

**City of Ramsey**  
**Agenda**  
**Environmental Policy Board (EPB)**  
**Monday, November 17, 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 October 20, 2025
  
5. **Policy Board Business**
  1. Review Draft Ordinance Amendment Related to Alternative Landscapes
  
6. **Board/Staff Input**
  1. Staff Updates
  
7. **Adjournment**

**Environmental Policy Board (EPB)**

**Meeting Date:** 11/17/2025

**Primary Strategic Plan Initiative:**

**Information**

**Title:**

Approve Meeting Minutes Dated October 20, 2025

**Purpose/Background:**

The purpose of this case is to approve the October 20, 2025, Environmental Policy Board meeting minutes.

**Recommendation:**

Staff recommends approving the October 20, 2025, meeting minutes.

**Outcome/Action:**

Motion to approve the October 20, 2025, meeting minutes.

**Attachments**

Meeting Minutes Dated October 20, 2025

**Form Review**

**Inbox**

Brian Hagen

Form Started By: Chris Anderson

Final Approval Date: 11/13/2025

**Reviewed By**

Brian Hagen

**Date**

11/13/2025 10:51 AM

Started On: 11/07/2025 02:11 PM

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

On Monday, October 20, 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 Paula Houts  
                            Board Member Laura Moore  
                            Board Member Hassan Salami

Members Absent:     Board Member Nick Burgess

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

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

**4.     APPROVE MINUTES**

**4.01: Approve Meeting Minutes Dated September 15, 2025**

Motion by Board Member Hagerty and seconded by Board Member Salami to approve the regular meeting minutes dated September 15, 2025.

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

**5.     POLICY BOARD BUSINESS**

### **5.01: Consider Natural Resources Aspects of a Site Plan for CorTrust Bank (Project No. 25-123); Case of CorTrust Bank**

Senior Planner Anderson presented the staff report. He stated that the City has received a Land Use Application from CorTrust Bank for a Site Plan for a proposed new bank to be located at the northeast corner of the intersection of Sunwood Drive and Zeolite Street.

Board Member Hassan asked for more information on the desired size of the parcel.

Senior Planner Anderson stated that the bank had previously submitted a similar application with a larger parcel of land, but that was ultimately denied because of the large amount of unused space. He stated that the desire on both sides was for the bank to acquire only the area that would be developed.

Board Member Moore asked for clarification on the portion of property that would be retained by the City and asked how the seed mix would be applied to that portion of property.

Senior Planner Anderson explained that the applicant would be responsible for establishing the ground cover with the seed mix, and the City would then be responsible for maintenance.

Chairperson Fetterley commented that she was pleased that the City will be relocating the identified trees.

Motion by Board Member Moore and seconded by Board Member Bernard to recommend approval of the Landscape Plan for CorTrust Bank, contingent upon compliance with staff's review comments.

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

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

Board Member Hagerty asked for updates on native grasses in residential lawns and outdoor burn boilers.

Senior Planner Anderson replied that he has a 95 percent draft for native landscapes and will bring that forward when it is completed. He stated that City staff will bring something back to a Council worksession on the topic of wood boilers.

Senior Planner Anderson provided a brief update on the fall recycling event. He noted that Anoka County is interested in Ramsey hosting another fix-it clinic, potentially in June, as well as a household hazardous waste event in 2026.

## **7. ADJOURNMENT**

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

The meeting adjourned at 6:54 p.m.

Respectfully submitted,

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Chris Anderson  
Senior Planner

ATTEST:

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Kalia Lor  
Planning Administrative Assistant

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

**Environmental Policy Board (EPB)****Meeting Date:** 11/17/2025**Primary Strategic Plan Initiative:** Not Applicable**Information****Title:**

Review Draft Ordinance Amendment Related to Alternative Landscapes

**Purpose/Background:**

Attached to this case is a draft Ordinance Amendment related to the installation and/or maintenance of an alternative landscape. The Environmental Policy Board (EPB) has previously provided feedback and input in terms of what should be included in updated regulations. Staff has attempted to incorporate that input and feedback into this draft Ordinance Amendment. The following are some of the 'highlights' of the Ordinance Amendment:

- Within the MUSA boundary, a minimum setback of three (3) feet is required from all property lines, roads, sidewalks, and trails unless the managed natural landscape abuts another private or public managed landscape area; or a wetland, pond, lake, stream or river. Alternatively, no setback would apply if a fully opaque fence at least four (4) feet in height either exists or is installed along the lot line of the managed natural landscape area. In the Rural Residential District, no setback is required.
- Planting or replanting shall be by transplant or seeding by human or mechanical means. This means that a property owner cannot simply stop mowing their property to let it go 'wild' or 'natural'.
- If the managed natural landscape area is in a location visible to the public, a small (12" x 12" maximum) sign is required until there is less than 25% weeds.
- Until such time that there is less than 25% weeds, the managed natural landscape area will need to be mowed to a height of not more than eight (8) inches at least once per year (this helps prevent weeds from going to seed).
- The maximum duration to establish a managed natural landscape is three (3) years.
- Provides specific detail in terms of what information must be included in the management plan submitted to the city for review/approval.

**Funding Source:**

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

**Recommendation:**

Either recommend City Council adopt the Ordinance Amendment or provide direction to Staff regarding desired or necessary revisions. If the latter option is chosen, Staff will make the directed/requested revisions and bring the updated document back to the EPB for final review at a future meeting.

**Outcome/Action:**

Based on discussion.

**Attachments**

Ordinance Amendment #26-XX

**Form Review****Inbox****Reviewed By****Date**

Brian Hagen  
Form Started By: Chris Anderson  
Final Approval Date: 11/13/2025

Brian Hagen

11/13/2025 12:27 PM  
Started On: 11/06/2025 12:46 PM

**ORDINANCE #26-XXX**

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

**AN ORDINANCE AMENDING CHAPTER 30 (NUISANCES)  
AND CHAPTER 106 (ZONING CODE)**

The City of Ramsey Ordains:

Underlined text is inserted into City Code.

~~Strikethrough~~ text is deleted from City Code.

**SECTION 1. AUTHORITY**

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

**SECTION 2. AMENDMENT TO CHAPTER 30 (NUISANCE CODE).**

The following portion of Chapter 30, Section 1 (Definitions), is amended as follows:

**Sec. 30-1. – Definitions**

Managed natural landscape means a planned, intentional and maintained planting of native or non-native grasses, wildflowers, forbs, ferns, shrubs, or trees, including but not limited to rain gardens, meadow vegetation, and ornamental plantings. It does not include turf-grass lawns left unattended or unmaintained for the purpose of returning to a natural state.

Meadow vegetation means grasses and flowering broad-leaf plants that are native to, or adapted to, the State of Minnesota, and that are commonly found in meadow and prairie plant communities, excluding noxious weeds.

Noxious weeds shall have the meaning assigned by Minnesota Statutes, Section 18.77, Subd. 8.

The following portion of Chapter 30, Section 3 (Property Conditions), is amended as follows:

**Sec. 30-3. – Property Conditions**

- (2) Grass, weeds, or noxious growths.
  - a. All grass, weeds, or noxious growths of vegetation upon public or private property exceeding eight inches in height, ~~or whatever height specified in the appropriate~~

~~zoning district~~, excluding ~~acceptable prairie restoration plant materials~~ managed natural landscapes with an approved management plan.

1. Exemption. All ground cover vegetation located in the following areas are hereby exempt from height restrictions:
  - i. Shore impact zones;
  - ii. Bluff impact zones;
  - iii. Areas within 50 feet of a wetland or natural drainage way;
  - iv. Areas of native plant communities with approved management plans;
  - v. Significant vegetative stands identified within City Code, relating to Mississippi River Corridor Critical Area (MRCCA) Overlay District development standards;
  - vi. Any vegetation management within the MRCCA Overlay District shall comply with the requirements and standards of City Code and with any vegetation clearing permits approved by the City of Ramsey;
  - vii. Areas of steep slope where mowing is not safely possible;
  - viii. Any area that has been undisturbed by development, grading or building and remains in its original natural state.
2. All areas that have been graded or developed must maintain the property to turf grass standards unless ~~an appropriate prairie approved~~ management plan for a managed natural landscape has been ~~accepted~~ approved by the city or falls within the exemption list above.
  - i. Managed Natural Landscape Management Plan Required Information:
    - i. Name of the property owner and address of the property, along with contact information including both a phone number and email address.
    - ii. Scaled site plan of the property (including all improvements such as structures, driveway(s), septic system, well, and property lines) showing where the managed natural landscape will be established.
    - iii. A general description of proposed vegetation types, plants, and plant succession to be used.
    - iv. Estimated transition period and timeframe to establish the managed natural landscape. If this is to be accomplished in phases, the management plan shall also specify the duration of each phase and an estimated completion date.
    - v. Elimination of prior/existing vegetation in advance of establishing a managed natural landscape.
    - vi. Invasive vegetation and other non-desirable vegetation elimination (how, when, and frequency).
    - vii. A general description of the means to plant natural landscape plants (e.g. through transplanting or seeding by human or mechanical means).
  - ii. Managed Natural Landscape Standards:
    - i. Planting or replanting of the area shall be by transplant or seeding by human or mechanical means (e.g. cannot just rely on wind, insect, or other natural means of establishing a managed landscape area).

- ii. If the managed natural landscape is in a location likely to be seen by the public, a small sign, no larger than 12 inches by 12 inches, and to a height not taller than 48 inches, which informs the public that a natural landscape is being established, shall be installed and maintained until less than 25% of the managed natural landscape area consists of weeds.
- iii. If more than 25% of the managed natural landscape area consists of weeds, it shall be mowed to a height not more than 8 inches at least once per year.
- iv. The managed natural landscape area must be maintained at least once per year by way of mowing to a height not more than 8 inches or by burning, after securing the necessary burn permit(s) from the Ramsey Fire Department.

**Sec. 106-371. – Managed Natural Landscapes**

Managed natural landscapes have the following standards:

(1) Managed natural landscapes within the MUSA shall maintain a setback of three (3) feet (enough for one pass with a lawn mower) from all property lines, roads, sidewalks, and trails, unless one of the following exemptions apply:

- a. The managed natural landscape area abuts another similar private or public managed natural landscape area, a wetland, pond, lake, stream or river.
- b. A fully opaque fence with a minimum height of at least four (4) feet either exists or is installed along the lot line adjoining the planned managed natural landscape area.

(2) Outside of the MUSA, no setback shall be required.

(3) Establishment of a Managed Natural Landscape shall not exceed a duration of three (3) years.

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**SECTION 3. EFFECTIVE DATE**

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the \_\_\_\_ day of \_\_\_\_, 2026.

\_\_\_\_\_  
Mayor

ATTEST:

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

Introduction date:  
Posting dates:  
Adoption date:  
Publication date:  
Effective date:

**Environmental Policy Board (EPB)**

**Meeting Date:** 11/17/2025

**Primary Strategic Plan Initiative:**

**Information**

**Title:**

Staff Updates

**Purpose/Background:**

Staff has the following updates for the Environmental Policy Board:

- Fix-It Clinic and HHW events on June 6, 2026
  - Fix-It Clinic: 10:00 a.m. to 1:00 p.m. in the Multi-Purpose Room at Public Works
  - HHW Event: 8:00 a.m. to 12:00 p.m. outside at Public Works
- Arbor Day Planting and Farmer's Market Update
  - Staff is working with the City's Recreation Coordinator for a 2026 Arbor Day/Month event.
  - Staff is brainstorming possible opportunities for a revamped Farmer's Market
- Potential Tour of ACE Solid Waste's Transfer Station
  - Staff wants to gauge the interest of Board Members regarding a potential tour of ACE Solid Waste's Transfer Station.
- Tonnage Totals from the Fall Recycling Event (totals are attached to this case).

**Recommendation:**

NA

**Outcome/Action:**

NA

**Attachments**

Materials Tonnage Table

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Brian Hagen	Brian Hagen	11/13/2025 10:50 AM
Form Started By: Chris Anderson		Started On: 11/07/2025 02:01 PM
Final Approval Date: 11/13/2025		

<b>Material</b>	<b>Tonnage</b>
Scrap Metal	4.1 tons
Paper Shredding	2.1 tons
Cardboard	0.94 tons
Plastics	0.05 tons
Antifreeze	35 gallons (0.17 tons)
Used Oil	415 gallons (1.66 tons)
Oil Filters	1 Barrel (0.13 tons)
Mattresses/Box Springs	3.90 tons
Electronics	4.27 tons
Fluorescent Bulbs	0.21 tons
LED Bulbs	0.02 tons
Tires Rims	0.98 tons
Tires	1.73 tons
Lead Acid Batteries	0.76 tons
Household Batteries	0.09 tons
Appliances	3.85 tons
<b>Total:</b>	<b>24.96 tons</b>