

City of Ramsey
Agenda
Environmental Policy Board (EPB)
Monday, September 15, 2025
6:30 pm
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. **Citizen Input**

3. **Approve Agenda**

4. **Approve Minutes**
 1. Approve Meeting Minutes Dated August 18, 2025

5. **Policy Board Business**
 1. Consider a Request for a Variance to Impervious Coverage at 6151 140th Avenue NW (Project No. 25-118); Case of Zero Zone

 2. Consider the Natural Resources Aspects of the Site Plan for a New Mixed-Use Apartment/Retail Building in The COR (Case No. 25-119); Case of Roers Companies

6. **Board/Staff Input**
 1. Update on Status of the Recycling Contract

7. **Adjournment**

Environmental Policy Board (EPB)

Meeting Date: 09/15/2025

Primary Strategic Plan Initiative:

Information

Title:

Approve Meeting Minutes Dated August 18, 2025

Purpose/Background:

The purpose of this case is to approve the meeting minutes from the August 18, 2025 Environmental Policy Board meeting.

Recommendation:

Staff recommends approving the meeting minutes dated August 18, 2025.

Outcome/Action:

Motion to approve the meeting minutes dated August 18, 2025.

Attachments

Meeting Minutes Dated August 18, 2025

Form Review

Inbox

Brian Hagen

Form Started By: Chris Anderson

Final Approval Date: 09/11/2025

Reviewed By

Kalia Lor

Date

09/11/2025 02:41 PM

Started On: 09/05/2025 11:22 AM

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

On Monday, August 18, 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 Reid Bernard
 Board Member Thomas Hagerty
 Board Member Hassan Salami (arrived at 6:41 p.m.)

Members Absent: Board Member Nick Burgess
 Board Member Paula Houts
 Board Member Laura Moore

Also Present: Planning Manager Todd Larson

1. CALL TO ORDER

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

Chairperson Fetterley acknowledged that there is not a quorum present, but they would still like to allow the presentation to be made that was scheduled for tonight.

2. POLICY BOARD BUSINESS

2.01: Continued Discussion on Exterior Solid Fuel-Fired Heated Devices

Planning Manager Larson introduced the members present to speak on this topic.

Tyler Ellis, Minnesota Pollution Control Agency (MPCA) Air Toxics Risk Assessor, introduced himself and his coworker, Megan Kuhl-Stennes, MPCA Air Policy Planner. He stated that they have both worked in woodsmoke jobs with the MPCA and are present to speak about outdoor wood boilers. He provided information on air pollutants and the role that residential woodburning has on them. He reviewed the different types of equipment that make up residential wood smoke and explained the health impacts of air pollution.

Megan Kuhl-Stennes provided additional information on outdoor wood boilers, which were designed by farmers and meant to be used on very rural properties where the smoke would not bother anyone else. She commented that even though the equipment is outside, there is a thermostat inside that regulates the temperature and puts a damper on the boiler when the temperature inside gets too hot. She recognized that some people in Minnesota may see an outdoor wood boiler as a benefit, but there are many risks associated with them as well. She stated that there is EPA certification for wood boilers, which were updated in 2015 and 2020, recognizing that many wood boilers being used were purchased before that time. She stated that outdoor wood boilers use a lot of wood, and folks will often get to the point of not having enough dry wood. She

stated that they did review the current ordinance related to outdoor wood boilers/solid fuel-fired heating devices, which is a good start. She recognized the issues that can exist in enforcing nuisances. She noted that they worked with Stillwater Township on this issue and provided an overview of their ordinance and related standards. She provided some ideas that could be considered for an updated ordinance and regulations, recognizing challenges that could still exist. She also provided additional suggestions that could assist with taking action on the current issues.

Board Member Salami arrived.

3. APPROVE AGENDA

Motion by Board Member Bernard and seconded by Board Member Hagerty to approve the agenda as submitted.

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

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated May 19, 2025

Motion by Board Member Bernard and seconded by Board Member Salami to approve the regular meeting minutes dated May 19, 2025.

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

2. POLICY BOARD BUSINESS (Continued)

2.01: Continued Discussion on Exterior Solid Fuel-Fired Heated Devices (Continued)

Chairperson Fetterley stated that it sounds like the use of these devices can be controversial based on the pollution factor. She referenced a previous discussion where it was mentioned that perhaps people are burning things they should not be, and asked if the sensors mentioned in the presentation would have a way to identify if that is happening.

Ms. Kuhl-Stennes commented that the air sensors would only measure particular pollution and would not be able to distinguish if anything else was being burned.

Board Member Hagerty asked if the stack height would make a difference in smoke disbursement.

Mr. Ellis commented that a stack would have to go pretty high to get a disbursement that neighbors would benefit from, but that could also have unintended consequences related to the speed of combustion.

Board Member Hagerty asked for more information on how the dryness of wood is tested.

Ms. Kuhl-Stennes provided more information on the moisture meter, noting its relatively cheap cost and the ability to purchase the tool at most home improvement stores.

Board Member Hagerty asked if there is a minimum lot size requirement for a wood boiler.

Chairperson Fetterley confirmed that the City does not have that type of regulation within its ordinance. She asked if there is a way to test if items other than wood are being burned in the system.

Ms. Kuhl-Stennes was not aware of such a method of testing.

Councilmember Peters asked if there was legal pushback from the residents towards the City in Stillwater Township from the updated regulations it developed.

Ms. Kuhl-Stennes stated that the issue did go through the court. She noted that the residents hired a lawyer to legally encourage the township to enforce the nuisance ordinance.

Councilmember Peters asked for more information on the enforcement mechanisms used by Stillwater Township.

Ms. Kuhl-Stennes replied that the township required the operator of the wood boiler to cease using it and required the removal of the equipment. She confirmed that wood boilers were not banned in that community, but required the boiler to be removed for someone who was in violation.

Councilmember Peters asked about the cost of a permit for a wood boiler in Ramsey.

Planning Manager Larson replied that mechanical permits are not expensive.

Councilmember Peters asked if someone would be out of compliance if they had a wood boiler without a permit.

Planning Manager Larson explained that the issue they have with this case is that several of these devices existed prior to the permit. He stated that the challenge they have is what is considered to be unreasonable, as one person can deem something unreasonable while another person may find it reasonable.

Chairperson Fetterley commented that it seems the current Code is too ambiguous for enforcement. She asked that Ms. Kuhl-Stennes and Mr. Ellis forward any additional information they have related to the Stillwater Township case, as that could be helpful. She welcomed public input.

Randy Keyser, 16967 Bison Street NW, commented that he has been to City Council meetings and has met with members of City staff and the City Council to discuss his concerns. He stated that he has three neighbors with outdoor wood boilers, two of which are older and one that was installed one year ago. He commented that he required medical attention the previous year because of the poor air quality in his home. He noted that the air quality on his property varies depending on the direction of the wind. He stated that he has called the City and 911 about this issue and continues to be told that wood boilers are legal. He stated that he is being injured and his health is at risk because of this issue. He noted that two of his neighbors have passed away, one of whom was on

oxygen and could have become ill as a result of the wood boilers. He had concerns about the coming winter and the risks to his health that would again arise. He commented that he has provided pictures of smoke enveloping his neighborhood from the boilers. He stated that the intake on his furnace sucks the smoke into his home, and he has five air cleaners active in his home. He commented on the potentially diseased wood and pallets that are burned in the wood boilers. He asked for information on what he could legally do to remedy this situation, as his health is being injured. He recognized that it is legal to have a wood boiler, but it is being used in the wrong way.

Chairperson Fetterley appreciated the input from the resident, noting that the Board cannot give him legal advice.

Chairperson Fetterley referenced the situation in which a City bans wood boilers and asked if that ban would apply to the wood boilers that people already have.

Councilmember Peters stated that the City Council will need to discuss what is best for the community. He recognized that what is best for the community is to have the best air quality. He commented on how different things have evolved over time, from open sewers to septic service and City sewer. He stated that he would feel the same about inefficient methods of heating homes. He stated that if services were available in the street to heat homes, through electric and gas, he would support that. He stated that perhaps those services are available, and the residents are choosing this as an alternative. He commented that he would like to hear from a resident who has one of these systems to find out why they use it. He noted his goal to also protect the City from litigation. He stated that he has been to the resident's home and the smoke in the air is very noticeable, and he would not want to live in that area. He commented that the City Council will continue to discuss this matter. He asked why the State does not ban this type of equipment.

Ms. Kuhl-Stennes replied that she did not believe there was an appetite to ban these throughout the whole state, but perhaps within the metro area. She commented that some states have banned this type of equipment, but noted that those tend to be states where there are air quality issues already.

Councilmember Peters asked if any counties have banned the equipment in Minnesota.

Ms. Kuhl-Stennes thought that might be the case, but would have to follow up on that. She stated that generally, it is just cities and townships that have banned the equipment.

Councilmember Peters commented that it would be interesting to see if the Metropolitan Council would be interested in taking up this issue.

Chairperson Fetterley asked if the Board is interested in making any recommendations. She stated that based on the information presented tonight, there is a lot more pollution coming from these devices than she believed, and perhaps the City should consider whether it wants to continue to allow wood boilers, and/or if the regulations should be stronger.

Board Member Hagerty noted some of the recommendations from the MPCA related to larger lot size requirements, larger setbacks, and other policy changes that he would support.

Board Member Bernard agreed that this would need to be further discussed, as there could be stronger regulations. He stated that he would not support a ban, but perhaps they are only allowed in more rural areas on larger lots.

Board Member Salami asked how the existing Code could be enforced. He referenced the statement from the resident that he has called the police and asked if there are related reports provided to the City that could be used in enforcement.

Chairperson Fetterley commented that it seems that the existing Code is so generic that it is not enforceable. This section should be reviewed and looked at property minimum etc.

Board Member Salami asked if anyone had spoken with the neighbors of the resident who spoke to ask them if they were aware their actions were harming their neighbor, and whether fines could be imposed.

Chairperson Fetterley commented that it would seem that there are perhaps no Codes being violated in this situation because of the ambiguity in the Code language.

Motion by Board Member Bernard and seconded by Board Member Hagerty to recommend that the City Council modify the section of City Code related to lot size requirements, setbacks, and burnable materials for solid fuel-fired heating devices using the recommendations received from the MPCA and information from Stillwater Township.

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

2.02: Consider the Natural Resources Aspects of the Preliminary Plat for Brookside Terrace (Project No. 25-113); Case of Brookside Construction Inc.

Planning Manager Larson presented the staff report. He stated that the City has received an application from Brookside Construction Inc. for a proposed six lot single single-family residential subdivision of the property generally known as 15156 Nowthen Boulevard. The landscaping plans does meet the city requirements for this project.

Chairperson Fetterley commented that it appears that the applicant is attempting to preserve a large amount of tree coverage, which is great to see. She asked the new plans they submitted allowed for some new trees to be planted.

Planning Manager Larson confirmed and said we do have some rules about planting in the front yard and that we preserve the trees in the backyard. But most of the new planting in the front yard is to fill in the space.

Motion by Board Member Hagerty and seconded by Board Member Salami to recommend approval of the natural resource aspects of the project, contingent upon receipt of a Landscape Plan compliant with City Code Section 106-470 (Residential Landscaping Standards).

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

5. CITIZEN INPUT

None.

6. BOARD / STAFF INPUT

Planning Manager Larson noted an item that will come before the Board at its next meeting.

7. ADJOURNMENT

Motion by Board Member Hagerty and seconded by Board Member Bernard to adjourn the meeting.

The meeting adjourned at 7:39 p.m.

Respectfully submitted,

Chris Anderson
Senior Planner

ATTEST:

Kalia Lor
Planning Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

Environmental Policy Board (EPB)**Meeting Date:** 09/15/2025**Primary Strategic Plan Initiative:****Information****Title:**

Consider a Request for a Variance to Impervious Coverage at 6151 140th Avenue NW (Project No. 25-118);
Case of Zero Zone

Purpose/Background:

The City has received a Land Use Application from Loucks, Inc., on behalf of Zero Zone (the "Applicant"), for a proposed building addition and parking lot expansion on the properties generally known as 6151 140th Avenue and 6030 Bunker Lake Boulevard (referred to collectively as the "Subject Property"). The Subject Property is within the Shoreland Overlay District. The overlay district extends out 1,000 from the Ordinary High Watermark (OHW) of Magnesium Street Pond, also known as DNR ID# 2-116, which is designated as a General Development Lake. The Shoreland Overlay District limits the amount of impervious surface coverage to no more than twenty-five percent (25%). The existing improvements on the Subject Property equate to 39.9% impervious coverage and after the proposed addition, the impervious coverage would be 62.7%. Thus, the Applicant is seeking a variance to the impervious surface coverage limitation.

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

The Applicant is proposing to construct a 57,875 square foot building addition and parking lot expansion on the Subject Property. As part of this project, the Applicant is replatting the Subject Property into a single parcel so that the proposed addition will not straddle a property line. The proposed addition will include increased space for production and manufacturing, along with an engineering lab, testing area, conference rooms, additional office space and a lunchroom. The currently vacant parcel was acquired from the City in 2007 with the intention of accommodating future expansion. The project will also increase available parking from 113 stalls to 269 stalls.

Variance

The Shoreland Overlay District restricts impervious coverage to no more than twenty-five percent (25%) of a property. The Subject Property currently has 39.9% impervious coverage and with the proposed building addition and parking lot expansion, the impervious coverage will increase to 62.7%. The Subject Property is over 100 feet away from Magnesium Street Pond, and is separated from the water body by Bunker Lake Boulevard, a four (4) lane county highway. As part of the Site Plan, the Applicant is proposing two new stormwater basins to meet current stormwater requirements (including infiltration of the first 1" of rainfall). Post-development runoff cannot exceed pre-development runoff rates and thus, the proposed improvements should not have any negative impact on the Magnesium Street Pond.

Staff did connect with the MN DNR on this project, prior to the Applicant submitting this Land Use Application. The DNR Area Hydrologist noted that their greatest concern with impervious coverage is within the Shore Impact Zone (SIZ), which is calculated at fifty percent (50%) of the minimum setback from the OHW. For General Development Lakes, which Magnesium Street Pond is classified as, the setback from the OHW is fifty (50) feet, making the SIZ twenty-five (25) feet from the OHW. The proposed improvements are far outside this area. Additionally, per the Lower Rum River Watershed Management Organization (LRRWMO) standards, the first one inch (1") of rainfall must be infiltrated on site. This standard did not exist when the Subject Property originally developed. Thus, this will provide enhanced stormwater management compared to the original development of the Subject Property.

Staff had correspondence with the MN DNR prior to this application being officially submitted to the City. At that time, the DNR noted that they would encourage the use of appropriate stormwater infiltration practices, such as riparian vegetation, permeable pavement, bioretention, etc. The Applicant is proposing to utilize riparian seed mixes for the infiltration basins ('Wet Ditch' and 'Emergent Wetland' seed mixes). Additionally, the majority of the tree species are native to Minnesota, and the project must comply with both the City's and the LRRWMO's stormwater management standards. Staff has forwarded the Site Plan and Landscape Plan to the DNR for official comment.

Tree Inventory and Preservation Plan

A tree inventory and preservation plan is required, but has not yet been submitted. However, if not for the need for a variance to the impervious surfacing coverage, this project would have been reviewed as an Administrative Site Plan. The same information that is required for a standard Site Plan is required for an Administrative Site Plan. The difference is that with an Administrative Site Plan, the civil plans (grading, utilities, landscaping, etc.) are reviewed as part of the Building Permit submittal. Thus, a tree inventory and preservation plan is still required, but will be reviewed when the Applicant applies for a building permit.

Landscape Plan

A Landscape Plan has been submitted. The required landscaping is based on the Canopy Cover Formula. As proposed, the Landscape Plan does meet the minimum square footage of canopy cover required. As already noted, the majority of the tree species are native. Ground cover will consist of turf sod and a couple variations of riparian seed mixes (for the two infiltration basins). There are some minor corrections necessary, as noted on the various plan sheets, but overall, the proposed landscaping is acceptable.

Funding Source:

All costs associated with this request are the Applicant's responsibility.

Recommendation:

Staff recommends approval of the variance for impervious surface coverage and the Landscape Plan, contingent upon compliance with the review comments.

Outcome/Action:

Motion to recommend approval of Resolution #25-215 granting a variance to impervious surface coverage within the Shoreland Overlay District for Zero Zone.

Attachments

Site Location Map
Applicant Narrative
Site Plan
Landscape Plan with Staff Review Comments
Resolution #25-215

Form Review

Inbox

Brian Hagen

Form Started By: Chris Anderson

Final Approval Date: 09/11/2025

Reviewed By

Kalia Lor

Date

09/11/2025 02:41 PM

Started On: 08/25/2025 01:29 PM



Zero Zone Site Location Map



Legend

Ramsey GIS Layers
Municipal Boundary



Addresses

Street Names

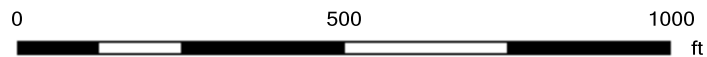
Parcels



Anoka Co. Aerials - 2024

- A10
- A20
- A25
- A30
- A31
- A35
- A40
- A45
- A63
- A64
- A70

Notes



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Zero Zone – 2025 Office and Production Addition

August 18, 2025

Project Narrative

Zero Zone is a leading manufacturer in the refrigeration industry, specializing in display cases and refrigeration systems. Zero Zone has been at their Ramsey location since 2002, purchasing the building through an acquisition of an existing manufacturing facility. In 2007, they acquired an additional 4.84 acres to the east to support growth of the business and expand their manufacturing capabilities.

Zero Zone proposes to construct a new 57,875 square-foot addition on the north and east sides of their existing facility. The project largely features increased space for production and manufacturing, with added support spaces including an engineering lab, testing area, conference rooms, additional office space and a lunch room with an associated outdoor amenity space.

The proposed site improvements will increase parking from 113 to 269 parking stalls to support the addition. Two new overhead doors are proposed on the south side of the facility for deliveries with increased pavement areas for truck turning movements. The parking addition is thoughtfully concentrated on the east side of the facility to separate vehicular flows and pedestrian movements. An enhanced entry loop on the northeast side of the facility will serve as a welcoming and intuitive path for guests.

Requested Variance

The proposed project requires one variance request:

- Section 106-943 – Shoreland Overlay District Development Standards.
 - Subsection (d), (4), (b), (1) - Impervious surface coverage of lots must not exceed 25 percent of the lot area.

The requested variance meets the required findings as follows:

- 1) *That the property owner proposes to use the property in a reasonable manner not permitted by the zoning code.***

The requested variance will allow Zero Zone to continue their long-standing use of the property as a manufacturing facility in the I-1 Light Industrial District. The existing and proposed use of the property is well-suited for this predominantly industrial area with infrastructure to support the growth of the facility. The proposed impervious coverage is also reasonable when compared to the surrounding properties and those within the Shoreland Overlay District.

To offset the increase in impervious, two infiltration basins are proposed on the northeast and southeast corners of the parking facility. Runoff from the parking facility and building expansion will be routed to the basins to treat the runoff before leaving the site to the south. This will be an improvement to the overall watershed as this area, consisting of gravel parking surfaces and open greenspace, was previously untreated.

2) *The plight of the landowner is due to circumstances unique to the property not created by the Landowner.*

Although located in the overlay district, this property is unique in that it does not have direct runoff to Magnesium Street Pond and is also separated from the pond by a developed 4-lane County Road (Bunker Lake Blvd). With the existing impervious surface of the combined property (11.45 acres) at 39%, it already exceeds the maximum allowable coverage in the Shoreland Overlay District. Since the original development of the property pre-dates this requirement, its application would prohibit any further development of the property and thus growth of this business and community asset.

3) *The variance, if granted, will not alter the essential character of the locality.*

The variance, if granted, will only expand on, not alter, the essential character of the locality. The expansion will compliment the facility through the use of similar building materials and color palettes. The project will incorporate expanded parking facilities and adequate off-street site circulation to maintain functionality with the surrounding industrial businesses.

4) *Economic considerations alone do not constitute practical difficulties.*

The practical difficulty of the code is that it prohibits any expansion within the property, thus prohibiting Zero Zone's economic investment in the community.

1 - Plant Substitutions

Created by: Chris Anderson
On: 09/02/2025 03:22 PM

Any substitutions require the approval of the City of Ramsey prior to installation.

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

2 - Warranty

Created by: Chris Anderson
On: 09/02/2025 03:23 PM

The Development Agreement will require all newly installed trees and shrubs to be warrantied for two (2) years.

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

3 - Planting Detail

Created by: Chris Anderson
On: 09/02/2025 03:25 PM

Please add a planting detail to this sheet.

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

4 - Tree Inventory

Created by: Chris Anderson
On: 09/03/2025 08:40 AM

With all Site Plans, a Tree Inventory and Preservation Plan is required. Commercial projects shall retain at least 30% of existing, significant tree DBH inches. Significant trees are defined as all oaks and evergreens with a DBH of 4" or greater and all other deciduous trees with a DBH of 8" or greater.

Inventory needs to identify species (common and scientific name), DBH, Status (save or remove), Tally of total DBH inches, DBH inches removed, and tally of exempt DBH inches (Invasive trees, such as Siberian Elm, and trees removed for stormwater management purposes, i.e. stormwater basins, can be excluded from the removal calculation).

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

5 - Irrigation

Created by: Chris Anderson
On: 09/03/2025 08:46 AM

If the landscape will be irrigated, the irrigation system shall include both a rain sensor and some other form of water efficient technology, such as a weather compensating smart controller.

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

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

RESOLUTION #25-215

**A RESOLUTION GRANTING A VARIANCE TO IMPERVIOUS SURFACE
COVERAGE WITHIN THE SHORELAND OVERLAY DISTRICT
AT 6151 140TH AVENUE NW**

RECITALS

1. The City of Ramsey received an application from Loucks, Inc., on behalf of Zero Zone Refrigeration LLC (the "**Permittee**"), requesting a variance to the impervious surface coverage standard in the Shoreland Overlay District to accommodate a proposed building addition and parking lot expansion on the properties generally known as 6151 140th Avenue and 6030 Bunker Lake Boulevard and legally described as follows:

Lot 1, Block 1, Zero Zone Addition, Anoka County, Minnesota

(together, the "**Subject Property**")

2. That the **Permittee** is proposing an approximately 58,000 square foot building addition and expansion of the parking lot (together, the "**Building Addition**").
3. That the **Subject Property** is located within the Shoreland Overlay District, which extends out 1,000 feet from the Ordinary High Watermark (OHW) of Magnesium Street Pond (DNR ID #02-116W).
4. That Magnesium Street Pond is classified as a General Development Lake, which requires a fifty (50) foot setback for any structures, and a Shore Impact Zone (SIZ) of twenty-five (25) feet from the OHW.
5. That the **Subject Property** is not a riparian lot and is separated from Magnesium Street Pond by a four-lane County Highway (Bunker Lake Boulevard).
6. That the **Building Addition** is well outside the SIZ and the minimum required setback from the OHW.
7. That within the Shoreland Overlay District, impervious surfacing is limited to no more than 25 percent of a property.
8. That currently, the **Subject Property** consists of approximately 39.9 percent impervious surfacing.
9. That the **Building Addition** will increase the impervious surfacing on the **Subject Property** to approximately 62.7 percent.

10. That the **Building Addition** includes multiple infiltration basins to assist with managing stormwater, and the project must comply with not only the City’s stormwater regulations, but also the Lower Rum River Watershed Management Organization’s stormwater regulations as well.
11. That prior to the official submittal of the Land Use Application, City Staff informed the MN DNR about the project and the DNR noted that they would look for and encourage the use of appropriate stormwater infiltration practices, such as incorporation of riparian vegetation, pervious pavements, bioretention, etc.
12. That City Staff forwarded the Site Plan and Landscape Plan to the MN DNR for review and comment.
13. That the **Permittee** appeared before the Planning Commission for a public hearing pursuant to Section 106-220 (Variances) of the Ramsey City Code on October 2, 2025, and that said public hearing was properly advertised and that the minutes of said public hearing are available.

FINDINGS OF FACT

1. That the **Building Addition** does not violate the intent and purpose of the Comprehensive Plan.
2. That the **Building Addition** will be placed in accordance with the objectives and intent of Section 106-220 (Variances) of the Ramsey City Code.
3. That other than the impervious surfacing, the **Building Addition** complies with all applicable codes in Chapter 106 (Zoning Code) of the Ramsey City Code and, in fact, would have otherwise qualified as an Administrative Site Plan.
4. That the **Building Addition** is a reasonable use of the **Subject Property**.
5. That the **Building Addition** will not alter the essential character of the locality.

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

That the Ramsey Planning Commission hereby grants approval of a variance (the “**Variance**”) to exceed the impervious surface restrictions within the Shoreland Overlay District for the proposed **Building Addition** on the **Subject Property**, contingent upon the following conditions:

1. That this **Variance** shall allow a deviation from the impervious surface limitations within the Shoreland Overlay District.
2. That this **Variance** allows impervious surface coverage on the **Subject Property** up to 63 percent.

3. That this **Variance** shall be perpetual in duration as long as the conditions are herein complied with.
4. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this **Variance**.
5. That this **Variance** shall become null and void if the use is not initiated within twelve (12) months of the date of approval, and issuance of a building permit for the **Building Addition** shall constitute initiation.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey Planning Commission this the 2nd day of October, 2025.

Planning Commission Chairperson

ATTEST:

City Clerk

The document drafted by:
The City of Ramsey
7550 Sunwood Dr NW
Ramsey, Minnesota 55303

Environmental Policy Board (EPB)**Meeting Date:** 09/15/2025**Primary Strategic Plan Initiative:****Information****Title:**

Consider the Natural Resources Aspects of the Site Plan for a New Mixed-Use Apartment/Retail Building in The COR (Case No. 25-119); Case of Roers Companies

Purpose/Background:

The City has received a Land Use Application from Roers Companies (the "Applicant") for a proposed five-and-a-half (5.5) story mixed-use apartment and retail building located between Sunwood Drive and Zeolite Street, south of Ramsey Parkway and north of the Home2Suites hotel (the "Subject Property"). This is the same location that the Norhart apartment project previously received site plan approval. However, they (Norhart) officially withdrew their application and opted not to proceed with their project. This new project is proposing 191 units, along with 5,000 square feet of commercial space on the first floor, and will include sunken (partially underground) parking.

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

The Subject Property is zoned COR-4c, which requires a minimum density of fifteen (15) units per acre, and is guided as Mixed Use in the 2040 Comprehensive Plan. As previously noted, this project includes 191 units, 5,000 square feet of commercial space, and both sunken (partially underground) and surface parking. There will be two points of vehicle access to the Subject Property. The site will share access with Home2Suites off Sunwood Drive, and there will also be a full access to the Subject Property from Zeolite Street. The building is "L" shaped, lining Sunwood Drive and Ramsey Parkway, with surface parking south and east of the building. Access to the sunken parking area is at the east end of the building. There will be a total of 315 parking stalls, with 197 stalls being surface parking and the remaining 118 stalls being in a partially sunken garage beneath the building.

Natural Resources Inventory and Minnesota Land Cover Classification System

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) classifies the Subject Property as 'Urban with Little Vegetative Cover'. There are no wetlands or floodplains on the Subject Property.

Tree Inventory and Preservation Plan

There are no significant trees on the Subject Property and therefore, there was no need for a tree inventory and preservation plan. The Environmental Policy Board may recall that much of the remaining vacant land in The COR was cleared and grubbed in the fall of 2023. The proposed landscaping for this project includes thirty-eight (38) new trees, including a mix of shade trees and ornamental trees, along with a mix of deciduous and coniferous shrubs. The combination of plantings for the hotel project, this project, and the Waterfront Village detached townhome project (north of the Subject Property), along with the City's improvements to The Waterfront, which also includes plantings, will ultimately exceed the reforestation requirements from the 2023 clearing and grubbing activities.

Landscape Plan

The Landscape Plan includes street trees along Ramsey Parkway (Sienna Glen Maple) and Zeolite Street (Boulevard Linden) and a mix of trees, shrubs, and ornamental grasses internal to the site. There are also numerous trees either adjacent to the surface parking stalls or in the raised islands within the parking lot. The

existing street trees in the boulevard along Sunwood Drive will be protected and preserved throughout the construction process. The Landscape Plan does a good job of not only addressing the streetscape requirements of The COR, but also ensuring the interior of the Subject Property is well landscaped as well. Staff has identified a few corrections that are necessary and has also included some recommendations for the Applicant to consider, but there are no major concerns with what is proposed.

Funding Source:

All costs associated with this request are the Applicant's responsibility.

Recommendation:

Staff recommends approval of the Landscape Plan, contingent upon compliance with the review comments.

Outcome/Action:

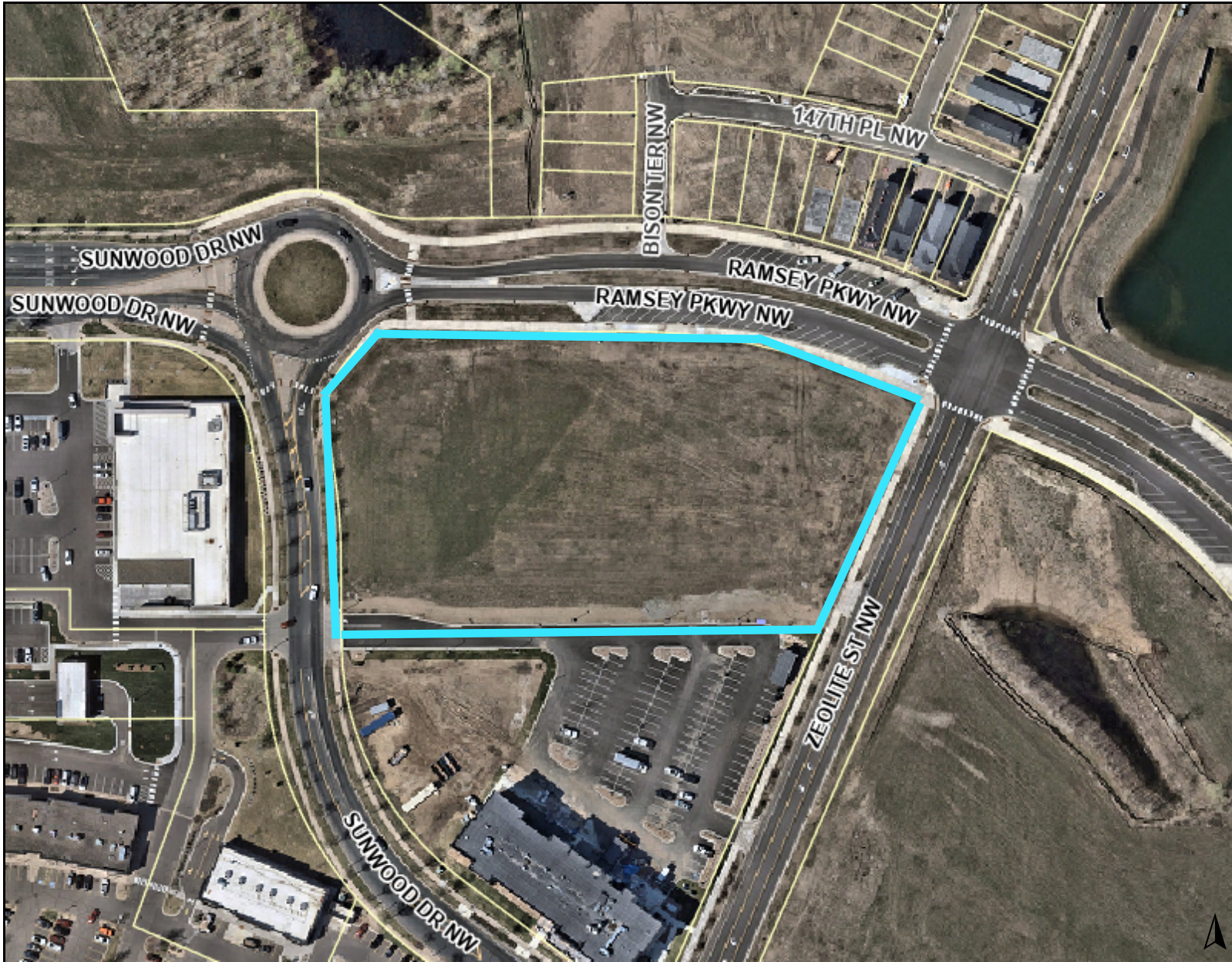
Motion to recommend approval of the Landscape Plan, contingent upon compliance with Staff's review comments.

Attachments

- Site Location Map
- Site Plan
- Building Elevations
- Landscape Plan with Staff Review Comments

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Kalia Lor	09/11/2025 02:41 PM
Form Started By: Chris Anderson		Started On: 09/04/2025 04:01 PM
Final Approval Date: 09/11/2025		



Address:
7979 Sunwood Dr NW


PID:
28-32-25-23-0025

0 250 500
ft

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

EXTERIOR MATERIAL LEGEND


MASONRY
 14 BRK-1
 MANUFACTURER: SIMONS
 PRODUCT: BRICK
 COLOR: RED
 FINISH: MODULAR
 INSTALLATION: MODULAR



FIBER CEMENT
 14 BRK-1
 MANUFACTURER: SIMONS
 PRODUCT: FIBER CEMENT
 COLOR: LIGHT TAUPE
 FINISH: FLAT
 INSTALLATION: MODULAR



FIBER CEMENT
 14 BRK-1
 MANUFACTURER: SIMONS
 PRODUCT: FIBER CEMENT
 COLOR: GOLD
 FINISH: FLAT
 INSTALLATION: MODULAR



FIBER CEMENT
 14 BRK-1
 MANUFACTURER: SIMONS
 PRODUCT: FIBER CEMENT
 COLOR: DARK GRAY
 FINISH: FLAT
 INSTALLATION: MODULAR



PREFINISHED METAL
 14 BRK-1
 MANUFACTURER: METAL
 PRODUCT: METAL PANEL
 COLOR: DARK GRAY
 FINISH: FLAT
 INSTALLATION: MODULAR



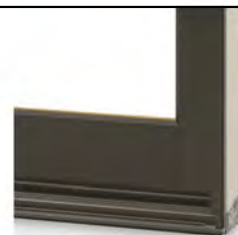
PREFINISHED METAL
 14 BRK-1
 MANUFACTURER: METAL
 PRODUCT: METAL PANEL
 COLOR: BRASS
 FINISH: FLAT
 INSTALLATION: MODULAR



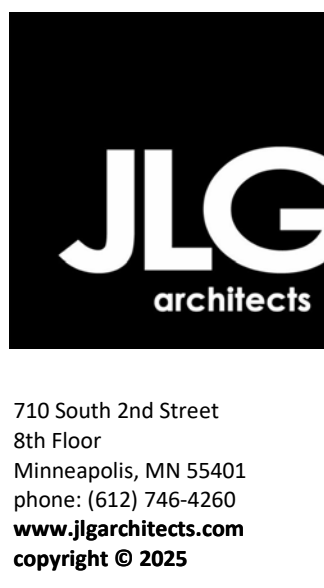
BALCONY
 14 BRK-1
 MANUFACTURER: SIMONS
 PRODUCT: BALCONY RAILING
 COLOR: BLACK
 FINISH: FLAT
 INSTALLATION: MODULAR



GLASS
 14 BRK-1
 MANUFACTURER: SIMONS
 PRODUCT: GLASS PANEL
 COLOR: CLEAR
 FINISH: FLAT
 INSTALLATION: MODULAR



SHEET SPEC ID LIST	
SPEC ID	SPEC SECTION & DESCRIPTION
BRK-1	04 2000 - BRICK
MET FAB-50	05 5913 - METAL BALCONIES
MTL PNL-20	07 4213 - METAL WALL PANEL, SINGLE THICKNESS, NOT INSULATED, BURROUGHS SLATE
MTL PNL-21	07 4213 - METAL WALL PANEL, SINGLE THICKNESS, NOT INSULATED, LOCKER KENNY
SDING-10	07 4616 - FIBER CEMENT SIDING - SW 6147 PANDA WHITE
SDING-12	07 4616 - FIBER CEMENT SIDING - SW 7020 BLACK FOX



REVISION SCHEDULE		
NO.	DESCRIPTION	DATE

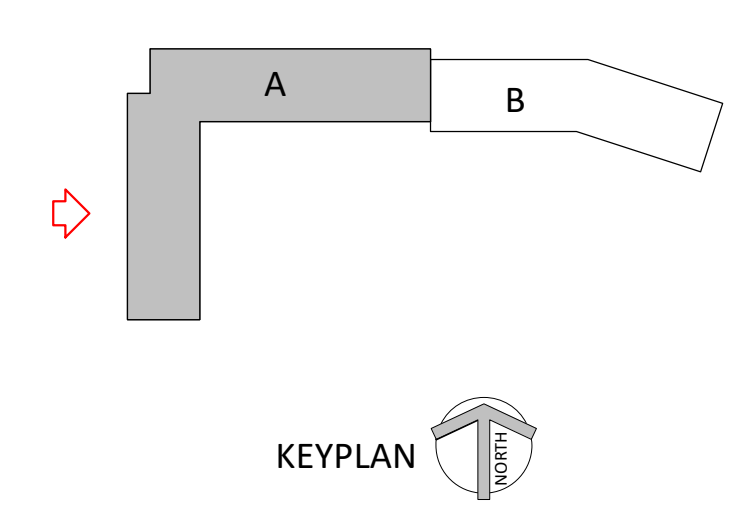
PRELIMINARY
 NOT FOR CONSTRUCTION

ROERS COMPANIES
SUNWOOD MIXED-USE
 7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE: 08/18/25
 PHASE: LAND USE APPLICATION
 PROJECT: 250124
 SHEET: **A301**
 EXTERIOR ELEVATIONS



8A EXTERIOR ELEVATION - WEST
 SCALE: 1/8" = 1'-0"



8/18/2025 2:37:52 PM

EXTERIOR MATERIAL LEGEND

<p>MASONRY</p> <p>MANUFACTURER: JAMES HARDIE PRODUCT: BRICK-1 COLOR: BRICK FINISH: MODULAR INSTALLATION BY: USGBC</p>	<p>FIBER CEMENT</p> <p>MANUFACTURER: JAMES HARDIE PRODUCT: FIBER CEMENT COLOR: SANDY SAND FINISH: "TRUCK AND TROWEL" INSTALLATION BY: USGBC</p>	<p>FIBER CEMENT</p> <p>MANUFACTURER: JAMES HARDIE PRODUCT: FIBER CEMENT COLOR: SANDY SAND FINISH: "TRUCK AND TROWEL" INSTALLATION BY: USGBC</p>	<p>FIBER CEMENT</p> <p>MANUFACTURER: JAMES HARDIE PRODUCT: FIBER CEMENT COLOR: SANDY SAND FINISH: "TRUCK AND TROWEL" INSTALLATION BY: USGBC</p>
<p>PREFINISHED METAL</p> <p>MANUFACTURER: METAL PANELS PRODUCT: METAL PANELS COLOR: DARK BROWN FINISH: 1/8" RIBBED INSTALLATION BY: USGBC</p>	<p>PREFINISHED METAL</p> <p>MANUFACTURER: METAL PANELS PRODUCT: METAL PANELS COLOR: ORANGE FINISH: 1/8" RIBBED INSTALLATION BY: USGBC</p>		
<p>BALCONY</p> <p>MANUFACTURER: USGBC PRODUCT: BALCONY RAILING COLOR: BRICK INSTALLATION BY: USGBC</p>			
<p>GLASS</p> <p>MANUFACTURER: USGBC PRODUCT: GLASS COLOR: CLEAR INSTALLATION BY: USGBC</p>			

SHEET SPEC ID LIST

SPEC ID	SPEC SECTION & DESCRIPTION
BRK-1	04 2000- BRICK
MET FAB-50	05 5913- METAL BALCONIES
MTL PNL-20	07 4213- METAL WALL PANEL, SINGLE THICKNESS, NOT INSULATED, BURROUGHS SLATE
MTL PNL-21	07 4213- METAL WALL PANEL, SINGLE THICKNESS, NOT INSULATED, COPPER KENNY
SDING-10	07 4616- FIBER CEMENT SIDING- SW 6147 PANDA WHITE
SDING-11	07 4616- FIBER CEMENT SIDING- SW 6332 COPPER MOUNTAIN
SDING-12	07 4616- FIBER CEMENT SIDING- SW 7000 BLACK FOX



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REVISION SCHEDULE

NO.	DESCRIPTION	DATE

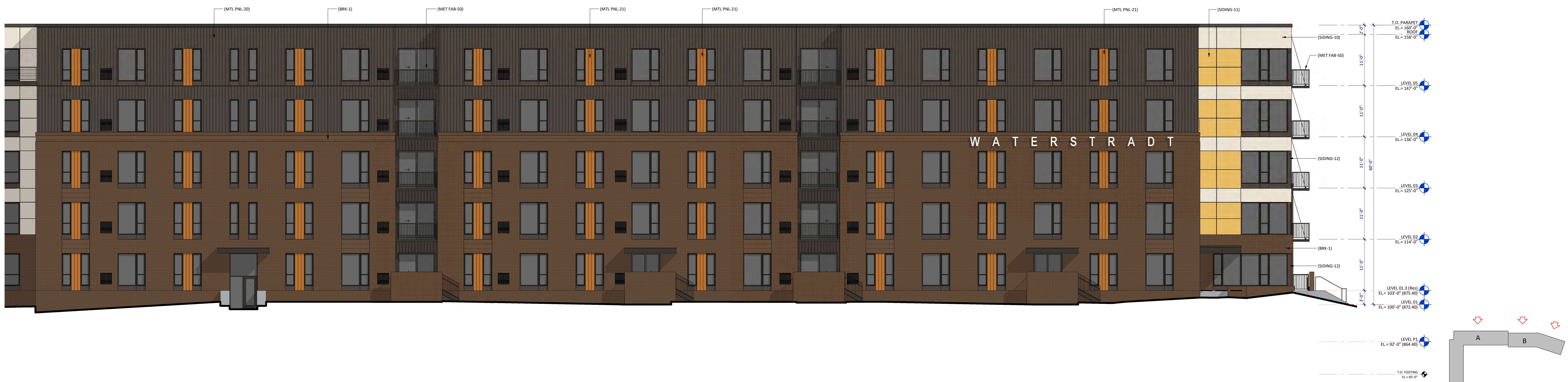
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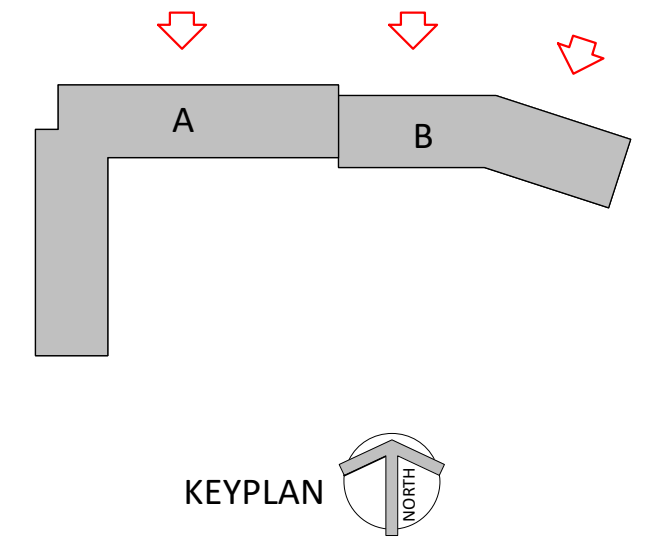
8C
A302 EXTERIOR ELEVATION - NORTH - AREA B (ANGLED)
SCALE: 1/8" = 1'-0"



5C
A302 EXTERIOR ELEVATION - NORTH - AREA B
SCALE: 1/8" = 1'-0"



8A
A302 EXTERIOR ELEVATION - NORTH - AREA A
SCALE: 1/8" = 1'-0"

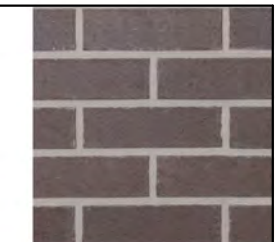



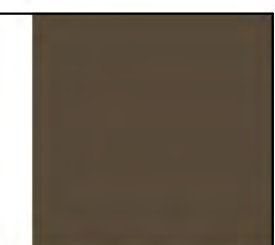


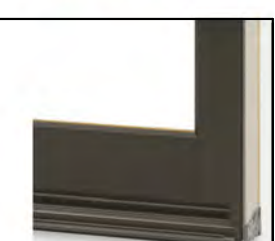


ROERS COMPANIES
SUNWOOD MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE: 08/18/25
PHASE: LAND USE APPLICATION
PROJECT: 250124
SHEET: **A302**
EXTERIOR ELEVATIONS

8 7 6 5 4 3 2 1

EXTERIOR MATERIAL LEGEND

<p>MASONRY</p>  <p>MANUFACTURER: ARBON COLOR: BRICK FINISH: MODULAR INSTALLATION BY: USGBC</p>	<p>FIBER CEMENT</p>  <p>MANUFACTURER: USGBC PRODUCT: USGBC FIBER CEMENT COLOR: LIGHT FINISH: MODULAR INSTALLATION BY: USGBC</p>	<p>FIBER CEMENT</p>  <p>MANUFACTURER: USGBC PRODUCT: USGBC FIBER CEMENT COLOR: ORANGE FINISH: MODULAR INSTALLATION BY: USGBC</p>	<p>FIBER CEMENT</p>  <p>MANUFACTURER: USGBC PRODUCT: USGBC FIBER CEMENT COLOR: DARK FINISH: MODULAR INSTALLATION BY: USGBC</p>
<p>PREFINISHED METAL</p>  <p>MANUFACTURER: METAL PRODUCT: METAL PANEL COLOR: DARK FINISH: SMOOTH INSTALLATION BY: USGBC</p>	<p>PREFINISHED METAL</p>  <p>MANUFACTURER: METAL PRODUCT: METAL PANEL COLOR: ORANGE FINISH: SMOOTH INSTALLATION BY: USGBC</p>		
<p>BALCONY</p>  <p>MANUFACTURER: USGBC PRODUCT: BALCONY RAILING COLOR: BRICK FINISH: MODULAR INSTALLATION BY: USGBC</p>			
<p>GLASS</p>  <p>MANUFACTURER: USGBC PRODUCT: GLASS PANEL COLOR: CLEAR FINISH: SMOOTH INSTALLATION BY: USGBC</p>			

SHEET SPEC ID LIST	
SPEC ID	SPEC SECTION & DESCRIPTION
ALSTOR-1	08 4313 - ALUMINUM STORE FRONT
BRK-1	04 2000 - BRICK
SIDING-10	07 4616 - FIBER CEMENT SIDING - SW 6147 PANDA WHITE
SIDING-12	07 4616 - FIBER CEMENT SIDING - SW 7020 BLACK FOX



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REVISION SCHEDULE		
NO.	DESCRIPTION	DATE

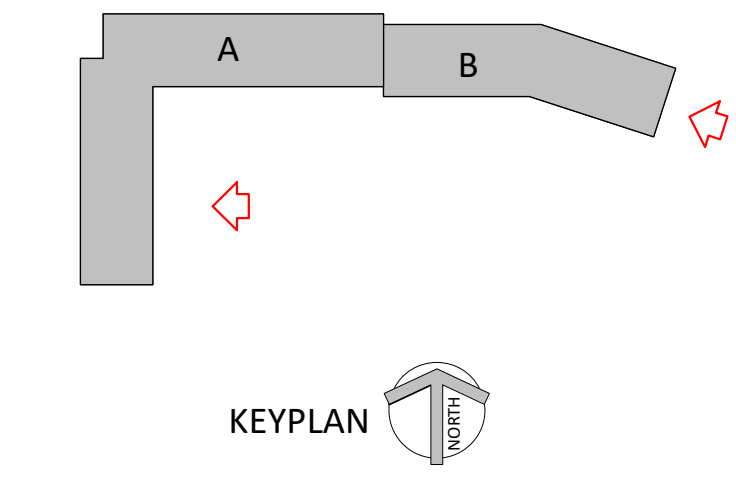
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 NOT FOR CONSTRUCTION



4C EXTERIOR ELEVATION - EAST - AREA B
 SCALE: 3/8" = 1'-0"



7A EXTERIOR ELEVATION - EAST - AREA A
 SCALE: 3/8" = 1'-0"



F
E
D
C
B
A

8/20/2025 2:37:51 PM

8 7 6 5 4 3 2 1

ROERS COMPANIES
SUNWOOD MIXED-USE
 7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE: 08/18/25
 PHASE: LAND USE APPLICATION
 PROJECT: 250124
 SHEET: **A303**
 EXTERIOR ELEVATIONS

EXTERIOR MATERIAL LEGEND

<p>MASONRY</p>	<p>FIBER CEMENT</p>	<p>FIBER CEMENT</p>	<p>FIBER CEMENT</p>
<p>PREFINISHED METAL</p>	<p>PREFINISHED METAL</p>		
<p>BALCONY</p>			
<p>GLASS</p>			

SHEET SPEC ID LIST	
SPEC ID	SPEC SECTION & DESCRIPTION
BRK-1	04 2000 - BRICK
INSL GL-1	08 8000 - CLEAR INSULATED GLAZING
MET FAB-50	05 5013 - METAL BALCONIES
SDING-10	07 4616 - FIBER CEMENT SIDING - SW 6347 PANDA WHITE
SDING-12	07 4616 - FIBER CEMENT SIDING - SW 7020 BLACK FOX



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8C
A304
EXTERIOR ELEVATION - SOUTH - AREA B
SCALE: 1/8" = 1'-0"



5C
A304
EXTERIOR ELEVATION - SOUTH - AREA B (ANGLED)
SCALE: 1/8" = 1'-0"



8A
A304
EXTERIOR ELEVATION - SOUTH - AREA A
SCALE: 1/8" = 1'-0"

ROERS COMPANIES
SUNWOOD MIXED-USE
7979 SUNWOOD DRIVE, RAMSEY, MN 55303

DATE: 08/18/25
PHASE: LAND USE APPLICATION
PROJECT: 250124
SHEET: **A304**
EXTERIOR ELEVATIONS

8/18/2025 3:38:22 PM



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8D RENDER - NORTHWEST ENTRY PERSPECTIVE
A305 NOT TO SCALE



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8A RENDER - COMMERCIAL PERSPECTIVE
A305 SCALE: 1/2" = 1'-0"

8/18/2025 1:18:50 PM

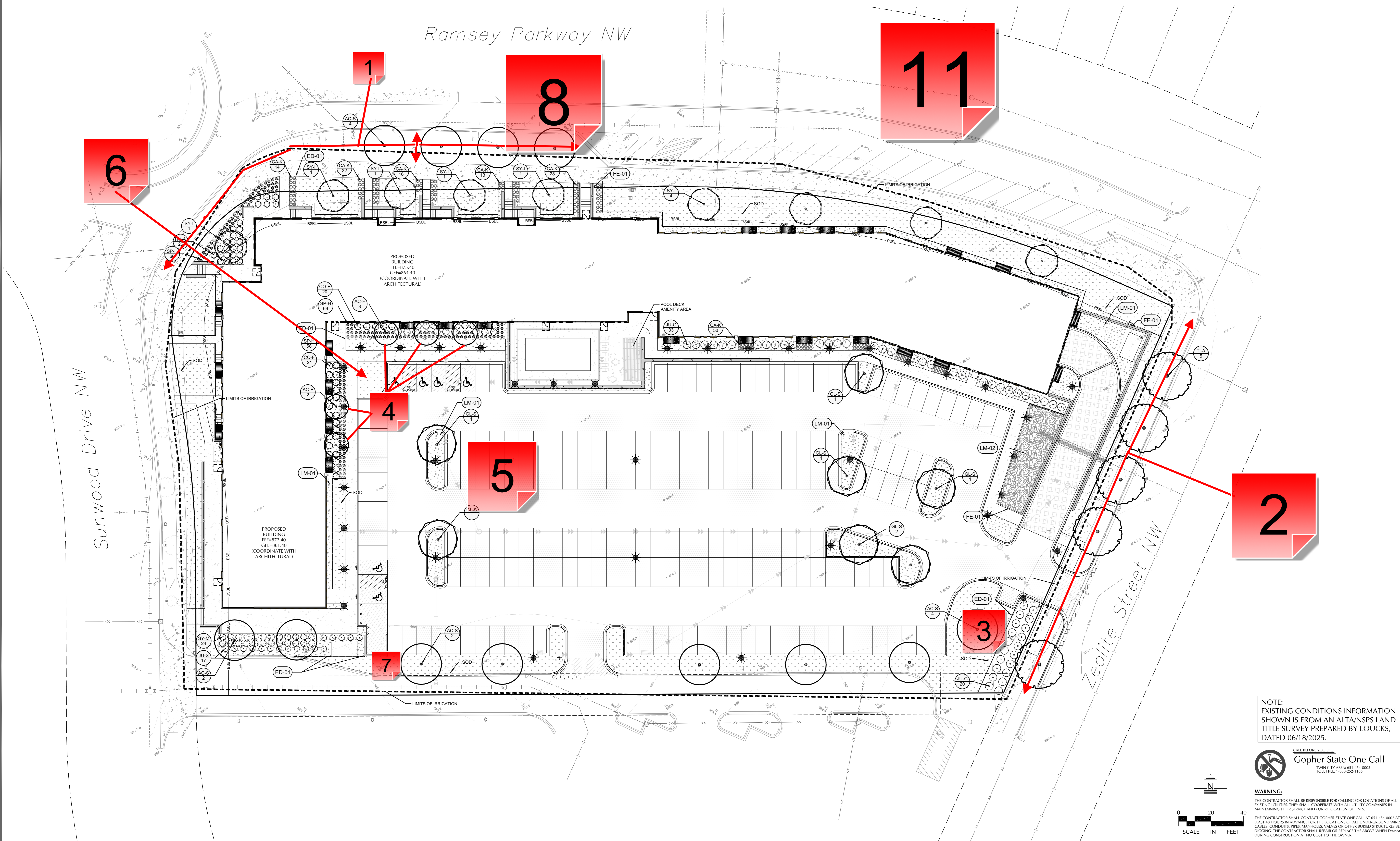
PLANTING SCHEDULE							
SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	SIZE	NOTES
DECIDUOUS TREES							
⊙	AC-F	5	ACER FREEMANII 'ARMSTRONG'	ARMSTRONG MAPLE	B & B	2.5" CAL	
⊙	AC-S	8	ACER FREEMANII 'SIENNA GLEN'	SIENNA GLEN MAPLE	B & B	2.5" CAL	
⊙	GL-S	7	GLEDITSIA TRIACANTHOS 'SKYCOLE'	SKYLINE HONEYLOCUST	B & B	2.5" CAL	
ORNAMENTAL TREES							
⊙	SY-I	9	SYRINGA RETICULATA 'IVORY SILK'	IVORY SILK TREE LILAC	B & B	2.5" CAL	
SHRUBS							
⊙	CO-F	41	CORNUS SERICEA 'ARTIC FIRE'	ARCTIC FIRE DOGWOOD	CONT	#5	
⊙	HY-A	27	HYDRANGEA ARBORESCENS 'ANNABELLE'	ANNABELLE HYDRANGEA	CONT	#5	
⊙	SY-M	24	SYRINGA MEYERI 'PALIBIN'	DWARF KOREAN LILAC	CONT	#5	
CONIFEROUS SHRUBS							
⊙	JU-G	53	JUNIPERUS CHINENSIS 'SEA GREEN'	SEA GREEN JUNIPER	CONT	#5	24" PLANT HEIGHT AT PLANTING
⊙	JU-S	17	JUNIPERUS SCOPULORUM 'MEDORA'	MEDORA JUNIPER	CONT	#5	36" PLANT HEIGHT AT PLANTING
GRASSES							
⊙	CA-K	143	CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER'	FEATHER REED GRASS	CONT	#1	
⊙	SP-H	187	SPOROBOLUS HETEROLEPIS	PRAIRIE DROPS EED	CONT	#1	
SYMBOL	CODE	BOTANICAL NAME		COMMON NAME		SIZE	
⊙	TS-1			TURF SOD			

PLANT SCHEDULE BOULEVARD TREES						
SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	SIZE
⊙	AC-S	4	ACER FREEMANII 'SIENNA GLEN'	SIENNA GLEN MAPLE	B & B	2.5" CAL
⊙	TI-A	5	TILIA AMERICANA 'BOULEVARD'	BOULEVARD LINDEN	B & B	2.5" CAL

LANDSCAPE REQUIREMENTS:
 ALL LANDSCAPING IS SELECTED FROM THE RAMSEY TREE BOOK.
BOULEVARD TREES:
 MEETS CORIC ZONING REQUIREMENTS OF 35 FEET SPACING ALONG SUNWOOD DRIVE, RAMSEY PARKWAY, AND ZEOLITE.
PARKING LOT SCREENING LANDSCAPE:
 (WHEREVER A SURFACE PARKING AREA FACES A STREET FRONTAGE, SUCH FRONTAGE SHALL BE SCREENED WITH A DECORATIVE WALL, SHRUBS, HEDGE, OR A COMBINATION OF THESE ELEMENTS TO A MINIMUM HEIGHT OF THREE FEET (3') AND A MAXIMUM HEIGHT OF FOUR AND ONE-HALF FEET (4 1/2') ABOVE THE LEVEL OF THE PARKING LOT, AT THE BUILD-TO LINE. THIS SCREENING MAY BE BROKEN INTO SECTIONS ALONG THE STREET EDGE PROVIDED IT MEETS THE SIXTY (60%) PERCENT REQUIRED.)
TREES PROVIDED: 5 TREES
SHRUBS PROVIDED: 20 SHRUBS
TOTAL LANDSCAPE PROVIDED:
 TREES PROVIDED: 38 TREES
 SHRUBS PROVIDED: 162 SHRUBS

GENERAL NOTES:
 CONTRACTOR SHALL VISIT SITE PRIOR TO SUBMITTING BID. INSPECT SITE AND BECOME FAMILIAR WITH EXISTING CONDITIONS RELATING TO THE NATURE AND SCOPE OF WORK.
 VERIFY LAYOUT AND ANY DIMENSIONS SHOWN AND BRING TO THE ATTENTION OF THE LANDSCAPE ARCHITECT ANY DISCREPANCIES WHICH MAY COMPROMISE THE DESIGN AND/OR INTENT OF THE PROJECT'S LAYOUT.
 ASSURE COMPLIANCE WITH ALL APPLICABLE CODES AND REGULATIONS GOVERNING THE WORK OR MATERIALS SUPPLIED.
 CONTRACTOR SHALL PROTECT ALL EXISTING ROADS, CURBS / GUTTERS, TRAILS, TREES, LAWNS AND SITE ELEMENTS DURING PLANTING OPERATIONS. ANY DAMAGE TO SAME SHALL BE REPAIRED AT NO COST TO THE OWNER.
 CONTRACTOR SHALL VERIFY ALIGNMENT AND LOCATION OF ALL UNDERGROUND AND ABOVE GRADE UTILITIES. CONTRACTOR TO PROVIDE THE NECESSARY PROTECTION FOR THE UTILITIES BEFORE CONSTRUCTION / MATERIAL INSTALLATION BEGINS. CONTRACTOR TO NOTIFY GENERAL CONTRACTOR OF ANY CONCERNS PRIOR TO INSTALLATION OF PLANTINGS.
 EXISTING CONTOURS, TRAILS, VEGETATION, CURB / GUTTER AND OTHER EXISTING ELEMENTS BASED UPON INFORMATION SUPPLIED TO LANDSCAPE ARCHITECT BY OTHERS. CONTRACTOR SHALL VERIFY ANY AND ALL DISCREPANCIES PRIOR TO CONSTRUCTION AND NOTIFY LANDSCAPE ARCHITECT OF SAME.
 THE ALIGNMENT AND GRADES OF THE PROPOSED WALKS, TRAILS AND / OR ROADWAYS ARE SUBJECT TO FIELD ADJUSTMENT REQUIRED TO CONFORM TO LOCALIZED TOPOGRAPHIC CONDITIONS AND TO MINIMIZE TREE REMOVAL AND GRADING. ANY CHANGE IN ALIGNMENT MUST BE APPROVED BY LANDSCAPE ARCHITECT.

MATERIAL SCHEDULE								
CODE	DESCRIPTION	DETAIL	MANUFACTURER / SUPPLIER	SIZE/MODEL	MATERIAL	COLOR	FINISH	COMMENTS
ED-01	LANDSCAPE EDGER	5L5-1		3/16" X 6"	STEEL EDGING	BLACK		PROVIDE 15' STAKES
FE-01	FENCE & GUARDRAIL FENCE - DECORATIVE	6L5-1		5'-0" H X 8'-0" W STANDARD PANELS	ALUMINUM	BLACK	POWDER COAT	
LM-01	LANDSCAPE MATERIALS ROCK MULCH	4L5-1		3/4" GRAY TRAP	STONE	NATURAL		
LM-02	PEA GRAVEL	3L5-1		5/8" RIVER ROCK	STONE	NATURAL		



RAMSEY PARKWAY APARTMENTS
 7979 SUNWOOD DRIVE, RAMSEY, MN

ROERS COMPANIES

LOUCKS
 CIVIL ENGINEERING
 LANDSCAPE ARCHITECTURE
 LAND SURVEYING
 12755 Highway 55, Suite R100
 Plymouth, MN 55441
 763.424.5305
 www.loucksinc.com

CADD QUALIFICATION
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SUBMITTALS/REVISIONS
 08/07/2025 SCHEMATIC PAGE FLIP
 08/18/2025 LAND USE APPLICATION

PROFESSIONAL SIGNATURE
 I hereby certify that the plan, specification, and report prepared by me or under my direct supervision and seal are in accordance with the laws and regulations of the State of Minnesota.

PRELIMINARY!
 License No. 0000000000
 Date 08/18/2025

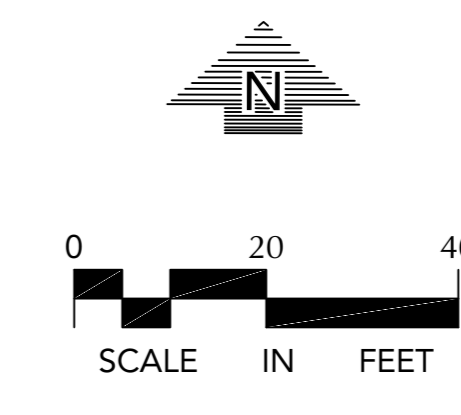
QUALITY CONTROL
 Loouks Project No. 250244.00
 Project Lead SRT
 Drawn By KVK/NWE
 Checked By NWE
 Review Date 08/15/2025

SHEET INDEX
 C1-1 EX. COND. & SITE DEMO PLAN
 C1-2 CONST. STAGING PLAN
 C2-1 SITE PLAN
 C2-2 ACCESSIBLE ROUTE PLAN
 C2-3 TURNING MOVEMENTS
 C3-1 GRADING PLANS
 C3-2 SWPPP
 C3-3 SWPPP NOTES
 C4-1 UTILITY PLAN
 C8-1 - C8-3 CIVIL DETAILS
 L2-1 LANDSCAPE PLAN
 L2-1 LANDSCAPE DETAILS

NOTE:
 EXISTING CONDITIONS INFORMATION SHOWN IS FROM AN ALTA/NSPS LAND TITLE SURVEY PREPARED BY LOUCKS, DATED 06/18/2025.

CALL BEFORE YOU DIG!
Gopher State One Call
 TWIN CITY AREA: 651-454-0002
 TOLL FREE: 1-800-552-1166

WARNING:
 THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND/OR RELOCATION OF LINES.
 THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.



Project: 08/15/2025 10:56 AM W:\2025\250244\CADD\DATA\DWG\LANDSCAPE\LANDSCAPE PLAN

1 - Sod

Created by: Chris Anderson
On: 08/21/2025 02:22 PM

Please update to indicate that this area will be sodded.

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

2 - Blvd Area

Created by: Chris Anderson
On: 08/21/2025 02:24 PM

Please update to indicate this area will be sodded.

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

3 - Snow Storage Area

Created by: Chris Anderson
On: 08/21/2025 02:26 PM

This area is labeled as snow storage on Sheet C2-1. If that's how this area is to be used, it is recommended to not plant any trees here and this maybe should be a different ground cover than the same sod used on the rest of the site (the salt that's likely going to be included in the snow pile will burn out the sod and tree).

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

4 - Space?

Created by: Chris Anderson
On: 08/21/2025 02:34 PM

Is there enough space between these trees and the building so there is room for them to grow?

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

5 - Wood Chip Mulch

Created by: Chris Anderson
On: 08/21/2025 02:36 PM

Especially in the parking lot islands, but also in those areas with numerous plantings proposed (shrubs and decorative plants), it is recommended to use wood chip mulch rather than rock mulch. There's no ecological benefit with rock mulch and it will make an already very tough growing site that much more inhospitable.

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

6 - Relocate Tree Here?

Created by: Chris Anderson

On: 08/21/2025 02:39 PM

Consider relocating one of the 3 trees just north of this green space into here rather than up against the building.

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

7 - Slope

Created by: Chris Anderson
On: 08/21/2025 04:01 PM

The slope from the parking lot to the access driveway is nearly a 3:1, which could pose a challenge when mowing the turf. Any way to lessen the slope to make it a bit more manageable for maintenance purposes?

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

8 - Irrigation

Created by: Chris Anderson
On: 08/26/2025 09:09 AM

Please include head to head irrigation coverage supplied by the apartment complex within the boulevards and back of curb/sidewalk along Ramsey Parkway and Zeolite Street. City-supplied irrigation already exists within the boulevard along Sunwood Drive. The apartment complex's irrigation should begin at the interior edge of the sidewalk along Sunwood Drive. All irrigation systems must include a rain sensor and some form of water efficient technology, such as a weather compensating smart controller.

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

9 - Shrub Size

Created by: Chris Anderson
On: 08/26/2025 09:17 AM

Please specify that minimum shrub size at installation is 24" in height.

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

10 - Topsoil

Created by: Chris Anderson
On: 08/26/2025 09:21 AM

Please add the following note to this sheet:

Four (4) inches of topsoil is required over all disturbed areas not otherwise improved with impervious surfacing. Topsoil shall not have more than 35% sand content. A topsoil inspection is required prior to installing landscaping (sod, trees, shrubs, etc.).

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

11 - Planting Detail

Created by: Chris Anderson
On: 08/26/2025 09:37 AM

Please include a planting detail for the trees/shrubs. For trees, planting depth is critical and the detail shall specify that the first set of primary roots shall be at finished grade level.

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

Environmental Policy Board (EPB)**Meeting Date:** 09/15/2025**Primary Strategic Plan Initiative:**

Information**Title:**

Update on Status of the Recycling Contract

Purpose/Background:

The purpose of this case is to provide an update to the Environmental Policy Board (EPB) regarding the curbside recycling contract. As the EPB will recall, the City's current curbside recycling contract with ACE Solid Waste is set to expire at the end of this year. In February of this year, Staff reviewed the contract status with the EPB. At that time, the EPB recommended the City attempt to negotiate a new curbside recycling contract with ACE Solid Waste. This topic was also discussed with the City Council in March of this year. City Council directed Staff to obtain three (3) quotes for curbside recycling service, with the duration of the contract being four (4) years (ending on December 31, 2029).

Staff drafted and sent a Request for Quotes (RFQ) to three (3) vendors for curbside recycling service. The RFQ sought not only a quote for standard biweekly curbside recycling service, but also asked for quotes on an optional weekly curbside recycling service as well as an option for curbside organics recycling. All three vendors initially submitted a Notice of Intent to Submit a Quote by the deadline outlined in the RFQ. Subsequently, one of the vendors withdrew their Notice of Intent to Submit a Quote. Based on the schedule outlined in the RFQ, there was not enough time to seek another quote and therefore, only two quotes were received. Per the RFQ, the quotes are considered to be non-public data and after discussion with the City Attorney, it was determined that they cannot be distributed for review by the EPB, which is why they are not attached to the case. While the quotes are considered non-public data, per the RFQ, the names of those companies that submitted quotes can be made public. ACE Solid Waste and Republic Services both submitted quotes. Staff intends to review the quotes with the City Council at their October 14, 2025 Work Session, at which time City Council will presumably direct staff to negotiate a new, four (4) year curbside recycling contract with the selected vendor.

Funding Source:

Staff time associated with recycling activities is funded through the Select Committee on Recycling and the Environment (SCORE).

Recommendation:

This case is only meant as an update and, therefore, Staff has no recommendation for action.

Outcome/Action:

No action is necessary. This is intended only to be an update for the EPB.

Attachments

City Council Work Session Meeting Minutes Dated March 11, 2025

Form Review**Inbox**

Brian Hagen

Reviewed By

Kalia Lor

Date

09/11/2025 02:41 PM

Form Started By: Chris Anderson
Final Approval Date: 09/11/2025

Started On: 09/09/2025 11:56 AM

2.01: Curbside Recycling Contract

Senior Planning Anderson reviewed the Staff report in regard to the curbside recycling contract with ACE Solid Waste. He shared the EPB's recommendation to stay with a single contracted service rather than an open hauling system.

Councilmember Buscher said she would not want to have an open hauler system, but she does not feel strongly whether they stay with ACE or get bids from other companies. She noted an RFP would be nice to see if their current contract is competitive. She added that she would like to implement a labor agreement with the next contractor.

Councilmember Specht asked how many residents utilize the recycling service.

Senior Planner Anderson shared that he gets a monthly report from ACE and about 90% of residents are using this service every month.

Councilmember Specht asked if there is an option for residents to opt out of using ACE.

Senior Planner Anderson said residents can opt not to recycle; however, they would still be responsible for paying the \$3.98 for the service.

Councilmember Specht asked if it would be feasible to offer an opt out option. He shared that he hears from residents who are frustrated that they have to pay for the service when they do not recycle.

Senior Planner Anderson said they could explore this; however, he thinks it would be very challenging to implement and would also make it difficult to negotiate a contract.

Councilmember Specht asked how much of the recycled materials are actually able to be recycled rather than what is contaminated and has to be disposed of.

Senior Planner Anderson explained that in 2017 and 2018, very strict contamination levels were implemented where almost all recyclers stopped exporting their materials. He noted that he gets a tonnage report from ACE and he is required to report this data to the County. He shared that he has reached out to ACE to ask if this tonnage report is from before or after the contaminated materials were disposed of. He said he has not gotten an answer on this yet.

Councilmember Riley shared that he agrees with the recommendation of the EPB and if the current system is working he does not see a need to change it. He said they do need to be confident that they are getting the best price for this service and if they feel they can do this through negotiations with ACE then he is supportive of that, or if it would be better to have an RFP, he would support that as well.

Councilmember Stewart asked when the City did an RFP last for this service.

Senior Planner Anderson shared that through his research he believes the last RFP was done before the initial contract for service was signed which was in the early 1990s. He noted that direction since he has been on Staff has always been to negotiate with ACE since everything had always worked well with them. He stated they normally will survey other cities around to see what prices they pay for recycling; however, it is a hard comparison to make as each city handles recycling and trash services differently.

Councilmember Stewart asked about the risk associated with doing an RFP.

Senior Planner Anderson noted that ACE would be allowed to submit a bid and he assumes that they would.

Councilmember Buscher added that there are only a few services in the area that offer recycling services so the bid process would likely not take a very long time.

Senior Planner Anderson shared that there are currently eight to ten licensed recycling haulers in the City; however, some only do commercial properties or apartment buildings. He added that services that are not currently licensed in the City can still submit a bid.

Councilmember Specht asked if they moved to an open hauling system if they would still require each hauler to report the tonnage of recycling that they collect so it can be reported to the County.

Senior Planner Anderson noted that the reporting would take more administrative time in an open hauler system to track this information down. He added that they would also have to update City Code to make it very clear that reporting is mandatory and failure to report could result in the revocation of their license to operate in the City. He explained that if they were with an open hauler system then the education on what can and cannot be recycled becomes more generalized as each hauler will have different standards for what they will and will not pick up.

City Administrator Hagen asked how organics recycling would come into play with this. He asked if this has to be available to residents through a County requirement.

Senior Planner Anderson said this is not yet a requirement; however, beginning in 2030, the seven-county metro will have to have an option for curbside organics recycling per a State mandate. He shared that they currently have an organics drop-off space at Public Works.

Mayor Heineman asked if the last time they extended this contract it was for another five years.

Senior Planner Anderson said yes.

Mayor Heineman said that he has experience with RFPs for work and he does not like them as they end up paying more in the end because the companies have to build into this contract what they estimate their costs will be in five years. He noted that the longer the term of the contract, the more waste there is built in to accommodate for inflation and other unknowns. He asked if they have ever done a year-by-year contract.

Senior Planner Anderson said they have done three-year contracts in the past with one-year extensions so it will be up to the Council to determine the duration of a contract they would be looking at.

Mayor Heineman asked if they had ever requested three bids rather than going out for an RFP.

Senior Planner Anderson said no.

Mayor Heineman noted that having three bidders seems to be an easier way to go about this rather than having to go through the entire RFP process. He asked Councilmember Buscher what she meant by wanting to add a labor agreement.

Councilmember Buscher explained this would require whoever is awarded the contract to remain neutral if the haulers decide to unionize.

Mayor Heineman disagreed with this and noted that he does not believe it is the City's business to have a say in this.

Councilmember Peters asked if they would be legally allowed to just request three bids rather than doing an RFP.

City Attorney Knaak noted that requesting bids and doing an RFP are very similar. He said they are always able to go out for bids rather than do an RFP.

Councilmember Specht asked about the difference between an RFP and a bid.

Mayor Heineman explained that an RFP is when a municipality issues a formal request for proposals that gets posted online and anyone can submit a proposal and all of the results have to be published publicly which causes a lot more scrutiny. He said a bid is easier as they can choose trusted vendors and ask for their best price.

City Attorney Knaak noted that RFPs tend to be for services and bids tend to be for goods. He said the advantage of getting bids is that they have the responsibility of deciding who is the responsible bidder.

Councilmember Specht stated that if they decide to just stay with a single contracted hauler then he thinks they need to open it up for bids; however, he is supportive of an open hauler system.

Councilmember Stewart said she would like them to stay with a single hauler and would prefer to go the bid route rather than an RFP so the Council can maintain some control. She added that she also disagrees with the labor agreement suggested by Councilmember Buscher.

Councilmember Riley shared his support for requesting three bids.

Councilmember Olson agreed.

Councilmember Buscher said she does not have a preference for whether they go with an RFP or bids.

Mayor Heineman noted that this has been the system for a while and while he likes the freedom that an open hauler system would provide, he thinks the current system is working well and is not as hard on the roads. He said he would like to get three bids.

City Administrator Hagen asked how long they would like the contracts to be.

Councilmember Stewart suggested another five-year contract since there will be a new requirement come 2030 for organics recycling.

Senior Planner Anderson said they would need this contract to end in 2029 to give Council and Staff time to discuss what they will do in 2030 and beyond.

Councilmember Buscher stated she hopes the current Council will discuss how they would like to approach the organics recycling requirement and not just pass it off to whoever will be on the next Council.

Senior Planner Anderson asked if the discretion for who to request bids from will be left up to Staff.

Mayor Heineman said yes.

Councilmember Specht said it would be interesting to know during the bidding process what percentage of their materials they are able to recycle versus dispose of.

Mayor Heineman asked if they would like to ask the companies that they are requesting bids from to include a price analysis if users were to opt-out.

City Administrator Hagen said he is not sure what this would look like from a utility billing standpoint.

Senior Planner Anderson explained that ACE bills the City on a monthly basis based on the number of households and he gets an updated count of households on a quarterly basis.

Councilmember Buscher shared that she was opposed to the option to opt-out.

Councilmember Stewart agreed.

The consensus of the Council was to stay with a single hauler system and request three bids for service with a contract ending on December 31, 2029.