



MEMORANDUM

DATE: July 18, 2022

TO: Honorable Mayor and City Councilmembers
Dave Perrault, City Administrator

FROM: Jessica Jagoe, City Planner

SUBJECT: Planning Case 22-013 – Concept Plan Review
Conditional Use Permit Amendment & Site Plan Review – 1411 Paul Kirkwood Drive

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	N/A	N/A

Council Should Consider

Council should consider a request for a Concept Plan Review for a proposed security fence and parking lot expansion at the Ramsey County Sheriff’s Office at 1411 Paul Kirkwood Drive (“Subject Property”). The Applicant is seeking feedback from the City Council on the concept plan in advance of the full submission; a Conditional Use Permit is required for the security (barbed wire) fence and a Site Plan Review is required for the parking lot improvements.

The Concept Plan Review process is an opportunity for the City Council to provide comments and questions regarding proposed developments. A concept review is considered advisory and is nonbinding to the City and Applicant (Section 1320.14, Subd 4 of the Zoning Code). No formal action can be taken at a Work Session. A formal application will be subject to the full review process, including a public hearing with Planning Commission and City Council review.

Background

The Ramsey County Sheriff’s Office (“Applicant”) is proposing a security perimeter fencing, vehicle gates, and two parking lot additions at the property located at 1411 Paul Kirkwood Drive. The proposed fencing includes a 6-foot tall decorative metal fencing with two decorative metal gates along Paul Kirkwood Drive and a 6-foot tall chain link fence with three strand barbed wire along Highway 96 W. The Applicant is also proposing two parking lot additions with a total of 23 stalls.

The Ramsey County Public Works Facility was originally approved under a Conditional Use Permit (then called a Special Use Permit) in Planning Case #03-008. The Ramsey County Sheriff Station was approved through Planning Case #03-026, the first of two CUP Amendments issued

for expansions to the existing facility. The following planning cases have been reviewed since the original CUP was adopted:

Planning Case	Application	Request	CC Action
03-008	Conditional Use Permit	Ramsey County Public Works Facility	4/28/2003 (A)
03-026	Conditional Use Permit Amendment	Ramsey County Sheriff Patrol Station	10/27/2003 (A)
04-019	Conditional Use Permit Amendment	Construct an Oil Collection Facility and Seasonal Hazardous Waste Collection Site	2/28/2005 (A)
05-010	Variance (Sign Standard Adjustment)	Monument Sign (105 Square Feet)	4/9/2005 (A)

Discussion

Existing Conditions

Ramsey County owns the approximately 35-acre (1,524,600 SF) parcel located on the northwest corner of Highway 96 and Hamline Avenue. The property is zoned CC – Civic Center District and is guided as Public and Institutional in the 2040 Land Use Plan. The Subject Property neighbors other Institutional uses on the north, east, and west and residential and commercial uses to the south.

Aerial Map of Subject Property



Concept Plan Proposal

The Applicant is proposing a security perimeter fencing, vehicle gates, and two parking lot additions at the property located at 1411 Paul Kirkwood Drive. The proposed fencing includes a 6-foot tall decorative metal fencing along Paul Kirkwood Drive and a 6-foot tall chain link fence with three strand barbed wire along Highway 96 W. Planning staff did confirm the proposed fence height will be 6-feet even though the Civil Plan Sheet C2.11 references 10-feet. The Sheriff's Department is proposing barbed wire fencing in another contract city and is seeking a taller height at that building.

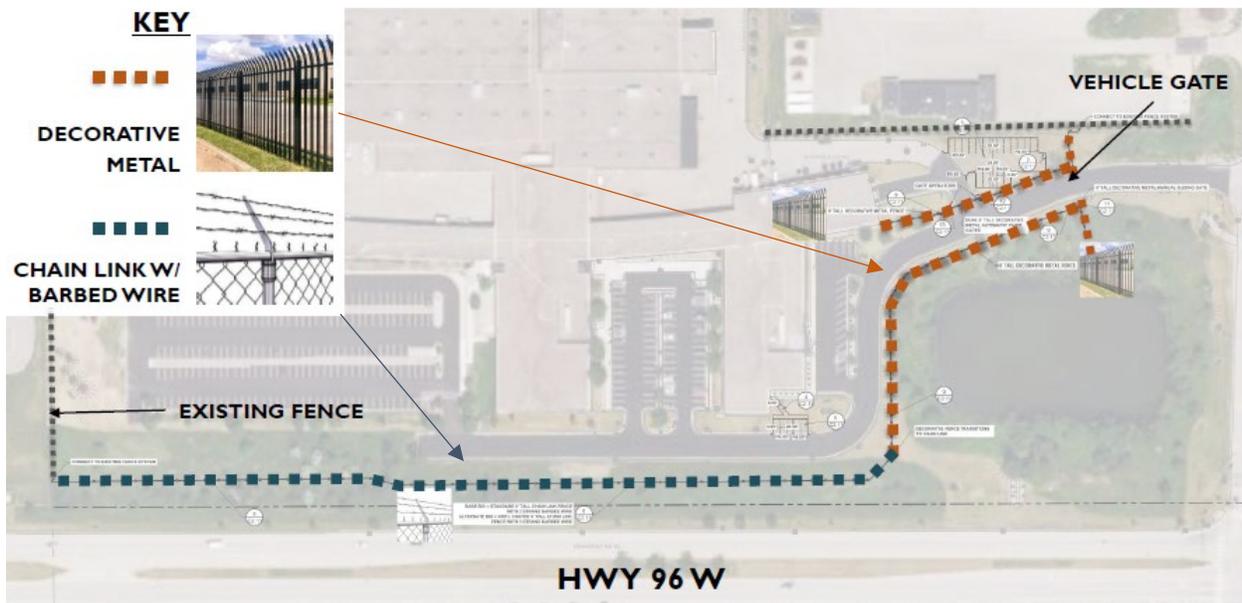
The decorative metal fencing would include two gates, one across Paul Kirkwood Drive, approximately 200 feet in from Hamline Avenue and another across the entrance to the main entrance of the building. The decorative metal fencing would connect to existing fencing on the east side of the Subject Property and the chain link fence would connect to existing fencing on the southwest corner of the Subject Property. The existing barbed wire fence is on the federal government property which is exempt from local zoning and other regulations.



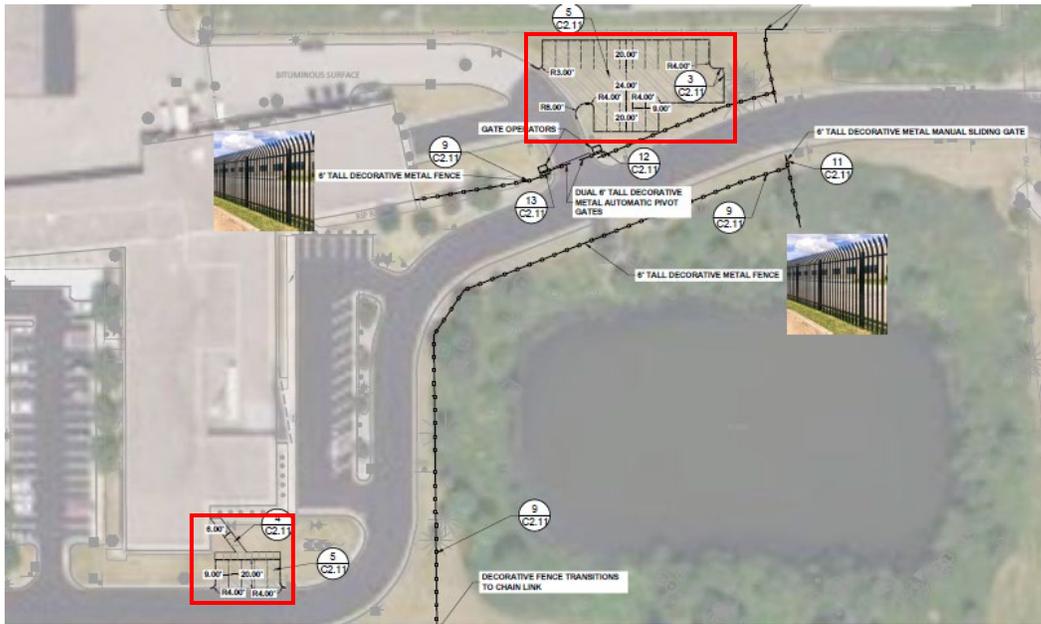
Decorative Metal Fence



Chain Link Fence with Barbed Wire



The Applicant is also proposing two parking lot additions which would increase the impervious surface area by approximately 0.6%. The southern five-stall parking lot addition with concrete sidewalk to the building will be open to the public. The northern 18-stall parking lot addition will be behind the proposed security gates and will be for facility employee use only. To construct the parking lots, the Applicant will be removing two trees. Tree mitigation is not required because the Applicant is removing less than 10% of the trees located on the property.



Ramsey County has provided a site plan, other civil plans, and a narrative. Based on an initial review, staff believes the proposal would require the following land use requests:

- Conditional Use Permit for a barbed wire fence
- Site Plan Review for the two parking lot additions

Arden Hills City Code Section 1325.05 – Design Standards, Subd. 4, D states “no above grade fence shall have barbs or spikes or be of metal construction, which is charged or connected with electrical current within any district of the City. These fencing types shall only be permitted through a Conditional Use Permit.”

Additionally City Code Section 1320.11 - Special Requirements for Civic Center District, Design Standards, Subd. 4, D states “If fences are used for landscape screening, they must conform to the following: a) No higher than six (6) feet in rear yards only; b) No barbed wire, razor wire, or spikes allowed; c) Fences must blend into the landscape and minimize corrosion. Wood, brick, stone or wrought iron is encouraged. If chain link is allowed by the City Council, it must have black or dark green vinyl coating.”

The table below provides the performance standards for the CC District and the preliminary analysis for the proposed development:

	CC District Standards	Ramsey County Proposal
Minimum Lot Area	20,000 square feet	1,524,600 square feet
Maximum Structure Coverage	40% of lot area	19%
Minimum Landscape Lot Area	20% of lot area	27.2%
Minimum Front Yard Setback	20 feet	Complies
Minimum Rear Yard Setback	20 feet	Complies
Minimum Side Yard Setback	10 feet (min)/20 feet (total)	Complies
Off-Street Parking	As determined by City Council	Adding 23 parking stalls

Budget Impact

N/A

Attachments

- A. Land Use Application
- B. Project Narrative
- C. Civil Plans
- D. Applicant Presentation