. He stated that this is the kind of business that will bring people to the COR. He noted that they have already given the bank their initial approval and it would seem disingenuous to pull back. He stated that he will be in support of this.

Councilmember Woestehoff discussed Village Bank and that there is a vacant lot adjacent to this parcel. He asked if banks are drivers for neighboring businesses to develop nearby.

Economic Development Manager Sullivan explained that he is not sure if banks in general are drivers for other businesses. He noted that having a bank in the COR is important as it provides a stable financial presence.

Motion by Councilmember Riley, seconded by Mayor Kuzma, to waive the Charter requirement to read the ordinance aloud and adopt Ordinance #23-12.

A roll call vote was performed:

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

Meeting Date: 07/11/2023

By: Todd Larson, Community Development

Information

Title:

CorTrust Bank - Rezoning, Plat, and Site Plan Review at the northeast corner of Sunwood Drive and Zeolite Street NW.

Purpose/Background:

The applicant, CorTrust Bank, has been working with the City's Economic Development staff on the purchase of a 1.24-acre site at the northeast corner of Sunwood Drive and Zeolite Street NW for the construction of a new bank branch. The site will be subdivided from the existing 11.72-acre parcel. The site is zoned COR-2a. The proposed bank will have two drive-thru lanes. The COR-2a district limits uses to one drive-thru lane, so a re-zoning to the COR-2b district, where two drive-thru lanes are allowed, is proposed. A Site Plan Review is required for the site.

The Planning Commission unanimously recommended approval of the project at its meeting on May 25. The City Council will consider this project over three meetings--the first was the preliminary plat and the introduction of the rezoning ordinance on June 13. The second meeting, tonight, consists of the adoption of the rezoning ordinance, final plat, the site plan review, and the cross-access and maintenance agreement. The development agreement will be placed on a future agenda once the cost estimates for site improvements are provided.

Notification:

Properties within 700 feet of the existing parcel were mailed public hearing notices. A public hearing notice was published in the May 12, 2023, Anoka Union Herald Newspaper. A notice of land use application sign was placed at the northeast corner of Sunwood Drive and Zeolite Street.

Observations/Alternatives:

Building Design

The one-story brick building will have several large windows on the prominent entryway at the southeast corner of the building. Several other windows will be located on the south, east, and west sides of the building. A drive-thru canopy is located on the north side of the building. The canopy is integrated into the hip roof of the building. The entryway in the southeast portion of the building will have architectural metal panels, brick, and glass with the upper portion being spandrel glass.

COR-2 has a requirement that the building has at least 40 percent of the lot frontage. The lot has 173.50 feet of frontage along Sunwood Drive. The building will have 60 feet of frontage (34.6 percent). A decorative screen wall, similar to other walls along Sunwood Drive, will be 28 feet in width screening the parking lot drive aisle. Between the building and the screen wall, 50.7 percent of the lot will have a hardscape frontage.

A discrepancy in the plans was discovered late in the previous review cycle before the Planning Commission meeting. The architectural plans and the civil plans have been updated to show only two drive-thru lanes with a bypass lane.

Access and Parking

Vehicular access to the site, initially, will be from Zeolite Street along the north side of the site via a shared access drive directly across from the approved location for the Home2Sutes driveway. This access drive is being set up to be extended eastward to provide shared access to the sites to the east and north. This shared private roadway is likely to have a connection to Sunwood Drive midway between Yolite Street and Zeolite Street and possibly to

Yolite Street and/or future Ramsey Parkway. A cross-access and maintenance agreement is required, will be prepared by the City Attorney, and recorded with the plat.

For a building this size, 17 parking spaces are required at the rate of one space per 300 square feet of building area. Twenty spaces are provided in the lot which is adequate for the bank's needs based on the bank's other locations. It is anticipated that staff and some customers will use the parking lot while many customers will find the on-street parking available on Sunwood Drive very convenient. About six parallel parking spaces are adjacent to the site. The Fire Department has requested a "no parking here to corner" sign be placed near the intersection to provide adequate sight lines and turning radius for the fire trucks.

The drive-thru lanes on the immediate north side of the building will have an exit-only driveway to Zeolite Street.

Zeolite Street

Zeolite Street is currently constructed as a temporary roadway. It will be reconstructed in 2024 to urban standards with sidewalks, curbing, and boulevard trees. The design of the roadway is not completed, though it is anticipated that the roadway will be raised slightly to accommodate storm water drainage. The placement of the driveways will accommodate changes in elevation easily. In the meantime, the Engineering Department noted that temporary culverts may be necessary under both driveways.

Pedestrian Connections

The building is being constructed with a front door in a corner vestibule onto Sunwood Drive. The vestibule will also have a door facing east to the parking lot. A direct sidewalk connection is provided to the sidewalk along Sunwood Drive. The applicant will construct its portion of the Sunwood Drive sidewalk and streetscape with construction of the building. Due to the building having its elevation 1.5 feet above the street elevation, a couple steps are needed. An ADA-compliant ramp will be located just to the east, closer to the parking lot. The landscaped planting beds along Sunwood Drive are being designed to line up with the building's walkways.

Landscaping and Screening

The applicant provided a landscape plan that generally meets the landscape requirements. The Environmental Policy Board (EPB) reviewed the plans at its meeting on May 15. The plans do include a tree inventory. There are 27 trees on the roughly 1.25 acres that the bank would be constructed. There are two red cedars, one box elder, and the rest are Siberian elms, which are an invasive species. All trees within this 1.24-acre site are proposed to be removed. As the vast majority of them are invasive, they would be excluded from the removal threshold. Thus, based on the proposed landscaping, the project will satisfy the tree preservation standards via reforestation on site. Staff has requested a bit more information regarding the tree inventory and preservation plan, but nothing of any great significance.

The Landscape Plan is generally acceptable with the corrections noted on the plan sheets. Staff is working with the Applicant to lengthen the eastern most planter bed along Sunwood Drive so it matches the beds east of Zeolite Street (south side of Sunwood Drive). Additionally, Zeolite Street will be reconstructed (a City project) in 2024, so it does not make sense to have boulevard trees installed until after the road project is complete. Based on the linear footage along Zeolite Street (about 270 feet), eight boulevard trees would be required (spaced at 35 feet on center). Similar to the hotel project, which is just across Zeolite Street from the Subject Property, Staff is recommending collecting a boulevard tree fee through the Development Agreement that can be used to purchase and install these trees in accordance with the COR Design Framework as part of the City's road construction project. There are other minor corrections needed on the Landscape Plan as noted on the attached plan sheets.

Lighting

The applicant provided a lighting plan with photometrics showing adequate amounts of light over the parking lot and pedestrian areas. The plan shows 25-foot poles. It is recommended that the poles be reduced to 15- to 20-feet in height to be in line with the proposed lighting standards of the Zoning Code update and to be more proportional with the 28-foot building height. The lights under the drive-thru canopy appear to have a dropped lens. Current Code prohibits off-site views of light sources therefore a side shield may be necessary.

Utilities

Municipal water and sanitary sewer are available to the site. Storm water management is provided through a regional basin in the southeast corner of the COR. The applicant will contribute the equivalent cost of constructing its own basin to the regional basin.

Waste Management

The bank does not anticipate creating a lot of waste. Trash receptacles will be placed within the mechanical enclosure along the east side of the building or within the building.

Rezoning

The site is Zoned COR-2a which allows for this use and only one drive-thru lane. COR-2b is located across the street to the west (the Home2Suites site) where two drive-thru lanes are allowed. The applicant is requesting that the boundary between the two subdistricts be shifted to accommodate this site design.

Plat

The proposed plat of Affinity at the COR 2nd Addition creates one buildable parcel for the bank and the balance of the site as an outlots reserved for future re-platting as other developments are identified. Standard development fees and park dedication are required on the new lot.

Future Use Potential

At the City Council meeting on June 13, concerns were raised about the large green space between the two driveways to Zeolite Street. Staff and the applicant's engineer looked at the space and estimated a small office or retail building of up to 3,200 square feet could be placed in that area, fronting Zeolite Street, with a small parking lot behind it to the east. A concept plan is attached to this report. The applicant has stated that they are not interested in pursuing another use at that site at this time, though the potential remains for it to happen.

Alternatives

1. Approve the proposal as recommended by staff and the Planning Commission.
2. Approve the proposal with any modifications that the City Council sees appropriate.
3. Deny the proposal based on certain findings.

Funding Source:

All costs associated with this project are the responsibility of the applicant. Standard park dedication and development fees will be collected with the plat.

Recommendation:

The Planning Commission recommended approval of the project as recommended by staff.

Action:

Three separate actions are required:

1. Motion to waive the Charter requirement to read the ordinance aloud and adopt Ordinance #23-12

Roll Call Vote:

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

-and-

2. Motion to adopt Resolution #23-151 Approving Final Plat and Reciprocal Ingress/Egress Easement for "Affinity at the COR 2nd Addition;"

-and-

3. Motion to adopt Resolution #23-152A approving Site Plan Review for a bank at 7849 Sunwood Drive NW.

Attachments

Location Map
Architectural Plans
Civil Plans (part 1)
Civil Plans (part 2)
Landscape Plan
Lighting Plan
Final Plat
Concept Retail/Office Building
Reciprocal Ingress/Egress Easement Agreement
ACTION - Ordinance #23-12
ACTION - Resolution #23-151
ACTION - Resolution #23-152A
Unresolved Changemarks
COR Framework Subareas

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	07/06/2023 11:21 AM
Form Started By: Todd Larson		Started On: 06/27/2023 10:33 AM
Final Approval Date: 07/06/2023		

Economic Development Authority (EDA)**Meeting Date:** 02/13/2025**Primary Strategic Plan Initiative:** Create a positive image for residential neighborhoods, business districts and key corridors.**Title:**

Sign Code Update Introduction Presentation

Purpose/Background:

The Planning Division is in the process updating the City Sign Code. The general purpose of the update is to:

- Improve consistency.
- Streamline the review and approval process.
- Make it easier for business owners and sign contractors to understand.
- Encourage investment to preserve and build upon Ramsey's positive business climate.
- Merge two codes into one new code.

Adam Martin, City Planner, will present information to the EDA regarding this code update

Notification:

None required

Time Frame/Observations/Alternatives:

The EDA typically doesn't review code changes. As such, this item is being presented as an information update. Staff thought that this update would have impacts (albeit positive) and wanted to share this with the EDA. There is no EDA formal action being requested, but if the EDA desires to provide some comments regarding the sign code update, they can be taken into consideration by the Planning Commission and City Council.

The proposed schedule for adoption is below:

Planning Commission Meetings

February 27 - Review draft standards and regulations

March 27 - Public Hearing of full draft Sign Code Ordinance

City Council

April 8 - First Reading of Sign Code Ordinance

April 22 - Second Reading & Adoption of Sign Code Ordinance

Funding Source:

N/A

Recommendation:

Receive Sign Code Update Introduction and provide comments if desired.

Outcome/Action:

There is no formal EDA action being requested. Receive Sign Code Update Introduction and provide comments if desired.

Attachments

Sign Code Ordinance Update Presentation

Form Review

Inbox

Adam Martin
Sean Sullivan (Originator)
Brian Hagen
Form Started By: Sean Sullivan
Final Approval Date: 02/06/2025

Reviewed By

Adam Martin
Sean Sullivan
Brian Hagen

Date

01/29/2025 04:10 PM
01/29/2025 04:16 PM
02/06/2025 08:17 AM
Started On: 01/24/2025 03:52 PM

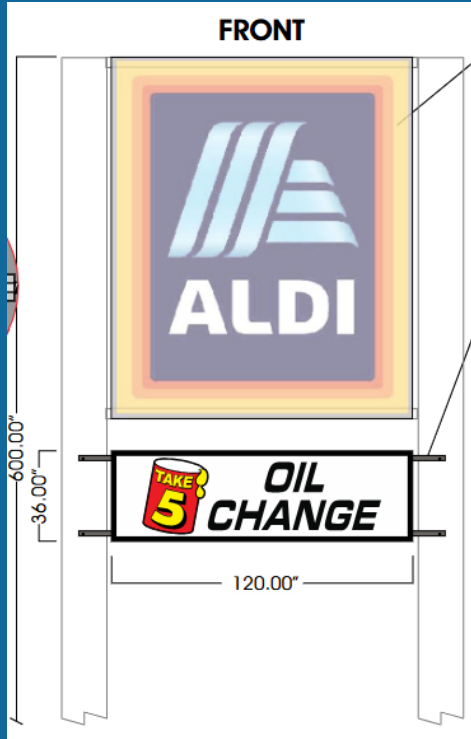
SIGN CODE UPDATE INTRODUCTION

Economic Development Authority Meeting
February 13, 2025

WHAT ARE SIGN REGULATIONS?

- The Sign Code is the toolbox used to implement regulations and standards for all types of signage in Ramsey.
- The minimum expectations of sign placement and design.
- Establishment of certain regulations while encouraging creativity, reasonable freedom of choice, and effective communication, all while protecting public health and welfare.

EXAMPLES OF SIGNS IN RAMSEY



EXAMPLES OF SIGNS IN RAMSEY

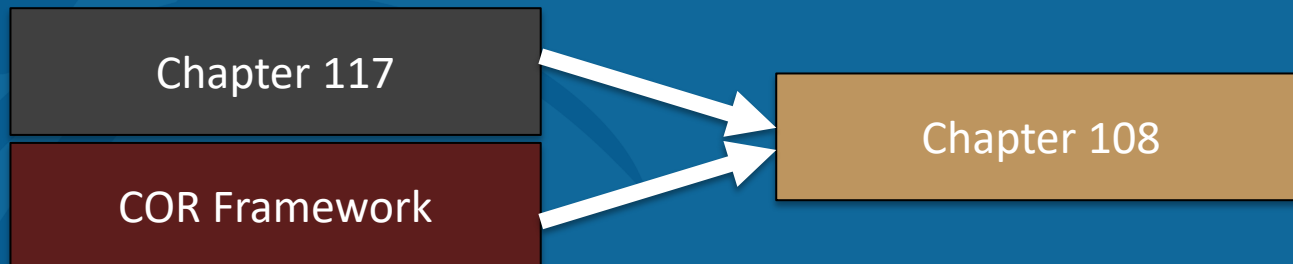


EXAMPLES OF SIGNS IN RAMSEY



WHY UPDATE THE SIGN CODE?

- Improve consistency with terms and definitions
- Streamline the review and approval processes
- Make it easier for business owners and sign contractors to read and understand our code
- Encourage investment to preserve and build upon Ramsey's positive business-friendly culture
- Merge 2 current codes into 1 new code



2 CURRENT CODES -> 1 NEW CODE

Chapter 117

COR Framework

(a) *Business use signs.*

(1) *Wall, canopy or marquee sign.* Total sign area may not exceed 15 percent of the front building facade. Businesses in multitenant buildings shall be allowed the proportionate share of the total wall sign area. The total wall signage permitted may be distributed on any other building facade. Sign height shall not exceed the top of the parapet wall or, if no parapet wall, sign height shall not exceed the height of the eaves. A wall, canopy or marquee sign may be located on the outermost wall of any principal building but shall not project more than 16 inches from the wall to which the sign is to be affixed. The gross surface area of a wall, canopy or marquee sign may be increased by ten percent if such wall sign:

- Consists only of individual, outlined alphabetic, numeric and/or symbolic characters without background except that provided by the building surface to which the sign is to be affixed; and
- Illumination, if any, is achieved through shielded illumination, shielded silhouette lighting, or shielded spot lighting but not any lighting where the light source is visible or exposed on the face or sides of the characters.

Wall Signs
 Wall signs are permitted within all COR sub-districts.

Wall signs shall be permitted on one (1) wall, except that lots with frontage on more than one (1) street may have signage on one (1) wall per street frontage.

Within the COR1, COR3, COR4 and COR5 districts, the following standards apply:

A. Wall-mounted or painted signs, provided the following standards are met:

- The sign shall be affixed to the front facade of the building, and shall project outward from the wall to which it is attached no more than six inches (6").
- Single Tenant Buildings. Each building shall be allowed one (1) wall sign per street frontage. Signage must be located on the street elevation. The area of the sign shall not exceed fifteen (15%) percent of the ground floor building facade area. Individual signs may not exceed.

Chapter 108

	MR, RR, R-1A, R-1B, R-1C, R-2	Nonresidential uses	R-3, COR-4A, COR-4B, COR-4C	B-1, B-2, B-3	I-1, I-2	COR-1, COR-3	COR-2, COR-2B	PI, P, CL, PUD
	Residential uses							
	<i>Wall, blade, and projecting signs (including box cabinet, channel letter, and typeface on awnings and canopies)</i>							
Maximum sign area	Only per Home Occupation standards in Section 106-425(2)	15% of the front façade	15% of the front façade	15% of the front façade	15% of the front façade	15% of the front façade	15% of the front façade	15% of the front façade
Maximum size of an individual sign	Only per Home Occupation standards in Section 106-425(2)	15% of the front façade	50 100 square feet	15% of the front façade	15% of the front façade	50 100 square feet	50 100 square feet	15% of the front façade

WHAT'S CHANGING?

- Increased flexibility in allowable signage
- Updated terms to match current sign types (ex. channel letter; box cabinet; pylon; monument)
- Updated EMC regulations to reflect current business and industry practices
- Streamlined processes for businesses to install new and/or upgrade existing signage

WHAT'S NOT CHANGING?

- The following regulations are not changing:
 - Billboards
 - Highway 10 Signage Overlay
 - Temporary Signage provision during Highway 10 construction.

ANTICIPATED TIMELINE

- Planning Commission Meetings
 - February 27 – review draft standards & regulations
 - March 27 – Public Hearing of full draft Sign Code
- City Council Meetings
 - April 8 – First Reading of Sign Code Ordinance
 - April 22 – Second Reading & Adoption of Sign Code Ordinance

QUESTIONS OR COMMENTS?

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