

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	NOVEMBER 23, 2016	PROJECT ADDRESS	NORTH OF ALPINE DRIVE, WEST OF RAMSEY BOULEVARD
PROJECT. TITLE	WOODLANDS 4 TH ADDITION PRELIMINARY PLAT, CUL-DE-SAC LENGTH VARIANCE, AND LOT DEPTH VARIANCE		
ESCROW #			
DEPARTMENT:	Community Development: Planning Division (Zoning Code)		
TECHNICAL REVIEWER:	Name: Eric Maass, Consultant City Planner Phone: (763) 576-4306 Email: EMAass@wsbeng.com		

Preliminary Plat Review

We offer the following comments regarding the Preliminary Plat submittal for Woodlands 4th Addition as it relates to the City’s Zoning Code. Preliminary Plat submittal consists of fifteen (15) sheets, prepared by James R. Hill, Inc. dated October 7, 2016. The proposal includes a request for a Preliminary Plat and two (2) variances.

Staff provides the following comments that require revision:

Sheet 1.10

1. Remove the text under Minimum Setbacks related to the Side (garage) yard setback that reads “(Including livable space above and behind garage).
2. Correct Label in legend for Wetland setback that indicates it as a Wetland Buffer. Should read “Proposed Wetland Setback (16.5’ Minimum)”.

Sheet 2.10

1. Lot 2, Block 1 does not meet the lot depth requirement of 100 feet for a width of 60 feet that is not encumbered by wetland, wetland setback area, floodway, or other unbuildable areas. If a variance is not approved revisions will be necessary to adjust the remaining lots to use up the land previously shown as being within Lot 2, Block 1.
2. Include the 100-year floodplain elevation on the preliminary plat.
3. Preliminary Plat submittal will need to clearly label the sixteen and a half (16.5) foot wetland setback either with a leader line label or through the addition of the wetland setback line type into the legend.
4. Need to add property owner and address to sheet.
5. Note that the 16.5 foot wetland setback should be encumbered by a drainage and utility easement.
6. Correct Label in legend for Wetland setback that indicates it as a Wetland Buffer. Should read “Proposed Wetland Setback (16.5’ Minimum)”.
7. Current measurements shown do not reflect a distance of 30 feet from each side property line. Revise front yard setback dimensions to be measured from the front property line.

Sheet 3.20

1. Please revise drawings to reflect the construction of a trail between Lot 1 Block 1 and Lot 1 Block 2 that will connect from the proposed sidewalk along 159th Avenue NW and the existing boardwalk/trail to the east. Amend associated plan sheets as necessary.

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Sheet 3.30

1. Include a Lot Elevation Table that also indicates the 100-year elevation and add a column that indicates the Regulatory Flood Protection Elevation.

Sheet 5.10

1. Add note that all tree clearing activities shall occur prior to April 15 or after July 15 to minimize the potential introduction of Oak Wilt to the site.
2. Add precautionary steps to be taken on site to protect oak trees from Oak Wilt and/or reference said plan and that it is incorporated by reference.
3. Trees shown as to be removed (Numbers 1007, 1008, 1009, 10011, 1012, 1013, 1014, 1015, 1016, 1020, 1022, 1028, 1029, 1030, 1033, 1041, 1042, 1044, 1045, 1046, 1047, 1048, 1049, 1050, 1051, 1052, 1055, 1057, 1063, 1064, 1065, 1070, 1085, and 1087 can be credited and do not count toward removal total.

Sheet 5.12

1. Show the total Diameter at Breast Height (DBH) of trees to be removed and total Diameter at Breast Height (DBH) of trees to be saved.

Sheet 5.20

1. Add note to sheet that indicates that any deviation from planting plan as shown requires City approval.

Staff provides the following comments for general review of applications:

General. The Preliminary Plat proposes re-platting Outlot B, Woodlands Addition and the adjacent parcel to the south parcel legally described below, into thirteen (13) single family residential lots. All thirteen (13) of the new lots would be accessed by the extension of 159th Avenue NW.

That part of the Southeast Quarter of the Southeast Quarter of Section 16, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Commencing at the northwest corner of said Southeast Quarter of the Southeast Quarter; thence on an assumed bearing of South 89 degrees 24 minutes 10 seconds East, along the north line of said Southeast Quarter of the Southeast Quarter, a distance of 352.58 feet to the point of beginning of the land to be described; thence continuing South 89 degrees 24 minutes 10 seconds East, along said north line, a distance of 968.77 feet to the northeast corner of said Southeast Quarter of the Southeast Quarter; thence South 00 degrees 52 minutes 52 seconds West, along the east line of said Southeast Quarter of the Southeast Quarter, a distance of 805.01 feet; thence North 89 degrees 24 minutes 10 seconds West a distance of 810.01 feet; thence North 00 degrees 52 minutes 52 seconds East a distance of 555.01 feet; thence North 31 degrees 37 minutes 00 seconds West a distance of 295.48 feet to the point of beginning.

Lot Sizes. The minimum lot size in the R-1 Residential District (MUSA) is 10,800 square feet with a minimum lot width of 80 feet (90 feet for corner lots), measured at the building setback line. City ordinance now also requires that each lot have an area sixty (60) feet wide by one hundred (100) feet deep not encumbered by wetland, wetland setback area, floodway, or other unbuildable areas. Note that lot width is measured at the property line abutting a street at the minimum setback line of the applicable zoning district.

Lot 2, Block 1 does not meet the requirement of sixty (60) feet wide by one hundred (100) feet deep of area not encumbered by wetland, wetland setback area, floodway, or other unbuildable areas. As such, the Applicant has submitted an application for a

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variance from this requirement. In reviewing Lot 2 Block 1, as proposed, that lot does not contain the same excessive side yard seen in previous proposals requesting the same variance. The excessive side yard was able to accommodate future improvements such as decks and accessory buildings. As such, Staff would not be supportive of a variance for lot 1 block 1. It would be Staff's suggestion that the Applicant reduce the total number of lots to twelve (12) and split the land currently shown as Lot 2 amongst the other remaining parcels.

Setbacks and Dimensional Standards.

MUSA	
Required	Proposed
Front yard: 30 feet	30 feet
Side yard uninhabitable: 6 feet	6 feet
Side yard habitable: 10 feet	10 feet
Side yard corner lot: 30 feet	N/A
Rear yard: 30 feet	30 feet
Minimum lot width*: 80 feet/corner lot 90 feet	80 feet
Lot depth**: 100 feet with a minimum width of 60 feet	Lots 1, Block 1 does not meet requirement.
Wetland: 16.5 feet	16.5 feet

**Note: Minimum Lot Width is measured at front yard setback line, property must abut built street.*

*** Lot depth required is 100 feet for a width of 60 feet that is not encumbered by wetland, wetland setback area, floodway, or other unbuildable areas.*

Density. The R-1 Residential regulations for the MUSA area allows a net density of up to 3 units per acre (excluding wetlands and major road rights-of-way). The proposed density is 1.3 units per acre.

Floodplains. There are floodplains within the boundaries of the project area. The floodplain includes only Floodfringe.

Wetlands. There are significant wetlands on the property that will need to be delineated and encumbered with drainage and utility easements on the Preliminary and Final Plats. The project will be subject to review by the Lower Rum River Watershed Management Organization (LRRWMO) regarding both the wetland delineation as well as stormwater calculations. Note that City Code now requires a sixteen and a half foot (16.5') setback from a wetland edge and that the setback area be encumbered with drainage and utility easement. *Ensure that all wetland setback areas are entirely within proposed drainage and utility easements.*

Landscaping. Each lot is required to have two (2) front yard trees installed. The plan currently shows the required two (2) front yard trees for each lot. The proposed trees are positioned in the boulevard area to serve as street trees (as spacing permits). Deciduous trees shall be at least one (1) inch in diameter and coniferous trees shall be at least five (5) feet in height. Each lot is subject to the City's topsoil requirement.

The Tree Inventory and Protection Plan will need to show the total number of (DBH) inches removed and total number of (DHB) inches saved. Currently the Plan only indicates the total number of trees, but not the total number of DBH inches for each category. Once that information is provided the plan can be reviewed for compliance with the Tree Preservation Ordinance.

Due to the presence of larger stands of oak trees, tree clearing activities shall occur prior to April 15 or after July 15 to minimize the potential introduction of Oak Wilt to the site and this note must be added to both the Grading, Drainage, and Erosion Control Plan as well as the Tree Inventory and Protection Plan. Additionally, please consult with the Certified Arborist that prepared the Tree Inventory and Protection Plan to prepare a plan that identifies the precautionary steps to be taken on site to protect oak trees from Oak Wilt.

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The Landscape Plan is generally acceptable. However, we would like to work with you to focus at least one (1) of the two (2) required front yard trees to be located within the boulevard (between the sidewalk and back of curb or, for those areas with no sidewalk, within ten [10] feet of the back of curb) to create a street tree presence. Street trees shall only consist of deciduous species. Any changes to the species shall receive approval by the City prior to installation.

The Environmental Policy Board (EPB) reviewed the Landscape and Tree Preservation Plans at its meeting on November 21st and recommended approval of both contingent upon compliance with this review letter.

Density Transitioning: As proposed, the development is subject to the density transitioning standards found in City Code [Section 117-110](#). It appears that the wetland area in the rear of each of the proposed lots creates a natural buffer of more than 300 feet between the existing homes in the R-1 Residential (Rural Developing) district. This would satisfy the density transitioning requirements.

Streets and Access. The Preliminary Plat indicates that 159th Avenue NW would be extended to the south to serve the thirteen (13) lots. Cul-de-sac length is limited to a maximum of 600 feet; the proposed length of the cul-de-sac is an additional 400 feet onto the existing 900 foot existing cul-de-sac. The Applicant has submitted an application for a variance to cul-de-sac length. If the variance request is not approved, the Preliminary Plat will need to be revised to reflect a cul-de-sac length of not more than 600 feet or 159th Avenue NW will need to be extended to Alpine Drive, or Ramsey Boulevard NW. The connection to either of these roadways would result in significant wetland impacts. Staff is supportive of the cul-de-sac length variance as proposed.

Trails. The plans currently do not show a trail access to the existing boardwalk located to the east of lots 1-7 (inclusive). The City currently holds, and the plans show, a sizeable drainage and utility easement between lots 1 and 2 of Block 1 where a trail could be constructed that would provide a pedestrian connection to the boardwalk to the east. Staff suggests the addition of a paved trail between Lots 1 and 2 of Block 1 to connect to the existing trail to the east of Lots 1-6 (inclusive) of Block 1.

Grading and Drainage Plans. A permit from the LRRWMO will be required. Please also see review comments from the Engineering Division.

Development Fees. Development Fees will be due with the Plat including, but not limited to, Park Dedication, Trail Development, and Stormwater Management. These fees are collected at the time the Final Plat is recorded and at the rate in effect when the plat is recorded.

Development Agreement: An executed Development Agreement will be required prior to releasing the plat for recording.

Cul-De-Sac Length Variance Review

The Applicant is currently proposing a cul-de-sac that would measure approximately 1,300 feet in total length. Currently 900 feet of a cul-de-sac road exists and the Applicant is proposing to add an additional approximately 400 feet of roadway to that cul-de-sac. City Code Section 117-614 Subd. (C)(3) limits the length of cul-de-sacs to 600 feet.

The existing 159th Avenue NW that terminates into a cul-de-sac had an approved variance for a temporary cul-de-sac until which time that this proposed addition were constructed. 159th Avenue NW if extended to

either Alpine Drive, or Ramsey Boulevard NW would require extensive impacts to surrounding wetlands and as such Staff is not supportive of an extension.

Fire, Engineering, and Public Works Staff have reviewed the proposed cul-de-sac and find it acceptable.

Staff recommends approval of the Cul-De-Sac length variance as requested.

Lot Depth Variance Review

The Applicant is proposing one lot that would not meet the City's requirement for lot depth which requires that each lot have an area sixty (60) feet wide by one hundred (100) feet deep not encumbered by wetland, wetland setback area, floodway, or steep slopes. Lot 2, Block 1 does not meet this requirement. There are significant wetlands in the rear yard of the lot indicated above limiting the amount of useable/buildable space.

While the proposed encroachment is just 125 square feet, as proposed, Lot 2 Block 1 does not contain an excessively large side yard area which could provide space for future improvements such as a deck or accessory building. While the lot is shown to be in excess of 100 feet wide at the front, the lot becomes narrower at the rear of the property reducing the width of the rear of the lot to a distance of 83 feet which is considered an average width for a rear yard.

The Environmental Policy Board (EPB) reviewed the proposal and recommended that the variance to lot depth not be approved.

Due to the lack of a practical difficulty and the absence of an excessively large side yard that would satisfy the spirit and intent of the lot depth ordinance, Staff recommends denial of the Lot Depth variance as requested.

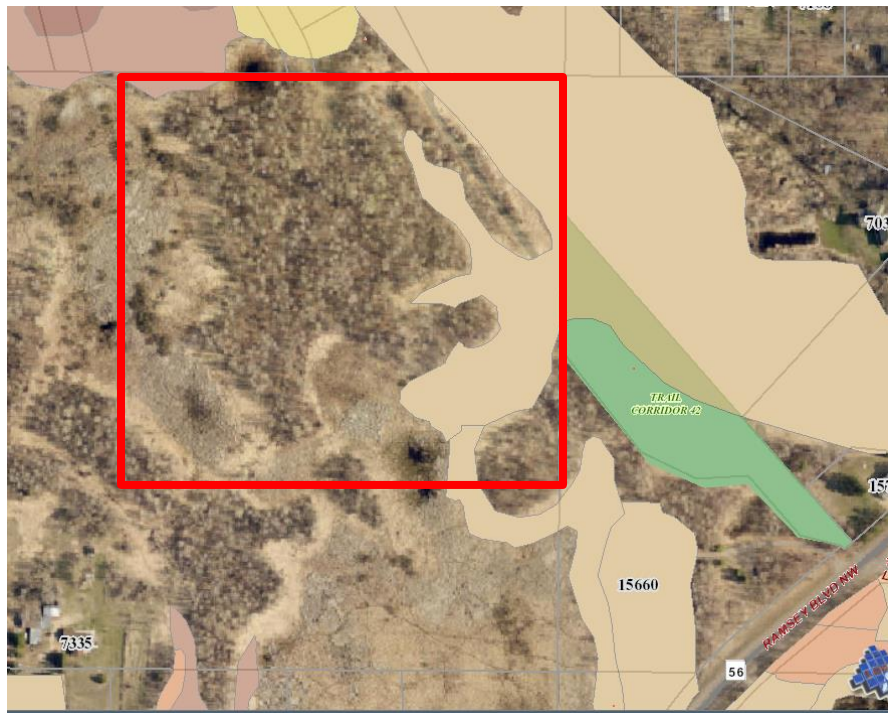
CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	NOVEMBER 18, 2016	PROJECT ADDRESS	TBD
PROJECT. TITLE	WOODLANDS 4 TH ADDITION		
ESCROW #	115353		
DEPARTMENT:	Community Development: Planning Division (Landscape Plan & Environmental Resources)		
TECHNICAL REVIEWER:	Name: Chris Anderson, City Planner Phone: 763-433-9817 Email: canderson@cityoframsey.com		

We offer the following comments regarding the Tree Inventory and Protection Plan and the Landscape Plan, both prepared by James R. Hill, Inc. and dated October 7, 2016:

The City’s Natural Resources Inventory (NRI) identifies some moderate quality wetlands and altered/non-native plant communities on and/or very near the project site (site is approximated by the red box).

An existing boardwalk trail follows parallel with Ditch 66 to the west. Staff would like to work with the Developer to ensure a trail connection to the boardwalk from the extension of 159th Ave NW (a mid-block connection).



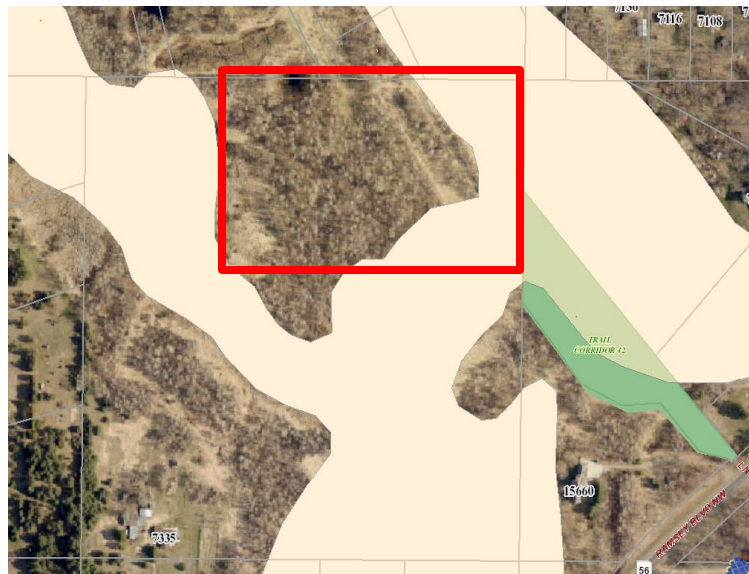
The Landscape Plan is generally acceptable. It currently shows four (4) trees installed per lot, which exceeds the minimum requirement of two (2) front yard trees. However, this is at least in part needed to replace trees that were removed as Woodlands was initially developed. Species, size, and quantities are acceptable. However, we would like to work with you to focus at least one (1) of the required front yard trees to be located within the boulevard (between the sidewalk and back of curb or, for those areas with no sidewalk, within ten [10] feet of the back of curb) to create a street tree presence. Street trees shall only consist of deciduous species. A note should

be added to the plan stating that any deviation from the planting plan requires approval of the City prior to installation.

The Tree Preservation Plan indicates that forty-three percent (43%) of the existing significant trees will be preserved. However, City Code requires forty percent (40%) of the Diameter at Breast Height (DBH) inches of significant trees be preserved on site. Additional information will need to be added to the Tree Preservation Plan to determine if the proposed plan complies with City Code. Specifically, a total tally of significant tree DBH inches should be added, along with a tally of inches removed and preserved, to determine whether any reforestation plantings would be necessary. It would be beneficial to also add a column identifying those trees being removed for stormwater ponding and public sidewalks/trail, as these are exempt from the removal threshold calculation.

Due to the presence of larger stands of oak trees, tree clearing activities shall occur prior to April 15 or after July 15 to minimize the potential introduction of Oak Wilt to the site and this note must be added to both the Grading, Drainage, and Erosion Control Plan as well as the Tree Inventory and Protection Plan. Additionally, please consult with the Certified Arborist that prepared the Tree Preservation Plan to prepare a plan that identifies the precautionary steps to be taken on site to protect oak trees from Oak Wilt. This should be included with the submittal of the Final Plat.

There is floodplain across portions of the project site. There has not been a detailed study completed for this flooding source and therefore, the flood zone is considered to be in the General Floodplain District. This boundary must be identified on the plan set. If there is any disturbance proposed within this floodplain, the Developer must complete a hydrologic and hydraulic analysis to determine the floodway and flood fringe boundaries. The City may require Elevation Certificates for certain lots, prior to the issuance of a Certificate of Occupancy, depending on proximity to the floodplain boundary.



Please be advised that individual lot surveys will be required to include the following information above and beyond what is typically shown: Floodplain boundary (with note of no grading within floodway), wetland, and wetland setback.

Lot 2, Block 1, as proposed, does not meet the minimum lot depth requirement. A variance would be required to consider this a buildable lot. Per the exhibit submitted with the application, it appears that the lot has 95.3 feet of depth before the required wetland setback begins. However, the area of deficiency is only 125 square feet.

Required Sheet Revisions

Sheet 3.30 (Preliminary Grading & Drainage Plan)

- Revise to show tree preservation fence.
- Tree preservation fence must be installed and then approved by City prior to any clearing work.
- Add note stating that any clearing within oak stands shall be performed prior to April 15 or after July 15 to minimize exposure to and/or introduction of oak wilt.
- Revise to show the FEMA floodplain boundary per Panel # 27003C0165E.
- Add precautionary steps to be taken on site to protect oak trees from Oak Wilt and/or reference said plan and that it is incorporated by reference.

Sheet 5.10 (Preliminary Tree Preservation Plan)

- Add note stating that any clearing within oak stands shall be performed prior to April 15 or after July 15 to minimize exposure to and/or introduction of oak wilt.
- Add precautionary steps to be taken on site to protect oak trees from Oak Wilt and/or reference said plan and that it is incorporated by reference.
- Revise to show tree preservation fence.
- Revise to show the FEMA floodplain boundary per Panel # 27003C0165E.

Sheets 5.11-5.12 (Preliminary Tree Preservation Plan)

- Provide a tally of total significant tree DBH inches for the site.
- Provide a tally of DBH inches to be removed.
- Provide a tally of DBH inches to be preserved.
- If less than forty percent (40%) of the DBH inches are preserved, a reforestation plan must be prepared and submitted for review and approval.
- Provide specific species name (not just oak, is it bur oak, northern pin oak, white oak, etc.).
- Add column to identify those trees that are being removed due to stormwater ponding and public sidewalk/trail as these are exempt from the removal threshold calculation.

Sheet 5.20 (Preliminary Landscape Plan)

- Revise plan to include a planting detail or add the City's Tree Planting Detail to the plan set. Note that first set of primary roots shall be at finished grade. Only prune out dead/broken branches.
- Topsoil meeting the City's specification shall be required for each lot. Copies of the load tickets shall be provided to the City. A topsoil inspection shall be requested and completed prior to installation of sod.
- No topsoil (or other fill) shall be placed within any wetland or wetland setback area.

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

DATE	NOVEMBER 16, 2016	PROJECT ADDRESS	EAST OF VARIOLITE STREET SOUTH OF 161 ST AVENUE
PROJECT. TITLE	ST. HILAIRE PROPERTY		
ESCROW #	115353		
DEPARTMENT:	Engineering		
TECHNICAL REVIEWER:	Name: Leonard Linton Phone: 763 433-9834 Email: llinton@ci.ramsey.mn.us		

We offer the following comments regarding the Preliminary Plat Exhibits for St. Hilaire Property. The submittal consists of 15 sheets prepared by James R. Hill, Inc. dated October 7, 2016.

All Sheets:

1. Each sheet must have a legend that identifies the line types and symbols used on that sheet.

Cover Sheet:

1. Turn off the utility lines and structure labels in the plan view. Turn off the tree symbols.

Site Information Plan Sheet C1.21:

1. Add column labels in the drainage summary table, it assumed the columns reflect existing and proposed conditions.
2. Add information for 100 year pond elevation.
3. Included scale bar on sheet.

Preliminary Plat Sheet C2.10:

1. Lot 2 needs to have an area 60 feet wide and 100 feet deep outside of drainage and utility easements.
2. The lot depth dimensions must be drawn to the drainage and utility easement at the back of the lot, not the wetland boundary.
3. The drainage and utility easement between lots 8 and 9 needs to be 20 feet wide, 10 feet either side of the property line due to the storm sewer pipe and the need for access to the pond.
4. The proposed pond must be encompassed in a drainage and utility easement.
5. The easement widths must be labeled.

Preliminary Erosion and Sediment Control Plan Sheet C3.10:

1. The development summary must include roof tops in the impervious calculations.

2. Weekly Erosion Control Inspection logs must be submitted to the City after each inspection.
3. A full record of the inspections must be submitted to the City before project closeout.
4. The City must approve the Notice of Termination before it is submitted.

Preliminary Erosion and Sediment Control Plan Sheet C3.20:

1. Show RIPRAP at the flared end section from the street.

Preliminary Grading and Drainage Plan Sheet C3.30:

1. Revise the lowest floor elevation for lots 5 – 10 to 872.5. This is two (2) feet above the 100 year water level of the adjacent wetlands as required by the Lower Rum River Watershed Management Organization (LRRWMO).
2. The trees that will be removed for grading should not be show on the final grading plan.

Preliminary Utility Plan Sheet C4.10:

1. The storm sewer information for the pond outlet does not match the stormwater model. Provide updated information.
2. The connection to the existing sanitary manhole must be an inside drop. The City has updated their detail for an inside drop.
3. Utility installation will require dewatering. The final plans must show a location for discharge of the dewatering pipes. The downstream ditch must be checked for obstructions prior to starting dewatering.

Details Sheet C6.10:

1. Add the proposed typical section, including pavement section detail.
2. Add sewer, water and storm sewer construction details.
3. Add a note “Streets must be cleaned within 3 hours after notification by City.”

A project manual which includes the bid form, contract and specifications must be submitted with the final plans.

Stormwater Model:

The model does not match the Preliminary Utility Plan as noted above. The City stormwater requirements match the LRRWMO requirements which are rate control for the 2, 10 and 100 year storms, infiltration of the first 1 inch of runoff from new impervious surfaces and water quality treatment to achieve 90% reduction of TSS and 60% reduction of TP in water leaving the site.

The bottom of the proposed pond is less than 3 feet above the normal water level of the adjacent wetlands so infiltration on-site will not be credited. The developer will need to develop infiltration elsewhere on the site to treat an equivalent volume or pay into the infiltration mitigation fund

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maintained by the City for construction and operation of infiltration practices in an area where it will function properly.

The wetland delineation has been submitted to the LRRWMO. The Stormwater plans must be reviewed and approved by the City prior to submittal to the LRRWMO. The submittal deadline for the LRRWMO is the first Thursday of the month for approval at the board meeting on the third Thursday of the month.

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

DATE	NOVEMBER 23, 2016	PROJECT ADDRESS	TBD
PROJECT. TITLE	WOODLANDS 4 TH ADDITION		
ESCROW #	115353		
DEPARTMENT:	Parks & Public Works		
TECHNICAL REVIEWER:	Name: Mark Riverblood Phone: 763-433-9853 Email:		

For the benefit of the existing and future residents of the Woodlands Addition(s), an ADA compliant bituminous trail should be required to be paved by the Developer generally from the proximity of proposed lot #1's sidewalk to the existing boardwalk/trail to the east.

This trail connection should be over a 15' foot trail easement, even if it is over another municipal utility easement.

