



**DRAFT**

Approved: November 9, 2022

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**CITY OF ARDEN HILLS, MINNESOTA  
PLANNING COMMISSION  
WEDNESDAY, OCTOBER 5, 2022  
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 Paul Vijums called to order the regular Planning Commission meeting at 6:30 p.m.

**ROLL CALL**

Present were: Chair Paul Vijums, Commissioners Shelley Blilie, Arlene Mitchell, and Jonathan Wicklund.

Absent: Commissioners Joshua Collins, Marcie Jefferys, Steven Jones (Alternate), Kurt Weber, and Clayton Zimmerman (Alternate).

Also present were: Community Development Director Jessica Jagoe and Councilmember Fran Holmes.

**APPROVAL OF AGENDA – October 5, 2022**

**Commissioner Mitchell moved, seconded by Commissioner Wicklund, to approve the October 5, 2022, agenda as presented. The motion carried unanimously (4-0).**

**APPROVAL OF MINUTES**

*August 3, 2022 – Planning Commission Regular Meeting*

**Commissioner Wicklund moved, seconded by Commissioner Blilie, to approve the August 3, 2022, Planning Commission Regular Meeting as presented. The motion carried unanimously (4-0).**

**PLANNING CASES**

- A. Planning Case 22-018; 1411 Paul Kirkwold Drive – Conditional Use Permit Amendment & Site Plan Review – *Public Hearing***

**Community Development Director Jagoe** stated the Applicant is proposing to install security perimeter fencing, vehicle gates, and two parking lot additions at the property located at 1411

Paul Kirkwold Drive. The proposed fencing includes a 6-foot tall decorative metal fencing with spikes along Paul Kirkwold Drive and a 6-foot tall vinyl coated 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.

**Community Development Director Jagoe** reviewed the site data, the Plan Evaluation and provided the Findings of Fact for review:

1. The Subject Property located at 1411 Paul Kirkwold Drive is zoned CC - Civil Center District and is designated for Public and Institutional uses in the 2040 Comprehensive Plan.
2. The Applicant is proposing a security perimeter fence that will include barbed wire or spikes.
3. A vinyl coated chain link fence is allowed in the Civic Center District, but a Conditional Use Permit is required when fencing types include barbed wire or spikes.
4. The proposed security perimeter fencing is an addition to the site plan and a CUP Amendment is required.
5. The Applicant has requested Site Plan Review for the proposed parking lot additions.
6. The proposed changes for the installation of security perimeter fencing and parking lot additions would be in compliance with all provisions of the Zoning Code.
7. The proposed plan does not conflict with the general purpose and intent of the Zoning Code or the Comprehensive Plan for the City.
8. The proposed plan as narrated by the Applicant is not anticipated to have an adverse effect upon the health, safety, convenience and general welfare of the owners and occupants of the surrounding land and the community because of its compatibility to adjacent properties.
9. A public hearing for a CUP Amendment request is required before the request can be brought before the City Council.

**Community Development Director Jagoe** reviewed the options available for Planning Case 22-018 to the Planning Commission on this matter:

1. Recommend Approval with Conditions
  - 1) All conditions of the original Conditional Use Permit shall remain in full force and effect.
  - 2) A separate zoning permit shall be required for all proposed fencing.
2. Recommend Approval as Submitted
3. Recommend Denial
4. Table

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

**Commissioner Wicklund** asked what kind of comments were brought up by the City Council at their worksession meeting.

**Community Development Director Jagoe** explained the Council offered comments regarding the existing landscaping and visual impact along Highway 96.

**Commissioner Mitchell** requested further information regarding who would have access to the gated entrance.

**Community Development Director Jagoe** stated the Sheriff’s Department would enter the site from Hamline Avenue. She noted the City and the School District would also have access through this gate. She explained there was a back entrance as well that the other agencies also use.

**Kyle Mested**, Director of Administration for the Ramsey County Sheriff’s Office, reported the patrol station was not the most secure facility and for this reason, the sheriff’s department was proposing a comprehensive fencing solution. He stated gates will be added. He noted these gates would remain open, unless the threat level to the department was elevated.

**Commissioner Mitchell** asked where the new parking lot would be located.

**Mr. Mested** reviewed the location of the new parking lot additions with the Commission.

**Commissioner Blilie** questioned why two different fencing types were selected.

**Joel Dunning**, Wold Architects and Engineers, explained two difference fencing types were selected for aesthetic and security purposes.

**Mr. Mested** reported the Sheriff’s Department wanted the site to look as welcoming as possible while being a secure facility.

**Chair Vijums** asked if the current chain link fence was installed federally.

**Community Development Director Jagoe** reported this was the case and noted the existing federal fencing was exempt from local regulations.

**Chair Vijums** questioned if the gates would closed in the evening hours.

**Mr. Mested** stated the employee parking area would be secure, but the remainder of the campus would remain open for public works.

**Chair Vijums** inquired how employees would enter the secured employee parking lot.

**Mr. Dunning** explained employees would access this lot with a key card.

**Chair Vijums** asked if additional lighting would be installed in the new parking lot.

**Community Development Director Jagoe** commented it was her understanding no additional lighting would be installed adjacent to the two new parking lot additions.

**Chair Vijums** encouraged the Sheriff’s Department to consider installing additional lighting for safety and security purposes. He suggested this be made a condition for approval and should read: Ramsey County will work with the City of Arden Hills to evaluate lighting priorities for safety reasons.

**Mr. Dunning** explained there were three light poles already in the area that would provide adequate lighting.

**Chair Vijums** commented this was good to know, but stated he would still like staff to review this further for safety purposes. He then questioned how the County was paying for the fencing project.

**Mr. Mested** reported the County bonded funds for this project.

**Chair Vijums** opened the public hearing at 7:06 p.m.

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

There being no comments from the public, Chair Vijums closed the public hearing at 7:07 p.m.

**Commissioner Wicklund moved and Commissioner Mitchell seconded a motion to recommend approval of Planning Case 22-018 for a Conditional Use Permit Amendment and Site Plan Review to allow security perimeter fencing, vehicle gates, and two parking lot additions at 1411 Paul Kirkwold Drive based on the findings of fact and the submitted plans, as amended by the conditions in the October 5, 2022, report to the Planning Commission adding Condition 3: Ramsey County will work with the City of Arden Hills to evaluate lighting to address any potential safety issues. The motion carried unanimously (4-0).**

### **UNFINISHED AND NEW BUSINESS**

None.

### **REPORTS**

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

**Councilmember Holmes** provided the Commission with an update from the City Council. She congratulated Jessica Jagoe for being promoted to Community Development Director. She explained the Council would be considering a City-wide speed limit reduction to 25 miles per hour at their next meeting. She reported Ramsey County was invited to attend the last City Council meeting to discuss the recent tragedy that occurred at US Highway 10 and Highway 96. She reported the County would be completing a study at this intersection and would be reporting back to the City Council at a future meeting.

**Councilmember Holmes** stated the Council would be holding a joint meeting with Ramsey County on Thursday, October 6 to discuss the roundabout at Old Snelling Avenue and Lake Johanna Boulevard. Further discussion ensued regarding the traffic and pedestrian safety concerns surrounding the proposed roundabout.

**Councilmember Holmes** reported the City's Truth in Taxation Hearing would be held on Monday, December 12 at 7:00 p.m.

**Councilmember Holmes** provided the Commission with an update on the TCAAP project noting the City had approved a plan with the developer, but this plan was rejected by Ramsey County. She explained the next step would be for the County to discuss what type of project would be acceptable to them.

**B. Planning Commission Comments and Requests**

**Commissioner Wicklund** requested staff and the Council take a look at the trees that were installed along County Road E near Brausen’s and Dunn Brothers, because there were sight line issues.

**ADJOURN**

**Commissioner Wicklund moved, seconded by Commissioner Mitchell, to adjourn the October 5, 2022, Planning Commission Meeting at 7:23 p.m. The motion carried unanimously (4-0).**