

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, August 28, 2025, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Cheri Gengler
 Commissioner Bruce Anderson
 Commissioner Nichole Bauer
 Commissioner Randy Bauer
 Commissioner Jeffrey Lubarski
 Commissioner Debra Musgrove
 Commissioner Gary VanScoy

Members Absent: None

Also Present: Planning Manager Todd Larson
 City Planner Adam Martin
 City Council Liaison Eric Peters

1. CALL TO ORDER

Chairperson Gengler called the regular meeting to order at 7:02 p.m.

2. PLEDGE OF ALLEGIANCE

Chairperson Gengler led the group in the Pledge of Allegiance.

3. CITIZEN INPUT

None.

4. APPROVAL OF AGENDA

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

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Lubarski, VanScoy, Anderson, N. Bauer, R. Bauer, and Musgrove. Voting No: None. Absent: None.

5. CONSENT AGENDA

5.01: Approve the June 26, 2025, Planning Commission Meeting Minutes

Commissioner Musgrove noted that while she stepped away from the dais, she was present for the motion to adjourn and should be reflected in that vote. She also requested to remove the language that she had left the meeting on page 12.

Motion by Commissioner R. Bauer, seconded by Commissioner Anderson, to approve the consent agenda as amended.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, Anderson, N. Bauer, Lubarski, Musgrove, and VanScoy. Voting No: None. Absent: None.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider a Variance Request Related to Accessory Structure Setback Regulations at 16785 Iodine Street NW (Project 25-117); Case of Tim and Sue Johnson

Public Hearing

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

Presentation

City Planner Martin presented the staff report stating that staff recommends approval of the variance as presented.

Commissioner Anderson referenced the triangle of property to the north and asked if the well and septic system would prevent the garage from being placed in that location.

City Planner Martin confirmed that is accurate.

Citizen Input

Tim Johnson, applicant, commented that he was present to address any questions that may arise.

Motion by Commissioner R. Bauer, seconded by Commissioner N. Bauer, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, N. Bauer, Anderson, Lubarski, Musgrove, and VanScoy. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 7:11 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Lubarski, to adopt Resolution #25-195, Granting a Variance to Accessory Structure Placement at 16785 Iodine Street NW.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, Lubarski, N. Bauer, R. Bauer, Musgrove, and VanScoy. Voting No: None. Absent: None.

6.02: “Brookside Terrace” – Preliminary Plat for Six Single-Family Lots at the Northwest Corner of Nowthen Boulevard NW and 151st Lane NW (Brookside Construction, Inc.)

Public Hearing

Chairperson Gengler called the public hearing to order at 7:12 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff recommends approval of the preliminary plat of “Brookside Terrace”.

Commissioner Musgrove thanked staff for working with the developer to incorporate a sidewalk. She asked if that impacts the width of the street.

Planning Manager Larson replied that the street width is not changing as the sidewalk is placed in the boulevard area within the right-of-way.

Commissioner Musgrove asked for more information on the utility work that would be required and whether the pavement would be disrupted.

Planning Manager Larson replied that the streets would be ripped up and dug down to install services, with patching completed. He stated that generally, the project lasts a few days and is a common project.

Commissioner Musgrove recognized that this street provides the only access in or out for some residents and asked how the project would impact those residents.

Planning Manager Larson replied that the road would be bumpy for a few days, but the road would remain passable.

Commissioner Musgrove asked if 151st is on the calendar for reconstruction. She asked that staff keep in mind the quality of the road after the utility work is completed.

Planning Manager Larson confirmed that staff does verify that patching work meets the requirements of the City.

Commissioner N. Bauer asked the number of residents living on this street, and there is only one access in/out, and asked if there is concern for fire and rescue.

Planning Manager Larson replied that currently there are 45 lots, and there were no concerns from the Police and Fire. He noted that there are neighborhoods in Ramsey with a larger number of homes and only one access. He noted a multi-use trail that could be used for emergency access.

Commissioner VanScoy referenced a letter received related to density and asked for more information on that issue.

Planning Manager Larson explained the Metropolitan Council allocation for density in Ramsey, noting that Ramsey can allocate where different types of density should be located through its planning. He stated that if there is a sewer extension permit, the Metropolitan Council ensures that the City is being accountable to its Comprehensive Plan. He noted that this is infill development and additional sewer permits are not required; therefore, this development would be included in the annual report to the Metropolitan Council.

Citizen Input

Ron Sivigny, applicant, stated that he previously worked as a sewer and water foreman and provided more information on the utility work and related process, noting that they would impact the flow of traffic to the extent possible. He stated that the Metropolitan Council would require seven lots, but they are proposing six lots that meet the width requirements of the Ramsey Zoning Code. He stated that some residents would prefer to have three lots in this area, recognizing that people do not like to see change, but the proposal meets the requirements of the City's Comprehensive Plan.

Chairperson Gengler asked for more information on the sidewalks.

Mr. Sivigny stated that there was a letter received from a resident who is not happy with the addition of the sidewalk. He stated that he would also prefer not to install the sidewalk, as they will lose many nice trees. He stated that he would prefer to contribute the funds that would be associated with the sidewalk and preserve the trees. He noted that the home lots are platted in a way to allow home construction with minimal impact to the trees.

Commissioner Musgrove asked and received confirmation that the existing home would be removed.

Mr. Sivigny stated that the existing home will be moved to another location.

Commissioner Musgrove asked for information on stormwater management and asked if the ponds would capture some of the runoff that was impacting the lot to the west.

Mr. Sivigny stated that their property would be graded for all drainage to flow to the pond and would therefore remain on the property and not impact the Weis property. He confirmed that they have received permitting through the Lower Rum River Water Management Organization (LRRWMO).

Glen Weekly, 5931 151st, stated that they would prefer a lower density, although he understood the need of the developer to create a profit. He stated that in 2008, there was discussion of the property to the north of his home, which included a basketball court behind his home, but commented that project did not move forward. He asked if the plans reflect a garage within the building pad for the homes. He commented that people often use their garage for storage and have two vehicles in the driveway. He asked to see a model of the homes to ensure they are consistent with the neighborhood.

Mr. Sivigny commented that these will be nice homes and provided sketches of a proposed model, estimating a purchase price of \$800,000. He stated that they want the homes to fit in with the development, with peaks and gables.

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

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, VanScoy, Anderson, N. Bauer, Lubarski, and Musgrove. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 7:36 p.m.

Commission Business

Commissioner R. Bauer commented that, given that the preliminary plat conforms with the Comprehensive Plan and Zoning Code, there would be no grounds to deny the request.

Motion by Commissioner R. Bauer, seconded by Commissioner N. Bauer, to recommend that City Council approve the preliminary plat of “Brookside Terrace”.

Further discussion

Commissioner Musgrove acknowledged that the plat meets all requirements but commented that she would prefer to see fewer homes and, therefore, will be opposing this request.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, N. Bauer, Anderson, Lubarski, and VanScoy. Voting No: Commissioner Musgrove. Absent: None.

6.03: “Oshaughnessy 3rd Addition” Variance and Sketch Plan for Four Single-Family Lots at 17201 St. Francis Boulevard NW

Public Hearing

Chairperson Gengler called the public hearing to order at 7:39 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff recommends denial of the lot frontage variance based on there being adequate width in the existing parcel to create conforming lots and that there are no other similarly narrow lots in the vicinity. Staff also recommends directing the applicant to make adjustments to the lot frontages on the proposed plat for the preliminary plat submittal.

Citizen Input

Tim Oshaughnessy, applicant, provided background information on himself and the property he purchased in 2013. He stated that this is a wonderful property and he believes that this proposal would provide the opportunity for more people to live in Ramsey. He noted that he and his in-laws would continue to live on their properties. He provided additional details on the proposed plans, lot sizes, and related frontages.

Commissioner R. Bauer asked if there had been discussions with the neighbor related to the encroachment.

Mr. Oshaughnessy confirmed that he has talked to the neighbor, who has shown interest in the eight-acre lot. He stated that if the neighbor does not want to purchase the lot, they would resolve the situation.

Chairperson Gengler referenced the existing structure in the northwest corner.

Mr. Oshaughnessy replied that is his home and identified a pole barn on the property. He also confirmed the boundaries of the proposed new lots.

Planning Manager Larson commented that the sketch plan shows where required items could be located, such as septic, to ensure there is sufficient space for those items, and they do not necessarily need to be in those locations. He stated that if drain fields are to be located in the power line transition easement, permission would be required from the power company.

Commissioner Musgrove recognized that this proposal would create four lots and asked if there would be ability in the future to further subdivide the lots.

Mr. Oshaughnessy commented that there are no roads proposed as part of this development.

Commissioner Musgrove asked if the driveway for the Oshaughnessy property could be turned into a road if the property were further subdivided in the future.

Mr. Oshaughnessy commented that he has no plans to further subdivide his property in his lifetime. He stated that he enjoys his large lot and wants to create other large lots for people to enjoy.

Commissioner Anderson asked if the applicant agrees with the staff comment to reduce the size of lots one and three to reach compliance for lot two and remove the need for a variance.

Mr. Oshaughnessy commented on the restrictions of lot three because of the location of the power lines and noted that he would not want to further restrict the home placement for that lot.

Planning Manager Larson commented that staff understand that the power line easement cuts up the proposed lot, but did not believe that reducing that lot size by ten to 20 feet would impact the ability to build a home. Similarly, he did not believe that the other proposed lot would be impacted by slightly reducing the width.

Councilmember Peters asked and received confirmation that the applicant will be keeping the pole barn.

Commissioner Anderson asked and received confirmation that a variance would not be required if the applicant followed the staff suggestion shown in red on the map.

Commissioner Musgrove asked if there were any thoughts on having one access to 47, which could provide access to lots one, two, and three.

Mr. Oshaughnessy commented that he does not like easements as they create problems for landowners and therefore does not want a shared entrance.

Duwayne Skoglund, 5801 170th Lane, stated that he is opposed to the applicant doing anything. He stated that this is the fourth time the applicant has proposed something that would include a variance. He noted a previous request for an organic farm, another to build a second home, and now a request to create four lots. He stated that he appreciates honest people, and the applicant has not done anything to hold by his word to have one home with an organic farm. He believed that the applicant should have been honest from the beginning, that he had plans to develop over 20 years.

Diane Weber, 5450 173rd Avenue NW, stated that she had concerns about how the septic systems and wells would be managed. She commented that there has always been one road in and out of the neighborhood and would prefer not to have an entrance coming off 47. She commented that there is a lot of wildlife in the area and wants to ensure that they are protected. She asked if the next stage would be to develop the land behind this area. She commented on poor construction management that has occurred on one lot in the area, not related to this request.

Planning Manager Larson provided additional information on the review and inspection that occurs for septic systems.

Ms. Weber asked if there is a required distance from the power lines for buildings.

Planning Manager Larson replied that the power lines lie within a 175-foot easement where buildings cannot be placed. He noted that anything more significant than a driveway or sports court would need the approval of the power company.

Ms. Weber asked for information on access and commented on the poor road condition. She asked if there would be a plan for reconstruction of the road as part of this request. She noted that the

last time the City proposed to reconstruct the road, the residents objected to the project as they did not want to pay the assessment.

Planning Manager Larson provided details on the proposed access for the lots. He stated that the applicant would not be required to reconstruct the road, and the road is currently scheduled for reconstruction in 2032.

Motion by Commissioner Anderson, seconded by Commissioner Musgrove, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, Musgrove, N. Bauer, R. Bauer, Lubarski, and VanScoy. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 8:12 p.m.

Commission Business

Chairperson Gengler suggested that the Commission begin its discussion with the requested variance.

Planning Manager Larson identified the area related to the requested variance.

Commissioner R. Bauer commented that it would not seem that any of the variance criteria would be met by the request, and therefore, a variance could not be granted.

Commissioner VanScoy agreed that the applicant could move the lot lines to avoid the variance, which would still create very nice lots.

Commissioner Musgrove asked if the power line easement could be considered a practical difficulty.

Commissioner R. Bauer commented that staff stated that there would still be sufficient land to build upon if the lot line were shifted to avoid the variance.

Planning Manager Larson replied that there would be 140 feet in width as proposed, and therefore, even reducing that slightly to avoid the variance would still leave more than enough width for building upon.

Commissioner VanScoy referenced the lot that houses the encroachment by the neighbor and noted that lot is narrower than what is proposed by the City to avoid the variance, and that lot also contains a home. He therefore did not see the power line causing a practical difficulty.

Motion by Commissioner Anderson, seconded by Commissioner Lubarski, to adopt Resolution #25-194 Denying a Variance to Lot Width at 17201 St. Francis Boulevard NW.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, Lubarski, N. Bauer, R. Bauer, Musgrove, and VanScoy. Voting No: None. Absent: None.

Chairperson Gengler welcomed any input the Commission may have related to the Sketch Plan.

Commissioner Anderson recommended that the applicant work with staff to shift those two lots to put everything back into balance. He stated that he does have concerns with the finger lot on the eastern edge with the encroachment.

Commissioner VanScoy commented that it sounds like the Commission would not support an additional variance attempt for this development request.

6.04: Kenjoh Outdoor Advertising – CUP and Variance for an Off-Premises Digital Billboard Sign at 6111 Highway 10 NW

Public Hearing

Chairperson Gengler called the public hearing to order at 8:20 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff acknowledged that the applicant provided responses to the variance practical difficulty criteria in their application, and within the staff report is a resolution based solely on the practical difficulties provided by the applicant. Should the Planning Commission be in support of the variance and Conditional Use Permit (CUP), staff will prepare a CUP Resolution of approval for the City Council meeting on September 9th. Should the Commission feel the responses are inadequate for granting a variance, and therefore the CUP, the Commission should provide findings that staff can use in a denial resolution.

Commissioner R. Bauer commented that when the ordinance was first approved, they approved up to three signs. He stated that the two existing signs meet the distance requirement, but the placement of the first two signs seems to make it impossible to locate a third sign without a variance.

Planning Manager Larson agreed, noting that distance was not measured from the first sign to ensure sufficient space for another sign.

Commissioner R. Bauer stated that one of the variance criteria is that the situation is not of the applicant's creation and recognized that the City caused the hardship with the placement of its sign.

Commissioner N. Bauer referenced a letter the members of the Commission received from the owners of Outpost stating that this would visually impact their sign. She asked for more information on how this would look.

Planning Manager Larson provided additional information and stated that staff believe that the sign would remain visible.

Citizen Input

Scott Levine, representing the applicant, stated that he is present to address any questions of the Commission.

Commissioner R. Bauer asked the applicant for additional information on the concern with the blockage of another sign.

Mr. Levine replied that the height of the sign and curve of the road would ensure that there would not be a visual impact on the existing sign.

Chairperson Gengler acknowledged that there is a frontage road between the property and the highway.

Commissioner VanScoy asked the distance of this location from the City boundary.

Planning Manager Larson replied that the distance from the sign to the boundary of the City would be 509 feet.

Commissioner VanScoy acknowledged that it would be pretty limited to place the sign further towards the boundary.

Planning Manager Larson agreed, noting that the properties to the east of the sign towards the border of the City may be re-developable, where this property would most likely not be redeveloped as something else in the future.

Commissioner Musgrove referenced the sign on the other end of Ramsey and asked if this sign would be comparable in height.

Mr. Levine replied that the sign near Alpine would be maybe 35 feet in height, whereas this would be proposed at 50 feet, but acknowledged that there is no need for vehicle access near that sign.

Commissioner Musgrove commented that it would seem that this sign would have good visibility for the highway drivers.

Chairperson Gengler asked if billboards are excluded from the neon sign regulations.

City Planner Martin replied that the Commission did not discuss off-premises billboard signs other than moving them from one chapter to another, and therefore, the billboard regulations did not change. He stated that the sign on the west end of Ramsey is 29.5 feet tall.

Chairperson Gengler asked and received confirmation that this sign would follow all restrictions within the City Ordinance.

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

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, VanScoy, N. Bauer, R. Bauer, Lubarski, and Musgrove. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 8:35 p.m.

Commission Business

Motion by Commissioner R. Bauer, seconded by Commissioner N. Bauer, to approve Resolution 25-196 For a Variance to Distance Separation Requirements for an Off-Premises Digital Billboard Sign at 6111 Highway 10 NW.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, N. Bauer, Anderson, Lubarski, Musgrove, and VanScoy. Voting No: None. Absent: None.

Motion by Commissioner R. Bauer, seconded by Commissioner N. Bauer, to recommend approval of a Conditional Use Permit for an Off-Premises Digital Billboard Sign at 6111 Highway 10 NW, subject to the staff recommendations.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, N. Bauer, Anderson, Lubarski, Musgrove, and VanScoy. Voting No: None. Absent: None.

6.05: Zoning Code Updates

Public Hearing

Chairperson Gengler called the public hearing to order at 8:38 p.m.

Presentation

Planning Manager Larson presented the staff report stating that staff recommends approval of the proposed ordinance as presented.

Commissioner Musgrove asked if this would come back before the Commission again or move to the Council, recognizing that this is an ordinance.

Planning Manager Larson replied that the Planning Commission reviews items once, while the Council does consider an ordinance twice.

Commissioner VanScoy stated that he likes the layout of the staff presentation as it was nicely summarized and easy to follow.

Commissioner Musgrove asked for more information on the church and daycare amendments.

Planning Manager Larson replied that was overlooked when they created the use tables in the various sections. He stated that one of the churches within the residential district asked about a potential daycare use, and staff noticed the error in the Code. He explained that it was not a specific request of the church but something staff noticed in discussions.

Citizen Input

No comments.

Motion by Commissioner R. Bauer, seconded by Commissioner Lubarski, to close the public hearing.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners R. Bauer, Lubarski, Anderson, N. Bauer, Musgrove, and VanScoy. Voting No: None. Absent: None.

Chairperson Gengler closed the public hearing at 8:46 p.m.

Commission Business

Motion by Commissioner Musgrove, seconded by Commissioner N. Bauer, to recommend that City Council adopt Ordinance #25-08 Amending Chapter 106 Pertaining to the Zoning Code.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Musgrove, N. Bauer, Anderson, R. Bauer, Lubarski, and VanScoy. Voting No: None. Absent: None.

7. COMMISSION BUSINESS

8. COMMISSION / STAFF INPUT

Planning Manager Larson noted the September, October, November, and December meeting dates. He stated that at the next meeting, the Commission will review the 2026 schedule and confirmed consensus to keep meetings on the fourth Thursday of each month and change the start time to 6:30 p.m. He confirmed that the time change would take effect in January. He also provided information on the new member of the planning team.

Councilmember Peters commented that Happy Days is coming up, and volunteers are still needed.

City Planner Martin stated that he is working on the website update with the communications staff and is excited for the updates to come to the planning webpage.

Planning Manager Larson provided details on the items coming before the Commission at its next meeting.

Commissioner Musgrove commented that she did not receive notification of the groundbreaking for Taco Bell.

Planning Manager Larson commented that the Economic Development Authority and City Council receive notification of those events, but the Planning Commission was not included. It was confirmed that the Planning Commission would like to be included on that notification list.

Commissioner Anderson asked for an update on Home2Suites.

Planning Manager Larson commented that the hotel is getting closer, but still has some items left to complete.

Commissioner Anderson asked for an update on the PSD apartment complex.

Planning Manager Larson replied that the fourth floor has been signed off on, noting that the developer has been completing one floor and wing per week. He stated that they have a few weeks left to go.

Commissioner Anderson commented that he would be interested in visiting that site.

Planning Manager Larson commented that staff have met some potential tenants for the retail spaces in that building.

9. ADJOURNMENT

Motion by Commissioner Anderson, seconded by Commissioner Musgrove, to adjourn the meeting.

Motion Carried. Voting Yes: Chairperson Gengler, Commissioners Anderson, Musgrove, N. Bauer, R. Bauer, Lubarski, and VanScoy. Voting No: None. Absent: None.

The regular meeting of the Planning Commission adjourned at 9:01 p.m.

Respectfully submitted,

Todd Larson
Planning Manager

ATTEST:

Kalia Lor
Planning Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.