

City of Ramsey
Agenda
Environmental Policy Board (EPB)
Monday, May 11, 2026
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 April 20, 2026

5. **Policy Board Business**
 1. Consider an Ordinance Amendment to City Code Section 106-354 (Private Trees in New Development Areas)

6. **Board/Staff Input**
 1. Staff Updates

7. **Adjournment**

Environmental Policy Board (EPB)

Meeting Date: 05/11/2026

Primary Strategic Plan Initiative:

Information

Title:

Approve Meeting Minutes Dated April 20, 2026

Purpose/Background:

The purpose of this case is to approve the Environmental Policy Board meeting minutes dated April 20, 2026.

Recommendation:

Staff recommends approving the meeting minutes dated April 20, 2026.

Outcome/Action:

Motion to approve the meeting minutes dated April 20, 2026.

Attachments

Meeting Minutes Dated April 20, 2026

Form Review

Inbox

Brian Hagen

Form Started By: Chris Anderson

Final Approval Date: 05/06/2026

Reviewed By

Brian Hagen

Date

05/06/2026 01:54 PM

Started On: 05/05/2026 08:51 AM

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

On Monday, April 20, 2026, 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 Nick Burgess
 Board Member Thomas Hagerty
 Board Member Paula Houts
 Board Member Daniel Payne
 Board Member Hassan Salami

Members Absent: None

Also Present: Senior Planner Chris Anderson
 City Council Liaison Kirsten Buscher

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

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

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated February 9, 2026

Motion by Board Member Hagerty and seconded by Board Member Bernard to approve the regular meeting minutes dated February 9, 2026.

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

5. POLICY BOARD BUSINESS

5.01: Appoint Chair and Vice Chairperson

Chairperson Fetterley welcomed the newest member of the Board.

Board Member Payne introduced himself.

Senior Planner Anderson stated that each year the Commissions and Boards appoint Officers.

Senior Planner Anderson opened nominations for the position of Chairperson.

Board Member Hagerty asked and received confirmation that the term limit had been removed for the Chair position, and Chairperson Fetterley could continue to serve.

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

Further discussion: Chairperson Fetterley commented that she would continue to serve, but would also open up the opportunity if someone else were interested.

There was no other interest in the position.

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

Chairperson Fetterley opened nominations for the position of Vice Chairperson.

Board Member Burgess nominated Board Member Hagerty.

Board Member Hagerty nominated Board Member Bernard.

Motion by Board Member Hagerty and seconded by Board Member Burgess to appoint Reid Bernard as Vice Chairperson of the Environmental Policy Board.

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

5.02: Consider Natural Resources Aspects of a Proposed Site Plan to Accommodate an Expansion of Fleet Operations at 14201 Basalt Street NW (Project No. 26-105); Case of ACE Solid Waste Inc.

Senior Planner Anderson presented the staff report. He stated that the City has received a Land Use Application from Waste Connections, Inc. (DBA ACE Solid Waste Inc.) for review of a Site Plan that is intended to accommodate an expansion of their fleet used in their waste and recycling services. The Site Plan includes an expansion of parking/maneuvering areas at 14021 Basalt Street NW and installation of additional compressed natural gas fueling “stations”. The Land Use application also includes additional requests which are outside the purview of the EPB, such as a request to vacate a portion of road right-of-way at the south end of Basalt Street, adjacent to the

subject property, a rezoning of 14021 Azurite Street from I-1 Light Industrial to I-2 General Industrial, and a minor plat to combine multiple parcels into a single parcel. The applicant has stated that this is for future site planning and operations.

Chairperson Fetterley asked if this plan would work regardless of whether the rezoning request is approved.

Senior Planner Anderson confirmed that is accurate.

Board Member Hagerty asked who would be responsible for the tree inventory.

Senior Planner Anderson replied that the applicant has a design team, and the civil engineering firm will solicit or contract the work necessary for the inventory. He explained that the City reviews the inventory but is not involved in completing that work.

Board Member Payne asked for more information on coniferous trees and whether some replanting could be reduced if additional coniferous trees could be retained on the site.

Senior Planner Anderson confirmed that planting requirements can be offset by trees that are retained onsite.

Chairperson Fetterley commented that it seems that the applicant preserved as many trees as they could, considering this is for a parking lot.

Motion by Board Member Burgess and seconded by Board Member Bernard to recommend approval of the natural resources aspects of the project, contingent upon compliance with the staff review comments.

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

5.03: Review and Provide Direction on Possible Grant Opportunity: Electric Landscaping Equipment Pilot Program in Environmental Justice Areas

Senior Planner Anderson presented the staff report. He stated that the purpose of this case is to review a potential grant opportunity through the Minnesota Pollution Control Agency (MPCA). The grant program is titled Electric Landscaping Equipment Pilot Program Grant in Environmental Justice Areas. The purpose of the grant is to provide financial assistance to individuals to purchase electric or battery-powered lawn/snow equipment, with the intention of reducing air pollution (by replacing gas-powered equipment). The grant program targets Environmental Justice areas. He stated that if the City is eligible to apply, staff would recommend pursuing the grant; and if the MPCA finds that Ramsey would be ineligible, staff would recommend against applying.

Chairperson Fetterley stated that it is an interesting opportunity for people who meet the criteria. She asked if residents who applied would then be scored lower in comparison to those within environmental justice areas.

Senior Planner Anderson explained that the question would be whether Ramsey would be eligible to apply for the program without an environmental justice area and whether residents within the city would qualify for reimbursement. He explained that staff do not want to waste time if the City or its residents are not eligible. He explained that Council approval is needed for grant applications, which is why he is bringing this forward at this time. He stated that if the MPCA states that Ramsey can still apply and would not score poorly, staff could still complete and submit an application prior to the deadline.

Chairperson Fetterley commented that she would not want to waste staff time if it is unlikely that the City would qualify, but could also see the benefits that would be gained if the City is deemed eligible. She hoped that staff would receive clear direction from the MPCA.

Senior Planner Anderson commented that the Board could provide a recommendation to pursue, contingent upon a positive response from the MPCA. He stated that if the MPCA stated that the City is unlikely to score well, staff would not pursue the grant.

Motion by Board Member Hagerty and seconded by Board Member Burgess, to recommend that the City pursue the grant opportunity, contingent upon a positive response from the MPCA.

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

6. BOARD / STAFF INPUT

- **Staff Updates**

Senior Planner Anderson stated that the Board is invited to participate in an Arbor Day planting event at Alpine Park one week from today. He also noted the Spring Recycling event scheduled for May 2nd from 8 a.m. to noon. He also provided an update on recent City Council actions on cases previously considered by the Board and a potential review of the tree preservation standards. He stated that the May meeting date has been shifted from May 18th to May 11th.

Chairperson Fetterley encouraged the members of the Board to participate in the tree planting event. She encouraged residents to participate in the recycling event. She referenced a recent email received related to the We Are Water event, noting that she will be attending and encouraging members of the Board to attend. She confirmed that she could forward the email to staff to disburse to the Board.

7. ADJOURNMENT

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

The meeting adjourned at 7:12 p.m.

Respectfully submitted,

Chris Anderson
Senior Planner

ATTEST:

Kalia Lor
Planning Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

Environmental Policy Board (EPB)**Meeting Date:** 05/11/2026**Primary Strategic Plan Initiative:**

Information
Title:

Consider an Ordinance Amendment to City Code Section 106-354 (Private Trees in New Development Areas)

Purpose/Background:

The Environmental Policy Board recently contemplated a request for a variance to utilize an alternative methodology to complete a required tree inventory associated with a Minor Plat. Not only did the City Council approve the requested variance, but they also directed Staff to prepare an ordinance amendment granting Staff the authority to approve alternative methodologies, rather than going through the variance process. The purpose of this case is to consider the draft Ordinance Amendment to the tree preservation standards.

Time Frame/Observations/Alternatives:

Language has been added specifying that alternative methods for collecting significant tree data can be approved by the Zoning Administrator (defined in City Code as the Community Development Department) with sufficient documentation/information that supports and justifies such a request. Additionally, clarification was added regarding what trees may be exempted from the removal threshold calculation (exempting trees infested with Emerald Ash Borer [EAB] or infected with Oak Wilt or Dutch Elm Disease). The City Attorney has reviewed the draft Ordinance Amendment and inquired whether the City wants to exempt any diseased tree rather than specifying certain diseases. As currently drafted, only trees suffering from maladies that are lethal are exempted (Emerald Ash Borer, Oak Wilt, and Dutch Elm Disease).

Funding Source:

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

Recommendation:

Staff recommends adopting Ordinance #26-09 amending the tree preservation standards to authorize Staff to approve alternative methodologies used for collecting tree data.

Outcome/Action:

Motion to recommend City Council adopt Ordinance #26-09 amending City Code Section 106-354 granting Staff the ability to approve alternative methodologies for collecting tree data.

Attachments

Draft Ordinance #26-09

Form Review**Inbox**

Brian Hagen

Form Started By: Chris Anderson

Final Approval Date: 05/06/2026

Reviewed By

Brian Hagen

Date

05/06/2026 01:55 PM

Started On: 04/30/2026 10:02 AM

ORDINANCE #26-09

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

AN ORDINANCE AMENDING 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 106 (ZONING CODE).

The following portion of Chapter 106, Article III (General Performance Standards), is amended as follows:

Sec. 106-354. – Private trees in new development areas

- (a) *Requirements for a tree preservation plan.* Prior to any development, as described in subsection (b) of this section, a tree preservation plan shall be submitted to and approved by the city.
- (b) *Tree preservation plan.* A tree preservation plan shall be submitted with preliminary plats and/or site plans, drawn to the same scale as the other preliminary plat or site plan submittals.
 - (1) Residential and commercial development plans shall be designed to preserve native vegetation areas as much as possible. Streets, parcels, structures and parking areas shall be laid out to minimize the destruction of wooded areas or outstanding tree specimens.
 - (2) The city may require either the clustering of dwellings or alternate locations of dwellings to preserve significant trees during the plat approval process.
 - (3) There shall be no movement, clearing, or storage of equipment within a designated tree protection zone nor shall any construction materials, debris, or soil/fill be stored or deposited within a designated tree protection zone.
- (c) *Plan specifications content.* The content of all tree preservation plans submitted shall be prepared and signed by a licensed surveyor or forester not more than two years prior to submission to the city and shall include the following:

- (1) The name(s), contact information (telephone number and email), and address(es) of applicant(s), property owner(s), developer(s), and/or builder(s);
 - (2) Delineation of all buildings, structures, and impervious surfaces situated thereon or proposed to be built thereon;
 - (3) Delineation of all areas located within a 100-year floodplain;
 - (4) Location, diameter, species, and condition of all significant trees on site in both graphic and tabular form. For the purposes of this division, significant trees shall include:
 - a. All species of oak that have a DBH of four inches or greater;
 - b. All coniferous species that have a DBH of four inches or greater; and
 - c. All other trees that have a DBH of eight inches or more;
 - (5) Identification of which significant trees are to be (1) preserved, (2) removed; and (3) exempt from the removal calculation per subsection (e) (3) of this section. This shall be in both graphic and tabular form;
 - (6) Tabulation of total significant tree inches on site;
 - (7) Calculation of total inches being removed on site excluding exempt significant tree inches;
 - (8) Calculation of total exempt significant tree inches and indication of why each significant tree is exempt;
 - (9) Calculation of removed significant tree inches (excluding exempt tree inches) divided by the total significant tree inches on site (excluding exempt tree inches);
 - (10) Proposed locations and details of tree protection fencing to be installed around trees being preserved;
 - (11) [Alternative methods for collecting data on existing, significant trees may be approved by the Zoning Administrator upon receipt of sufficient documentation/information that supports and justifies the use of an alternative method.](#)
- (d) *Tree protection measures.*
- (1) Before any construction or grading takes place, snow fencing (polyethylene laminate safety netting) or erosion control fencing shall be placed at the dripline of significant trees to be preserved.
 - (2) No construction shall begin until this work has been completed, inspected, and accepted by the city. The tree protection measures shall not be removed until the land disturbance and construction activities are complete.
 - (3) Silt barriers or similarly effective erosion control barriers shall be required in any area where erosion or siltation may cause damage to protected trees.
 - (4) Wherein authorized excavations it becomes necessary to expose or cut roots more than one inch in diameter, it shall be the duty of the contractor to protect such root under advice from the city.

- (5) All open trenching is prohibited. Utility installation within the dripline of protected trees, during construction or thereafter, can only occur using trenchless methods.
 - (6) The mowing, clearing, and grubbing of brush located within or under the dripline of protected trees may be allowed, provided such mowing, clearing, or grubbing is accomplished by hand or by mowers. The use of heavy equipment for this purpose shall not be allowed.
- (e) *Removal threshold.*
- (1) Within residential developments, no more than 60 percent of the inches of existing significant tree DBH shall be removed.
 - (2) Within business and employment developments, no more than 70 percent of the inches of existing significant tree DBH shall be removed.
 - (3) Significant trees removed for water quality treatment ponds, public trails and sidewalks, ~~and~~ arterial and collector streets as defined herein, or significant trees that are considered invasive species, are infested with Emerald Ash Borer, or infected with Oak Wilt or Dutch Elm Disease, are considered exempt from the removal threshold calculation.
- (f) *Reforestation/restitution requirement.* If a development exceeds the removal threshold specified in subsection (e) above, the developer shall either reforest areas within the site, pay restitution, or some combination thereof. For every one significant tree inch that is removed in excess of the removal threshold, the developer shall replant 1.25 inches (caliper) of new trees or provide the city with \$125.00 in restitution.
- (g) *Reforestation/restitution plan.*
- (1) If the total number of significant tree inches to be removed exceeds the removal threshold, the developer shall provide a reforestation plan, or a calculation of restitution, or a combination thereof.
 - (2) A reforestation plan shall be prepared by a registered landscape architect or forester and shall comply with the following criteria:
 - a. The plan shall indicate the location and diameter (or height if coniferous; for each three feet in height is equivalent to one caliper inch) of all reforestation trees to be planted. This can be included on the landscape plan, but the reforestation calculation, trees, and inches, must be specified.
 - b. Size at the time of planting shall comply with the planting standards outlined in the applicable landscape standards for the respective zoning district.
 - c. No more than 25 percent of the reforestation trees shall be from any one species.
 - d. Replacement trees in the reforestation plan may count toward the trees required by the city's landscaping regulations.
 - e. Restitution, if applicable, shall be paid in cash to the city prior to the release of the final plat mylars for recording, or, if a plat was not required, prior to the issuance of a building permit subject to site plan review. Any restitution paid shall be

deposited in the community reforestation fund and be used for reforestation efforts within the city.

- (h) *Protection from disease and pestilence.* All clearing in oak stands shall be performed prior to April 15 or after July 15 of each season. Any development involving oak trees on or adjacent to the development area must submit a plan in conjunction with the preliminary plat that identifies what precautionary steps will be taken to protect the trees from oak wilt.
- (i) *Encroachment.* If encroachment into a tree preservation area occurs that causes irreparable damage to a tree(s), the tree preservation plan shall be revised to compensate for the loss. Under no circumstance shall the developer be relieved of responsibility for compliance with the provisions of this division, nor shall planned revision activities prevent the city from instituting action for violation of this division.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective upon publication, subject to City Charter Section 5.07.

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: 05/11/2026

Primary Strategic Plan Initiative:

Information

Title:

Staff Updates

Purpose/Background:

Arbor Day Planting Event - On April 28, 2026, the City hosted an Arbor Day planting event in Alpine Park. Approximately 40 volunteers, consisting of multiple ARAA youth baseball teams, residents, and a couple of EPB members, assisted with getting twenty (20) trees (elm, linden, Kentucky coffeetree, and river birch) planted in the boulevard area between the parking lot and the ball fields. The planting was completed in approximately 1.5 hours.

Spring Recycling Event - On May 2, 2026, the City hosted its Spring Recycling Day event. While Staff does not have the tonnage data yet, it was definitely a busy event. There were 535 vehicles came through during the four (4) hour event, meaning there was essentially no down time during the event. A 53-foot semi-trailer was completely filled with mattresses within 2.5 hours (the remaining mattresses dropped off that day were loaded into the trucks/trailers used to collect electronics or tires/bulbs/batteries).

Farmers Market - Attached to this case is a list of dates for the 2026 Farmers Market as well as the 'theme' for each date. The EPB still needs to select a date that they will 'staff' a table to promote environmental awareness. The topic(s) of the table does not have to align with the 'theme' for that date. Once the EPB selects a date, topics could be discussed. Staff will then gather necessary information to have either displayed or to hand out during the event.

Recommendation:

N/A

Outcome/Action:

N/A

Attachments

- Arbor Day Planting Event Pictures
- Spring Recycling Day Event Pictures
- Farmers Market Weekly Themes

Form Review

Inbox	Reviewed By	Date
Brian Hagen	Brian Hagen	05/06/2026 01:56 PM
Form Started By: Chris Anderson		Started On: 05/05/2026 11:10 AM
Final Approval Date: 05/06/2026		























SPRING RECYCLING DAY EVENT



SPRING RECYCLING DAY EVENT



SPRING RECYCLING DAY EVENT



SPRING RECYCLING DAY EVENT



SPRING RECYCLING DAY EVENT



SPRING RECYCLING DAY EVENT



Weekly themes:

June 23 – Opening Celebration

June 30 – Water Week

*we will have staff out for the water treatment plant

July 7 – Parks and Recreation Month

July 14 – Art Night

July 21 – Healthy You, Healthy Community

July 28 – Taste of the Season

August 4 – Community Night

*Ramsey PD

August 11 – Kids' Night

*Ramsey Fire

August 18 – Seniors' Night

August 25 – From Market to Pantry

September 1 – Veterans' Night

*The University of Minnesota's Bee Lab's Veterans Program will come out (could also be a night to do something about pollination since they'll be out).

September 8 – Back-to-School

September 15 – Safety Week

*Ramsey Fire

September 22 – Fall Harvest

September 29 – Civic Engagement

*Katie will be out with elections

October 6 – Closing Celebration