

July 27, 2012

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

**Re: Major Subdivision Review  
COR TWO**

Dear Mr. Ulrich:

The City of Ramsey has received your application for a Major Plat for a three (3) lot retail subdivision at Sunwood Drive and Armstrong Boulevard. Under separate review, the City is also reviewing a site plan for Wiser Choice Liquor. Comments from that Review File dated July 28, 2012 must also be addressed as part of this application. City Staff is recommending to the Planning Commission approval of the request contingent upon the following:

- Required amendments as outlined in the attached Staff Report dated July 27, 2012, revised August 9, 2012

***Please note: this is only a recommendation that is subject to review by the Planning Commission and final decision by the City Council.*** A copy of the review file and staff report are attached for your review. The City Council will review the request on ***Monday, August 13<sup>th</sup> at 7:00 p.m.*** at the Ramsey Municipal Center in the Council Chambers. ***Please note that this is a rescheduled date for the Regular City Council Meeting.*** 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.

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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  
Development Services Manager

Enclosures

**CITY OF RAMSEY PLANNING DIVISION  
REVIEW FILE**

<b>DATE</b>	7/27/2012, <u>REVISED</u> 8/9/12	<b>PROJECT ADDRESS</b>	TBD
<b>PROJECT TITLE</b>	COR TWO		
<b>REVIEW FILE #</b>			
<b>APPLICANT:</b>	City of Ramsey HRA		
<b>PRIMARY REVIEWER:</b>	Tim Gladhill– Development Services Manager 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 the proposed preliminary and final plat for COR TWO. The submittal consists of the following sheets:

- Sheets C0.1, C1.1, C1.2, C1.3 (revised), C1.4 (revised),  
(the “Plans”)

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

***Planning and Zoning***

***Reviewer: Tim Gladhill, Development Services Manager***  
[tgladhill@ci.ramsey.mn.us](mailto:tgladhill@ci.ramsey.mn.us)  
763-576-4308

**General:** The proposed plat consists of three (3) additional buildable lots to facilitate the development of a retail development. The proposed plat also includes minor re-platting of existing Lots 1 and 2, Block 1, RAMSEY TOWN CENTER 3<sup>rd</sup> ADDITION.

**Lot Dimensions:** The proposed lot dimensions (and required minimums) are as follows (approximate):

Minimum Lot Size	Proposed	Required
Lot 3	1.51 acres	n/a
Lot 4	1.14 acres	n/a
Lot 5	1.31 acres	n/a

*-continued on next page-*

Minimum Lot Width	Proposed	Required
Lot 3*	93/191 feet	80 feet
Lot 4	255 feet	80 feet

Lot 5	200 feet	80 feet
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\*Lot 3 has frontage along Armstrong Boulevard. However, access is not being proposed on Armstrong Boulevard. Access is being proposed along Sunwood Drive. Lot 3 does not have frontage along Sunwood Drive, but is proposed to gain access through a shared access easement. Ideally, Lot 3 would have frontage on Sunwood Drive, with a shared access easement conveyed to Northstar Marketplace. Understanding the impacts of the Sunwood Drive re-alignment and need to maintain existing access points for Northstar Marketplace, Staff is willing to review the request in its current form. The format of the shared access easement shall be subject to review by the City Attorney. *Please submit a draft shared access easement for review by the City Attorney prior to review by the City Council.*

Minimum Lot Depth	Proposed	Required
Lot 3	387 feet	100 feet
Lot 4	226 feet	100 feet
Lot 5	260 feet	100 feet

It appears that the proposed plat conforms to all lot dimensional requirements as it relates to the Major Subdivision request.

**Streetscape.** Lots with direct frontages along Sunwood Drive will be responsible for streetscape improvements as required by the Design Framework, including parking lot screening.

**Easements.** There are several easements that are required and indicated on the proposed plat. These easements shall be subject to the review of the City Attorney. In addition, if private utilities are requested to be relocated, advanced notification is required. Staff understands that this process has been started. Please coordinate with the City’s Engineering Division to ensure proper steps are taken to ensure the relocation of these private utilities is done in a timely manner.

For existing, underlying easements, please submit an Application for Easement Vacation as soon as possible, with required data. This request must be processed concurrently with the remaining review with the City Council.

**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.). Many of these comments will be deferred to individual site plan review. 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, or otherwise agreed to defer to site plan approval.

**Civil Engineering**  
**Reviewer: Leonard Linton, Civil Engineer**  
[llinton@ci.ramsey.mn.us](mailto:llinton@ci.ramsey.mn.us)  
763-433-9834

All civil engineering review comments are included in the site plan review for Wisser Choice Liquor. Any approval for COR TWO is contingent upon the Staff Review File for said site plan review application. Comments from said review file are hereby incorporated by reference and available upon request.

#### **DEVELOPMENT FEES**

Development Fees for all three (3) proposed lots are included on Exhibit A, attached hereto. As this is a commercial development, development fees are calculated on a per-acre basis, based on increase in net-developable area. Net-developable area is defined as the total size of the lot, subtracting any areas that are not able to be developed (such as wetlands, right-of-ways, and any areas under the 100-year flood elevation). Due to the portion of vacated right of way for Sunwood Drive and the configuration of right of way for the realigned Sunwood Drive, an existing constructed street, Development Fees on portions conveyed to existing Lots 1 and 2, Block 1 RAMSEY TOWN CENTER ADDITION (Northstar Marketplace) are not proposed to be charged to said lots. As this is a City Improvement Project, the City cannot require payment of Development Fees on areas of right of way that is vacated to adjoining properties. In addition, it was necessary for the City to maintain existing access points for the existing development along Sunwood Drive. The modified western access for Northstar Marketplace and realigned Sunwood Drive resulted in excess area that did not result in a buildable parcel. In addition, the required sidewalk easement bisects this area, resulting in a reduction of net developable area. Therefore, it is Staff's recommendation, consistent with the City's current ordinances and policies, that the additional area conveyed to Lots 1 and 2, Block 1, COR TWO are not subject to additional Development Fees.

***Please note that the draft development fee spreadsheet attached will need to be revised based upon these discussions. A final draft of development fees will be available prior to review with the City Council.***

#### **GENERAL INFORMATION**

**Additional Review.** Due to its location, the request has been forwarded to Anoka County Highway Department for review and comment. Comments will be forwarded to you for review when available. To date, the City has not received comments from the Anoka County Highway Department. Approval of COR TWO shall be contingent upon receiving review by the Anoka County Highway Department.

-end of report-

**EXHIBIT A**  
**DEVELOPMENT FEES**  
*(revised August 9, 2012)*

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