

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

DATE	JANUARY 27, 2017 REVISED: FEB. 24, 2017	PROJECT ADDRESS	14725 RAMSEY BLVD NW
PROJECT. TITLE	REGENCY COMMONS: COMPREHENSIVE PLAN AMENDMENT, ZONING AMENDMENT, SITE PLAN, VARIANCE. PRELIMINARY PLAT AND FINAL PLAT REQUESTS		
ESCROW #	115441		
DEPARTMENT:	Community Development: Planning Division (Zoning Code)		
TECHNICAL REVIEWER:	Name: Eric Maass, Consultant City Planner Phone: (763) 576-4306 Email: EMAass@wsbeng.com		

We offer the following comments regarding the submittal for Preliminary Plat, Final Plat, Comprehensive Plan Amendment, Zoning Amendment, Site Plan, and Variance (to shoreland overlay district standards) approval for Regency Commons. The plan set consists of fifteen (15) sheets, prepared by Landform and dated January 3, 2017. Revised building elevations were provided to the City on February 22, 2017.

Based on the plan set provided, Staff has the following comments that require revision:

1. *Sheet C2.1 and subsequent relevant sheets should show an extension of 148th Avenuw NW. The City's standard residential road section, complete with curb, extended 3 feet past sanitary manhole located in road centerline on 148th Ave leading into the east side of the property. Curbing will be required to match existing conditions and must be installed on all 3 sides of the road extension. This was discussed and agreed to in meeting on November 14, 2016.*
2. *Sheet C2.1 currently indicates a fifteen (15) foot access easement. This should be revised to a twenty (20) foot maintenance easement. This was discussed and agreed to in meeting on November 14, 2016.*

Based on the plan set provided, Staff has the following comments that require discussion and possible revision:

1. *Revised building elevations submitted to the City show a parapet wall that has been increased in height to allow for space that would support the instillation of a wall sign that would read "National Self Storage". This increased height appears to be within the maximum height allowed (60 feet) within the E-1 Employment district; however, because this is new to the City and the local residents the aesthetic of this increase in height and inclusion of a sign will need to be discussed between the Applicant and City Staff.*

Preliminary and Final Plat

The applicant is requesting review of a Preliminary and Final Plat that contemplates platting PID #'s 27-32-25-22-0006, #27-32-25-22-0003, and #27-32-25-22-0002 (the "Subject Properties") into two lots. Lot 1 is shown to contain two 3-level indoor storage buildings and two 1-level storage buildings. Only one of the 3-level indoor storage buildings and one of the 1-level storage buildings would be initially constructed. Lot 2 is shown as undeveloped and would be held for possible future development. It is not known at this time what that possible future development would be, but the plan set indicates "Future Neighborhood Commercial".

Currently there are three parcels located on the subject site. The parcel on the northern portion of the subject site is guided Business Park and zoned E-1 Employment. The other two parcels located in the southwest corner of the site are guided Commercial and zoned B-1 Business. The Applicant has proposed a reconfiguration of the existing lots to create more traditional lot shapes. Phase 1 of the project would occur on Lot 1.

Parcels within the E-1 Employment District are required to meet the following dimensional standards in accordance with City Code Section

LOT 1	Required	Proposed
Lot Area	1 acre	4.45 Acre +/-
Lot Width	200 feet	290 feet +/-

Parcels within the B-1 Business District are required to meet the following dimensional standards

LOT 2	Required (with municipal utilities)	Proposed
Lot Area	½ acre	1.75 Acre +/-
Lot Depth	150 feet	263 feet +/-
Lot Width	100 feet	290 feet +/-

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. Upon approval of a Final Plat, an executed Development Agreement will be required prior to releasing the plat for recording.

Staff recommends approval of the Preliminary and Final Plat.

Comprehensive Plan Amendment and Re-Zoning Application Review

As a result of the re-platting of the Subject Properties, the Applicant is proposing that the existing zoning classification boundaries be re-configured to match the proposed parcel shapes. As such, Lot 1 would be

rezoned to E-1 Employment District, and Lot 2 would be rezoned to B-1 Business District. Due to the reorganization of parcel lines and zoning districts, the designations for these parcels must be adjusted to as well.

As proposed, Regency Commons would result in zero (0) additional lots being added to the Municipal Urban Service Area (MUSA) boundary. Generally, it is required that adjacent communities review the proposal and provide comment; however, if the proposed amendment is able to meet the following criteria, then that adjacent community review may be waived by the metropolitan council.

- The Amendment involves a site of 40 acres or less
- The amendment does not change the community's growth forecasts for 2010 - 2030 or the TAZ allocations
- The amendment site is either more than one quarter of a mile from an adjacent jurisdiction or is beyond the distance or area which the community's adopted ordinances require notice to adjacent or affected property owners, whichever distance is less.

The proposed amendment meets the above criteria.

Staff finds that the proposed request for a Comprehensive Plan Amendment would not have an adverse effect on public infrastructure or safety and recommends approval of the Comprehensive Plan Amendment and Re-Zoning of the Subject property.

Shoreland Overlay Variance Review

The Applicant is currently proposing a site plan that would result in Lot 1 of Regency Commons having a total impervious area of 54.7%. City Code Section 117-225 Subd. (g)(4) b. 1. limits the amount of impervious surface of the lot area to 25% when any portion of the lot is located in the Shoreland Overlay District.

In reviewing the site plan as proposed, the portion of Lot 1 located within the Shoreland Overlay District is shown as remaining completely pervious as it is within the required sixty (60) foot landscape buffer. In addition, the E-1 Employment District has a maximum lot (building) coverage requirement of 45% which the Applicant is also required to meet.

Information was sent to the MN DNR for review and comment and Staff has not received a response yet.

Staff recommends approval of the Shoreland Overlay variance as requested.

Site Plan Review

Staff offers the following comments as a general staff review of the Site Plan in comparison to the City's zoning code.

Lot Coverage Calculations. The E-1 district allows a maximum lot coverage of 45%. The Applicant is currently showing a lot coverage calculation of 54.7% (which includes parking surfaces and buildings). However, the building coverage, including the two (2) ‘future’ buildings, is well below the 45% threshold.

Setbacks: The required setbacks are outlined below.

Setbacks	
Front Building Setback: 35 feet	80 feet
Rear Building Setback: 35 feet	90.5 feet
Side Building Setback: 20 feet	95 feet
Major and minor arterials and county and state roadways: 60 feet from centerline of road right-of-way plus the local applicable setback (60 feet + 35 feet = 95 feet)	138 feet
Setbacks when adjacent to residential district:	Proposed:
Buildings: 60 feet	90.5 feet
Off-street parking, storage areas, and driveways: 40 feet	60.5 feet
Parking and paving setback from street right-of-way: 20 feet	20 feet
Maximum Building Height: 65 feet	44 feet
Minimum lot (building) coverage: 45 percent	25.57%
Lighting – must deflect light away from adjoining residential district.	Photometric plan provided which indicated no light emitting past the site boundaries. Shop drawing of downcast fixtures with recessed bulbs shown.

Building Elevations: Zoning limits building height in the E-1 Employment District to 65 feet. The building elevations show a mixture of brick, masonry block, glass, colored metal paneling, and stucco. The E-1 District allows for the following materials: Face brick; Stucco; Glass; Wood; Natural Stone; specifically designed pre-cast concrete units whose surfaces have been integrally treated with an applied decorative material or texture; and other materials as may be approved by the City. The identifiable materials of brick, masonry block, stucco, and glass meet the requirements of the zoning district. Staff finds the proposed materials of colored metal paneling to be acceptable and provides an additional aesthetic element and color to the façade.

Revised building elevations show that the parapet wall has been increased in height to provide for area that a sign reading “National Self Storage” could be mounted. Staff would like to work with Applicant to try and reduce the added height from the parapet wall as it appears that the sole purpose of it is to provide additional space for signage.

Streets: Sheet C.2 shows a singular access onto Ramsey Boulevard NW (County Road 56). This access is acceptable to the County. Previous plans for a mini storage facility on this site have shown a cul-de-sac constructed at the current termination of 148th Avenue NW. A cul-de-sac is no longer being shown as a result of discussion between the Applicant and the City. The City’s Public Works Superintendent offered the following proposal, which the Applicant was agreeable to; however, the plans to date do not reflect the proposed improvements.

In place of the cul-de-sac at the end of 148th Ave, the City would accept the following improvements, installed and paid for by the Developer, included in the project:

- The City's standard residential road section, complete with curb, extended three (3) feet past sanitary manhole located in road centerline on 148th Ave leading into the east side of the property. Curbing matching existing conditions must be installed on all three (3) sides of the road extension.
- A twenty foot (20') maintenance easement granted to the City along the eastern property line, with no additional trees planted in easement. This easement is needed to provide access for maintenance to existing storm water structures.
- A written agreement, drafted by Developer and reviewed and approved by the City, to allow snow storage on Subject Properties from the dead end on 148th Ave. **Note**-most of the snow should be retained in the 20' maintenance easement, but in years with high snow volumes, it may be necessary to store the snow on private property.

City Staff and Anoka County Highway Staff continue to discuss the proposed access point off CSAH 56. The outcome of these discussions may impact the proposed location of access. If so, revised plans will be necessary and would need to be routed back through City Council for consideration and approval.

Grading and Drainage: Engineering Staff will provide specific review related to grading and drainage on the site. However, initially, it would seem that the proposed grading of the eastern edge of the site behind Lots 6 and 7 of Regency Pond 2nd Addition will need to be revised as the grades as shown are too steep to allow for maintenance vehicles to adequately access the rear easement. The siting of proposed trees may need to be revised to ensure accessibility for public works equipment to navigate the easement.

Stormwater: Engineering Staff will provide specific review related to stormwater. However, a stormwater permit from the Lower Rum River Watershed Management Organization (LRRWMO) may be required. Any plan sets to be submitted to the LRRWMO for permit review must first be submitted to the City for review.

Landscaping: One (1) deciduous or coniferous tree is required for every fifty (50) lineal feet of site perimeter or one (1) tree per 1,000 square feet of building footprint area, whichever is greater. For shrubs, one (1) shrub per lineal foot of site perimeter or one (1) per three hundred square feet of building footprint area, whichever is greater. Deciduous trees are required to be 2.5 inches in diameter as measured three feet above ground. Coniferous trees are to be 6 feet in height. Deciduous shrubs are to be 2 feet in height. Evergreen shrubs are to be 2 feet in height or 2 feet in width, whichever applies. Ornamental trees are to be 1.5 inches in diameter as measured three feet above ground.

Base Landscaping Requirements

- 45 trees to meet the 1 tree per 50 linear feet of site perimeter
- 14 trees to meet the 30% of total requirement additional increase of landscape plantings for the buffer yard requirement
- 59 total trees required
- 102 shrubs to meet the 1 shrub per 300 square feet of building footprint area
- 31 shrubs to meet the 30% of total requirement additional increase of landscape plantings for the buffer yard requirement

Landscaping Shown

- 78 trees
- 133 shrubs

Note that Parking Lots have specific landscaping requirements including:

- 1 tree per every ten parking spaces (18 parking spaces shown).
 - (2 trees for parking + 59 trees for base landscaping requirements = 61 trees. 78 trees are proposed.)
 - Every overstory tree planted shall be provided with a planting area of 162 square feet
 - Acceptable ground cover materials include sod, mulch, and other natural ground cover. Landscaping rock and plastic underlayment is not allowed.
 - All parking lot planting areas shall include underground irrigation systems.
- A planting detail must be included with the landscape plan (another option is to incorporate the City's tree planting detail). At a minimum, it should state:
 - Planting depth shall be such that the 1st set of primary roots is at finished grade
 - Only prune out dead/broken/deformed branches at time of installation
 - Removal of upper portion of wire basket and burlap after being placed in planting hole if using B & B stock.
 - 2-4 inches of wood chip mulch shall be included around all trees. Mulch shall not be piled against the trunk of trees.

Topsoil: All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil meeting the City's topsoil specification. Note that copies of the load tickets are required and a topsoil inspection is required before any landscaping is installed.

Tree Preservation: A detailed tree inventory identifying all significant trees, as defined in City Code [Section 117-327](#) (and outlined below), was submitted. At least thirty percent (30%) of the inches of existing significant tree DBH must be preserved on site. The tree preservation plan submitted appears to comply with the removal threshold for the entire site. However, when Lot 2 is developed, it appears that additional reforestation efforts may be needed as the majority of the preserved trees are on that lot.

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

DATE	FEBRUARY 24, 2017	PROJECT ADDRESS	EAST OF RAMSEY BLVD, NORTH OF BUNKER LAKE BLVD
PROJECT. TITLE	NATIONAL SELF STORAGE, REGENCY POND		
ESCROW #	115441		
DEPARTMENT:	Engineering		
TECHNICAL REVIEWER:	Name: Leonard Linton Phone: 763 433-9834 Email: llinton@ci.ramsey.mn.us		

We offer the following comments regarding the Site Plan Submittal Exhibits for National Self Storage, Regency Ponds. The submittal consists of 15 sheets prepared by Landform Professional Services dated January 3, 2017. We offer the following general comments on these plans:

1. A legend showing all symbols used on that sheet must be added to **each** sheet.
2. Ramsey City Details must be included in the plans for all applicable items that will be installed on the project. The details are available on the City website in .dwg and .pdf format.
3. All sidewalks in public right-of-way must be shown as 6 feet wide and 6 inches thick.
4. Class 5 shall meet the Ramsey modified gradation. This gradation must be included in the details.
5. Add note: "All DIP 6" and smaller shall be Class 53."

Sheet specific comments follow:

C 0.1

1. Update the benchmark information to reference a benchmark within the City of Ramsey.

C 1.1

1. Revise note 13 to read "All abandoned pipe must be removed from site".

C 2.1

1. Per general comment #1, a legend is required showing all symbols used on the sheet.
2. The legend symbol for Class 5 gravel must be the same scale as the plan view symbol. More contrast must be used between the green space and class 5 shadings.

C 3.1

1. Per general comment #1, a legend is required showing all symbols used on the sheet.
2. A clay liner must be installed in the pond below the 100-year HWL. A liner is required to comply with the current rules for no infiltration on this project.
3. Add the following to note 9. "Streets must be swept within 3 hours of notification from the City that sweeping is required."

C 3.2

1. Add the following under termination of coverage "The City must approve the Notice of Termination prior to submittal. All Erosion Control inspection logs must be submitted to the City prior issuance of the Certificate of Occupancy."

C 4.1

1. Note 13 the correct City contact is Mike McDowall.

Stormwater Calculations

A stormwater summary report was submitted and reviewed. The report identifies 3 drainage areas on the existing site and tabulates the runoff for the existing condition for the 2, 10 and 100 year storm. The discharge points for the drainage areas are Ramsey Boulevard, Bunker Lake Boulevard and the existing pond in the Regency Pond development to the east. The report also tabulates the proposed runoff for these same drainage areas. The City finds that the proposed runoff rates are different than reported in the table. The table below shows the difference observed for Ramsey Boulevard.

Event	Ramsey Boulevard (2S, 5P)		
	Existing	Proposed	Difference
2 yr.	0	0.9	+0.9
10 yr.	0.1	1.6	+1.5
100 yr.	1.8	4.3	+2.5

The Ramsey Boulevard and Bunker Lake Boulevard storm sewers were not designed to accommodate runoff from the adjacent properties. An analysis of these systems will be required to demonstrate that adding water to the system will not increase the spread on the pavement.

This project will be required to contribute to the infiltration mitigation fund in lieu of installing infiltration on site. The amount of the contribution is the estimated cost to construct an infiltration basin sized for this project. The project engineer prepares the calculations and the City reviews the calculations and recommends the amount to be included in the Development Agreement.

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The pond should be designed to accommodate the runoff from Lot 2. Designing a pond just for Lot 2 will require more area than the incremental increase of directing the runoff to a central pond and will require more structures.

The pipe sizing calculations meet the City requirements.

A project manual which includes the bid form, contract and specifications must be submitted for the project. Shop Drawings must be submitted for City Review.