



Approved: April 6, 2016

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**CITY OF ARDEN HILLS, MINNESOTA  
PLANNING COMMISSION  
WEDNESDAY, MARCH 9, 2016  
6:30 P.M. - ARDEN HILLS CITY HALL**

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**CALL TO ORDER/ROLL CALL**

Pursuant to due call and notice thereof, Chair Roberta Thompson called to order the regular Planning Commission meeting at 6:30 p.m.

**ROLL CALL**

Present were: Chair Roberta Thompson, Commissioners Steven Jones, James Lambeth, and Phillip Neururer.

Absent: Commissioners Brent Bartel, Angela Hames, and Clayton Zimmerman (excused).

Also present were: City Planner Ryan Streff; Senior Planner Matthew Bachler; and Mayor David Grant.

**APPROVAL OF AGENDA – MARCH 9, 2016**

**Chair Thompson** commented that the agenda will stand as amended postponing action on Item 3B to the April Planning Commission meeting.

**Chair Thompson** announced with deep regret the passing of Planning Commissioner Andy Holewa. She thanked Andy for his years of dedicated service to the City of Arden Hills on the Planning Commission and ERAB. She explained a celebration of his life will be held on Friday, March 11<sup>th</sup> from 5:00 to 8:00 p.m. at TCF Stadium in the Indoor Club Room. She sent her condolences to his family and friends.

**APPROVAL OF MINUTES**

*February 3, 2016 – Planning Commission Regular Meeting*

**Commissioner Jones moved, seconded by Commissioner Neururer, to approve the February 3, 2016, Planning Commission Regular Meeting minutes as presented. The motion carried unanimously (4-0).**

## APPOINTMENTS

### **A. Planning Commission Appointment – James Lambeth**

**City Planner Streff** reported that James Lambeth submitted an application to be considered for appointment on the Planning Commission. Consistent with the City's policy on commission and committee appointments, Mr. Lambeth was interviewed by the Mayor, the Chair of the Planning Commission, and the staff Liaison to the Planning Commission. He explained during the Regular City Council meeting on February 8, 2016, the Council unanimously approved the recommendation of the Planning Commission Liaison to appoint Mr. Lambeth as a regular member of the Planning Commission. Mr. Lambeth's term expires December 31, 2018.

**Chair Thompson** administered the Oath of Office to James Lambeth and welcomed him to the Planning Commission.

**Chair Thompson** encouraged residents of Arden Hills interested in serving their community to consider serving as a Planning Commissioner. It was noted that additional information regarding this position could be found on the City's website.

### **B. Planning Commission Reappointments**

This item was postponed to the April 6, 2016, Planning Commission meeting.

## PLANNING CASES

### **A. Planning Case 16-005; Variance; 3382 Lake Johanna Boulevard –*No Public Hearing Required***

**Senior Planner Bachler** stated that the applicants are the owners of the property at 3382 Lake Johanna Boulevard, which is located in the R-2 District on the west side of Lake Johanna. The lot is irregularly shaped and is nonconforming due to its overall size and lot dimensions. At the time the existing house was constructed in 1967, the City granted a variance for the dwelling to be located 10 feet from the front property line (PC #67-025). Based on the current survey of the property, the existing house is setback only 8.3 feet from the front lot line and is also encroaching on the required setback from the Lake Johanna shoreline. Additionally, the gross square footage of the house exceeds the maximum floor area ratio permitted in the R-2 District and the impervious surface coverage on the lot is not in conformance with the Shoreland Regulations.

**Senior Planner Bachler** indicated that the applicants are requesting four separate variances to construct an entry and a second floor addition above the garage. The entry would provide an enclosed connection between the existing detached garage and house and include a stairwell to the second floor addition. The project would require the following four variances from the Zoning Code:

- Expansion of nonconforming single-family dwelling footprint by 151 square feet with proposed entryway encroaching 24.1 feet into the front yard setback, creating a setback of 15.9 feet from the front property line.

- Expansion of structure area by 151 square feet for proposed structure coverage on the lot of 26.37 percent.
- Expansion of nonconforming impervious surface coverage by 8 square feet for proposed impervious coverage on the lot of 36.37 percent.
- Expansion of nonconforming floor area by 585 square feet for proposed floor area ratio (FAR) of 0.38.

**Senior Planner Bachler** reported that along with the addition, the property owners would also improve the exterior materials of the entire house. The existing brown wood siding would be replaced with weathered gray vertical barn board, and the roof would be replaced with asphalt shingles and metal accents. The decks on the lake side of the house and landscaping near the entry would also be replaced. The applicants have submitted a letter addressing the variance criteria and additional information on the proposed exterior improvements. A site plan of the property and floor plans and elevations of the proposed structure have also been provided.

#### Site Data

Land Use Plan:	Low Density Residential
Existing Land Use:	Single Family Detached Residential
Zoning:	R-2: Single Family & Two Family Residential
Current Lot Sizes:	.20 Acres (8,581 square feet)
Topography:	Slopes down towards Lake Johanna

**Senior Planner Bachler** reviewed the surrounding area, the Plan Evaluation and the Variance Evaluation Criteria.

**Senior Planner Bachler** provided the Findings of Fact for review:

#### *General Findings*

1. The property at 3382 Lake Johanna Boulevard is located in the R-2 Single & Two Family Residential Zoning District and in the Shoreland Management District.
2. The lot is 8,581 square feet with a width of approximately 157 feet and average depth of 72.5 feet. The lot does not meet the minimum area and depth requirements of the R-2 District.
3. The existing dwelling encroaches 31.7 feet into the required 40-foot front yard setback and 26.8 feet into the required 50-foot lakeshore setback.
4. The existing impervious coverage on the property is 36.28 percent. Section 1330.03, Subd. 1 of the Zoning Code allows properties on Lake Johanna to have a maximum of 35 percent of the lot area covered by impervious surfaces.
5. The existing dwelling has a total floor area of 2,686 square feet and an FAR of 0.31. The maximum FAR permitted in the R-2 District is 0.3.
6. The proposal would expand the nonconforming single-family dwelling footprint by 151 square feet with the proposed entryway encroaching 24.1 feet into the front yard setback, creating a setback of 15.9 feet from the front property line.
7. The second floor garage addition would maintain the existing setbacks of 7.2 feet from the south property line and 19.5 feet from the front property line.
8. The proposal would not bring the dwelling any closer to the front property line or Lake Johanna than the existing nonconforming setbacks.

9. The proposal would expand structure area by 151 square feet for proposed structure coverage on the lot of 26.37 percent. The maximum structure coverage permitted in the R-2 District is 25 percent.
10. The proposal would expand nonconforming impervious surface coverage by 8 square feet for proposed impervious coverage on the lot of 36.37 percent.
11. The proposal would expand nonconforming floor area by 585 square feet for proposed floor area ratio (FAR) of 0.38.
12. The proposed construction would not encroach on any flood plains, wetlands, or easements.
13. The proposed construction is not expected to impact any significant trees on the property.

*Variance Findings:*

14. The variance would be in harmony with the purpose and intent of the City's Code because the request minimizes the impacts of the addition by maintaining the dwelling's existing setbacks.
15. The variance would be consistent with the City's Comprehensive Plan because it meets the City's housing goal of encouraging redevelopment that is complementary to and enhances the character of the City's established neighborhoods.
16. The proposed addition to the house is a reasonable use of the property that would not be allowed under the rules of the Zoning Code without the requested variances.
17. The property is unique because of its small size and narrow depth. When the home was constructed a variance for a 10-foot front yard setback was required, however, it appears the dwelling was otherwise in conformance with the Zoning Code at that time. The unique characteristics of the property were not created by the property owners.
18. The proposed addition would not alter the essential character of the neighborhood because it would maintain the existing dwelling's setbacks and result in a structure that is consistent and compatible with other construction in the area.
19. The requested variance does not appear to be based on economic considerations alone.

**Senior Planner Bachler** stated that the findings of fact for this variance request support a recommendation for approval. If the Planning Commission chooses to make a recommendation for denial, the Findings of Fact would need to be amended to reflect the reasons for the denial. The property is unique compared to other properties in the R-2 District because of its small size of only 8,581 square feet and narrow depth of approximately 72.5 feet. Staff reviewed all properties within the R-2 District and only 17 are smaller in size than 3382 Lake Johanna Boulevard. The majority of these smaller lots were developed in the 1920s and 1930s. Because of the shallow depth of the lot and the required 40-foot front yard and 50-foot lakeshore setbacks, the lot would be considered unbuildable today. If the lot was in conformance with the minimum lot area and width requirements it is likely that minimal variation from the Zoning Code would be needed for the proposed addition.

**Senior Planner Bachler** indicated that the design of the addition would minimize the expansion of existing and creation of new nonconforming conditions because most of the additional livable space will be constructed above the garage rather than expanding the footprint of the dwelling. The proposed addition and planned improvements to the siding, roof, and decks would be consistent and compatible with other single family homes in the area and would enhance the overall appearance of the structure. If the Planning Commission recommends approval of this variance, staff recommends the following five conditions:

1. The project shall be completed in accordance with the plans submitted as amended by the conditions of approval. Any significant changes to these plans, as determined by the City Planner, shall require review and approval by the Planning Commission and City Council.
2. The property owner shall obtain a Grading and Erosion Control Permit from the City before the building permit is issued.
3. A building permit shall be required prior to commencement of construction.
4. The addition shall match the color and architectural style of the rest of the principal structure.
5. The structure shall conform to all other regulations in the City Code.

**Chair Thompson** opened the floor to Commissioner comments.

**Commissioner Lambeth** understood this home was built years ago, under different lot size and setback requirements.

**Senior Planner Bachler** stated this was the case. He reported the home was constructed in 1967 and that a 10-foot front yard setback variance was granted. He noted that it appears the property was otherwise in conformance with the Zoning Code at that time.

**Commissioner Jones** asked how many non-conformities the property had at this time.

**Senior Planner Bachler** explained the property currently had four known non-conformities. He reported four variances were being requested in this case and would not be viewed as non-conformities if approved through the variance process.

**Commissioner Jones** supported the proposed improvements and variances. His only concern was with the second story garage. He feared the second story could be used for living space.

**Senior Planner Bachler** clarified that the second story above the garage would be accessed from the house. He explained that City Code did not allow for second story dwellings above a detached garage and noted the applicant's garage was attached to the home so this space could be used for living space.

**Commissioner Neururer** questioned what the height of the garage with the addition would be.

**Senior Planner Bachler** stated the height of the garage after construction would be 24 feet - 2 inches.

**Commissioner Jones** asked if there would be access between the second floor above the garage and the house.

**Ramona Ericson**, 3382 Lake Johanna Boulevard, stated there would not be access between the two upper levels. However, an internal stairway in the new entry would be constructed to provide access to the upper level of the garage.

**Chair Thompson** noted for the record that several letters were received from neighboring properties.

**Commissioner Lambeth** believed that the claim the addition would block the view of the University of Northwestern campus was baseless. He fully supported the variance requests from the Ericksons.

**Commissioner Jones moved and Commissioner Neururer seconded a motion to recommend approval of Planning Case 16-005 for a variance at 3382 Lake Johanna Boulevard, based on the findings of fact and submitted plans, as amendment by the five conditions in the March 9, 2016, Report to the Planning Commission.**

**Chair Thompson** believed this was a very unique property and for that reason, she could support the requested variances.

**The motion carried unanimously (4-0).**

**B. Planning Case 16-001; Zoning Code Amendment – Rezoning – *Public Hearing***

**City Planner Streff** stated that in April of 2014, the City Council approved a change to the Zoning Map to begin the process of rezoning the land owned by the federal government east of the Twin Cities Army Ammunition Plant (TCAAP) known as the Arden Hills Army Training Site (AHATS). At that time, four parcels or approximately 2/3 of the AHATS property was rezoned to Conservation District (CD) in order for the City’s Zoning Map to correspond with the approved Future Land Use Map.

**City Planner Streff** indicated that the remaining properties, adjacent to the eastern half of the TCAAP site, to be rezoned to either Conservation District or Park and Open Space District, were not included in the rezoning in 2014, as the Ramsey County Parks and Recreation Department was working with the federal government to purchase some of these lands to be incorporated into their park system. Three additional properties, to the north of TCAAP, to be rezoned Civic Center District, also remained unchanged during the rezoning in 2014, as these properties were expected to be rezoned with the remaining properties east of TCAAP.

**City Planner Streff** reported that while the majority of the property to be rezoned to Conservation District remains under federal ownership and is being leased to the Minnesota National Guard, the City recognizes that portions of AHATS could be sold to private parties in the future and developed based on the underlying zoning classification. The main purpose of the Conservation District is to provide a “holding zone” for these lands to ensure that any future development on AHATS maintains a sustainable level of public expenditures for utilities and services.

**City Planner Streff** explained that the proposed amendment would rezone the remaining four parcels on AHATS to Conservation District. These parcels cover the area bounded by County I on the north, Highway 96 to the south, to the east by a line extending directly north from Snelling Avenue North to County Road I, and west by TCAAP and the Rice Creek North Regional Trail. The rezoning to Conservation District would not include the Rice Creek North Regional Trail Parcels A, B, C, and D.

**City Planner Streff** noted that parcels to be rezoned to the Parks and Open Space District are located directly adjacent to TCAAP and the Rice Creek North Regional Trail and include the

Rice Creek North Regional Trail Parcels A, B, C, and D and a portion of 1900 County Road I West. The Minnesota Department of Transportation facility adjacent to the Rice Creek North Regional Trail area would not be included in the rezoning to the Parks and Open Space District.

**City Planner Streff** stated that as proposed three parcels located in the southeast quadrant of Interstate 35W and County Road I would be rezoned to the Civic Center District. These properties include 1900 County Road I West (less the Rice Creek North Regional Trail area), 5400 Old Highway 8, and 5420 Old Highway 8.

**City Planner Streff** commented that in September of 2009, the City Council adopted the Arden Hills 2030 Comprehensive Plan. The plan outlines the City's general vision and goals, which are intended to guide the City's policies and strategies. The adopted Future Land Use Map designates 1,472 acres on AHATS as Park Preserve, approximately 120 acres of Park & Open Space immediately adjacent to the TCAAP Development and the Rice Creek North Regional Trail, and approximately 34 acres of Public & Institutional in the southeast quadrant of Interstate 35W and County Road I.

**City Planner Streff** indicated that the majority of the AHATS site that remains to be rezoned is currently zoned R-1 Single-Family Residential. Within the same general area there are a total of three additional sites that are zoned I-1 General Industrial that require rezoning to reflect the approved Future Land Use Map. Minnesota State law mandates that local zoning codes be consistent with adopted comprehensive plans. The proposed Conservation District, Parks and Open Space, and Civic Center rezoning would help the City meet this requirement. Further, the rezoning will assist in the implementation of the goals identified in the Land Use and Protected Resources chapters in the Comprehensive Plan.

**City Planner Streff** provided the Findings of Fact for review:

1. The proposed amendment will create greater consistency between the City Zoning Code and the adopted Future Land Use Map.
2. The proposed amendment advances the Comprehensive Plan's land use goals because it assists in providing a balanced mix of residential, park, open space, and commercial land uses.
3. The proposed amendment advances the Comprehensive Plan's protected resources goals because it implements regulations to protect the City's natural resources, including trees, lakes, wetlands, and other unique or significant natural resources.

**City Planner Streff** stated that staff recommends approval of Planning Case 16-001 for an amendment to Section 1315.01 (Official Zoning Map) of the Arden Hills Zoning Code, based on the findings of fact, as presented in the March 9, 2016, Report to the Planning Commission.

**City Planner Streff** reviewed the options available to the Planning Commission on this matter:

1. Recommend Approval with Submitted
2. Recommend Approval with Changes
3. Recommend Denial
4. Table

**Chair Thompson** opened the floor to Commissioner comments.

**Commissioner Jones** asked who owned the parcel of land at this time.

**City Planner Streff** explained that Ramsey County, the State of Minnesota and the Federal Government owned the parcels proposed for rezoning. He indicated that none of the parcels would be owned by the City of Arden Hills.

**Commissioner Jones** inquired if the Parks and Open Space parcels would be accessible to the public.

**City Planner Streff** reported this was the case.

**Commissioner Jones** inquired if the Conservation District would be open to the public.

**City Planner Streff** commented that he was not aware of these Federal lands being open to the public. At this time, the parcels are used by the Minnesota National Guard for training purposes.

**Chair Thompson** opened the public hearing at 7:16 p.m.

**Chair Thompson** invited anyone for or against the application to come forward and make comment.

**Ben Blomberg**, 704 Terrace Drive in Shoreview, requested further information on the properties proposed for rezoning along County Road I.

**City Planner Streff** reviewed the properties proposed for rezoning in further detail.

**Mr. Blomberg** questioned what activities could occur on the Civic Center properties.

**City Planner Streff** explained that the Civic Center District was reserved for a mix of uses including small retail, office, educational, semi-public facilities, and other similar uses.

**Mr. Blomberg** asked if any roadway changes were being proposed.

**City Planner Streff** reported that no roadway changes were being proposed.

There being no additional comment Chair Thompson closed the public hearing at 7:20 p.m.

**Commissioner Lambeth** questioned why the City was proposing the rezoning.

**City Planner Streff** reviewed the current and proposed zoning maps and Future Land Use map with the Planning Commission. He explained the proposed changes would align the City's zoning of the site to the approved Future Land Use map.

**Commissioner Neururer moved and Commissioner Jones seconded a motion to recommend approval of Planning Case 16-001 for an amendment to Section 1315.01 – Zoning Map of**

**the Arden Hills Zoning Code as presented in the March 9, 2016, Report to the Planning Commission. The motion carried unanimously (4-0).**

**C. Planning Case 15-021; Zoning Code Amendment – Outdoor Display and Sales – Public Hearing**

**Senior Planner Bachler** reported that the City Council directed staff to complete a review of the Zoning Code regulations on commercial outdoor display and sales in 2015. Retail stores and gas stations often have outdoor display areas for merchandise that cannot be stored inside or that is more easily kept outside because of size and weight. This would include items such as fuel, plants, landscaping materials, and salt. Currently, the Zoning Code does not address outdoor display and sales and the use is not specifically permitted or prohibited in the Land Use Chart (Section 1320.05). Staff has interpreted the silence in the Zoning Code to mean that these activities are not permitted unless they have received previous land use approval from the City.

**Senior Planner Bachler** indicated Ordinances from the cities of Brooklyn Park, Eagan, Eden Prairie, Edina, Lakeville, Maple Grove, and Roseville were reviewed to determine how other cities regulate outdoor displays and sales. Based on its research, staff drafted an amendment to the Zoning Code to permit these uses after administrative review and if certain performance standards are met. The proposed regulations were discussed by the City Council at several meetings and staff was directed at the Work Session on January 19, 2016 to bring the proposed Zoning Code amendment to the Planning Commission for review and a public hearing. The City Attorney has reviewed the amendment and has no concerns with the proposed language.

**Senior Planner Bachler** commented that while it can be in a community's interest to allow outdoor display and sales for retail stores and service stations since it supports businesses and is an added convenience for customers, unregulated display areas can become disorderly. The proposed amendment would put in place regulations to permit outdoor display and sales for certain businesses if standards on dimension area, location, screening, and merchandise are met.

**Senior Planner Bachler** reviewed the Definitions and Accessory Uses portions of the City Code.

**Senior Planner Bachler** provided the Findings of Fact for review:

1. The proposed amendment advances the land use goals in the City's Comprehensive Plan because it provides land use regulations that promote development that is compatible with nearby properties and neighborhood character.
2. The proposed amendment advances the economic development goals in the City's Comprehensive Plan because it provides for land use regulations in commercial zones that provide flexibility for economic development while requiring high aesthetic standards.
3. The proposed amendment would support local businesses and provide a convenience for customers while establishing standards to limit the impacts of outdoor display and sales on adjacent properties.

**Senior Planner Bachler** stated staff that recommends approval of Planning Case 15-021 to amend Section 1305.04 and Section 1325.02 of the Zoning Code pertaining to new regulations

on outdoor display and sales areas for commercial properties, as presented in the March 9, 2016, report to the Planning Commission.

**Senior Planner Bachler** reviewed the options available to the Planning Commission on this matter:

1. Recommend Approval with Conditions
2. Recommend Approval as Submitted.
3. Recommend Denial
4. Table

**Chair Thompson** opened the floor to Commissioner comments.

**Commissioner Lambeth** asked how the City would be enforcing the proposed Code amendment.

**Senior Planner Bachler** stated that all businesses requesting an outdoor display area would be required to obtain an administrative permit and provide the City with a site plan showing where the outdoor display area would be located. Staff would review the plan based on the City Code requirements. A permit would be granted with specific standards and the City would be responsible for policing the permit.

**Commissioner Lambeth** questioned what kind of signage would be allowed on outdoor display areas.

**Senior Planner Bachler** commented that the proposed Code amendment does not address signage. Properties would be required to conform to the existing standards in the Sign Code.

**Chair Thompson** supported the proposed amendment and believed the City would now have an opportunity to educate business owners on what was and was not allowed within outdoor displays.

**Commissioner Neururer** asked how long the administrative permit would be in effect.

**Senior Planner Bachler** reported the permit would be permanent as long as the approved display area was not modified. If changes were made, a permit update may be required.

**Commissioner Jones** discussed the outdoor display area that was approved for the Frattalone's Ace Hardware store.

**Senior Planner Bachler** clarified that the City approved a Conditional Use Permit for a seasonal garden center for Frattallone's and that the outdoor display amendment being reviewed this evening was distinct from this.

**Commissioner Jones** inquired if the City addressed the seasonal turnover of outdoor products.

**Senior Planner Bachler** indicated that the amendment did not address this issue. He explained all display areas had to be orderly and well maintained. If areas became unsightly, the City would follow up with the permit holder.

**Chair Thompson** opened the public hearing at 7:44 p.m.

**Chair Thompson** invited anyone for or against the application to come forward and make comment.

There being no additional comment Chair Thompson closed the public hearing at 7:45 p.m.

**Chair Thompson** was pleased by the language included in the proposed Code amendment.

**Commissioner Neururer moved and Commissioner Jones seconded a motion to recommend approval of Planning Case 15-021 to amend Section 1305.04 and Section 1325.02 of the Zoning Code pertaining to new regulations on outdoor display and sales areas for commercial properties, as presented in the March 9, 2016, report to the Planning Commission. The motion carried unanimously (4-0).**

#### **UNFINISHED AND NEW BUSINESS**

None.

#### **REPORTS**

##### **A. Report from the City Council**

**Mayor Grant** updated the Planning Commission on City Council activities from the February 16, 2016, Work Session stating the City Council reviewed a proposal from the Mounds View High School to replace the scoreboard and press box at their football stadium and construct a storage shed adjacent to the baseball field. If Mounds View High School decides to move forward with the proposed changes to the athletic complex a Conditional Use Permit Amendment would be required along with a variance for the height of the new scoreboard. This request would be reviewed by the Planning Commission before formal City Council action.

**Mayor Grant** explained that at the February 29, 2016, City Council Regular Meeting, the City Council approved Planning Case 15-020 to amend Sections 1305.04, 1320.05, and 1325.046 of the Zoning Code regarding retail and thrift store businesses. With the approved amendment, thrift stores would be permitted as a conditional use in the B-4 and I-Flex Districts. This case was reviewed by the Planning Commission at their regular meeting on February 3, 2016. The Planning Commission recommended approval of the proposed amendment (3-2, Holewa and Bartel), but recommended that thrift stores also be allowed as a conditional use in the B-2 and B-3 Districts. The City Council also approved Planning Case 16-004 for a Site Plan Review and Deadline Extension Request for Boston Scientific at 4100 Hamline Avenue North. This case was reviewed by the Planning Commission at their regular meeting on February 3, 2016, and received a unanimous recommendation for approval.

**Mayor Grant** discussed the tenants moving into the Red Fox Business Center. He reported the City Council heard a presentation from MnDOT regarding the expansion of I-35W. He indicated the project would include a MnPASS lane. It was noted MnDOT was still seeking funding for the improvements and the project was slated for construction in 2019 or 2020. He explained the County Road E2 and County Road H bridges would be replaced in the summer of 2016.

## **B. TCAAP Update**

**Mayor Grant** reported the pre-solicitation conference was held at Landmark Center in Saint Paul on Thursday, February 18, 2016. Over 30 people attended including developers and consultants. Although few questions were received during the meeting, approximately 12 questions were submitted by the deadline of 4:00 pm on Friday, February 19. Responses to all questions were sent to all plan-holders and posted on the County's Onvia Demandstar site on Friday, February 26. The majority of the 55 plan-holders are from the planning, engineering and construction sectors but 15 can be characterized as developers or from the real estate field. The County is marketing the solicitation through professional organizations including ULI (Urban Land Institute-Minnesota), NAIOP-MN (Commercial Real Estate Development Association) and MNCAR (Minnesota Commercial Association of Real Estate/Realtors). He explained the County received four solicitations and these documents would be forwarded to a Review Committee for consideration. He anticipated the JDA would review a recommendation from the Review Committee in May.

**Chair Thompson** was pleased by the progress being made on TCAAP.

**Commissioner Jones** asked if all infrastructure improvements would continue as planned.

**Mayor Grant** reported that the County Road H and I-35W interchange would be completed in 2016, noting the project would be bid in the near future. He did not anticipate the Spine Road would be constructed until 2017. It was noted the construction of the project would be spearheaded by Ramsey County and the utilities would be completed by the City.

## **C. Planning Commission Comments and Requests**

**Chair Thompson** encouraged residents of Arden Hills to participate in the Friends of the Park spring tree sale. Information regarding the tree sale could be found on the City's website.

**Mayor Grant** thanked Chair Thompson for recognizing Andy Holewa. He stated Andy would be greatly missed and thanked him for his dedicated service to the City on numerous boards and committees. He appreciated Andy's spirit of giving that truly made Arden Hills a better community.

## **D. Staff Comments**

None.

**ADJOURN**

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**Commissioner Jones moved, seconded by Commissioner Neururer, to adjourn the March 9, 2016, Planning Commission Meeting at 8:07 p.m. The motion carried unanimously (4-0).**