

**City of Ramsey**  
**Agenda**  
**Environmental Policy Board (EPB)**  
**Monday, April 21, 2025**  
**6:30 pm**  
**Council Chambers, 7550 Sunwood Drive NW**

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

1. **Call to Order**
  
2. **Citizen Input**
  
3. **Approve Agenda**
  
4. **Approve Minutes**
  1. Approve Meeting Minutes Dated March 17, 2025
  
5. **Policy Board Business**
  1. Consider the Natural Resources Aspects of a Site Plan for Kwik Trip at the Southwest Corner of Armstrong Boulevard and Bunker Lake Boulevard (Project No. 25-104); Case of Kwik Trip, Inc.
  2. Outdoor Wood Boilers
  3. Arbor Month Planting Event
  
6. **Board/Staff Input**
  1. Update on Term Limits for Chairperson
  
7. **Adjournment**

**Environmental Policy Board (EPB)**

**Meeting Date:** 04/21/2025

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

**Information**

**Title:**

Approve Meeting Minutes Dated March 17, 2025

**Purpose/Background:**

The purpose of this case is to approve the meeting minutes from the March 17, 2025 Environmental Policy Board meeting.

**Recommendation:**

Staff recommends approving the meeting minutes dated March 17, 2025.

**Outcome/Action:**

Motion to adopt the meeting minutes dated March 17, 2025.

**Attachments**

3-17-2025 Minutes

**Form Review**

**Inbox**

Brian Hagen

Form Started By: Katie Schmidt

Final Approval Date: 04/17/2025

**Reviewed By**

Katie Schmidt

**Date**

04/17/2025 02:40 PM

Started On: 04/17/2025 02:37 PM

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

On Monday, March 17, 2025, the Environmental Policy Board (EPB) met in the Council Chambers at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present:     Chairperson Melissa Fetterley  
                            Board Member Nick Burgess  
                            Board Member Thomas Hagerty  
                            Board Member Paula Houts  
                            Board Member Hassan Salami

Members Absent:     Board Member Reid Bernard  
                            Board Member Laura Moore

Also Present:         Senior Planner Chris Anderson  
                            City Council Liaison Eric Peters

**1.     CALL TO ORDER**

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

**2.     CITIZEN INPUT**

None.

**3.     APPROVE AGENDA**

Motion by Board Member Houts and seconded by Board Member Burgess to approve the agenda as submitted.

Motion carried. Voting Yes: Chairperson Fetterley, Board Members Houts, Burgess, Hagerty, and Salami. Voting No: None. Absent: Board Members Bernard and Moore.

**4.     APPROVE MINUTES**

**4.01: Approve Meeting Minutes Dated February 10, 2025**

Motion by Board Member Hagerty and seconded by Board Member Salami to approve the regular meeting minutes dated February 10, 2025.

Motion carried. Voting Yes: Chairperson Fetterley, Board Members Hagerty, Salami, Burgess, and Houts. Voting No: None. Absent: Board Members Bernard and Moore.

**5.     POLICY BOARD BUSINESS**

### **5.01: Appoint Chair and Vice Chairperson**

Senior Planner Anderson stated that annually a Chair and Vice-Chair are appointed.

Chairperson Fetterley commented that both she and Vice-Chair Moore would be willing to serve another term in their positions.

Chairperson Fetterley opened the floor for nominations for the position of Chair.

Motion by Board Member Hagerty and seconded by Board Member Burgess to appoint Melissa Fetterley as Chairperson of the Environmental Policy Board.

There were no other nominations.

Motion carried. Voting Yes: Chairperson Fetterley, Board Member Hagerty, Burgess, Houts, and Salami. Voting No: None. Absent: Board Members Bernard and Moore.

Chairperson Fetterley opened the floor for nominations for Vice-Chair.

Motion by Board Member Hagerty and seconded by Board Member Salami to appoint Laura Moore as Vice Chairperson of the Environmental Policy Board.

There were no other nominations.

Motion carried. Voting Yes: Chairperson Fetterley, Board Member Hagerty, Salami, Burgess, and Houts. Voting No: None. Absent: Board Members Bernard and Moore.

### **5.02: Consider the Natural Resources Aspects of a Site Plan for a Parking Lot Expansion at 7900 Riverdale Drive (Project No. 250102); Case of Pleasureland RV**

Senior Planner Anderson presented the staff report. He stated that the City has received a land use application from Pleasureland RV Center – North Metro for a proposed parking lot expansion at 7900 Riverdale Drive NW. Part of this project also includes connecting the building to the City’s sanitary sewer and municipal water systems. If the subject property did not abut land with existing residential uses, this would have qualified for an Administrative Site Plan Review.

Board Member Burgess asked and received confirmation that there is an existing stormwater basin at the southeastern corner. He asked if that is, or would be tied into the stormwater system.

Senior Planner Anderson replied that basin is already tied into the stormwater system. He explained that the new basin is needed to manage the additional impervious surface that would be added.

Councilmember Peters asked if there would be a light survey completed.

Senior Planner Anderson replied that there is existing lighting on the site and with the zoning code update from just over a year ago, a photometric plan will need to be submitted. He explained that this request has come forward in the past, noting that this is a resubmission of the 2018 plans. The

applicant has been made aware of the new requirement for the photometric plan, and they are currently working on that item.

Motion by Board Member Hagerty and seconded by Board Member Salami to recommend approval of the natural resources aspects of the Site Plan contingent upon staff's review comments.

Motion carried. Voting Yes: Chairperson Fetterley, Board Member Hagerty, Salami, Burgess, and Houts. Voting No: None. Absent: Board Member Bernard and Moore.

### **5.03: Consider the Natural Resources Aspects of a Ground-Mounted Solar Energy System Proposed at the Closed Landfill (Project No. 25-100)**

Senior Planner Anderson presented the staff report. He stated that the City has received a land use application from Cedar Creek Energy to construct a ground-mounted solar energy system on two parcels (PID #27-32-25-14-0003 & 27-32-25-11-0004) on the closed landfill site. The State of Minnesota, as the property owner, has joined in the application.

Board Member Burgess recognized the intentions of the applicant to relocate trees on the site and asked if those trees would be replaced if they did not survive.

Senior Planner Anderson replied that he would work with planning staff to include that condition in the development agreement.

Chairperson Fetterley stated that she likes the concept of relocating trees and the added condition to ensure survival or replacement. She asked if there would need to be more buffering along Sunwood.

Senior Planner Anderson replied that there is a natural berm and a significant stand of trees that also provide screening.

Board Member Hagerty asked if the sidewalk would go down the middle of the panels.

Senior Planner Anderson replied that there are no internal sidewalks proposed for this site. He stated that there is an interior service road used by the Minnesota Pollution Control Agency (MPCA) for accessing the landfill.

Chairperson Fetterley commented that she is excited about the project for both the solar power that will be generated as well as the pollinator-friendly plantings that will be added.

Motion by Board Member Burgess and seconded by Board Member Hagerty to recommend approval of the natural resources aspects of this Site Plan.

Motion carried. Voting Yes: Chairperson Fetterley, Board Member Burgess, Hagerty, Houts, and Salami. Voting No: None. Absent: Board Members Bernard and Moore.

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

- **Arbor Month Planting Activity**

Senior Planner Anderson provided additional details on the planting activity being proposed and hoped that members of the EPB and Parks and Recreation Commission would participate in the activity. He noted that the event would qualify for the Tree City USA recertification and would also help to address replacing lost canopy cover due to the continued removal of EAB infested ash trees.

Chairperson Fetterley commented that this is a great idea and asked the number of trees that are anticipated to be planted.

Senior Planner Anderson replied that the intention would be to replant the same number of trees that were removed. He noted that he would assess the site to ensure there is sufficient spacing and that trees would not block sightlines. He estimated that six or seven trees would be planted. He stated that staff are still discussing whether the holes would be dug prior to the event to make the process run smoother.

Senior Planner Anderson commented that at the April meeting, the group will be discussing outdoor wood boilers, which can be used for heating in the winter months. He stated that the City has received some complaints and therefore they will be reviewing the current regulations.

Councilmember Peters stated that he has not thought about this in the past when he has seen them. He stated that he received a complaint and visited the property of the person who made the complaint and he immediately noticed a burnt plastic smell. He stated that there is an education piece needed for these systems. He stated that they want to maintain the rural character of the city while also ensuring that they are not allowing something that could be toxic. He stated that the Council does want the input of the advisory commissions and boards and suggested that perhaps the members of the Board review information on the systems prior to the next meeting.

Chairperson Fetterley asked if a permit is required to have this system, which would allow the City to track where these are being used.

Senior Planner Anderson replied that it is his understanding that a mechanical permit is required, but acknowledged that he is unaware of whether permits have been properly obtained for any of the existing wood boilers.

## **7. ADJOURNMENT**

Motion by Board Member Houts and seconded by Board Member Burgess to adjourn the meeting.

The meeting adjourned at 7:27 p.m.

Respectfully submitted,

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Chris Anderson  
Senior Planner

ATTEST:

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Katie Schmidt  
City Clerk

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

**Environmental Policy Board (EPB)****Meeting Date:** 04/21/2025**Primary Strategic Plan Initiative:** Promote economic growth and development.**Information****Title:**

Consider the Natural Resources Aspects of a Site Plan for Kwik Trip at the Southwest Corner of Armstrong Boulevard and Bunker Lake Boulevard (Project No. 25-104); Case of Kwik Trip, Inc.

**Purpose/Background:**

The City has received a Land Use Application from Kwik Trip, Inc. (the "Applicant") for consideration of a Site Plan, Minor Plat, and Conditional Use Permit related to a proposed new convenience store located at the southwest corner of Armstrong Boulevard and Bunker Lake Boulevard (the "Subject Property").

**Time Frame/Observations/Alternatives:****Project Overview**

The Applicant is proposing to construct an approximately 11,000 square foot convenience store and car wash on the Subject Property. Primary access to the Subject Property will be from Ferret Street, but there will also be a right-in, right-out access off of Bunker Lake Boulevard. The fuel canopy will be west of the building, with stormwater ponds east of the building. Parking is provided along the west, north and east sides of the building. In 2023, the City extended Ferret Street north to connect to Bunker Lake Boulevard. As a result of that street extension, the Subject Property was bisected. The Minor Plat will officially split the Subject Property into two (2) parcels, one on each side of Ferret Street.

**NRI and MLCCS**

The City's Natural Resources Inventory (NRI) does not identify any native plant communities on the Subject Property. The Minnesota Land Cover Classification System (MLCCS) categorizes the Subject Property as Urban with Vegetative Cover. There are no wetlands or floodplains on the Subject Property.

**Tree Preservation Plan**

Essentially, the only tree cover on the Subject Property is a row of trees along the southern property line. The vast majority of existing trees are spruce, with a few ash trees, along with one red cedar and one jack pine. Clusters of these existing trees, one towards the western portion of the Subject Property and one towards the eastern portion of the Subject Property, will be preserved. The three (3) ash trees are all slated for removal. As proposed, the project does comply with the tree preservation standards and no reforestation or restitution will be required. Additionally, there is a potential for more of the existing trees to be retained on site, depending on grading. The plans do note that if these need to be removed, they will be replaced with six (6) foot tall Black Hills spruce.

**Landscape Plan**

The Landscape Plan includes a good mix of deciduous and evergreen trees and shrubs. All species and sizes are acceptable. The site will be sodded with Kentucky bluegrass, except for the two stormwater basins, where a stormwater seed mix will be used to establish vegetation.

**Well Head Protection Overlay District**

The Subject Property is located within the Well Head Protection Overlay District, but is not within a 10-year capture zone. The overlay district does outline seven (7) additional standards that are applicable for any gas station or CNG (Compressed Natural Gas) sales, which are outlined in City Code Section 106-990.

**Funding Source:**

All costs associated with this Land Use Application are the Applicant's responsibility.

**Recommendation:**

Staff recommends approving the natural resources aspects of this Site Plan.

**Outcome/Action:**

Motion to recommend approval of the natural resources aspects of the Site Plan.

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**Attachments**

Site Location Map

Site Plan

Building Elevations

Landscape Plan

Tree Inventory and Preservation Plan

**Form Review**

**Inbox**

Brian Hagen

Form Started By: Chris Anderson

Final Approval Date: 04/17/2025

**Reviewed By**

Brian Hagen

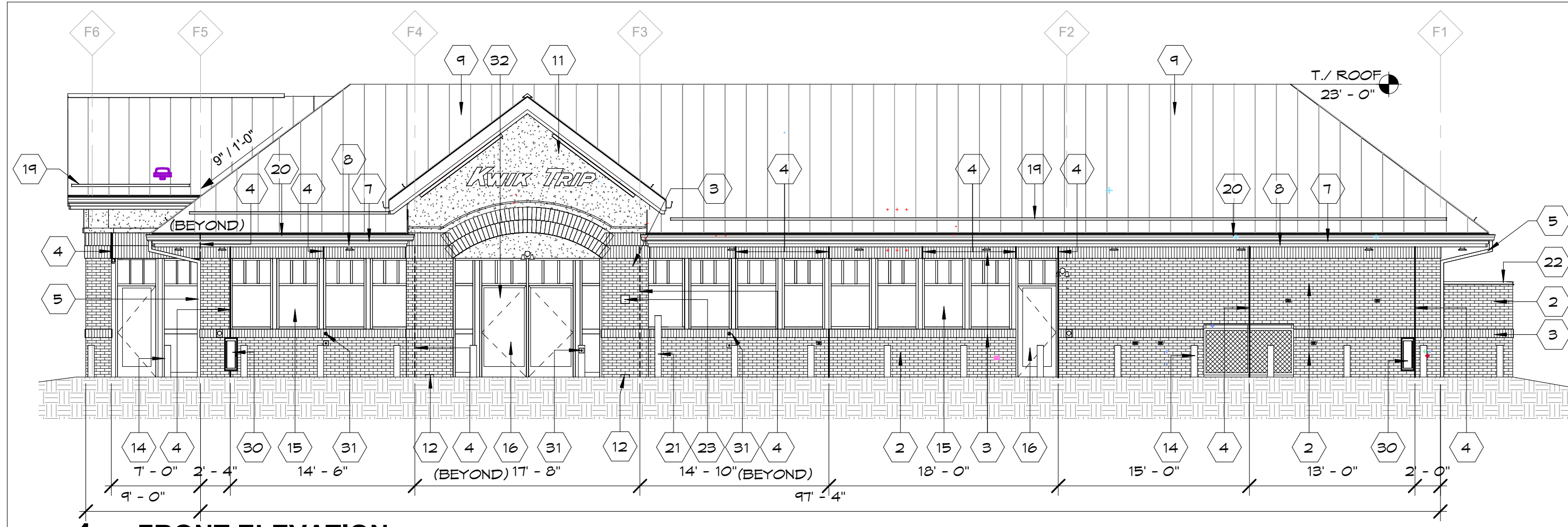
**Date**

04/17/2025 12:31 PM

Started On: 04/10/2025 01:04 PM

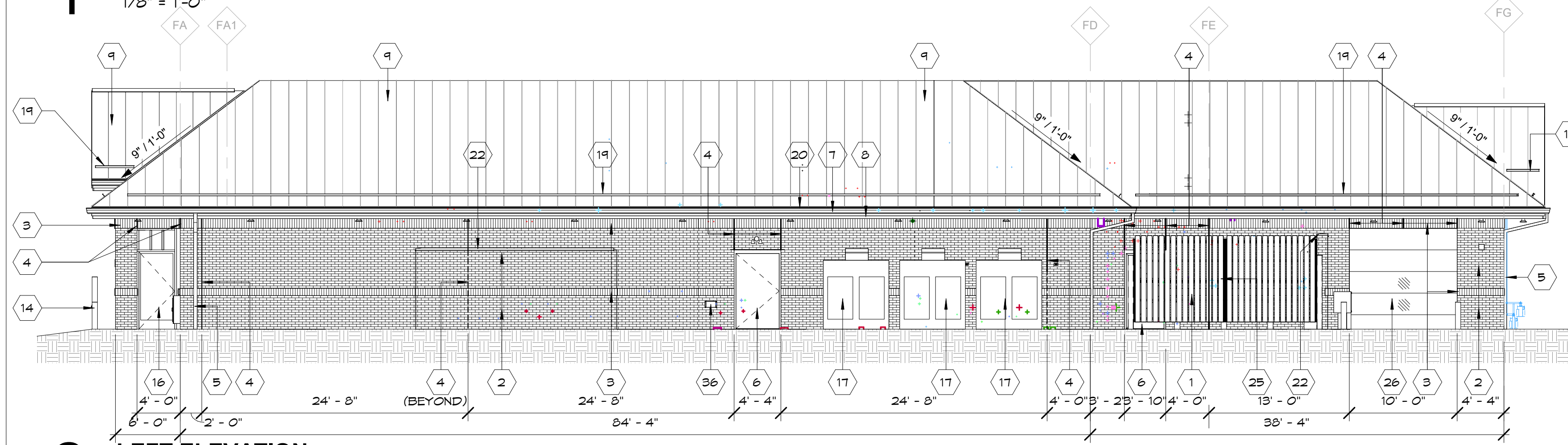






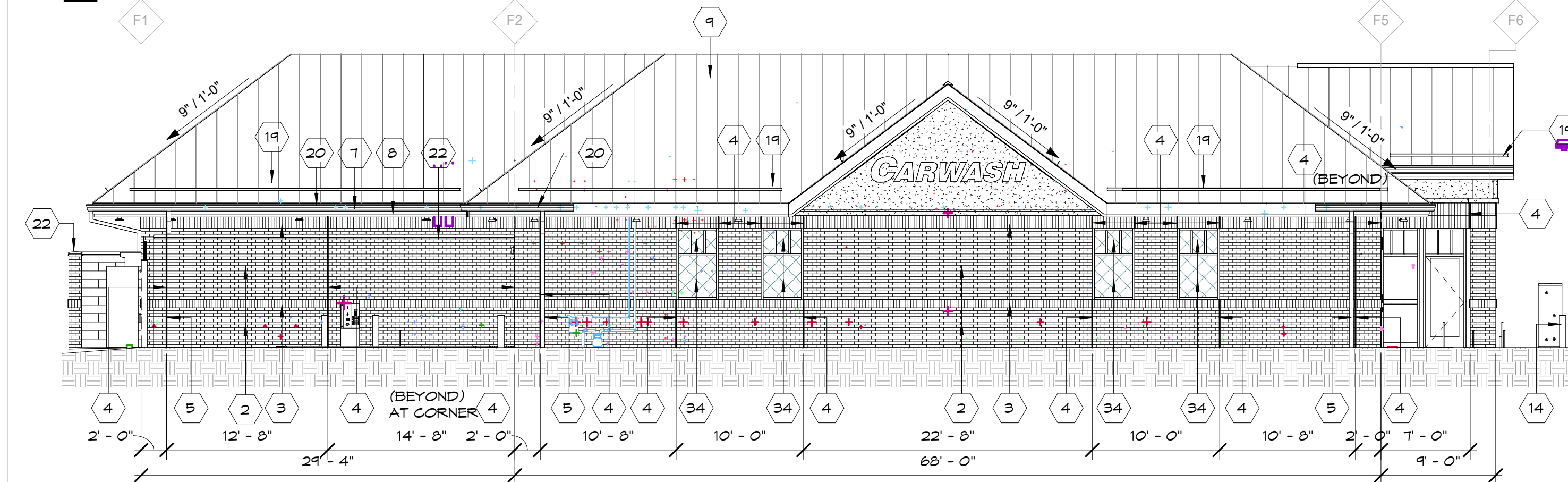
**1 FRONT ELEVATION**

1/8" = 1'-0"



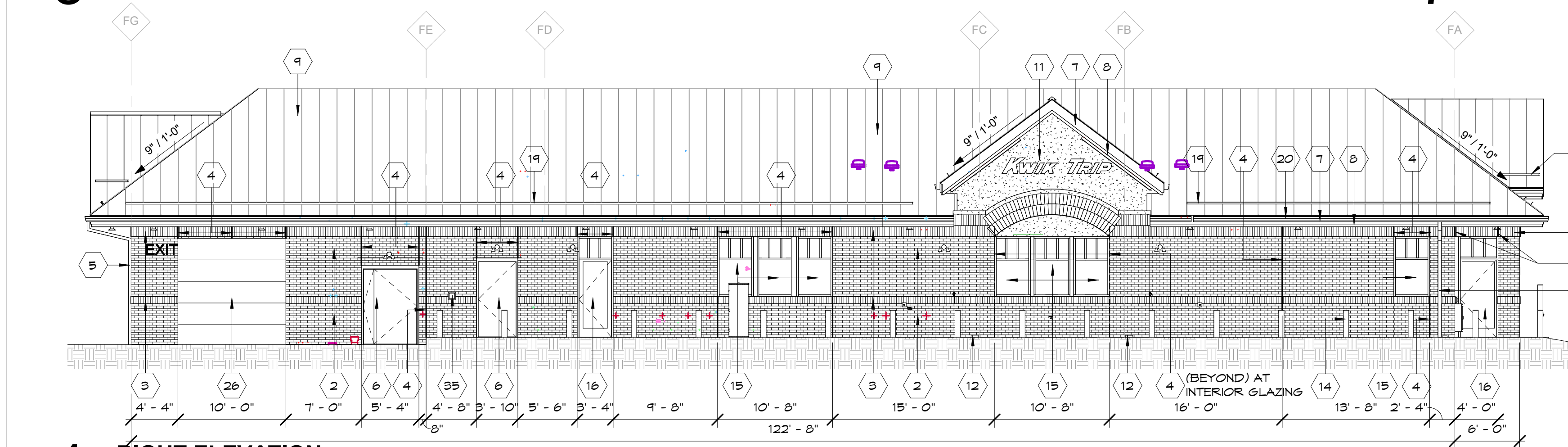
**2 LEFT ELEVATION**

1/8" = 1'-0"



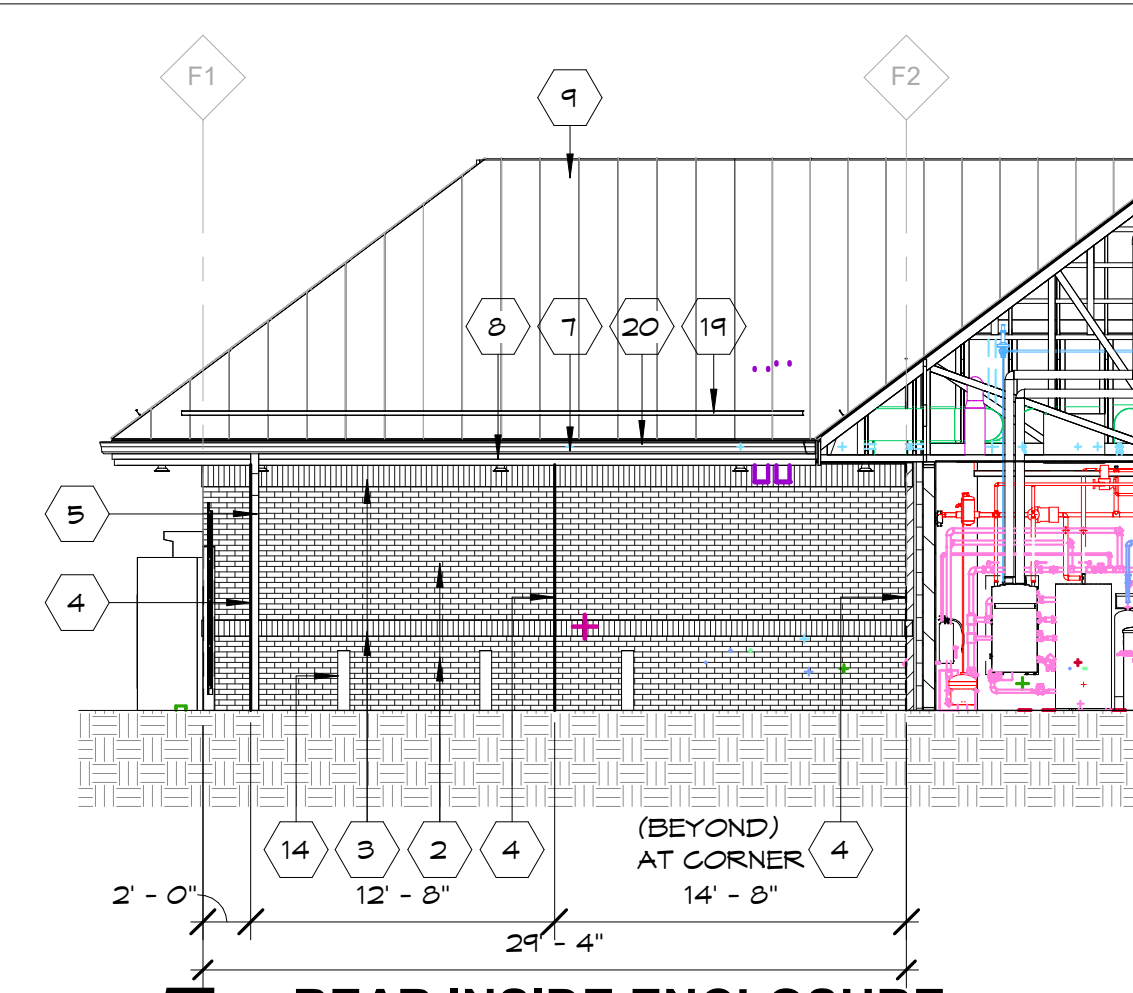
**3 REAR ELEVATION**

1/8" = 1'-0"



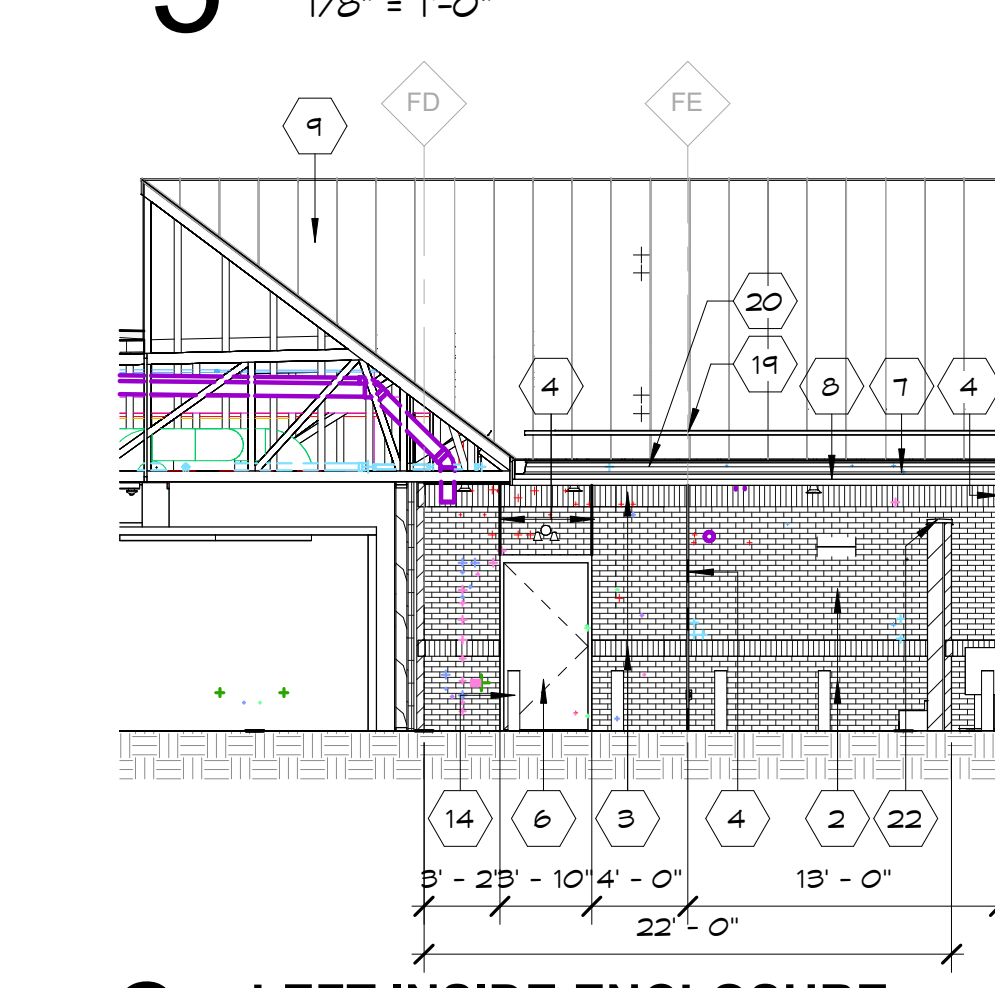
**4 RIGHT ELEVATION**

1/8" = 1'-0"



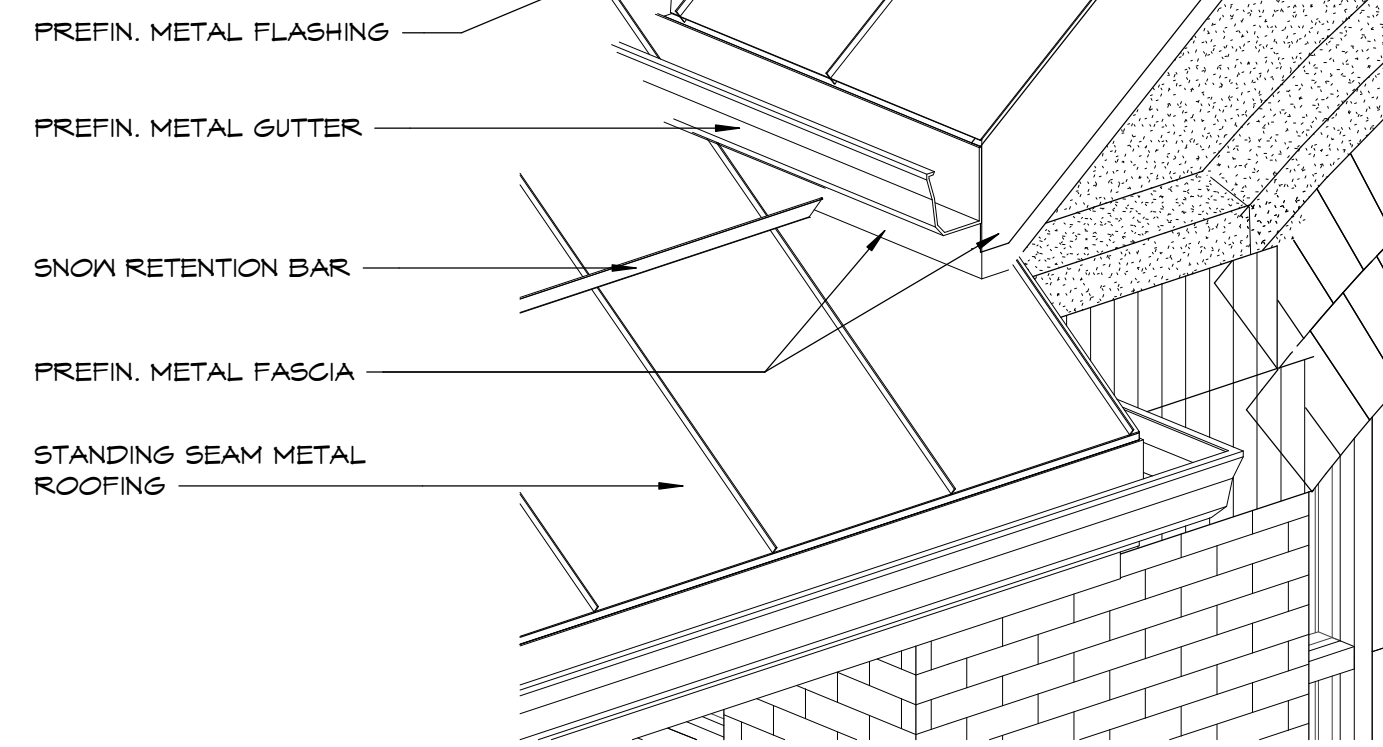
**5 REAR INSIDE ENCLOSURE**

1/8" = 1'-0"

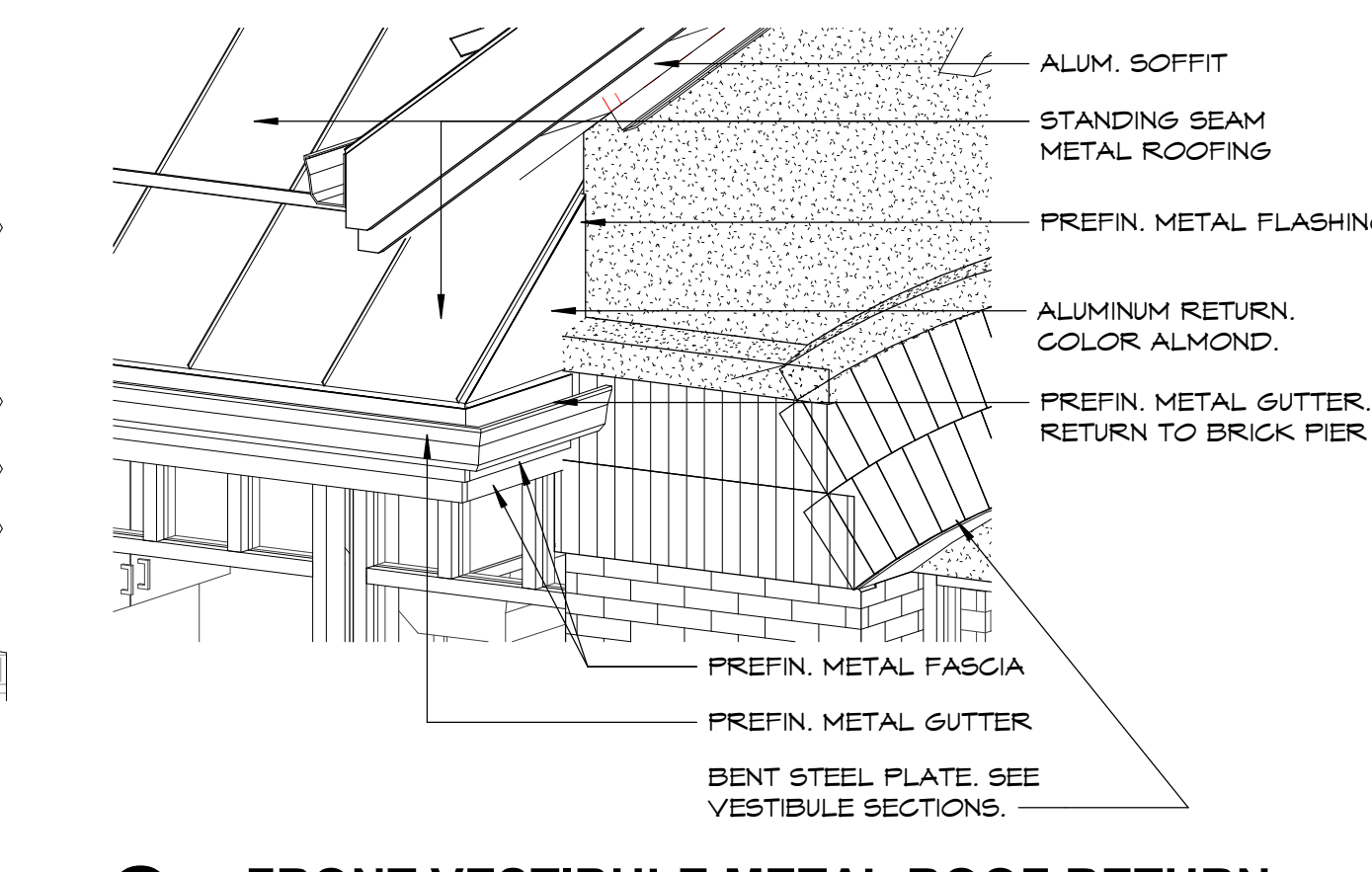


**6 LEFT INSIDE ENCLOSURE**

1/8" = 1'-0"



**7 VESTIBULE EAVE TO ROOF FLASHING DETAIL**



**8 FRONT VESTIBULE METAL ROOF RETURN**

**EXTERIOR ELEVATION KEYNOTES**

MARK	DESCRIPTION
1	TRASH ENCLOSURE.
2	MODULAR BRICK VENEER (RED).
3	BRICK SOLDIER COURSE (TAN). SEE SECTION FOR SIZE
4	BRICK CONTROL JOINT. SEALANT COLOR TO MATCH BRICK COLOR.
5	ALUMINUM DOWNSPOUT.
6	HOLLOW METAL DOOR & FRAME. PAINT. CAULK COLOR TO MATCH BRICK.
7	ALUMINUM FASCIA - ALMOND.
8	ALUMINUM FASCIA - RED.
9	PREFINISHED STANDING SEAM METAL ROOFING.
10	CT CABINET AND ELECTRICAL METER. RE: ELECT. PLANS.
11	EIFS. COLOR: TAN.
12	CAST ALUMINUM BRICK VENT - ACCEPTABLE OPTIONS: HOHMANN & BARNARD #C825, 8" X 2 1/4" OR EX 825.
13	EMERGENCY FUEL SHUT OFF. RECESS FLUSH W/ WALL.
14	6" BOLLARD W/ 40" PLASTIC SLEEVE. SEE SHEET A124.
15	ALUMINUM STOREFRONT FRAMING W/ INSULATED GLAZING. CAULK COLOR GRAY DYMONIC.
16	ALUMINUM STOREFRONT ENTRANCE. CAULK COLOR GRAY DYMONIC.
17	ICE MERCHANTISER
18	LP CAGE
19	SNOW RETENTION BAR
20	PREFINISHED METAL GUTTER
21	BLUE HDGP. BOLLARD. REFER TO SITE PLANS.
22	PREFINISHED METAL WALL CAP.
23	KNOX BOX LOCATION WHEN NEEDED. OWNER PROVIDED.
24	SPLASH BLOCK
25	PROVIDE LOCK BOLT FOR EACH LEAF
26	INSULATED POLYCARBONATE DOOR
27	12 X 12 GLASS BLOCK
28	6 X 6 GLASS BLOCK
29	SUPPLY FAN. SEE HVAC PLANS.
30	FIRE EXTINGUISHER CABINET
31	HANDICAP PUSH PLATE. SEE ELECTRICAL SHEETS FOR MOUNTING HEIGHTS.
32	STREET ADDRESS NUMBERS TO BE LOCATED ON ENTRANCE DOOR. VERIFY WITH OWNER BEFORE APPLYING.
33	BRICK SOLDIER COURSE FIELD COLOR - (RED).
34	ALUMINUM STOREFRONT FRAMING W/ INSULATED SPANDREL GLAZING. CAULK COLOR GRAY DYMONIC.
35	CO2 FILL BOX. SEE FLOOR PLAN FOR MOUNTING HEIGHTS.
36	RECESSED OIL FILL BOX. SEE FLOOR PLAN FOR MOUNTING HEIGHTS.

**Exterior Door Color Code**

BAC Blend-a-Color	02	32	64	120
W1 White	-	12	1	-
B1 Black	-	24	1	-
R2 Maroon	-	19	-	-
R3 Magenta	-	26	1	1

**EXTERIOR COLOR SCHEDULE**

MATERIAL	MANUFACTURER	COLOR
BOLLARDS	--	BLACK, GLOSS
FASCIA	UNA-CLAD 24 GA.	REGAL RED ALMOND
GUTTERS & DOWNSPOUTS	--	ALMOND
SOFFIT	UNA-CLAD	ALMOND
METAL ROOF	UNA-CLAD	HEMLOCK GREEN
MORTAR	--	GREY
SEALANT	TREMCO DYMONIC	REDWOOD TAN
RED BRICK	TREMCO DYMONIC	LIMESTONE
TAN BRICK	TREMCO DYMONIC	HEMLOCK GREEN
ROOF CAP CAR WASH	UNA-CLAD	HEMLOCK GREEN
TAN BRICK	LEGENDARY	CLEAR BUFF
RED BRICK	LEGENDARY	CABERNET BURGUNDY
EIFS	TOTAL WALL	DIRTY MARTINI SWIRL TEXTURE
TRASH ENCLOSURE CAP	UNA-CLAD	HEMLOCK GREEN
BRICK LINTEL PAINT	TOTAL WALL	MORNING MIST (OR EQUAL)

**EXTERIOR ELEVATION NOTES**

- A. SEE FLOOR PLAN FOR WINDOW TYPE KEYS.
- B. CONTROL JOINT SEALANT TO MATCH VENEER COLOR.
- C. ALL DOWNSPOUTS TO CONNECT W/ BELOW GRADE DRAIN.
- D. VERIFY NUMBER OF GABLES AND LOCATION OF SIGNAGE WITH OWNER.
- E. CAST ALUMINUM BRICK VENT SHALL APPLY TO ALL STORES WITH CANOPY BRICK COLUMNS. REFER TO A100/A101 IF STORE REQUIRES BRICK COLUMNS
- F. CONTROL JOINTS LOCATED AT WINDOW AND DOOR LOCATIONS TO HAVE BACKER ROD AND SEALANT AT LOSSE LINTELS.



KWIK TRIP, Inc.  
 P.O. BOX 2107  
 1628 OAK STREET  
 LA CROSSE, WI 54602-2107  
 PH. (608) 781-8988  
 FAX (608) 781-8960

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR MY DIRECT SUPERVISOR AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF WISCONSIN.  
 SIGNATURE: JERREL SCHROEDER  
 DATE: 09/27/2024 REG. NO. 10110

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR MY DIRECT SUPERVISOR AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF WISCONSIN.  
 SIGNATURE: CARL R. FINE  
 DATE: 09/27/2024 REG. NO. 42645

PROJECT TITLE:  
 Store #1730 - G3-MN-LH-1CW-SV  
 Kwik Trip, Inc.  
 PROJECT LOCATION:  
 SW Intersection of 13th St SW & 6th Ave SW  
 Pine City, MN

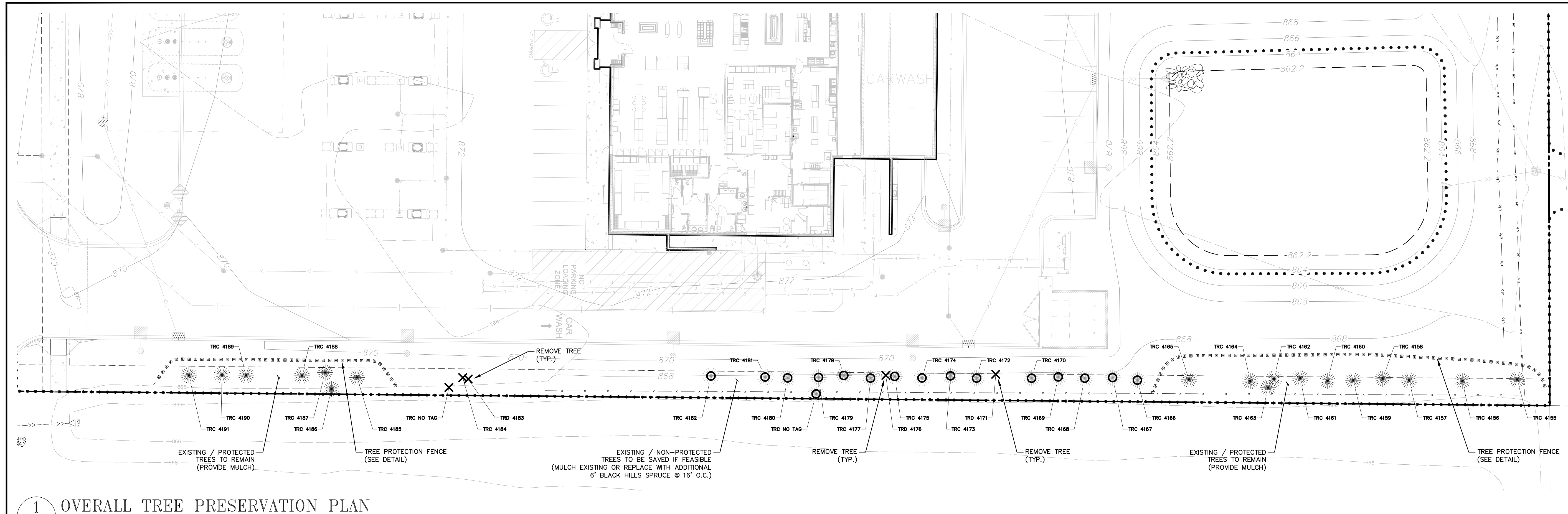
JOB #: 1081.642  
 DATE: 09.27.2024  
 DRAWN BY: Author  
 TYPE: Permit Set  
 REVISIONS  
 NO. DATE

SHEET TITLE  
 Exterior Elevations

SHEET NO.  
**A200**





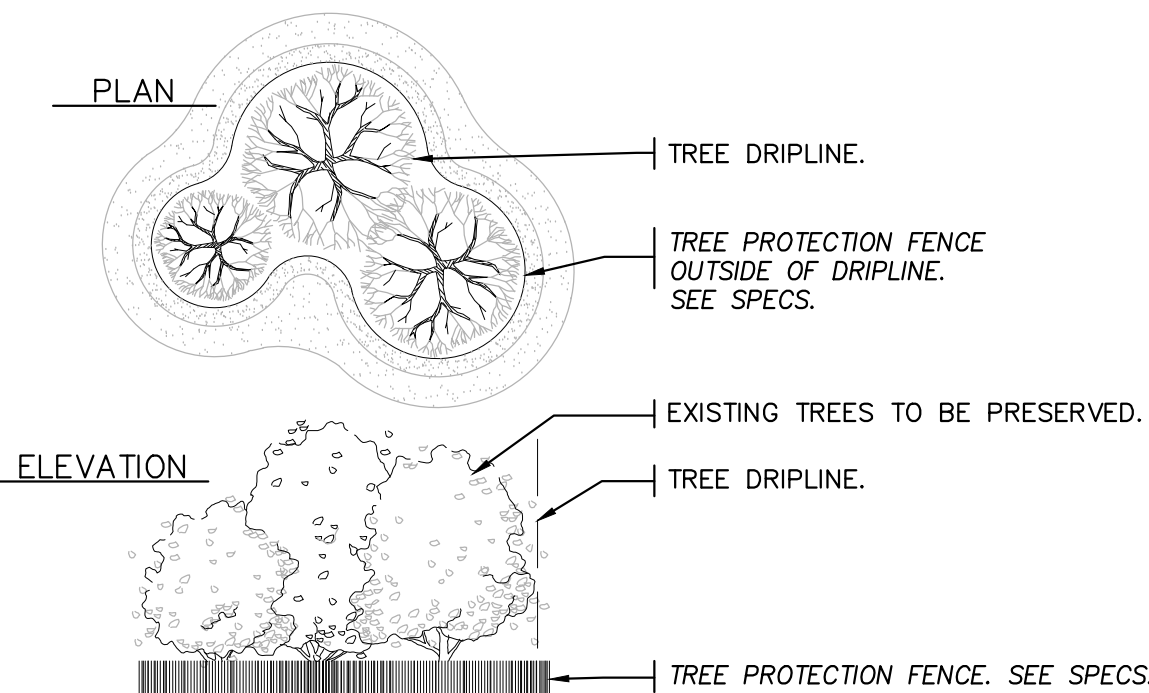


**TREE PRESERVATION NOTES**

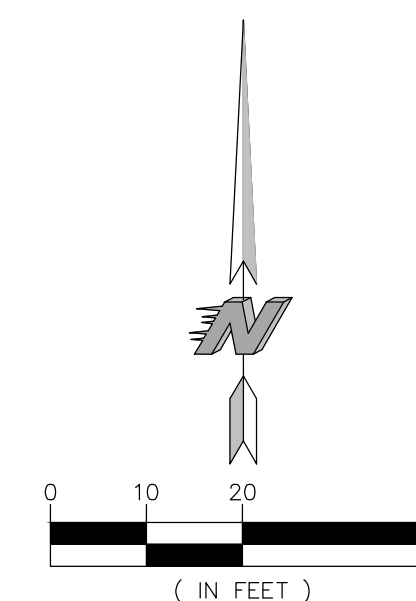
- TREE SURVEY FIELD WORK COMPLETED BY CARLSON ENGINEERING ON 02/05/25.
- TREES 4155-4165 AND 4185-4191 ARE TO BE SAVED AND PROTECTED WITH TREE PROTECTION FENCING PRIOR TO CONSTRUCTION START.
- UNLESS NOTED AS SAVED OR REMOVED (DENOTED BY X), ALL OTHER TREES (DENOTED BY O) ARE CONSIDERED OPTIONAL REMOVALS AND HAVE BEEN COUNTED AS REMOVED IN THE TREE INVENTORY CALCULATIONS. THESE TREES ARE INTENDED TO BE SAVED IF GRADING ALLOWS, BUT MAY BE REMOVED IF NEEDED WITHOUT MITIGATION.
- ANY OPTIONAL REMOVAL TREES AS NOTED ABOVE THAT ARE REMOVED, SHALL BE REPLACED WITH ADDITIONAL 6" BLACK HILL SPRUCE TREES AT 16" ON CENTER TO MAINTAIN SCREENING.

TREE INVENTORY						
Tag #	Tree Size (DBH)	Species (Common Name)	Condition (0-3)	Protection Category	Notes	Designation
4155	9	Spruce	3	Significant		SAVE
4156	13	Spruce	3	Significant		SAVE
4157	11	Spruce	3	Significant		SAVE
4158	11	Spruce	3	Significant		SAVE
4159	12	Spruce	3	Significant		SAVE
4160	10	Spruce	3	Significant		SAVE
4161	13	Spruce	3	Significant		SAVE
4162	7	Spruce	3	Significant		SAVE
4163	10	Jack Pine	3	Significant		SAVE
4164	12	Spruce	3	Significant		SAVE
4165	16	Spruce	3	Significant		SAVE
4166	13	Spruce	3	Significant		REMOVE
4167	9	Spruce	3	Significant		REMOVE
4168	13	Spruce	3	Significant		REMOVE
4169	15	Spruce	3	Significant		REMOVE
4170	12	Spruce	3	Significant		REMOVE
4171	12	Ash	3	NA - species	2-Stem	Remove (Exempt)
4172	7	Spruce	3	Significant		REMOVE
4173	13	Spruce	3	Significant		REMOVE
4174	13	Spruce	3	Significant		REMOVE
4175	9	Spruce	3	Significant		REMOVE
4176	21	Ash	3	NA - species	3-Stem	Remove (Exempt)
4177	8	Spruce	3	Significant		REMOVE
4178	10	Spruce	3	Significant		REMOVE
4179	10	Spruce	2	Significant		REMOVE
4180	13	Spruce	3	Significant		REMOVE
4181	15	Spruce	3	Significant		REMOVE
4182	17	Spruce	3	Significant		REMOVE
4183	12	Ash	3	NA - species	3-Stem	Remove (Exempt)
4184	6	Spruce	2	Significant		REMOVE
4185	9	Spruce	3	Significant	3-Stem	SAVE
4186	6	Red Cedar	3	Significant		SAVE
4187	8	Spruce	3	Significant		SAVE
4188	12	Spruce	3	Significant		SAVE
4189	6	Spruce	3	Significant		SAVE
4190	10	Spruce	3	Significant		SAVE
4191	11	Spruce	3	Significant		SAVE
<b>SUMMARY</b>						<b>DBH (Inches)</b>
Significant Trees Saved						186
Significant Trees Removed						183 (49.6%)
Significant Trees Total						369
Allowable Tree Removal (70%)						258
Mitigation Required						0

**TREE PROTECTION FENCE**



ERECT TREE PROTECTION FENCE PRIOR TO ANY CONSTRUCTION ACTIVITY. DO NOT STORE ANY EQUIPMENT OR MATERIALS WITHIN PROTECTIVE AREA. REMOVE THE TREE PROTECTION FENCE ONLY AFTER CONSTRUCTION OPERATIONS ARE COMPLETED.



CALL BEFORE YOU DIG

Know what's below. Call before you dig.



KWIK TRIP, Inc.  
P.O. BOX 2107  
1626 OAK STREET  
LA CROSSE, WI 54602-2107  
PH. (608) 781-8988  
FAX (608) 781-8960

3890 PHEASANT RIDGE DRIVE NE, SUITE 100, BLAINE, MN 55449  
TEL 763.489.7900 | FAX 763.489.7959  
CARLSON-ENGINEERING.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota.

Name: Ryan J. Ruttger, RLA  
Signature: [Signature]  
Date: 01/30/25 License #: 56346

TREE PRESERVATION PLAN

CONVENIENCE STORE #1782 WITH 1-BAY CARWASH

BUNKER LAKE BLVD & ARMSTRONG BLVD NW  
RAMSEY, MINNESOTA

#	DATE	DESCRIPTION
△	03/10/25	Per Owner Comments
△	04/08/25	Per City Comments

DRAWN BY: RJR  
SCALE: GRAPHIC  
PROJ. NO.: 11224-00  
DATE: 2025-01-30  
SHEET: 1782 C702

**Environmental Policy Board (EPB)****Meeting Date:** 04/21/2025**Primary Strategic Plan Initiative:****Information****Title:**

Outdoor Wood Boilers

**Purpose/Background:**

There are a number of Ramsey residents in the rural areas of the city that use exterior solid fuel-fired heating devices (also known as outdoor wood boilers or hydronic heaters) as a primary heating source and indoor wood-burning fireplaces as a secondary heating source during the winter months to help ease the burden of the cost of other fuel sources. This is a common practice among rural communities throughout the state of Minnesota. The past few years, it has become more of a health concern for a few Ramsey residents living in proximity to properties using outdoor boilers. The concerns stem from the woody smell entering their homes and even the constant heavy smell of burning wood outdoors. At times, it smells like the residents may be burning illegal materials such as green-treated wood and/or trash.

**Time Frame/Observations/Alternatives:**

Due to the complaints the City received this past winter, the City Council reviewed the current regulations in City Code at their February 25, 2025, work session meeting (minutes are attached). One of the outcomes of the City Council discussion was to have the Environmental Policy Board (EPB) consider the current City Code regulations for outdoor wood boilers and to determine if any amendments may be warranted to potentially improve air quality where these units are in use. However, it is important to understand that any code amendments related to outdoor wood boilers would only be applicable to new units being installed. Any code amendments would not impact existing outdoor wood boilers that were installed in accordance with the regulations at the time of installation, as these would be considered lawful non-conforming units.

Ramsey City Code Section 106-334 (attached for your review) outlines the current regulations. City Code requires these outdoor boilers to be setback 75 feet from any property line, restricts them to only the side or rear yard of a property, and identifies materials not to be used or burned. Additionally, the City's Nuisance Chapter in City Code states that dense smoke, noxious fumes, gas and soot, or cinders in unreasonable quantities are considered to be a nuisance. Finally, installation of an outdoor wood boiler does require a mechanical permit through the Building Division. There have been no permits issued for new systems in the past several years.

Above and beyond the City's regulations, approximately ten years ago, the Environmental Protection Agency (EPA) developed New Source Performance Standards (NSPS) pertaining to outdoor wood boilers (attached). Beginning in May 2020, all outdoor wood boilers sold or installed in Minnesota must comply with the 2020 emission standards. These standards result in more efficient devices with significantly reduced emissions compared to older units.

Ramsey has long sought to maintain a balance between rural character and urban growth, which is identified as one of the primary objectives in the 2040 Comprehensive Plan. There does not seem to be any desire to ban outdoor wood boilers, and there was no specific direction to amend City Code to further restrict these devices. However, if the EPB feels that more stringent standards may benefit those in proximity to an outdoor wood boiler, some potential considerations for code amendments could include:

- Restricting them to only the Rural Residential and MUSA Reserve zoning districts.
- Increasing the setback distance.

- Requiring a minimum stack height (typically, this would include a minimum stack height above ground and a requirement that it be 2-5 feet taller than the peak of surrounding homes within a specified distance of the boiler). However, for optimal operation, the units should not be altered (at least not beyond the manufacturer's recommendations).
- Rather than specifying what cannot be burned, modify the language to specify what can be used as fuel in these outdoor boilers (such as seasoned cord wood, wood pellets made from clean wood, corn, other materials as authorized by the Minnesota Pollution Control Agency).

**Funding Source:**

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

**Recommendation:**

Staff does not have a recommendation. This case is intended to solicit feedback from the EPB on whether any additional standards should be considered by the City Council for outdoor wood boilers.

**Outcome/Action:**

Based on discussion.

**Attachments**

City Code Section 106-334

Summary of EPA's Rules on Outdoor Wood Boilers

Hydronic Heater Basics

City Council Work Session Meeting Minutes Dated February 25, 2025

**Form Review**

**Inbox**

Brian Hagen

Form Started By: Chris Anderson

Final Approval Date: 04/17/2025

**Reviewed By**

Brian Hagen

**Date**

04/17/2025 12:35 PM

Started On: 04/15/2025 09:20 AM

Sec. 106-334. - Exterior solid fuel-fired heating devices.

- (a) Exterior solid fuel-fired heating devices shall be located at least 75 feet from any property line and shall not be located in the front yard.
- (b) The following materials shall not be used or burned in exterior solid fuel-fired heating devices: Grass, leaves, oils, rubber, plastics, tires, railroad ties, construction debris, and painted or chemically treated materials such as treated lumber, composite shingles, tar paper, insulation composition board, sheetrock, wiring, paint, and hazardous and industrial solid waste.

(Ord. No. 23-14, § 3, 11-14-2023)

## Summary of Requirements for Wood-fired Hydronic Heaters

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### SUMMARY OF ACTION

On February 3, 2015, the U.S. Environmental Protection Agency (EPA) updated its clean air standards for residential wood heaters to make new heaters significantly cleaner and improve air quality in communities where people burn wood for heat. The updates, which are based on improved wood heater technology, strengthen the emissions standards for new woodstoves, while establishing the first-ever federal air standards for previously unregulated new wood heaters, including outdoor and indoor wood-fired boilers (also known as hydronic heaters), indoor wood-fired forced air furnaces, and single burn-rate woodstoves. The final rule, known as New Source Performance Standards (NSPS), will phase in emission limits over a five-year period, beginning this year. The standards apply only to new wood heaters and will not affect wood heaters already in use in homes.

### ABOUT HYDRONIC HEATERS

- Wood-burning hydronic heaters (also called outdoor wood boilers) are usually located outside the buildings they heat, in small sheds with short smokestacks. These units typically burn wood to heat liquid (water or a combination of water and antifreeze) that is circulated through pipes to provide heat and hot water to buildings such as homes, barns and greenhouses. Hydronic heaters sometimes are located indoors, and sometimes, they use other biomass as fuel (such as corn or wood pellets). EPA estimates that nearly 14,000 wood-fired hydronic heaters will be sold this year.
- Hydronic heaters previously were not covered by EPA's air emissions standards. Use of these heaters has increased in some areas of the country in recent years, leading to concerns about the health effects of the smoke they produce. In 2007, EPA launched a voluntary program to encourage manufacturers to make hydronic heaters cleaner.
- Through the voluntary Hydronic Heater Program, manufacturers have redesigned some models to make new units available to consumers that are 90 percent cleaner on average than unqualified models, based on laboratory testing.

### REQUIREMENTS FOR NEW, CLEANER HYDRONIC HEATERS

- Today's final rule builds on the voluntary program to ensure that all new wood-fired hydronic heaters will be cleaner, establishing particle pollution emissions limits for these heaters in two steps. Particle pollution (also called particulate matter or PM) is a major constituent of wood smoke.

- Step 1: The Step 1 PM emissions limit, effective in 2015, is identical to the current qualifying level for EPA’s voluntary Hydronic Heater Program. Most models that were “Phase 2” qualified (using EPA Method 28WHH) under the voluntary program automatically will be certified as meeting the Step 1 limit. This will reduce potential the potential for testing delays.
- To ease the transition to cleaner heaters, EPA’s final rule will allow hydronic heater retailers sell their existing inventory until December 31, 2015. After that date, heaters sold at retail must meet the Step 1 emissions limit in the final rule.
- In Step 2 (2020), hydronic heaters will have to meet stronger emissions limits (see table below).
- The rule does not apply to heaters that are fueled solely by gas, oil or coal.

<b>Emissions Limits and Compliance Deadlines for Hydronic Heaters</b>		
<b>Step</b>	<b>PM Limit</b>	<b>Compliance Date</b>
<b>Step 1</b>	<ul style="list-style-type: none"> <li>● 0.32 pounds per million Btu heat output (weighted average), with a cap of 18 grams per hour for individual test runs.</li> <li>● Limit is for crib testing. If tested with cordwood, emissions test method must be approved, and stoves must meet crib wood limit.</li> </ul>	60 days after final rule is published in the Federal Register
<b>Step 2</b>	<ul style="list-style-type: none"> <li>● 0.10 pounds per million Btu heat output for each burn rate</li> <li>● <i>Alternative limit:</i> 0.15 pounds per million Btu heat output for each burn rate. If tested with cordwood; method must be approved.</li> </ul>	5 years after the final rule is published (2020)

**DETERMINING COMPLIANCE**

- To improve compliance and consumer confidence, the final standards require testing and certification by internationally accredited laboratories and certification bodies. EPA will

review the test results and make them available to consumers on a website.

- Wood-burning hydronic heaters sold in the United States will be required to have a permanent label indicating they are EPA-certified to meet emission limits in the final rule. This label will signal to consumers that the heater meets EPA standards.
- Each model line subject to the rules will be required to demonstrate compliance through performance testing, similar to requirements of the 1988 wood stove regulations. Under that certification program, manufacturers have one representative appliance tested by an accredited laboratory to demonstrate compliance for an entire model line. This is a commonly used approach and will minimize testing costs for manufacturers.
- The final rule also includes test methods that manufacturers will have to use to determine PM emissions and demonstrate compliance for each emissions limit in the rule. Based on public comment on the proposed rule and additional review, EPA has determined that the agency does not yet have sufficient data to require hydronic heaters to be tested using fires that burn cordwood (split wood) at this time. Instead, manufacturers will be required to test emissions using fires that burn lumber assembled in standardized configurations known as “cribs” – the same type of testing used for the 1988 woodstove standards.
- EPA believes emissions testing using cordwood is important, because it presents a more realistic picture of emissions from wood heaters in daily use. The agency will allow manufacturers to test emissions using cordwood both for the 2015 (Step 1) and the 2020 (Step 2) emissions limits. Manufacturers choosing to test with cordwood will be required to have EPA approval of the test method.
- In addition, to encourage further development of cordwood test methods, EPA is including an alternative Step 2 emissions limit based on cordwood testing. Manufacturers may test using either cribs or cordwood in Step 2, and must meet the limit corresponding to the type of test they choose. (Manufacturers testing with cordwood for Step 1 must meet the same emissions limit as those testing using cribs.)
- Any manufacturer that tests hydronic heaters using cordwood will be allowed to use a special EPA label that will recognize that emissions from cordwood testing more closely reflect likely emissions from in-home use. Use of this label is voluntary.

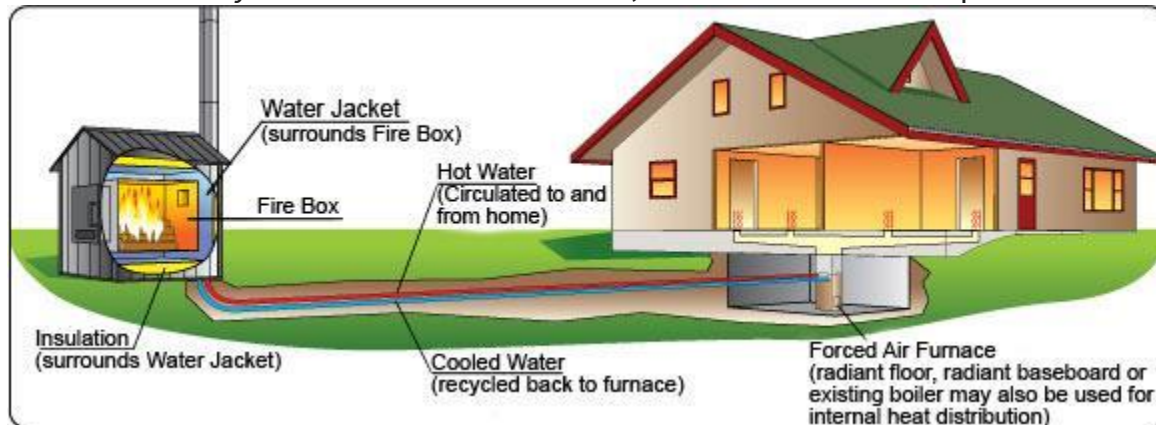
**For additional information**

- For additional information about today’s final rule, including the text of the rule and additional fact sheets, visit: <http://www2.epa.gov/residential-wood-heaters> .

## EPA Burn Wise Program

### Hydronic heater basics

Hydronic heaters, or outdoor wood boilers, are typically located outside in small sheds with short smokestacks. They burn wood, which heats either water or water-antifreeze, which sends the heat and hot water through pipes into nearby buildings, such as homes, barns and greenhouses. However, hydronic heaters may be located indoors and may use other biomass for fuel, such as corn or wood pellets.



Source: Hearth, Patio and Barbecue Association (HPBA)

Although most units are designed to burn dry, seasoned wood, some people use them to burn green wood, which generates much more smoke and is less efficient. Other people burn household trash or treated wood, which not only release harmful chemicals and pollution, but is against federal law.

Unqualified or uncertified hydronic heaters can be substantially dirtier and less efficient than most other home heating technologies. With their smoldering fires and short smokestacks (usually no more than six to ten feet tall), hydronic heaters can create heavy smoke and release it close to the ground, where it can linger and expose people to nuisance conditions and health risks. EPA-certified models are the cleanest models available.

## **2.01: Outdoor Wood-Burning Boiler Discussion**

Community Development Director Hanson reviewed the Staff report in regard to the outdoor wood-burning boilers and their effects on the air quality.

Councilmember Riley asked if the property in question meets the City regulations for these boilers.

Community Development Director Hanson said yes.

Councilmember Specht asked if there is a lot size requirement for these boilers.

Community Development Director Hanson said no. She shared that these boilers have been a concern of the EPA and MPCA and they set strict regulations in 2020 about new furnaces in homes. She noted that these regulations only affected new furnaces and nothing can be done about old ones.

Mayor Heineman shared that he met with the resident who expressed concern with this and when he drove out to his property he noticed the strong smoke smell. He said that while he is not a fan of adding regulations, he would like to find a happy medium so both of these neighbors can be happy.

Councilmember Buscher agreed. She added that she would like them to look into what the cost difference would be between using these boilers and not. She shared that she reviewed the model ordinance from the MPCA as well as other ordinances from other cities and she noticed that a lot of cities require insulation of new outdoor burners. She added that some cities also regulate the chimney heights to ensure the smoke would be extending past the highest peak of the house and is out above the homes in the area. She asked if they had spoken to the homeowner who has the boiler that another resident shared concerns with.

City Administrator Hagen explained that they have not reached out and he does not see why they would since they are not violating any City codes.

Mayor Heineman asked if police and fire noticed any strong smoke smells when they visited the property.

City Administrator Hagen shared Fire Chief Kohner had been out to the property and they looked for signs of construction materials or other materials being burned and he was not able to find any. He said if they are caught burning unauthorized materials, they would have to put it out immediately.

Councilmember Peters shared that when he visited this property the moment he got out of his vehicle he was hit with what smelled like burning chemicals. He said he would like to find a way to put people into compliance.

Councilmember Specht asked if they could do some kind of grant for wood burning stoves.

City Administrator Hagen said they could look into this.

Councilmember Specht said he does not want to pass more regulations; however, this seems to be an issue that he would like to have taken care of.

Community Development Director Hanson noted that they did have a grant program in the past for people updating their wood-burning stoves.

Mayor Heineman shared that Minnesota residents can receive a discount on pellet stoves through the Stove Swap program.

Councilmember Specht said they would not be able to force residents to replace their stoves.

Mayor Heineman suggested they send a mailer to residents outlining this program as an option.

Councilmember Peters added that they can also reiterate what can and cannot be burned in these boilers.

Councilmember Specht asked how they would be able to prove if someone was burning an unauthorized material.

Police Captain Frankfurth shared that if they get a call for a strong smoke smell, they will search around and try to determine which property it is coming from and if they determine that it needs to be investigated then the Fire Department can investigate on the property.

Councilmember Riley stated he likes the idea of sending a reminder to the residents about the current wood-burning boiler ordinance and what materials they are and are not allowed to burn.

Mayor Heineman asked if they could just target this communication to specific areas where it is an issue or if it would have to be City-wide.

Community Development Director Hanson suggested putting this communication in the next *Ramsey Resident*.

Parks and Assistant Public Works Director Riverblood shared that adding a flue section can help disperse the smoke that is produced, and this is a very cheap option.

Councilmember Buscher agreed and reiterated that she would like to see more regulations around new boilers that are installed. She noted that another city has these boilers subject to their nuisance regulations.

Councilmember Peters suggested having this reviewed by the EPB.

Mayor Heineman shared that he would be supportive of having this reviewed by the EPB. He reiterated that he is not in favor of more regulations; however, he would like to show this concerned

resident who brought this forward that Council and Staff are listening to this concern and looking for ways to make it better.

The consensus of the Council was to direct Staff to prepare a communication for residents reminding them of the boiler ordinance and to have this reviewed by the EPB.

**Environmental Policy Board (EPB)****Meeting Date:** 04/21/2025**Primary Strategic Plan Initiative:****Information****Title:**

Arbor Month Planting Event

**Purpose/Background:**

Last month, Staff provided an update to the Environmental Policy Board (EPB) about an upcoming tree-planting event in recognition of Arbor Day and Arbor Month. This year, Arbor Day falls on Friday, April 25, and every year in Minnesota, the month of May is recognized as Arbor Month. A tree-planting event is planned for Wednesday, May 14, beginning at 6pm. The planting will take place along 145th Avenue NW, just east of Rhinestone Street, where the City previously had to remove seven (7) ash trees that were infested with Emerald Ash Borer (EAB). A total of six (6) sunburst honeylocusts will be planted.

City Staff has invited members of both the EPB and the Parks and Recreation Commission to attend and assist with this planting. Additionally, this event has also been included in the recreation programming portion of the website. Staff is hopeful that we may have some members of the public join in the planting activity. The flier promoting the planting event is attached.

**Funding Source:**

The Community Forestry fund is being used to purchase the trees for this planting event. The Community Forestry fund was established as part of the City's Tree Preservation Ordinance. If a development exceeds the tree removal threshold, a developer either has to plant additional trees (1.25 inches for every 1 inch over the removal threshold) or pay into the Community Forestry fund (\$125 for 1 inch over the removal threshold). This fund is intended to help reestablish lost canopy cover within the community.

**Recommendation:**

Staff would encourage all EPB members to attend and participate in this Arbor Month planting event.

**Outcome/Action:**

No action is necessary, this is for informational purposes only.

**Attachments**

Planting Activity Site Location Map

Tree Planting Event Flier

**Form Review****Inbox**

Brian Hagen

Form Started By: Chris Anderson

Final Approval Date: 04/17/2025

**Reviewed By**

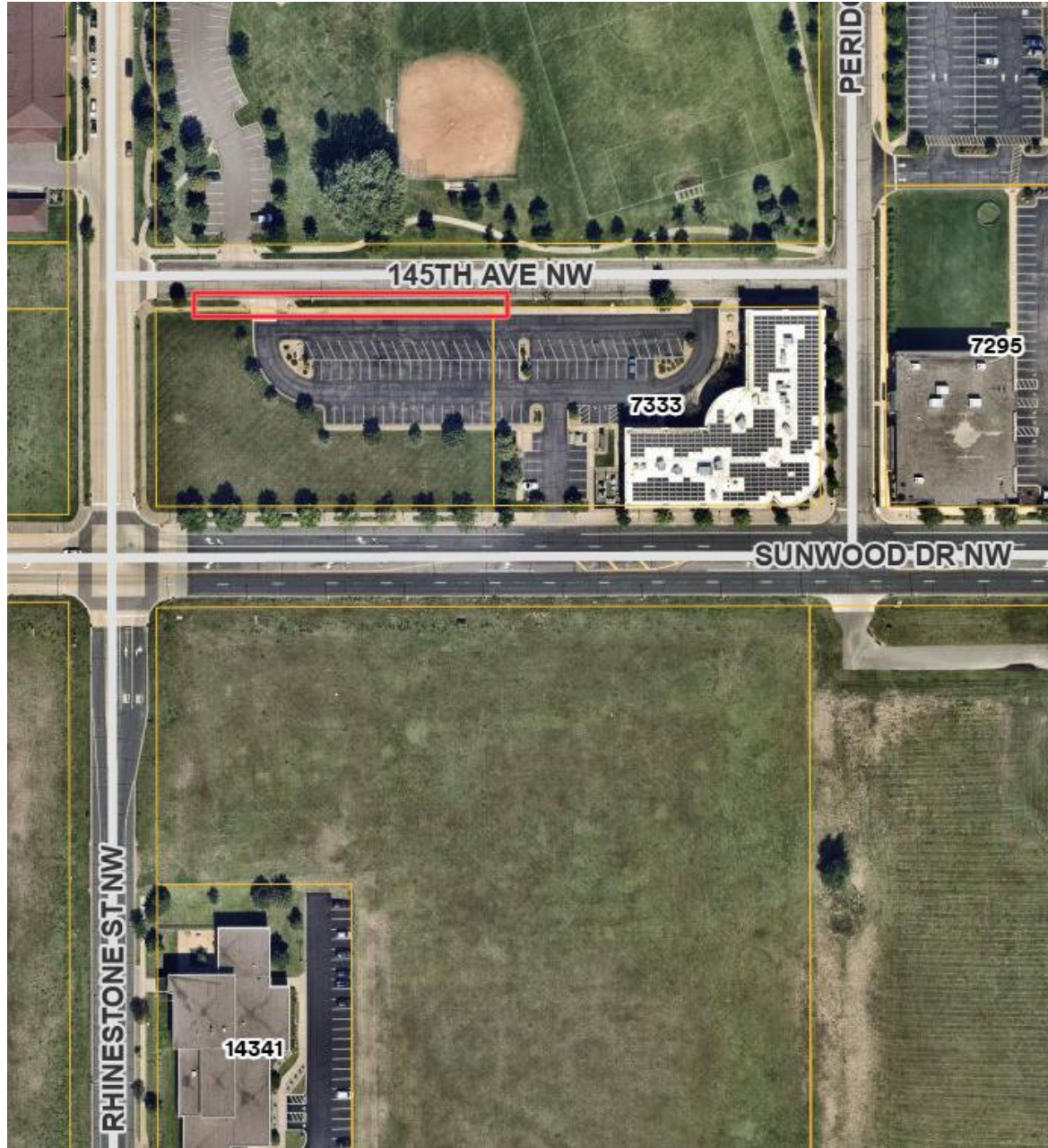
Brian Hagen

**Date**

04/17/2025 12:33 PM

Started On: 04/14/2025 10:45 AM

# Arbor Month Planting Activity Location

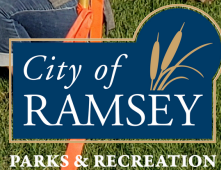


# Tree Planting

with the

Ramsey Environmental Policy Board & Parks and Recreation Commission

Volunteer Opportunity!



Across the state, many trees are under stress due to disease, pests, and changing environmental conditions. You may have noticed markings on trees or recent tree removals around Ramsey. The spread of Emerald Ash Borer (EAB) has led to the loss of numerous ash trees in our community.

Join us in giving back by planting replacement trees along 145th Ave NW alongside Ramsey's Environmental Policy Board and Parks and Recreation Commission.

Light snacks and refreshments will be provided. Youth activities and supervision will also be available for families bringing children.

.....

**Pre-registration is strongly encouraged to help us prepare for the right number of participants.**

*If you plan to bring children, pre-registration is required to ensure we have age-appropriate activities and the right quantity of materials.*

Scan here



**Wed.,  
May 14**  
**6 - 7:30 p.m.**

**145th Ln NW**  
*South of the  
ballfields at  
The Draw*

**Did you know**

since 1978, May has been designated as Arbor Month in Minnesota? May is an ideal time to plant and set new trees up for success.

**Environmental Policy Board (EPB)**

**Meeting Date:** 04/21/2025

**Primary Strategic Plan Initiative:**

**Information**

**Title:**

Update on Term Limits for Chairperson

**Purpose/Background:**

The purpose of this case is to inform the Environmental Policy Board that on March 25, 2025, the City Council eliminated the term limits for a Chairperson for any advisory board or commission.

**Recommendation:**

NA

**Outcome/Action:**

NA

**Attachments**

*No file(s) attached.*

**Form Review**

**Inbox**

Brian Hagen

Form Started By: Chris Anderson

Final Approval Date: 04/17/2025

**Reviewed By**

Brian Hagen

**Date**

04/17/2025 12:33 PM

Started On: 04/15/2025 08:37 AM