

June 15, 2012

City of Ramsey Housing and Redevelopment Authority  
Attn: Kurt Ulrich  
7550 Sunwood Dr NW  
Ramsey, MN 55303

**Re: Preliminary Plat (Major Plat) and Site Plan Review  
COR THREE**

Dear Mr. Ulrich:

The City of Ramsey has received your application for a Major Plat as well as a Site Plan to seventeen (17) single-family lots and the park known as North Commons on approximately 12.93 acres north of Bunker Lake Blvd. within The COR. Staff recommends approval of the request contingent upon the following:

- Required amendments as outlined in the attached Staff Review File dated June 15, 2012
- Approval of the Zoning Amendment for the four (4) single-family units within North Commons.
- Response from the Anoka County Highway Department

***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 Planning Commission will review the request on Tuesday, June 19<sup>th</sup> 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](mailto:tgladhill@ci.ramsey.mn.us).

Sincerely,

CITY OF RAMSEY

Tim Gladhill  
Senior Planner

CC: Darren Lazan, Development Manager (via email)

Enclosures

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**CITY OF RAMSEY PLANNING DIVISION  
REVIEW FILE**

<b>DATE</b>	6/15/2012	<b>PROJECT ADDRESS</b>	TBD
<b>PROJECT TITLE</b>	COR THREE (NORTH COMMONS)		
<b>REVIEW FILE #</b>			
<b>APPLICANT:</b>	City of Ramsey Housing and Redevelopment Authority		
<b>PRIMARY REVIEWER:</b>	Tim Gladhill– Senior Planner Phone: 763-576-4308 Fax: 763-433-9848 e-mail: <a href="mailto:tgladhill@ci.ramsey.mn.us">tgladhill@ci.ramsey.mn.us</a>		

We are in receipt of your preliminary plat and site plan to develop a plat within The COR for seventeen (17) single-family homes and an outlot for future park development (North Commons). The submittal consists of five (5) sheets prepared by Landform Professional Services, dated June 6, 2012. We offer the following comments:

***Planning and Zoning***

***Reviewer: Tim Gladhill, Senior Planner***

***[tgladhill@ci.ramsey.mn.us](mailto:tgladhill@ci.ramsey.mn.us)***

***763-576-4308***

- General:** The Subject Property is located north of Bunker Lake Blvd and west of Town Center Drive. A total of 12.93 acres are contained within the proposed plat. This phase consists of seventeen (17) single family homes. This residential portion represents approximately 5.20 acres. The proposed plat also includes an outlot which will eventually contain North Commons (park).
- Zoning/Density:** The project area is generally located in the COR-4a Neighborhood District, which is intended to allow for a full range of housing types. The District allows for residential uses at a net density of up to 10 units per acre. *Please revise the calculations on the submittal to indicated net units per acre, subtracting the size of the Stormwater pond on Block 1 from the calculation.* The gross density in this area is 3.26 units per acres. As additional development comes forward on this site the overall density must remain below 10 units per acre.

Four (4) lots within the proposed development are within an area of the North Commons (park). This parcel is currently an outlot, and not dedicated. A majority of North Commons would remain as park. The HRA should provide a final determination as to dedicating the remainder of the park instead of continuing to show as an outlot.

- Lots:** The preliminary plat is proposing to resubdivide Outlots D, F, and K of Ramsey Town Center 8<sup>th</sup> Addition into seventeen single-family lots. The lots are proposed to be served by an existing local roadway system.

The COR4-a Zoning District requires the following lot standards:

Minimum lot size                      None

Minimum lot width	20 feet
Minimum lot depth	80 feet

All proposed lots appear to meet these requirements. The City is awaiting a response in regards to Lot 13, Block 1 from Anoka County to ensure adequate spacing of the structure.

Staff would like to further explore Lot 1, Block 1 in terms of Stormwater management, required easements, and boulevard tree requirements as noted below. Perhaps the westerly extension of this parcel should be encumbered by a drainage and utility easement.

4. **Setbacks:** The COR4-a Zoning District requires the following setbacks:

Front yard	0 to 25 feet as measured from building front to edge of sidewalk;
Side yard	None, unless required by building code;
Rear yard	None, unless required by building code.

5. **Off-Street Parking Requirements:** The COR-4 District requires two (2) off-street parking spaces for each unit; this requirement is exceeded with the proposed 2-car garages and driveways. Some parking is allowed on public streets, however, this may not be adequate for overflow parking.
6. **Driveway Length/Width:** Under the COR-4a Zoning Code, driveways for units with attached garages must be at least 25 feet in length, as measured from the building front to the edge of the sidewalk. *The revised Design Framework references a minimum of 20 feet. The City will need to resolve this discrepancy in required driveway length.*
7. **Architectural Standards:** The development is proposing single family homes. The Applicant has submitted architectural elevations representative of what will be built. As the single family units will have a wide variety of styles, it is not possible to architectural elevations of every unit. Each single family unit will receive Staff review and approval before release of building permit. Each single family unit will need to adhere to The COR Design Framework. Although the submitted architectural rendering meets many of the standards of the Design Framework, additional amendments shall be required in terms of the exterior materials being used, specifically a reduction in the amount of vinyl siding and increase in the amount of brick. Furthermore, due to the massing of the roof over the garage, Staff recommends considering dormers instead of gable ends on the front façade.
8. **Ground Cover/Irrigation:** The development is required to establish sod in all areas not improved with structures or pavement. An irrigation system will need to be provided throughout the development where sodded and landscaped areas will be established. Any irrigation systems will need to be reviewed and approved by the City Engineer.
9. **Mailbox Location:** Location of mailboxes along public streets will need to be clustered and is subject to the review and approval of the Public Works Superintendent.

**Civil Engineering**

**Reviewer: Leonard Linton, Civil Engineer**

[llinton@ci.ramsey.mn.us](mailto:llinton@ci.ramsey.mn.us)

763-433-9834

10. **Public Streets:** The development project will be served by existing public streets constructed as part of the Ramsey Town Center 8<sup>th</sup>, 9<sup>th</sup>, and 10<sup>th</sup> Additions. The streets will need to be open cut to install the utility services. The pavement section shall be restored with 4" Class 5 modified aggregate, 2" bituminous base course and 1 ½" bituminous wear course. This is different than the pavement section listed on the plans.

Notification must be provided 48 hours prior to closing the streets for utility installation. Installation of the utility services for Lot 4, Block 2 will require a bypass lane for residents and emergency vehicles while the street is closed.

The location of underground utilities, electric, gas, telephone and cable must be shown on the plans. The location of existing sewer and water services must be shown on the plans.

11. **Grading and Drainage:** Staff has received a grading and drainage plan for the development and has the following comments:

- Benchmarks are shown on the cover sheet. They are located south of Sunwood Drive. Benchmarks north of Bunker Lake Boulevard must be provided.
- Grading limits must be shown on the plans. The topsoil test plots and community garden locations must also be shown.
- The plans call for scraping the streets at the end of each day. This shall be replaced with sweeping the streets, scraping the soil off the street is not an acceptable Best Management Practice in the City.
- The walkout elevations and garage floor elevations should be adjusted so that the garage elevation is adjacent to the garage.
- The NPDES summary on the grading page does not reflect the proposed impervious cover on the site.
- We estimate the proposed impervious cover is close to 1 acre, not 0.07 acres.
- The normal and high water elevations of the pond must be shown on the plans.
- The lowest opening elevations for Lots 1 – 4, Block 2 must be re-evaluated as noted in the Stormwater Analysis section.
- Please provide the proposed function of the low area on the west part of Lot 1, Block 1. It appears to be a small ponding area; however, it is not protected with drainage and utility easements.
- Dewatering will most likely be needed to construct the pond since the bottom is below the wetlands on adjoining properties.

12. **Stormwater Analysis:** The following comments must be addressed:

Stormwater rate control is provided by regional ponding in the COR. The stormwater management plan for the COR requires water quality treatment for the first 1" of runoff from each site. The stormwater narrative submitted with the plans indicated a P8 model was prepared for the site and results from this model demonstrate the water quality goals are met. The P8 model results must be submitted to substantiate this statement.

The dead storage volume of the pond must be included in the Hydrocad model.

There is an existing storm sewer stub extending into outlot D. This pipe should be used when determining the high water elevation of the wetland and lowest opening elevation for Lots 1 – 4, Block 2.

The stormsewer in Zeolite Street extends under Bunker Lake Boulevard. A temporary pond must be constructed south of Bunker Lake Boulevard to provide an outlet for the storm sewer. We understand the pipe will ultimately connect to the permanent storm sewer system contemplated as a future stage of the COR.

13. **Utilities:** This subdivision will be served by sanitary sewer and city water services that will be extended into the development. The following sheet specific comments must be addressed:

A 4" x 8" wye shall be cut into the existing sanitary line for each service. Saddle wye's are not acceptable. Bulkheads and bypass pumping shall be provided by the contractor while working on the sanitary sewer line.

Curb stops shall not be placed in the sidewalk.

The proposed storm outlet structure must be moved so that construction of the structure will not encroach on the county right-of-way.

14. **Sidewalks/Trails:** City policy requires installation of sidewalks on both sides of the street for State, County and MSA roads, and along one side of the street for local through streets. A sidewalk is shown surrounding the entire block that is proposed for development. The sidewalk shall be connected to the Bunker Lake Boulevard trail. The revised Design Framework requires a sidewalk width of ten (10) feet. The existing development has a sidewalk width of six (6) feet. In order to finish the development north of Bunker Lake Boulevard in a consistent fashion, Staff is recommending that the six (6) foot sidewalk width as appropriate. The connection from the sidewalk on 148<sup>th</sup> Lane to the trail along Bunker Lake Boulevard must meet ADA requirements.

15. **Traffic Generation:** As part of the Town Center AUAR, a detailed traffic analysis was completed that anticipated the type and size of development shown on the plat. The proposed development is consistent with the traffic modeling system used as part of the AUAR analysis. Regional road improvements to facilitate The COR development have been agreed upon and have already begun construction. This proposed development does not generate more traffic than was anticipated.

16. **Easement Vacation:** Per the document entitled Temporary Drainage Easement recorded as Anoka County Document No. 494295.005, a request for Easement Vacation may be necessary following review by the City Attorney. This request does not need to be reviewed by the Planning Commission. If a full Easement Vacation request is necessary, that will need to be accomplished by ordinance, requiring an introduction and adoption by the City Council. ***Please check for any other underlying easements that may be recorded on the Subject Property that will need to be vacated.***

***Landscaping***

***Reviewer: Chris Anderson, Associate Planner/Environmental Coordinator***

***[canderson@ci.ramsey.mn.us](mailto:canderson@ci.ramsey.mn.us)***

***763-433-9905***

17. **Landscaping:** Prior to the issuance of any building permits within this Plat, a Landscaping Plan shall be submitted by the developer for review and approval by the City. The landscaping plan shall, at a minimum, identify the common and scientific name of proposed species, root stock, plant size, quantity of each species and should also address/include the following:

- Per the new Design Framework, one (1) shade tree per every thirty-five (35) feet of street frontage shall be installed within the boulevard area. This is in essence the equivalent of one (1) tree per lot except for the following lots (which are wider and therefore must account for additional trees):
  - Lot 1 (404 feet of frontage)—eleven (11) trees
  - Lot 9 (corner lot with frontages of 102 feet and 122 feet)—two (2) trees on 148th Lane and three (3) trees along Zeolite St NW
  - Lot 10 (100 feet of frontage)—two (2) trees
  - Lot 13 (121 feet of frontage)—three (3) trees
  - Outlot D (102 feet of frontage along Zeolite St)—two (2) trees

Both Outlot D and Lot 1 present unique situations. Outlot D is actually part of North Commons (park); however, it would be desirable to keep a consistent appearance of street trees along Zeolite St. This raises the question of who should be responsible for installation of the street trees along that property. Lot 1 has a very long expanse of street frontage. As noted above, it requires eleven (11) street trees based on spacing of one per thirty-five (35) feet. Some discussion should be had about who will or should be responsible for the installation of a majority of the street trees for this lot. Again, it would be desirable to maintain a consistent look along 148<sup>th</sup> Lane, but much of that frontage will be adjacent to a steep-sloped area some distance away from the house pad. These trees maybe should be installed as part of the required improvements by the developer.

- Due to location of driveways, hydrants, street lights, etc, planting numbers may be adjusted downward if necessary to avoid future conflicts or sightline obstructions.
- A minimum of four (4) inches of topsoil meeting Mn/DOT's Premium Topsoil Borrow specification must be installed over all disturbed areas not devoted to buildings, off-street parking, driveways, sidewalks, patios or other such improvements. If amending onsite topsoil, documentation must be supplied to the City certifying that the amended material meets this specification prior to installation.
- Planting details/specifications must be included on the landscape plan and shall address among other things:
  - Planting depth (1st set of primary roots shall be at finished grade).
  - Only prune out dead/broken/deformed branches at time of installation.
  - Removal of upper portion of wire basket and burlap after being placed in planting hole.
  - Install hardwood mulch dish over around each tree to a depth of two (2) to four (4) inches. Mulch shall not be piled against stem of tree and shall at least extend out to the dripline of a tree.
  - Street/boulevard trees shall have a minimum clear trunk (no branches) height of seven (7) feet to avoid conflicts with pedestrians.

*Please submit a landscaping plan for review.*

#### **Development Fees and Other Permits**

18. **Park Dedication Fee:** The proposed development is responsible for satisfying Park Dedication requirements. The 2012 Park Dedication Fee is \$2,475 per residential unit for densities less than twelve (12) units per acre. You will be responsible for a payment of Forty Two Thousand Seventy

Five Dollars and No Cents ( $\$2,475 \times 17$  units =  **$\$42,075.00$** ). You have requested that these payments be made individually at the time of closing on the land for each parcel. The City's standard policy is to collect development fees in total when the Plat is released for recording. Staff will continue to discuss your request in more detail.

19. **Trail Development Fee:** The proposed development is responsible for satisfying Trail Development Fee requirements. The 2012 Trail Development Fee is \$600 per residential unit. You will be responsible for a payment of Ten Thousand Two Hundred Dollars and No Cents ( $\$600 \times 17$  units =  **$\$10,200.00$** ). You have requested that these payments be made individually at the time of closing on the land for each parcel. The City's standard policy is to collect development fees in total when the Plat is released for recording. Staff will continue to discuss your request in more detail.
20. **Stormwater Trunk Fees:** The proposed development is responsible for satisfying Stormwater Trunk Fee requirements. The 2012 Stormwater Trunk Fee is \$448 per residential unit. You will be responsible for a payment of Seven Thousand Six Hundred Sixteen Dollars and No Cents ( $\$448 \times 17$  units =  **$\$7,616.00$** ). You have requested that these payments be made individually at the time of closing on the land for each parcel. The City's standard policy is to collect development fees in total when the Plat is released for recording. Staff will continue to discuss your request in more detail.
21. **Sanitary Sewer Trunk Fees:** The proposed development is responsible for satisfying Sanitary Sewer Trunk Fee requirements. The 2012 Sanitary Sewer Trunk Fee is \$1,217 per residential unit. You will be responsible for a payment of Twenty One Thousand Six Hundred Seven Dollars and No Cents ( $\$1,271 \times 17$  units =  **$\$21,607.00$** ). You have requested that these payments be made individually at the time of closing on the land for each parcel. The City's standard policy is to collect development fees in total when the Plat is released for recording. Staff will continue to discuss your request in more detail.
22. **Water Trunk Fees:** The proposed development is responsible for satisfying Water Trunk Fee requirements. The 2012 Water Trunk Fee is \$2,226 per residential unit. You will be responsible for a payment of Thirty Seven Thousand Eight Hundred Forty Two Dollars and No Cents ( $\$2,226 \times 17$  units =  **$\$37,842.00$** ). You have requested that these payments be made individually at the time of closing on the land for each parcel. The City's standard policy is to collect development fees in total when the Plat is released for recording. Staff will continue to discuss your request in more detail.
23. **Sanitary Sewer Lateral Fees:** The proposed development is responsible for satisfying Sanitary Sewer Lateral Fee requirements as the newly constructed units will be connecting to existing infrastructure. The 2012 Sanitary Sewer Lateral Fee is \$3,847 per connection. You will be responsible for a payment of Sixty Five Thousand Three Hundred Ninety Nine Dollars and No Cents ( $\$3,847 \times 17$  connections =  **$\$65,399.00$** ). You have requested that these payments be made individually at the time of closing on the land for each parcel. The City's standard policy is to collect development fees in total when the Plat is released for recording. Staff will continue to discuss your request in more detail. *The costs of extending services to the site are eligible for credit on this fee.*
24. **Water Lateral Fees:** The proposed development is responsible for satisfying Water Lateral Fee requirements as the newly constructed units will be connecting to existing infrastructure. The 2012 Water Lateral Fee is \$8,777 per connection. You will be responsible for a payment of One Hundred Forty Nine Thousand Two Hundred Nine Dollars and No Cents ( $\$8,777 \times 17$  connections =  **$\$149,209.00$** ). You have requested that these payments be made individually at the time of closing on

the land for each parcel. The City's standard policy is to collect development fees in total when the Plat is released for recording. Staff will continue to discuss your request in more detail. *The costs of extending services to the site are eligible for credit on this fee.*

25. **SAC/WAC Fees:** Sewer Availability Charges and Water Availability Charges will be collected with the Building Permit for individual units. The total SAC Fee will be \$40,205 (\$2,365 x 17 units) plus a total of \$425 in SAC Handling Fees (\$25 x 17 units). The total SAC Fee will be \$27,880 (\$1,640 x 17 units). ***Please note that the fee in effect at the time a Building Permit is issued will be collected. Rates are updated annually.***
26. **REU Number:** The City has enacted a quarterly drainage utility charge. The charge is currently \$9.55/ quarter.
27. **Other Permits.** The Developer is responsible for obtaining any and all permits required from other regulatory agencies including, but not limited to, MPCA NPDES and Lower Rum River Watershed Management Organization.