

August 3, 2011

First Phoenix Group
Attn: David Kieffer
601 Carlson Parkway, Suite 1050
Minneapolis, MN 55305

**Re: Final Plat (Minor Plat) and Site Plan Review
Stoney River**

Dear Mr. Kieffer:

The City of Ramsey has received your application for a Minor Plat as well as a Site Plan to construct a 72 unit assisted living and memory care facility on approximately 6.5 acres of the existing Lord of Life campus. The Planning Commission has recommended approval of the request contingent upon the following:

- Required amendments as outlined in the attached Staff Review File dated June 28, 2011
- Processing necessary zoning amendments as it relates to assisted living and memory care as a permitted use outlined in the attached Staff Report.
- Working with Anoka County Staff in regards to safety and mobility improvements

Please note: this is only a recommendation that is subject to approval by the City Council.

Copies of the review file and staff report are attached for your review. The City Council will review the request on Tuesday, August 23rd at 7:00 p.m. in the Council Chambers. You, or a representative of the development, are highly encouraged to attend this meeting. Please contact me at your earliest convenience prior to the meeting to verify if you will be attending. Please let me know if you have any questions or concerns. I can be reached at 763-576-4308 or by email at tgladhill@ci.ramsey.mn.us.

Sincerely,

CITY OF RAMSEY

Tim Gladhill
Senior Planner

CC: Eric Kellogg, Landform Professional Services
Harry S. Johnson Surveyors
Greg Fritz, Lord of Life

Enclosures

Review File: Stoney River
Sketch Plan and Site Plan Review
June 30, 2011, Revised August 17, 2011
Page 2 of 11

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**CITY OF RAMSEY PLANNING DIVISION
REVIEW FILE**

DATE	6/30/2011 <i>REVISED</i> 8/17/11	PROJECT ADDRESS	TBD
PROJECT TITLE	STONEY RIVER ASSISTED LIVING AND MEMORY CARE		
REVIEW FILE #			
APPLICANT:	First Phoenix Group		
PRIMARY REVIEWER:	Tim Gladhill– Senior Planner Phone: 763-576-4308 Fax: 763-433-9848 e-mail: tgladhill@ci.ramsey.mn.us		

We are in receipt of the proposed sketch plan for STONEY RIVER as well as the proposed Site Plan for Stoney River. The submittal consists of the following sheets:

- Final Plat Sheets 1 and 2 prepared by Harry S. Johnson Co., Inc. dated ____.
- Sheets C0.1, C1.0, C1.1, C2.0, C2.1, C2.2, C3.1, C3.2, C4.1, C4.2, C7.1, C7.2, C7.3, L2.1, and L2.2 prepared by Landform Professional Services dated 6/7/11
- South Elevation prepared by Mudrovich Architects undated
- Proposed Main and Second Floor Plans prepared by Mudrovich Architects dated 6/7/11

(the “Plans”)

We offer the following comments regarding your site plan and plat submittal:

MINOR PLAT: STONEY RIVER

Planning and Zoning

Reviewer: Tim Gladhill, Senior Planner

tgladhill@ci.ramsey.mn.us

763-576-4308

General: The proposed plat consists of one (1) additional buildable lot (Lot 2) consisting of approximately 6.5 acres to facilitate the development of the proposed assisted living and memory care facility. The proposed plat also consolidates several other parcels that create the campus for the Lord of Life Church.

Lot Dimensions: The proposed lot dimensions (and required minimums) in reviewing the newly created lot (Lot 2) are as follows (approximate):

	Proposed	Required
Minimum Lot Size	6.55 acres	None
Minimum Lot Width	435-600 feet	100 feet

It appears that the proposed sketch plan conforms to all lot dimensional requirements as it relates to the Minor Subdivision request.

Development Fees. Development Fee calculations will be provided as part of the Site Plan Review for the Stoney River Assisted Living and Memory Care facility. *The City will consider utilizing the final SAC Unit Determination when calculating final development fees. Based on the initial SAC determination provided, development fees have been calculating using 33 units instead of 72, as per City policy.*

Easements. Additional, separate recordable trail easements will be required to be recorded simultaneously with the Plat as required by the Site Plan Review along Nowthen Boulevard (CSAH 5) and Saint Francis Boulevard (TH 47). Perimeter drainage and utility easements are required; and must be 10' in width adjacent to the right-of-way, and 5' in width on side/internal lot lines. Anoka County and Mn/DOT may also request restricted access dedication as well. Depending on the ultimate proposed stormwater management system, additional easements could be required for 100 year flood elevations on ponding areas. Additional easements may also be required over the watermain loop so that the City can exercise the valves and flush the hydrants to ensure proper functioning for adequate fire protection.

Development Contract. The developer shall be required to enter into a Development Contract with the City to ensure timely completion of required improvements and obligations. As part of the Development Contract, the Developer shall be responsible for certain securities and inspection fees related to required improvements. In order to determine these final numbers, the City will need a detailed, itemized listing and projected cost of all exterior improvements exclusive of the building (water, sanitary sewer, trail, parking lot, landscaping, etc.). A draft Development Contract will be available prior to review by the City Council. All associated development fees (trunk and lateral sanitary sewer, storm sewer, watermain, and trail) would also be referenced within and collected with the execution and recording of the development agreement. In order to complete the signature and acknowledgement pages of the Contract, the City will need the proper entity executing the documents. This includes the name and title of the individual authorized to sign on behalf of the entity.

SITE PLAN

*Planning and Zoning
Reviewer: Tim Gladhill, Senior Planner
tgladhill@ci.ramsey.mn.us
763-576-4308*

Please note that the follow review has been based on R-3 Residential Standards, rather than the B-1 General Business Standards of the existing zoning. The Planning Commission has recommended that the Subject Property be re-zoned to R-3 High Density Residential.

General: The development proposal consists of a two story, 72-unit assisted living/memory care. The facility will be located on a 6.5 acre portion of the current Lord of Life campus. The site will be located on the north west corner of Saint Francis Boulevard (Trunk Highway [TH] 47) and Nowthen Boulevard (County State Aid Highway [CSAH] 5).

Zoning: The site is currently zoned B-1 General Business District. This area is intended to provide a commercial area for goods and services for the surrounding neighborhoods and community on a smaller

scale than the B-2 Highway Business District. Medical Clinics are a permitted use in this district, although City Code does not specifically provide for assisted living or memory care facilities, which include a residential component. *The Planning Commission has recommended that the City Council approve a Comprehensive Plan Amendment from Commercial to High Density Residential (HDR) and subsequently a Zoning Amendment from B-1 General Business to R-3 Residential.*

Building Height: The R-3 Residential District requires a maximum building height of 45 feet (as measured to mean gable height) for multifamily buildings within this district. The proposed building appears to have two stories with a gable/pitched roof. It is assumed that the building height is less than 45 feet; however, the developer should provide scaled renderings with the Building Permit to verify actual building height.

Maximum Structure Area. The R-3 District requires a maximum structure area of 35% of the lot area. The proposed structure appears to cover approximately 18% of the lot area.

Setbacks: The R-3 Residential District requires setbacks as provided below.

	Proposed	Required
Front	75 feet	25 feet
Exterior Development Boundary Line (EDBL)	130 feet	30 feet
Parking Node-EDBL	35 feet	35 feet
Parking/Maneuvering (ROW)	20 feet	20 feet
<i>Parking/Maneuvering (EDBL)</i>	<i>15 feet</i>	<i>30 feet</i>

It appears that a majority of the required setbacks are met with the proposed site plan. However, the required setback for parking and maneuvering areas along the exterior development boundary line appears to be deficient. However, given the spacing to the existing structure to the north of Lot 2 as well as the preferred future land use and future development for the site, Staff recommends that the intent of this ordinance provision is met. Given the tight spacing in the rear of the proposed lot, Staff encourages amending the rear property line to increase the size of the proposed lot, thus increasing the amount of green space provided to the proposed assisted living/memory care facility. This could be done for all, or a small portion of the rear property line.

Exterior Materials. All exterior wall finishes on the proposed building shall be subject to the provisions of City Code Section 117-113. The City may approve other materials and combinations of materials are encouraged. It appears that there is a mixture of shakes, stone, and glass with various accents proposed.

Waste Storage: The waste storage area is proposed to be contained within the proposed building.

Off-Street Parking - Spaces Required: Given the quasi-residential, quasi-commercial nature of the proposed use, Staff has applied a combination of commercial and medical use parking standards, rather than typical residential parking minimums. The off-street parking ordinance sets a minimum parking space standard of one (1) space per four (4) hospital beds plus an additional space for each employee. The site plan proposed 66 off-street parking spaces with space for an additional 28 spaces. It appears that there is ample parking for this type of use. Please provide the City with the number of employees for final verification of parking requirements.

Minimum Floor Area: City Code allows for housing of this nature in accordance with State Statute. Thus, please provide the City with necessary licensing to ensure compliance with State Statute for minimum bedroom size.

Signs: Please note that all signs for the proposed building must be approved through a separate sign permit process. Sign regulations can be found in City Code Chapter 117, Article II, Division 8. The developer is encouraged to review these sign regulations early in the process to avoid any unnecessary delays due to potential needs for special permits. Staff has received a photo of a potential, similar sign proposed to be used. Please provide dimensions of the sign for review. Ground signs are reviewed on the following:

- Maximum of 100 square feet per face (200 square feet aggregate)
- Maximum of 25 feet tall
- Dynamic Display is limited to 35% of the sign face
- Off-premise advertising copy must be processed as a Conditional Use Permit
- The City has the flexibility to increase these maximums through the issuance of a Conditional use Permit

Landscape Review

***Reviewer: Chris Anderson, Associate Planner/Environmental Coordinator
canderson@ci.ramsey.mn.us
763-433-9905***

Landscaping & Tree Preservation Plans: Required landscaping in the B-1 District is based either on lineal feet of site perimeter or square footage of building footprint, whichever results in more plantings, as well as total number of parking spaces provided. Based on the lineal footage of the site (2,822 feet) and the number of parking stalls provided (66), a total of sixty-two (62) trees are required. Based on the square footage of the proposed building footprint (53,228 sq. ft.), a total of 177 shrubs are required. The Plans indicate a total of fifty-four (54) trees and 104 shrubs to be installed, which, in addition to roughly 120 existing trees that will be preserved, satisfy the required number of plantings. The following additional comments are offered regarding the Landscaping and Tree Preservation Plans:

- Tree save fencing must be identified on both the grading plan (sheet C3.1) and the landscaping plan (sheet L2.1) and must be installed prior to any land disturbance activities.
- The following should be added to the notes section on sheets L2.1 and L2.2: Topsoil, whether imported or amending the existing topsoil, must meet or exceed Mn/DOT's Premium Topsoil specification (3877.3). The City has a list of 'pre-certified' suppliers that have submitted test results verifying the material meets this specification. If you opt to use an alternative supplier, or if amending onsite topsoil, documentation must be supplied to the City verifying that the material meets Mn/DOT's Premium Topsoil Borrow specification. A copy of the load tickets will also be required to pass the topsoil inspection.
- The Plans indicate various areas will be seeded rather than improved with sod. All areas not otherwise improved shall be finished with sod. Any deviation from this condition requires City Council approval.
- Any disturbed areas of right-of-way shall be restored to County and Mn/DOT standards, whichever may be applicable.
- Should City Council approve the use of seed rather than sod, details must be added to sheets L2.1 and L2.2 outlining application rate(s) and installation method.

- Please review and resolve any conflicts that may exist between the landscaping and grading/utility plans such that no trees, bushes, etc. are not being placed in emergency overflow areas obstructing flow, or are located on top of permanent infrastructure items (manholes, cleanouts, etc.)
- Please add labels to sheets L2.1 and L2.2 indicating which symbols represent Autumn Blaze Maple and Prairiefire Crabapple.
- Note #10 on sheets L2.1 and L2.2 references a McDonald's site, revise to state Stoney River.
- Add planting details for deciduous and coniferous trees and shrubs. The detail must, at a minimum, indicate the following:
 - Planting depth shall be such that the first set of primary roots is at final grade.
 - Remove twine, wiring, ropes and burlap from top and sides of root ball.
 - At time of planting, only prune out dead or damaged branches. All necessary pruning cuts shall be made just outside of branch collar area.
 - Remove all tags and labels.
 - Wood chip mulch shall not be piled against the trunk of trees.
- A two (2) year maintenance guarantee is required on all landscaping after initial acceptance by the City. Please add this to the notes section of sheets L2.1 and L2.2.

Civil Engineering Review

Reviewer: Tim Himmer, City Engineer

thimmer@ci.ramsey.mn.us

763-433-9893

Grading and Drainage: The following comments are offered regarding the June 7, 2011 Grading and Utility Plans prepared by Landform:

- Please make sure that all items shown on the various plan sheets are either clearly noted on the plans or are referenced in the legend.
- The B612 concrete curb detail should be amended to include base material extending to 1' beyond the back of curb. There are other City standard details that should also be included, and we can forward those to you for incorporation into the plans.
- The pedestrian ramp details have recently been modified at the state level, and the plans should be revised to include the most recent Mn/DOT approved detail and design.
- All retaining walls greater than 4' in height must be structural designed and certified by a registered engineer.
- We are continuing to evaluate the submitted stormwater plan and associated calculations so additional comments may be forthcoming, but there are some items that cause some immediate concern and/or clarification.
 - Please clarify the ultimate discharge points for the proposed storm sewer system. Three underground vaults are proposed but there is no conventional system in place to account for final discharge; is all water supposed to be infiltrated and never reach the surface? What would occur under a significant rainfall event or during frozen soil conditions?
 - Please provide the pre and post development rate of runoff calculations for this development.
 - A maintenance agreement will be required for the proposed storm sewer system outlining the expectations and requirements for the underground vault proposal. This document must be approved and recorded against the property at the time of platting.
 - There is a considerable amount of runoff directed down the access road to a limited number of catch basins. It may be difficult for these catch basins to capture all the water with the

- limited inlet capacity, thereby creating ponding scenarios at the low points and triggering the overland overflows out into the right-of-way.
- Please submit the manufacturer's information related to the Ultra-Flo vault system; including but not limited to material, installation details, recommended maintenance, inspection manholes/clean-outs, and life expectancy.

The detail sheet must include the current City Details for any improvements proposed within the right-of-way. The manhole details should be updated to include language for a water tight wrap around the adjusting rings and include carconite markers for any manhole or gate valve that is located in unpaved areas.

The following notes should be added or amended on the plan set:

- Any impacts to City streets (wet tap and curb cut locations) should be brought to grade with class 5 by the end of the work day and paved within 24 hours.
- The contractor should have a sweeper on site or available within 3 hours. All material tracked onto City streets must be removed immediately upon discovery, or as directed by the City Engineer.
- Installation of silt fence and other down gradient sediment protection measures shall be completed and inspected prior to commencement of any site activities.

Please note on the plans if there is any dewatering required for this project. If so, the City will want to review the dewatering plan prior to implementation. No dewatering activities can occur until the required permit is secured and submitted for review.

Street and Building Access: One additional access point is being proposed for Lot 2, which is being located to line up with the existing Iodine Street on the southwest side of Nowthen Boulevard (CSAH 5). Staff is acceptable of this access and location, but it must be approved by Anoka County, as that road falls under their jurisdiction. ***Please clarify if this access road is proposed to have a crown in the road or will have superelevation and drain north to south.*** If it is intended to direct runoff to the south curblin, tipout curb and gutter should be installed along the north curblin and referenced in the plans with appropriate details.

Noise mitigation: It shall be the responsibility of the Developer to determine compliance with noise mitigation standards since this is a use that is adjacent to the Trunk Highway system and the County road system. The State, County, and City do not have any plans or moneys allocated to introduce noise mitigation adjacent to this property. Please provide a noise analysis and concurrence letter from the MPCA that the development is using the most reasonable and feasible methods to control the effects of the traffic noise that is already in place.

Utilities:

- Please confirm that the proposed 8" watermain is adequately sized for both domestic use and fire flow requirements.
- All ductile iron watermain 6" in diameter and smaller requires class 53 material.
- All hydrants must be hand painted.

Sidewalk and Trails. A ten (10) foot wide trail is required along Nowthen Boulevard (CSAH 5), as indicated on the Plans. Any portion of trail on the Subject Property (not within the right-of-way) shall be encumbered by a perpetual trail easement to encumber the trail plus five feet for maintenance purposes,

except as agreed upon along the proposed retaining wall. The perpetual trail easement shall be reviewed and approved by the City Attorney.

In those locations which the trail on Nowthen Boulevard (CSAH 5) is located within the Anoka County Right of Way, it is necessary to receive a right of way permit from the Anoka County Highway Department. Concerns that they will have are not limited to but will include the perpetuation of drainage within the ditches and a requirement for cross section drawings at least every 50 feet.

Additionally, it is required to locate a trail on both sides of Trunk Highways, County Roads, State Aid roads and collector roadways through medium density housing land uses. Therefore a trail would technically be required along the west side of Saint Francis Boulevard (TH 47) as indicated in the 2030 Comprehensive Plan and Master Park and Trail Map. However, City Staff is recommending conveyance of a twenty (20) foot perpetual trail easement along TH 47 in lieu of construction to ensure the possibility of a future connection. Staff acknowledges multiple future connection possibilities as well as the ability to pick up the connection with future development planned for the Lord of Life campus.

Additionally, any site utilities (sanitary sewer and watermain) proposed within this trail easement must be relocated outside of the easement or buried to a depth that they would not need to be relocated in the future.

Finally, Staff recommends that the Applicant consider a pedestrian connection in the Anoka County Right of way to Dysprosium Street. A site distance analysis should be completed and discussions should be held with Anoka County to determine the feasibility of including a crosswalk at that intersection.

Permits: The applicant is responsible to secure all required permits for this project; including but not limited to an MPCA NPDES construction permit, a Lower Rum River Watershed Organization permit, and Anoka County and MnDOT right-of-way permits. Additionally, the contractor performing the work will be required to get a City license and right-of-way permit.

Lighting: The City has not received a lighting plan for review. City standards require that the luminaire (light source) must not be visible from beyond the property line. Any lighting used to illuminate an off-street parking area, sign, or structure shall be arranged to deflect away from Nowthen Boulevard (CSAH 5) and Saint Francis Boulevard (TH 47). The Applicant is responsible for the installation, and three (3) years of operations and maintenance, of all boulevard lighting. A light should be included at the access point onto Nowthen Boulevard to adequately light this area.

REU Number: This property will be subject to a storm water utility charge based upon the amount of impervious surface on the site. The quarterly charge is dependent upon the number of Residential Equivalent Units (REU) calculated for this property. The site is proposed as 48.7% impervious. This leads to an REU of $(2.66 \times 6.55) 17.423$ and a quarterly stormwater fee of \$646.04.

Site Access: The required fire department access road shall be a minimum unobstructed 20 ft. in width and 13 ft. 6 in. clear height and shall be designed to support an apparatus with a gross axle weight of 75,000 lbs. The turning radius for emergency apparatus roads is 30 ft inside and 50 ft outside radius or as approved by the code official. The proposed building is required to have an emergency vehicle access road within 150 ft of any exterior portion of the structure. Please add these notes to the applicable sheets.

Site Water: The required spacing between fire hydrants is 400 ft. A fire flow test is required to verify fire flow requirement is available. All water mains and hydrants shall be installed and operate as soon as combustible materials arrive on construction site. Please add these notes to the applicable sheets.

DEVELOPMENT FEES

Please note that the City is willing to consider utilizing the SAC Unit Determination as the number of unit calculation for the following fees. It shall be the responsibility of the developer to provide the City with the SAC Determination, processed by the Metropolitan Council. A preliminary SAC Analysis has been completed with a SAC Unit Determination of 33 units.

Park Dedication. The 2011 Park Dedication Fee for assisted living complexes is \$4,738 per acre. This equates to **\$30,778.00** (6.55 acres x \$4,735). The rate in effect at the time the Plat is recorded will be collected.

Trail Development Fees: The 2011 Trail Development Fee is \$600 per unit. This equates to **\$19,800.00** (33 units x \$600). The rate in effect at the time the Plat is recorded will be collected. A portion of the trail fees may be credited back to the applicant if they construct off-site trail connections as part of this application.

Sanitary Sewer Trunk/Connection. The 2011 Sanitary Sewer Trunk Fee is \$1,318 per unit. This equates to **\$43,594.00** (33 units x \$1,318). The rate in effect at the time the Plat is recorded will be collected.

Water Trunk/Connection. The 2011 Water Trunk Fee is \$2,308 per unit. This equates to **\$76,164.00** (33 units x \$2,308). The rate in effect at the time the Plat is recorded will be collected.

Sanitary Sewer Lateral Benefit. The 2011 Sanitary Sewer Lateral Benefit Fee is \$3,989 per connection. This equates to **\$3,989.00** (One [1] connection x \$3,989). The rate in effect at the time the Plat is recorded will be collected. *If the cost to extend service to the proposed building exceeds the cost of the lateral benefit fee, the City will consider a credit to this fee.*

Water Lateral Benefit. The 2011 Water Lateral Benefit Fee is \$9,102 per connection. This equates to **\$9,102.00** (One [1] connection x \$9,102). The rate in effect at the time the Plat is recorded will be collected. *If the cost to extend service to the proposed building exceeds the cost of the lateral benefit fee, the City will consider a credit to this fee.*

Stormwater Management. The 2011 Stormwater Management Fee is \$465 per unit. This equates to **\$15,345.00** (33 units x \$465). The rate in effect at the time the Plat is recorded will be collected.

Sewer Availability Charge. *Per the SAC Unit Determination, the SAC fee for 2011 is \$2,230 per unit plus a \$200 SAC Handling Fee per residential equivalent and is estimated at \$69,300. This charge is collected with the Building Permit and is paid to the Metropolitan Council. The project is also subject to a SAC Handling Fee, which will be calculated with the Building Permit.*

Water Availability Charge. *The City uses the SAC Unit Determination for WAC fees as well. Per the SAC Unit Determination, the WAC fee for 2011 is \$1,701 per unit and is estimated at \$53,691. This charge is collected with the Building Permit.*

GENERAL INFORMATION

Additional Review. Due to its location, the request has been forwarded to Anoka County Highway Department and Mn/DOT for review and comment. Mn/DOT has commented that a drainage permit shall be required.

The Anoka County Highway Department has responded that additional turn lanes shall be required, supported by the recommendation of the Ramsey Planning Commission. Also, the Anoka County Highway Department has scheduled a reclaim and overlay project on Nowthen Boulevard (CSAH 5). Anoka County requests the development of the Subject Property be coordinated with this Anoka County project in order to minimize impacts to the roadway surface and disruptions to traffic due to construction. Finally, Anoka County has requested, to the best of the City's ability, to explore shared access arrangements with Lord of Life Lutheran Church. The Applicant, Lord of Life, and City Staff should meet with Anoka County Staff as soon as possible to discuss finalizing these items, consistent with our recent discussions..

Next Steps. *Following review by the City Council, assuming final approval, City Staff will complete the final draft of the Development Contract(s). City Staff will issue the developer a Recording Punchlist in preparation for recording the Final Plat with the Anoka County Recorder. The Applicant shall obtain approval from the Anoka County Surveyor prior to printing final versions of the Plat on mylar.*

All comments contained within this letter shall be included in the final set of plans submitted with the Building Permit. The Applicant shall be responsible for all required permits including, but not limited to, the MPCA NPDES Permit and Lower Rum River Water Management Organization (LRRWMO) Permits.