

July 27, 2012

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

**Re: Site Plan Review
Wiser Choice Liquor**

Dear Mr. Ulrich:

The City of Ramsey has received your application for Site Plan Review to construct an approximately 10,000 square foot retail building on approximately 1.5 acres. 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 June 27, 2011

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 Planning Commission will review the request on **Thursday, August 2nd at 7:00 p.m.** at the Ramsey Municipal Center 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. Following the Planning Commission, the request will need to be reviewed for a final decision by the City Council. This hearing is tentatively scheduled for Tuesday, August 28th at 7:00 p.m. in the Council Chambers.

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
Development Services Manager

Enclosures

**CITY OF RAMSEY PLANNING DIVISION
REVIEW FILE**

DATE	7/27/2012	PROJECT ADDRESS	TBD
PROJECT TITLE	WISER CHOICE LIQUOR		
REVIEW FILE #			
APPLICANT:	City of Ramsey Housing and Redevelopment Authority		
PRIMARY REVIEWER:	Tim Gladhill– Development Services Manager Phone: 763-576-4308 Fax: 763-433-9848 e-mail: tgladhill@ci.ramsey.mn.us		

We are in receipt of the proposed Site Plan for Wisser Choice Liquor. The submittal consists of the following sheets:

- Sheets C0.1, C1.1, C1.2, C1.3, C1.4, C2.1, C3.1, C4.1
- Architectural Elevations prepared by Wilkus Architects, P.A. dated 7/20/2012

(the “Plans”)

Please note that our plan review was based on plans dated July 9, 2012 (submitted July 11, 2012). On July 25, 2012, City Staff received revised site plan drawings on Wednesday, July 25th that impact the proposed lot lines. These comments will need to be revised upon submittal of revised Preliminary and Final Plat sheets. Said revised sheets shall be submitted to the City as soon as possible, but no later than Friday, August 10th in order to allow for sufficient review time for the August 28th City Council Meeting. We offer the following comments regarding your site plan and plat submittal:

MAJOR PLAT: COR TWO

Planning and Zoning

Reviewer: Tim Gladhill, Development Services Manager

tgladhill@ci.ramsey.mn.us

763-576-4308

General: The proposed site plan will also require the approval of COR TWO, also being processed concurrently with this request. Obligations of said Major Plat approval must be satisfied prior to proceeding forward with development of this site plan. Please see review of COR TWO under separate cover.

SITE PLAN

Planning and Zoning

Reviewer: Tim Gladhill, Development Services Manager

tgladhill@ci.ramsey.mn.us

763-576-4308

General: The development proposal consists of a one story, 10,000 square foot retail building. The facility will be located on a 1.5 acre future parcel. The site will be located on the southeast corner of Armstrong Boulevard (CSAH 83) and Sunwood Drive. The Property is located on a Destination Street as identified in the Design Framework for The COR.

Zoning: The site is zoned COR-2 Commercial Sub-district. This area is intended to encourage a mix of large and small places accommodating auto-oriented uses. This suggests even greater attention be paid to public realm and streetscape improvements that not only accommodate vehicles, but also invite bicycle and pedestrian traffic. Retail buildings are a permitted use in this district.

Building Height: The COR-2 Sub-District allows for building heights between one (1) and four (4) stories on a Destination Street. The proposed building appears to have one story with varying roof heights and a taller accent at the entrance.

Maximum Structure Area. The COR-2 Sub-District does not have maximum building coverage or minimum floor area ratio requirements.

Setbacks: The COR-2 Sub-District requires build-to lines as provided below.

The proposed placement of the structure is generally consistent with the approved Development Plan. The Built-To capacity of this block will be achieved with future developments along Sunwood Drive based on placement of future buildings. Similar to the approval for Northstar Marketplace (Ramsey Town Center 3rd Addition-Coborn's anchored center), users were allowed traditional setbacks in the rear of the lot, with other retail lining the street to provide the build-to scenario.

Exterior Materials. The application includes one (1) sheet of architectural elevations. However, the materials used are not noted on the plan. Design and exterior materials are subject to the Design Framework of The COR, which is incorporated by reference as part of the Zoning Code. *Please submit a list of exterior materials prior to City Council review.*

Waste Storage: The waste storage area is proposed to be contained in an enclosure at the rear of the building, along Armstrong Boulevard. Exterior materials should be complimentary and consistent with the proposed building. Staff strongly encourages making the waste enclosure an integral portion of the building. Additionally, Staff recommends working with adjacent properties to consider a shared waste storage enclosure. Finally, please ensure that there is adequate radius for vehicles to access to proposed trash enclosure. *Please submit a turning movement exhibit for this area to ensure adequate access, to be submitted prior to the City issuing a Building Permit.*

Off-Street Parking - Spaces Required: The COR-2 Sub-District sets a minimum parking space standard of two (2) spaces per 1,000 square feet and a maximum of four (4) spaces per 1,000 square feet for retail uses. In addition, a minimum of three (3) spaces per 1,000 square feet and a maximum of five (5) spaces per 1,000 square feet for restaurant users. The site plan proposed 76 off-street parking spaces. The Design Framework allows for overages of maximum parking through the issuance of a Conditional Use Permit. However, when looking at all three lots of Block 1 as a unified development, it appears that maximum parking would not be exceeded. To address this issue, plus requirements of the Design Framework, parking should be allowed to be shared with adjacent users and encumbered by a shared

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parking easement. *Please submit a shared parking easement for review, to be submitted prior to the City releasing the Building Permit.*

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.

Landscape Review

Reviewer: Chris Anderson

canderson@ci.ramsey.mn.us

763-433-9905

Landscaping Plan: The submitted plans are deficient of a landscaping plan. A Landscaping Plan must be submitted prior to review by the City Council.

Tree Preservation: This site is devoid of any significant tree cover and therefore, no tree preservation plan is necessary.

Engineering Review

Reviewer: Leonard Linton, Civil Engineer II

llinton@ci.ramsey.mn.us763-433-9834

Grading and Drainage: The following comments are offered regarding the July 25, 2012 Preliminary Site Plan Submittal 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.
- A detail sheet was not included in this submittal. City Standard details must be used for all work in public right of ways and for water, sanitary sewer and storm sewer serving multiple parcels.
- 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 MnDOT approved detail and design.
- A stormwater management plan must be submitted. Each parcel in the COR must provide water quality treatment for the first 0.75 inches of runoff. These structures must be placed in drainage and utility easements if they treat runoff from more than 1 parcel. The 100 year flood elevation must be indicated for the existing pond.
- Work is shown on Lot 2, Block 1, COR TWO which is outside of this property. The plan indicates the work to be performed includes removing and replacing curb and gutter and pavement, raising grades and installing concrete patios and walks, and installation of parking lot islands. Please provide written approval for installation of improvements outside of the property boundaries. The concrete patios will require fill over a slope leading to the existing drainage pond. Contours are not show for this work. The maximum slope is 4:1. The patio will raise grades over existing utility structures. The structures must be raised to match the new grades. The City Standard is a minimum of 2 adjusting rings and a maximum of 6 adjusting rings on storm and sanitary structures. Additional adjustments will require adding precast concrete

sections. The method of adjusting the structures must be shown on the plans. There are also water valve castings that will require adjustment.

- One of the existing water stubs at the building location is the supply for the existing irrigation system in Sunwood Drive. A new connection must be provided as part of this project.
- New utility easements must extend from existing sanitary sewer line south to existing right of way as there are in-place small utilities and new construction is not proposed in this area. The utility easement shall be 20 feet north of the existing sanitary sewer line.
- There is an existing 21" storm sewer stub south of STRMCB #200 that does not pick up runoff. It should be evaluated for removal and bulkheading at the structure.

The manhole details should be updated to include language for a water tight wrap around the adjusting rings and include carsonite 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 shall 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.

The City must review the dewatering plan for utility installation prior to implementation. No dewatering activities can occur until the required permit is secured and submitted for review.

Street and Building Access: The site will derive access from shared access ways across the plat of COR TWO. These accesses must be covered by access easements. The maintenance of these shared driveways will be the responsibility of the adjacent property owners. There is a potential for conflict between trucks accessing the area west of the building and traffic exiting lot 4.

Utilities:

- The size of storm sewers must be specified.
- All ductile iron watermain 6" in diameter and smaller shall be class 53 material.
- A water connection must be provided for the existing irrigation system along Sunwood Drive. The connection must be located in a drainage and utility easement or right of way.
- The existing hydrant is proposed to be relocated. The watermain in this area is deeper than 7.5 feet. An extension may be required.

All hydrants must be hand painted after installation.

There are existing small utilities crossing Lot 3, Block 1 COR TWO. The facility owners must be notified of the need to move their facilities and the timeline for completion of the move.

Sidewalk and Trails. Sidewalks are being constructed along Sunwood Drive as part of the Sunwood Drive Realignment Project. Due to the future reconstruction of Armstrong Boulevard, Staff recommends that a trail not be constructed along Armstrong Boulevard at this time, to be constructed with the future Armstrong Boulevard interchange.

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Permits: The applicant is responsible to secure all required permits for this project; including but not limited to an MPCA NPDES construction permit and a Lower Rum River Watershed Organization permit. 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 County road 5 and Trunk Highway 47. The applicant is responsible for the installation, and 3 years of operations and maintenance, of all boulevard lighting consistent with the Town Center master lighting plan. Please contact Leo Offerman at Connexus Energy to coordinate the installation of the required lighting.

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 REU will be calculated after stormwater calculations are received and reviewed.

Fire Department/Public Safety Review

Reviewer: Matt Kohner, Fire Marshal

mkohner@ci.ramsey.mn.us

763-433-9832

Access:

- The Fire Department access roads require a minimum unobstructed width of 20ft. All roads shown on proposed plan appear to meet requirements
- The proposed building does not have an emergency vehicle access road within 150ft of all exterior portions of the structure, therefore a fire department access road must be provided or the building must be sprinkled.
- The turning radius for emergency vehicles meet code requirements.

Water Flow and Hydrants: The number and location of hydrants meet requirements, however a fire flow test is required to verify available fire flow.

DEVELOPMENT FEES

Development Fee information is included in the review packet for COR TWO.

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.

Next Steps. The Site Plan is scheduled for review by the Planning Commission on Thursday, August 2, 2012 at 7:00 p.m. in the Council Chambers at the Ramsey Municipal Center. The request is tentatively scheduled for review by the City Council on Tuesday, August 28th.

-end of report-