

July 12, 2013

Diamond Team Properties LLC  
Attn: Don Patterson  
14350 Azurite St NW  
Ramsey, MN 55303

**Re: Site Plan Review—Diamond Graphics Inc.**

Dear Mr. Patterson:

The City of Ramsey has received your application for Site Plan Review to construct a 28,000 square foot addition to an existing building located at 14350 Azurite St NW. City Staff is recommending to the Planning Commission approval of the Site Plan contingent upon the following:

- Required amendments as outlined in the attached Staff Report dated July 12, 2013.
- Execution of a Development Permit (draft included)

***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 Staff Report and draft Development Permit are attached for your review. The Planning Commission will review the request on **Thursday, July 18<sup>th</sup>, 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 Site Plan request will need to be reviewed for a final decision by the City Council. This hearing would tentatively be scheduled for Tuesday, August 13<sup>th</sup>, 2013, 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) 433-9905 or by email at [canderson@ci.ramsey.mn.us](mailto:canderson@ci.ramsey.mn.us).

Sincerely,

CITY OF RAMSEY

Chris Anderson  
Associate Planner/Environmental Coordinator

Enclosures

Cc: Hakanson Anderson, Attn: Tim Eggerichs, 3601 Thurston Ave, Anoka, MN 55303  
Rosa Architectural Group Inc., Attn: Russ Rosa, 1084 Sterling St, St. Paul, MN 55119

**CITY OF RAMSEY LAND USE APPLICATION  
TECHNICAL REVIEW FILE**

<b>DATE</b>	7-12-13	<b>PROJECT ADDRESS</b>	14350 AZURITE STREET NW
<b>PROJECT. TITLE</b>	DIAMOND GRAPHICS- SITE PLAN FOR BUILDING ADDITION		
<b>ESCROW #</b>	113681		
<b>DEPARTMENT:</b>	Planning		
<b>TECHNICAL REVIEWER:</b>	Name: Tina Goodroad Phone: 651-967-4537 Email: tina.goodroad@stantec.com		

We offer the following comments regarding your request for Site Plan approval.

**General:** The request is for a Site Plan Review for a 28,034 square foot building addition to expand the existing manufacturing facility. A site plan review and approval by the Planning Commission and City Council is required for commercial and industrial developments and expansions. The property is located at 14350 Azurite Street NW.

**Zoning:** The subject property is located in the E-1, Employment District. The intent of this district is to accommodate general industrial activities. The E-1 District allows manufacturing uses as a permitted use.

**Site Plan:** The project proposes a 28,034 square foot expansion to the north side of the building. The building addition will accommodate expansion of the existing manufacturing uses. Access to the site will be unchanged. Existing loading docks will remain. A bituminous drive will be extended around the proposed building and parking lot expansion on the west side of the addition. Full drive circulation will be provided around the building and its expansion.

The site meets the E-1 standards for lot size and lot width. The building addition meets all required building and parking setback requirements.

The proposed building area coverage is 17.93% of the total site, while the total impervious surface is 41.84% of the site which is below the 45% maximum lot coverage allowed.

**Parking:** Required parking is based on the proposed use. The expansion includes 28,034 square feet of additional warehouse space. The zoning ordinance requires one space for each 1,000 square feet of industrial space, or twenty-eight (28) additional parking spaces. The site has seventy-three (73) existing parking stalls along the south and west sides of the building. The Applicant also states that there are currently 75 employees. The site plan shows two (2) additional rows of parking along the west property line for an additional 124 parking spaces, where only twenty-eight (28) are required. It is Staff's understanding that Diamond Graphics will be acquiring the adjacent vacant parcel, which is currently owned by the City. A closing is scheduled for sometime in July. The assumption is that the additional parking spaces will be used to meet in whole or in part the future parking needs for a user on the adjacent parcel. *A cross-access easement must be executed and recorded against both 14350 Azurite St NW and the adjacent vacant parcel to the west that will be partially encumbered by the new parking area.*

No additional loading bays are proposed.

**Landscaping:** A minimum of one (1) tree per 1,000 square feet of additional building area is required as well as one (1) tree per every ten (10) new parking stalls, resulting in the need for forty (40) additional trees (twenty-eight [28] for the building addition and twelve [12] for the additional parking spaces). The landscape plan indicates that twenty-eight (28) new trees, along with six (6) dogwood shrubs, will be installed. The following revisions to the landscape plan are needed:

- *Inclusion of twelve (12) additional trees, with at least some of them in the islands within the parking lot.*
- *Additional islands must be incorporated into the two (2) rows of proposed new parking to satisfy parking lot landscaping requirements.*
- *It is strongly recommended to use a species other than Sugar Maple within the parking areas (a species more tolerant of harsh, urban growing conditions).*
- *Rock mulch within the parking lot islands is not acceptable, alternatives such as sod, mulch or other natural ground covers should be utilized.*
- *Each parking lot island must provide a planting/rooting area of at least 162 square feet; please include square footage of each island on landscape plan.*
- *Revise tree planting detail to include the following:*
  - *Only prune out dead or deformed branches; pruning cuts shall be made just outside the branch bark collar.*
  - *Planting depth shall be such that the first set of primary roots is at finished grade.*
  - *Cut or fold back burlap and remove at least top 1/3 of wire basket for ball and burlap root stock.*

**Lighting:** Proposed lighting consists of ten new building mounted light fixtures that are to be downcast.

**Building Elevations:** The proposed elevations for the addition are intended to match the existing building. The new elevations will extend the same aggregate random rib pre-cast panel system with smooth accents to match the existing elevations. As the addition will contain mainly manufacturing space, only services doors and an overhead door on the south elevation of the additional are proposed. The existing panel system with score lines will continue on all four elevations of the addition. The score lines will serve as visual breaks in the otherwise flat wall line. The addition meets architectural standards of the E-1 district.

**CITY OF RAMSEY SITE PLAN APPLICATION  
TECHNICAL REVIEW FILE**

<b>DATE</b>	7/10/13	<b>PROJECT ADDRESS</b>	14350 AZURITE ST NW
<b>PROJECT TITLE</b>	DIAMOND GRAPHICS		
<b>ESCROW #</b>	113681		
<b>DEPARTMENT:</b>	Engineering		
<b>TECHNICAL REVIEWER:</b>	Name: Leonard Linton Phone: 763 433-9834 Email: <a href="mailto:llinton@ci.ramsey.mn.us">llinton@ci.ramsey.mn.us</a>		

We offer the following comments regarding your site plan application: We reviewed plans consisting of sheets 1 – 4 titled “Construction Plans for Aggregate Base, Bituminous Pavement, Curb & Gutter, Grading, Storm Sewer and Miscellaneous Construction for Vanguard Construction” (Civil Plans) prepared by Hakanson Anderson dated June 21, 2013, revised June 27, 2013. We also reviewed plans consisting of sheets A1, A2, A3, A3-C and L1 titled “Proposed Addition to Diamond Graphics” (Architectural Plans) prepared by Rosa Architectural Group, Inc. dated June 24, 2013.

**Civil Plans**

- Sheet 2 – Replace Silt Fence Detail and Concrete Valley Gutter Details with City Standard Details. Revise wording of Erosion Control Note 5 to indicate observations are recorded in the inspection log.  
Add note: “All disturbed areas must be restored with 4” of Premium Topsoil and Sod.”
- Sheet 4 – Consider adding manhole between CBMH 2 and CBMH 4 in order to move storm sewer line away from building footing.  
The detail sheet shows heavy duty and light duty pavement sections, the areas to receive each type of pavement are not specified on the plan sheet.

This project will disturb more than one (1) acre. A Lower Rum River Water Management Organization permit will be required. Their rules require infiltration of the first one (1) inch of runoff from all new impervious surfaces. The storm sewer system may require modification in order to comply with the new requirements. Please submit a copy of the storm water calculations to the City.

**Architectural Plans**

- Sheet A1 – Please label the inside radius of the bituminous drive. The minimum inside radius for fire apparatus access is 30 ft.