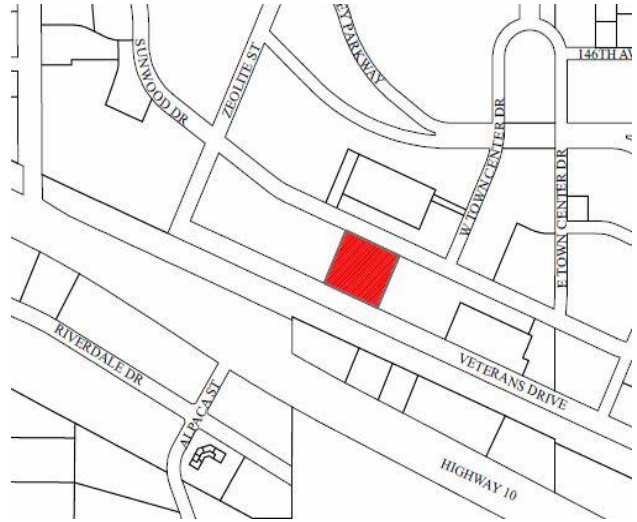


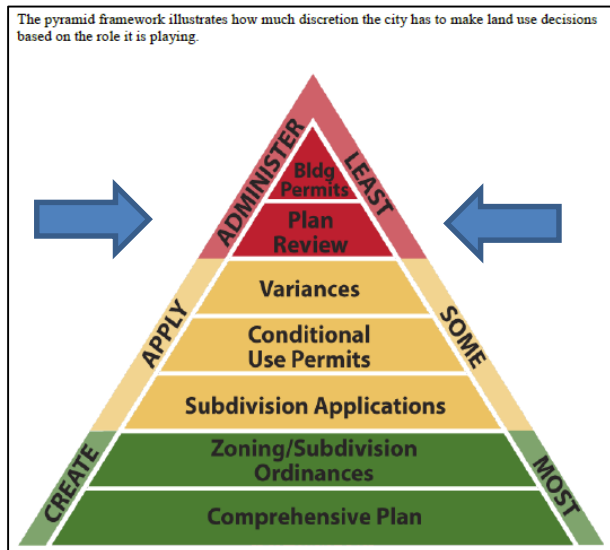
**CITY OF RAMSEY LAND USE APPLICATION  
TECHNICAL REVIEW FILE**

<b>DATE</b>	4/3/15	<b>PROJECT ADDRESS</b>	TBD
<b>PROJECT. TITLE</b>	SUNWOOD VILLAGE (SKETCH PLAN, FINAL PLAT, AND SITE PLAN)		
<b>ESCROW #</b>	114596		
<b>DEPARTMENT:</b>	Community Development: Planning Division (Comprehensive Plan and Zoning Code)		
<b>TECHNICAL REVIEWER:</b>	Name: Chris Anderson, City Planner Phone: 763-433-9817 Email: <a href="mailto:canderson@cityoframsey.com">canderson@cityoframsey.com</a>		

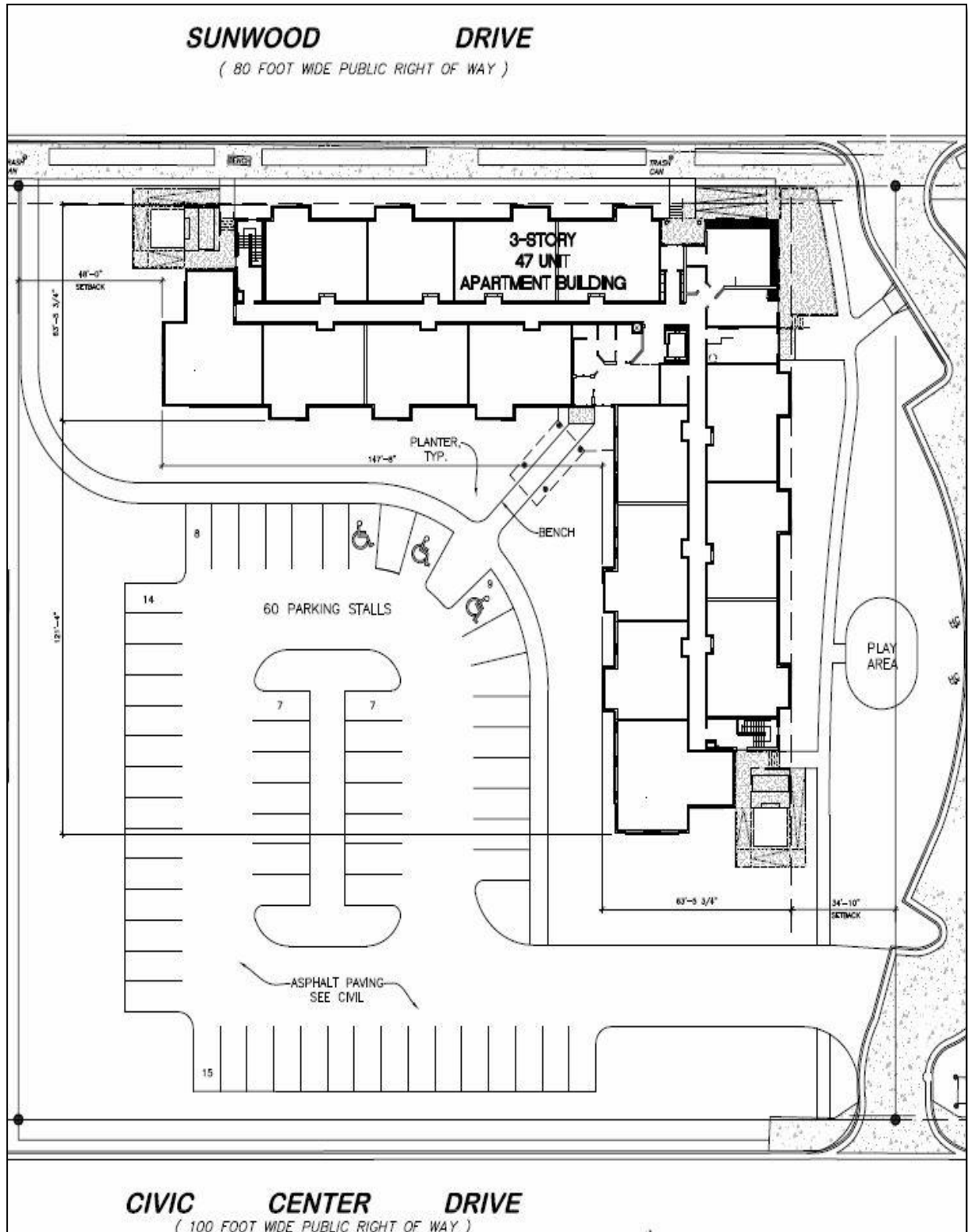
**General:** The purpose of this file is to provide sketch plan, final plat and site plan review for a planned 18,055 square foot, three (3) story apartment building. The architect of record is Miller Hanson Partners and the Civil Engineer of record is Loucks Associates. See Exhibit A for a detailed list of corrections, revisions, and requested clarifications organized per individual sheet of the submitted plans.



**Sketch Plan and Final Plat:** The project proposes to replat Outlot A, COR ONE into Lot 1 Block 1 SUNWOOD VILLAGE (the “Plat”). The Plat does not propose altering or realigning any property boundaries. The Plat meets or exceeds all applicable dimensional bulk standards. *The Plat should be revised to correctly indicate Veterans Drive rather than Civic Center Drive. The Plat, once approved by City Council, should be recorded after successfully closing on the property.*



**Site Plan:** [City Code Section 117-118](#) requires that any construction of buildings within the District will be subject to the site plan review process as outlined in [City Code Section 117-54](#) and is subject to the standards found within the [COR Design Framework](#).



**Comprehensive Plan:** The Property is designated as Mixed Use in the [Comprehensive Plan](#). This category generally includes retail, commercial entertainment office, institutional, high density residential, transit hubs and park and recreation uses. The proposed use appears to be consistent with this designation.

**Zoning:** The property is located within the COR Zoning District and this site has always been envisioned for residential development. When the COR AUAR was last updated, this site was considered as residential, allowing for up to eighty-four (84) residential units. While The COR Sub-district Map, Version 6.2, indicates a portion of this parcel being in Sub-district COR-2A, the intent of the sub-districts within the COR Zoning District was to retain some flexibility to make minor sub-district boundary adjustments without processing a zoning amendment. As a result, the project is being reviewed under the COR-1 Sub-district standards. The City can and will at some future point make an adjustment to the sub-district boundary to accurately reflect this entire parcel as being in the COR-1 Sub-district.

**Dimensional Standards.** While [City Code Section 117-118](#) guides permitted and prohibited uses within the District, it does not contain specific dimensional and performance standards. Those are outlined in the [COR Design Framework](#). The proposed site plan appears to be generally consistent with the standards below.

Standard	Requirement	Proposed
Minimum Lot Size	None	1.85 acres
Minimum Lot Width	20 feet	294.13 feet
Minimum Lot Depth	80 feet	274.15 feet
Allowable Residential Density in Units per Acre	>15 DU/AC	25.4 DU/AC
Maximum Building Height	2-5 stories	3 stories
Front Yard Build to Line	5 feet*	5 feet**

\*As measured from building front to right-of-way (60% of front façade within max)

\*\*Articulation and egress ramps are incorporated into the building design, so while the building may not quite achieve the 60% threshold, there is a consistent building front along this build to line with nothing separating it from the public domain, which satisfies the intent of the build to requirement.

While as drawn, the building meets the intent of the build to requirement, the sidewalk along Sunwood Drive must be widened to match that east of the access point. If the building is not shifted south, the egress ramps will essentially be an extension of the sidewalk and pedestrians may inadvertently end up on the ramp (or worse, potentially walk into the railing). Thus, the building should be shifted south somewhat to accommodate the wider sidewalk. As the egress ramps serve as an extension of the building and as well as a public entrance, they will be used for the build to determination. The overall intent of the build to standard is still being met as there will not be any other features separating the building from the public domain.

**Lot Coverage/Floor Area Ratio (FAR):** The COR-1 Subdistrict requires a minimum FAR of 0.65. The Site Plan indicates that the proposed lot is 80,637 square feet in size (1.85 acres). The proposed building footprint is 17,693 square feet and with three (3) stories, the gross floor area will be 53,088 square feet per Sheet A200. This results in a FAR of 0.66.

**Architectural Standards.** The design standards for this area are addressed in the [COR Design Framework](#). The COR Design Framework places a strong emphasis on high quality architecture and encourages the integration of both traditional and contemporary design. Within the COR-1 Subdistrict, at least fifty percent (50%) of the non-glazed wall area shall consist of brick or an alternative comparable. The exterior finish is proposed to consist of a combination cement board fiber panels, face brick, metal paneling, burnished CMU, and an unidentified element. *Please provide a calculation of the brick versus the overall building façade to verify that the 50% threshold is satisfied. Additionally, please provide more detail regarding the proposed metal siding for review. Finally, color elevations should be provided for all four (4) sides of the building, not just the north face.*



It is unclear where the trash enclosure is located. It is assumed that the trash enclosure is within the east wall of the building where, on Sheet C2-1, there is a section of heavy duty pavement shown leading to the building. *The plans should be updated to clearly indicate where the trash enclosure will be located. Also, it should be noted that a Reciprocal Driveway Easement exists for Lot 3 Block 1 COR ONE and Outlot A, COR ONE. The applicant shall verify that this easement adequately addresses the drive lane to the eastern wall.*

As outlined in the COR Design Framework, one of the main entrances must be oriented toward the street. In reviewing the renderings and building elevations, it appears that there will be at least one (1) entrance from Sunwood Drive. However, it appears that the elevations submitted differ from those that accompanied the Metropolitan Council Livable Communities Act grant application, which indicated that the main floor units facing Sunwood Drive would each have direct access to the street. *Please clarify why these direct accesses appear to have been removed from the plan.*



**Easements/Agreements:** Based on the submitted Site Plan, multiple easements/agreements will be necessary. A Reciprocal Driveway Easement appears to be in place for this lot and Lot 3 Block 1 COR ONE. An Encroachment Agreement with the owner of Lot 3 Block 1 COR ONE may be necessary for the proposed Tot Lot if any improvements (land disturbance) for it will encroach onto the adjacent property, as shown on multiple sheets. Alternatively, the improvements could be shifted west so they are entirely on the Sunwood Village parcel. Additionally, a Temporary Construction Easement will also be necessary, again from the owner of Lot 3 Block 1 COR ONE, for some of the improvements shown on Sheet C1-2. Finally, the applicant must verify whether the existing Reciprocal Driveway Easement is sufficient for the access lane leading to the eastern wall of the building. *Note that all easements must be recorded prior to the City issuing a Building Permit and the applicant must provide proof of recording of all documents as required by the City. A title search should be completed to ensure that all underlying easements are vacated as necessary. Vacating easements is a separate Land Use Application with the City.*

**Development Fees:** The project will be subject to applicable development fees including, but not necessarily limited to, Park Dedication, Trail Development, Stormwater Management, Water and Sanitary Sewer Trunk Fees. A full analysis of the Development Fees can be found in Exhibit B. *Note that a detailed Engineer's Cost Estimate for all improvements (excluding the building) must be submitted to calculate the required Surety and Inspection Fees. The estimate should be broken down by line item and include quantities and unit costs.*

**Recommendation:** City Staff is recommending that the City Council adopt Resolutions #15-04-088 and #15-04-089 approving the Final Plat and Site Plan for Sunwood Village, with amendments as outlined in this Staff Review File.

**Next Steps.** Following Planning Commission Review, the Site Plan and Final Plat will be forwarded to City Council for consideration. Review by the City Council could tentatively occur at the April 28, 2015 City Council meeting.

## EXHIBIT A

Below are revisions and requested clarifications that must be addressed with revised plans. Note that comments that are intended as advisory or recommendations only will be specifically identified.

### General Comments:

- Revised/final plans shall have signature blocks for both the Engineer and Architect to inform us of who is responsible for preparation of each sheet.
- A Pedestrian Detour Plan is required and is subject to review and approval by the City.

### Plat Sheet:

- Amend to correctly label Veterans Drive.
- Plat should be recorded AFTER acquisition of the property.

### Boundary and Topographic Survey Sheet:

- Amend to correctly label Veterans Drive.

### Sheet C1-2

- A Temporary Construction Easement will be needed from the owner of Lot 3 Block 1 COR ONE for some of the proposed work.
- The existing segment of sidewalk along Sunwood Drive, west of the access point, should be retained and extended to the western edge of the plat following the same pattern.
- The existing segment of sidewalk along Veterans Drive, west of the access point, should be removed and replaced so there is a consistent sidewalk width along the southern boundary of the entire plat (as shown, there is an awkward transition as the sidewalk drastically narrows just west of the access point).

### Sheet C2-1

- It is unclear whether the area identified as Tot Lot is just the improvements or if this includes the required fall zone. Note that all improvements must be entirely on Lot 1 Block 1 Sunwood Village or an Encroachment Agreement with the owner of Lot 3 Block 1 COR ONE must be executed.
- Sidewalk width along Sunwood Drive should match that of the sidewalk on the east side of the access point (accomplished by extending the existing segment of sidewalk to western boundary of plat). Sidewalk should be widened toward the building, which will result in the building shifting south slightly. Please provide a hand sketch of the revised sidewalk prior to revising plan sheets so that City Staff can verify its placement.
- Update this sheet to clearly indicate where the trash enclosure will be located and provide specific details.

- Verify whether the Reciprocal Driveway Easement sufficiently covers the drive lane to the east wall of the building noted as heavy duty pavement section.
- Provide a legend identifying all abbreviations, labels, and symbols/patterns (examples: what is PSBL and what is the symbol/pattern indicating for the Tot Lot, improvements only or fall zone as well).
- At the western edge of the access from Veterans Drive, there is a remnant of concrete sidewalk that transitions to the proposed six (6) foot sidewalk. This remnant portion of sidewalk should be removed and replaced with a consistent sidewalk from this access point to the west boundary of the plat.
- Boulevard width should be labeled and should match the boulevard width along Veterans Drive adjacent to the Municipal Center.
- Please provide clarification as to why the direct access to each ground floor unit facing Sunwood Drive has been removed from the plans.
- Groups of shrubs should be installed between the trees along Veterans Drive. The shrubs will serve as screening of the surface parking as required in the Design Framework.
- Advisory Comment: Should the underground cistern be shifted west slightly so that it is not underneath any part of the sidewalk?
- Advisory Comment: The internal sidewalk in the northwest portion of the site be shifted to the east, preferably at least ten (10) to fifteen (15) feet, to provide some separation between it and the property line. Otherwise, please provide reasoning for keeping it in the proposed location.

#### Sheet C3-1

- At the western edge of the access from Veterans Drive, there is a remnant of concrete sidewalk that transitions to the proposed six (6) foot sidewalk. This remnant portion of sidewalk should be removed and replaced with a consistent sidewalk from this access point to the west boundary of the plat.
- It is unclear whether the area identified as Tot Lot is just the improvements or if this includes the required fall zone. Note that all improvements must be entirely on Lot 1 Block 1 Sunwood Village or an Encroachment Agreement with the owner of Lot 3 Block 1 COR ONE must be executed.
- Sidewalk width along Sunwood Drive should match that of the sidewalk on the east side of the access point (accomplished by extending the existing segment of sidewalk to western boundary of plat). Sidewalk should be widened toward the building, which will result in the building shifting south slightly. Please provide a hand sketch of the revised sidewalk prior to revising plan sheets so that City Staff can verify its placement.
- Advisory Comment: Should the underground cistern be shifted west slightly so that it is not underneath any part of the sidewalk?
- Advisory Comment: The internal sidewalk in the northwest portion of the site be shifted to the east, preferably at least ten (10) to fifteen (15) feet, to provide some separation between it

and the property line. Otherwise, please provide reasoning for keeping it in the proposed location.

#### Sheet C3-2

- At the western edge of the access from Veterans Drive, there is a remnant of concrete sidewalk that transitions to the proposed six (6) foot sidewalk. This remnant portion of sidewalk should be removed and replaced with a consistent sidewalk from this access point to the west boundary of the plat.
- It is unclear whether the area identified as 'Tot Lot' is just the improvements or if this includes the required fall zone. Note that all improvements must be entirely on Lot 1 Block 1 Sunwood Village or an Encroachment Agreement with the owner of Lot 3 Block 1 COR ONE must be executed.
- Sidewalk width along Sunwood Drive should match that of the sidewalk on the east side of the access point (accomplished by extending the existing segment of sidewalk to western boundary of plat). Sidewalk should be widened toward the building, which will result in the building shifting south slightly. Please provide a hand sketch of the revised sidewalk prior to revising plan sheets so that City Staff can verify its placement.
- Advisory Comment: Should the underground cistern be shifted west slightly so that it is not underneath any part of the sidewalk?
- Advisory Comment: The internal sidewalk in the northwest portion of the site be shifted to the east, preferably at least ten (10) to fifteen (15) feet, to provide some separation between it and the property line. Otherwise, please provide reasoning for keeping it in the proposed location.

#### Sheet C4-1

- At the western edge of the access from Veterans Drive, there is a remnant of concrete sidewalk that transitions to the proposed six (6) foot sidewalk. This remnant portion of sidewalk should be removed and replaced with a consistent sidewalk from this access point to the west boundary of the plat.
- It is unclear whether the area identified as 'Tot Lot' is just the improvements or if this includes the required fall zone. Note that all improvements must be entirely on Lot 1 Block 1 Sunwood Village or an Encroachment Agreement with the owner of Lot 3 Block 1 COR ONE must be executed.
- Sidewalk width along Sunwood Drive should match that of the sidewalk on the east side of the access point (accomplished by extending the existing segment of sidewalk to western boundary of plat). Sidewalk should be widened toward the building, which will result in the building shifting south slightly. Please provide a hand sketch of the revised sidewalk prior to revising plan sheets so that City Staff can verify its placement.
- Advisory Comment: Should the underground cistern be shifted west slightly so that it is not underneath any part of the sidewalk?

- Advisory Comment: The internal sidewalk in the northwest portion of the site be shifted to the east, preferably at least ten (10) to fifteen (15) feet, to provide some separation between it and the property line. Otherwise, please provide reasoning for keeping it in the proposed location.

Sheets C8-1 through C8-3

- Add a detail addressing the brush finish of the sidewalk (each panel should alternate between vertical and horizontal brush strokes).

Sheet L1-1 (in addition to comments provided under the Landscape & Environmental Resources review)

- At the western edge of the access from Veterans Drive, there is a remnant of concrete sidewalk that transitions to the proposed six (6) foot sidewalk. This remnant portion of sidewalk should be removed and replaced with a consistent sidewalk from this access point to the west boundary of the plat.
- It is unclear whether the area identified as Tot Lot is just the improvements or if this includes the required fall zone. Note that all improvements must be entirely on Lot 1 Block 1 Sunwood Village or an Encroachment Agreement with the owner of Lot 3 Block 1 COR ONE must be executed.
- Sidewalk width along Sunwood Drive should match that of the sidewalk on the east side of the access point (accomplished by extending the existing segment of sidewalk to western boundary of plat). Sidewalk should be widened toward the building, which will result in the building shifting south slightly. Please provide a hand sketch of the revised sidewalk prior to revising plan sheets so that City Staff can verify its placement.
- Boulevard area along Veterans Drive must be established with sod and this should be reflected on the plans.
- Groups of shrubs should be installed between the trees along Veterans Drive. The shrubs will serve as screening of the surface parking as required in the Design Framework.
- Advisory Comment: Should the underground cistern be shifted west slightly so that it is not underneath any part of the sidewalk?
- Advisory Comment: The internal sidewalk in the northwest portion of the site be shifted to the east, preferably at least ten (10) to fifteen (15) feet, to provide some separation between it and the property line. Otherwise, please provide reasoning for keeping it in the proposed location.

Sheet E101

- Amend to correctly label Veterans Drive (remove Civic Center Drive label).

Sheet A200

- Add the Floor Area Ratio (FAR) calculation to this sheet.

- Amend to correctly label Veterans Drive.
- Advisory Comment: The internal sidewalk in the northwest portion of the site be shifted to the east, preferably at least ten (10) to fifteen (15) feet, to provide some separation between it and the property line. Otherwise, please provide reasoning for keeping it in the proposed location.
- At the western edge of the access from Veterans Drive, there is a remnant of concrete sidewalk that transitions to the proposed six (6) foot sidewalk. This remnant portion of sidewalk should be removed and replaced with a consistent sidewalk from this access point to the west boundary of the plat.
- It is unclear whether the area identified as Tot Lot is just the improvements or if this includes the required fall zone. Note that all improvements must be entirely on Lot 1 Block 1 Sunwood Village or an Encroachment Agreement with the owner of Lot 3 Block 1 COR ONE must be executed.
- Sidewalk width along Sunwood Drive should match that of the sidewalk on the east side of the access point (accomplished by extending the existing segment of sidewalk to western boundary of plat). Sidewalk should be widened toward the building, which will result in the building shifting south slightly. Please provide a hand sketch of the revised sidewalk prior to revising plan sheets so that City Staff can verify its placement.

#### Sheet A500

- Provide clarification on why the direct access to the ground floor units facing Sunwood Drive were removed from the plans.
- Provide a calculation for the brick versus the overall façade to verify that the brick is at least fifty percent (50%) of the total non-glazed surface.

Exhibit B (Development Fees)

**City of Ramsey**  
 2015 Residential Development Fee Calculator

	Units	Unit Type	Unit Price	Total	Notes
<b>Park Dedication and Trail Development</b>					
Park Dedication					
0-12 Units per acre; or	0	per unit	\$2,600	\$0	
12-19 Units per acre; or	0	per unit	\$2,405	\$0	7.5% Density Bonus
20+ Units per acre; or	47	per unit	\$2,210	\$103,870	15% Density Bonus
Assisted Living	0	per acre	\$4,738	\$0	
Trail Development	47	per unit	\$700	\$32,900	
<b>Subtotal Park and Trail Development</b>				<b>\$136,770</b>	
<b>Water and Sewer Fees</b>					
Collected prior to recording plat.					
Water Fees					
Trunk/Connection	47	per unit	\$1,597	\$75,059	
Lateral		per acre	\$6,297	\$0	If already constructed
Sewer Fees					
Trunk/Connection	47	per unit	\$1,126	\$52,922	
Lateral		per acre	\$3,411	\$0	If already constructed
<b>Subtotal Trunk and Lateral</b>				<b>\$127,981</b>	
Collected with individual building permits.					
Accessibility Charges					
Accessibility Charge (WAC)	47	per SAC Unit	\$1,177	\$55,319	Collected with Building Permit
Accessibility Charge (SAC)	47	per SAC Unit	\$2,485	\$116,795	Collected with Building Permit
SAC Handling Fee	0	per address	\$25	\$0	Collected with Building Permit
<small>*SAC is a Metropolitan Council Environmental Services (MCES) Fee, SAC Unit Determined by MCES</small>					
<b>Subtotal Water and Sewer Fees</b>				<b>\$300,095</b>	
<b>Stormwater Management Fees</b>					
Stormwater Management	47	per unit	\$459	\$21,573	
<b>Subtotal Stormwater Management</b>				<b>\$21,573</b>	
<b>Street Light Fees</b>					
An estimate of the number of street lights required. Actual number will depend on site plan.					
Street Light Type					
Cobra; or		per light	\$1,300	\$0	
The COR	3	per light	\$2,600	\$7,800	
Three (3) Years Operating and Maintenance	3	per light	\$294	\$882	
<b>Subtotal Street Lights</b>				<b>\$8,682</b>	
<b>Sureties and Inspection Fees</b>					
Amount unknown! Developer will need to submit costs of City required improvements (Stage I and Stage II)					
Sureties (to ensure completion; returned when complete)					
Subdivisions/Plats (public improvements)		cost of improvement	125%	\$0	Cash or Letter of Credit
Site Plans (private improvements)		cost of improvement	150%	\$0	Cash or Letter of Credit
<b>Subtotal Sureties</b>				<b>\$0</b>	
Engineering Inspection Fee		cost of improvement	5%	\$0	Cash Escrow
<b>Subtotal Surety and Inspection Fee</b>				<b>\$0</b>	
<b>GRAND TOTAL FOR DEVELOPMENT FEES</b>				<b>\$295,006</b>	
<b>GRAND TOTAL FOR ENGINEERING INSPECTION FEES</b>				<b>\$0</b>	Separate from Building Permit
<b>GRAND TOTAL FOR SURETIES</b>				<b>\$0</b>	
<b>GRAND TOTAL FOR SAC/WAC</b>				<b>\$172,114</b>	Collected with Building Permit

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

<b>DATE</b>	3/27/15	<b>PROJECT ADDRESS</b>	TBD
<b>PROJECT. TITLE</b>	SUNWOOD VILLAGE		
<b>ESCROW #</b>	114596		
<b>DEPARTMENT:</b>	Community Development: Planning Division (Landscape Plan & Environmental Resources)		
<b>TECHNICAL REVIEWER:</b>	Name: Chris Anderson, City Planner Phone: 763-433-9817 Email: <a href="mailto:canderson@cityoframsey.com">canderson@cityoframsey.com</a>		

We offer the following comments regarding the Landscape Plan prepared by Loucks Associates and dated March 3, 2015:

- Proposed species are generally acceptable with the exception of Burgundy Carousel Barberry. This is a cultivar of Japanese Barberry, which is on the City's list of prohibited species. *Please replace this species with an alternative.*
- The width of the boulevard area along Veterans Drive should be widened to match the boulevard area east of the parking ramp (four [4] feet). While the [COR Design Framework](#) identifies a six (6) foot wide boulevard along Connector Streets, the proposed boulevard trees are located on the back side of the sidewalk and thus, the additional width is not necessary.
- The boulevard area must be finished with sod and the developer (and eventually the management company) shall be responsible for its establishment (e.g. watering).
- Plan should identify a unique symbol for each shrub species proposed and add the species labels to the plan as well.
- Planting details/specifications shall be updated to include:
  - Removal of upper portion of wire basket and burlap after being placed in planting hole
- The plan must be revised to identify turf establishment with sod. The notes refer to both sod and seed but there is no legend or labels to determine which is being used and where. Please note that any alternative to the sod requirement requires City Council approval.
- Upon acceptance of landscaping by City, a two (2) year maintenance guarantee is required to ensure survival of plantings.
- Any damage to existing streetscape elements (plants, trees, irrigation, etc.) along Sunwood Drive will need to be repaired and/or replaced. All plan sheets should include this note so that contractors are aware of this.
- The project is subject to the City's topsoil requirement, which states that all disturbed areas not otherwise improved with walkways, driveway, home and other impervious surfacing, shall receive four (4) inches of topsoil meeting the City's topsoil

specification. A topsoil inspection is required prior to landscaping being installed and copies of the load tickets are required as well. This is reviewed at time of Building Permit Application and request for Certificate of Occupancy. *Please update the Landscape Installation Notes to include this requirement.*

*Please submit a revised landscaping plan that addresses these matters.*

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

**Best Management Practices (BMPs):** There are a couple BMPs proposed with this project. First, satisfy the Lower Rum River Water Management Organization's (LRRWMO) infiltration requirement, the project proposes to capture the first one (1) inch of rainfall from the site with an underground cistern. However, since the project site is within a 10-year capture zone of one of the community wells where infiltration is not permitted, the captured runoff will be used for irrigation purposes onsite. The second BMP proposed is the use of a tree trench. This essentially is a lined trench that will also be used to store stormwater runoff for uptake by trees and other vegetation. Both BMPs have overflow measures built in that allow runoff from larger events to be routed through to the existing stormwater sewer system.

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

<b>DATE</b>	APRIL 1, 2015	<b>PROJECT ADDRESS</b>	SOUTH OF SUNWOOD DRIVE, NORTH OF VETERANS DRIVE, WEST OF RESIDENCE AT THE COR
<b>PROJECT. TITLE</b>	SUNWOOD VILLAGE		
<b>ESCROW #</b>	114596		
<b>DEPARTMENT:</b>	Engineering		
<b>TECHNICAL REVIEWER:</b>	Name: Leonard Linton Phone: 763 433-9834 Email: llinton@ci.ramsey.mn.us		

We offer the following comments regarding your request for the Preliminary Plat of COR Parkview Addition and Site Plan Approval of the Parkside East Apartments. The submittal consists of 14 sheets prepared by Miller Hanson Partners dated March 3, 2015. The Civil Sheets were prepared by Loucks Associates.

**General:** The submitted plat proposes to plat Outlot A, COR ONE to create 1 multifamily lot. The subject property is generally located south of Sunwood Drive, north of Veterans Drive and west of the Residence at the COR.

**Streets and Access:** The development will primarily gain access from Veterans Drive through the existing parking lot at Residence at the COR. The site will have access to the northeast corner of the project from Sunwood Drive. Cross access agreements will need to be executed with Residence at the COR for both driveways.

The internal parking and access aisles will be private.

**Traffic Analysis Report:** An AUAR was prepared for the Ramsey Town Center Development which included an extensive traffic analysis. The needed traffic improvements were identified, many have been constructed. The remainder of the improvements will be constructed as development occurs.

**Grading, Drainage, Demolition and Utility Plans:** Preliminary grading, drainage, demolition and utility plans have been prepared for this subdivision by Bolton & Menk, Inc. Staff offers the following general comments on these plans:

1. There is an active sidewalk along the north side of the lot. A pedestrian detour plan must be prepared and submitted to the City prior to release of the building permit. The plan must conform to the latest guidance available from the MNDOT website. The detour must remain in place until the sidewalk is restored.

2. Stormwater calculations must be submitted showing that the 100 year overflow from the catchbasins will not enter the garages.
3. The benchmark information note must be fully visible on all sheets.

A permit from the Lower Rum River Water Management Organization (LRRWMO) will be required. The project is within the 10 year capture zone of a municipal well. Infiltration is not permitted in the 10 year capture zone. Alternative volume reduction strategies will need to be investigated and documented per the LRRWMO rules.

Submit a copy of the MPCA Construction stormwater permit to the City prior to construction. Submit copies of erosion inspection results to the City prior to Certificate of Occupancy.

**Utilities:** The building will be served by municipal sewer and water extended from Sunwood Drive. Construction plans and specifications are subject to review of the City Engineering Department.

**Stormwater Pollution Prevention Plan:** Hydraulic Grade calculations must be submitted for the storm sewer system. A copy of the stormwater calculations provided to the LRRWMO for plan approval must be submitted to the City.

### **Sheet Specific Comments:**

**C1-2** – The notes along the right edge of the frame are cutoff. The full text must be visible. Pavement removal is shown along the existing driveways. The driveways serve an active building. Advance notice must be provided to the owner of the building prior to commencing demolition work. One access may be closed for a short period while sawing and removing the existing pavement. Both driveways must be restored at the end of each working day. Barriers must be installed to delineate the edge of the driveway. The functionality of the catchbasin to be removed must be maintained until the new storm sewer system is functional.

**C2-1** – Provide protective fence around existing planting beds and maintain until construction is finished. A temporary pedestrian access route (TPAR) plan must be included in the plan set and note 6 must reference the TPAR.

**C3-1** – Rock Construction Entrances are ineffective in Ramsey. Add the following text to the SWPPP and Grading Plan Notes: “A street sweeper must be available within 3 hours upon notice from the City that the streets need to be swept.”

The underground storage may not be perforated or allow infiltration.

Revise note 3 to read “...4 inches of premium topsoil...”.

Revise note 6 to read “...left idle for day, weekends and holidays, or as directed by City.”

The proposed grades in the grass area east of the building are less than 2 percent. City code requires an as-built grading plan prior to issuing the Certificate of Occupancy for all lots with grades less than 2 percent on pervious areas.

**C3-2** – Revise typical street section - 6” Premium Topsoil, 6’ wide sidewalk, all references to Class 5 shall read Class 5, Ramsey Modified. Gradation is shown on Ramsey Street Details. Use Ramsey Detail STR-25 for connection to existing street. Revise the SWPPP to conform with the requirements of the MPCA Construction Stormwater permit.

**C4-1** – All storm sewer pipes in public ROW shall be RCP.  
Remove or label dark line on nw corner of plan.

**C8-1** – Concrete sidewalk Detail – Sidewalk shall be 6” thick.  
Add information to Concrete Washout detail – 10 mil poly, ground shall slope away from area, how deep is the pit,  
The MNDOT 5 sheet curb ramp details must be added to set.  
A custom detail is required for each pedestrian ramp and must include spot elevations, slopes and layout of detectable warnings.

**Specifications were not submitted. These notes are required when the specifications are submitted.**

- Include City where ever Engineer or Owner is referenced in Specifications.
- General Statements - Include City in notifications to Engineer and Owner.
- Sunday work is not permitted in the City of Ramsey without City Council approval. Working hours are 7:00 am – 10:00 pm, Monday –Saturday, 48 hour notice is required for Saturday Work.
- The contractor must have a City License.
- A City right-of-way permit is required prior to working in the ROW.

**Water** – Add Notes:

- Only City Personnel shall operate valves.
- All valves not in paved surfaces shall have blue carsonite markers.
- Paragraph 2.7.C.2 – Valve nut extensions are not used in the City of Ramsey.

**Sanitary Sewer** – Add note:

- All manholes not in paved surfaces shall have green carsonite markers.
- All sanitary sewer shall have 10 gauge solid copper tracer wire.

**Storm Sewer** – Add note:

- All manholes not in paved surfaces shall have green carsonite markers.
- All storm sewer shall have 10 gauge solid copper tracer wire.

**Landscaping** – Include City on all Correspondence.

- All plant material in City ROW shall have two (2) year warranty