

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	6/9/17 6/30/17 REVISED: 8/16/17	PROJECT ADDRESS	10-32-25-31-0002, 10-32-25-32-0006, 10-32-25-32-0005
PROJECT. TITLE	COLE ADDITION, PRELIMINARY PLAT REVIEW		
ESCROW #	115739		
DEPARTMENT:	Community Development: Planning Division (Zoning Code)		
TECHNICAL REVIEWER:	Name: Alec Henderson, Planning Intern Phone: (763) 576-4314 Email: AHenderson@ci.ramsey.mn.us		

Preliminary Plat Plan Review

We offer the following comments regarding the Preliminary Plat submittal for Cole Addition as it relates to the City's Zoning Code. The Preliminary Plat submittal consists of eleven (11) sheets, prepared by Landform and dated June 1, 2017.

Planning Staff provides the following comments that require revision for the Preliminary Plat:

Strikethroughs indicate comments that have been addressed. Italicized indicate concerns yet to be addressed.

Easement vacation application received.

Revisions of Preliminary Plat

1. ~~Needs legend on each sheet of used symbols.~~
2. ~~Wetland delineation needed (see engineering comments). Engineering staff not supportive of easement vacation until verification of wetland and solving for drainage.~~
3. ~~Revise to dedicate right of way for cul-de-sac (minimum radius of sixty [60] feet) and update the table of lot sizes accordingly. If lot size is reduced below 10,800 square feet for any lot, the number of lots will need to be reduced or you could apply for a variance (considered at a future Planning Commission meeting with no guarantee it would be approved).~~
4. *Sidewalk from Kamacite should be extended along north side of 168th lane to the new cul-de-sac bulb. The City is willing to discuss cost for portion of sidewalk outside boundary of the property.*

Sheet C1.2

1. ~~Add note that a Demolition Permit required for removal of structures and to coordinate with the City Building Division for abandonment of the well and septic system.~~
2. ~~Presently, the Engineering Division is not supportive of vacating the drainage and utility easement. Additional information must be provided to demonstrate that drainage will be sufficiently addressed with this project.~~

Sheet C2.1

1. ~~Legend needed~~
2. *Sidewalk should be provided along the north side of 168th Lane to the new cul-de-sac bulb. The City is willing to discuss cost for the portion of sidewalk outside the boundary of the Property (between Kamacite Street the existing concrete sidewalk).*
3. ~~Cul de sac to be built to minimum design standards outlined in [City Code Section 117-614](#) for cul de sacs, including dedication of right of way.~~
4. ~~Update the table of lot sizes accordingly (after revising to dedicate right of way for cul de sac). If lot size is reduced below 10,800 square feet for any lot, the number of lots will need to be reduced or you could apply for a variance (considered at a future Planning Commission meeting with no guarantee it would be approved).~~
5. *Wetlands and stormwater ponds (including infiltration ponds) require a sixteen and a half foot (16.5') setback encumbered by drainage and utility easement (measured from delineated boundary of wetland or the normal water level elevation of a stormwater pond). Add this setback and ensure it is properly encumbered with easement. Will not impact lot depth or widths (code only details excluding wetlands from buildable lot width and depths).*

Sheet C3.1

1. ~~Need to show tree save fencing and should differentiate line type from silt fence.~~
2. North east EOF- no easement, can't run water through there.
3. ~~Verify depth of ground water. Must meet ground water, aquifer, flood and emergency overflow requirements (see engineering comments for detail).~~
4. ~~Engineering has comments detailing the grading and easements.~~
5. ~~See engineering comments for basement depths~~

Sheet C4.1

1. ~~Will existing home be connected to utilities? Show stubs. Clearly show connection to municipal utility services for the Cole residence.~~

Planning Staff provides the following comments for general review of applications:

General. The Sketch Plan proposes to re-plat the following legally described land into ~~eight (8)~~ seven (7) lots:

PID #s: 10-32-25-32-0005, 10-32-25-32-0006 and 10-32-25-31-0002).

The proposed subdivision is bordered by 168th Avenue NW along the existing south property line and existing residential developments along all other property lines. The plan is proposing access to ~~six (6)~~ five (5) of the new lots by the extension of 168th Lane NW. The existing home and Lot 4, Block 2 will retain access on 168th Avenue NW.

Plat would require an easement vacation application as proposed.

The Preliminary Plat is being reviewed under the R-1 Residential (MUSA) standards.

Lot Sizes. The minimum lot size in the R-1 Residential (MUSA) District 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.

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	Not shown, provided exhibit includes the 60' x 100' box on each lot.
Wetland/Stormwater Pond: 16.5 feet	Not shown, update plans to show setback encumbrance of infiltration ponds

**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 calculated to be ~~three (3)~~ two point six (2.6) units per acre.

Floodplains. There are no floodplains in the project area.

Wetlands: ~~Must have wetland delineation to determine whether wetlands are present.~~ The large drainage easements as part of the Now and Then Estates are present on this plat and on the adjacent property. ~~and it appears that over time, this area may have developed wetland characteristics.~~

Easement Vacation: Easement vacation has been applied for. Kjolhaug Environmental Services performed a wetland delineation for the property in 2015 and found no wetlands.

Landscaping: *See landscape and environmental resources for specific comments about landscaping and tree removal.* Each lot is required to have two (2) front yard trees installed. The plan currently does show new proposed trees and meets minimum requirements. 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.

There are no oaks present in the tree inventory.

Density Transitioning: As proposed, the development is not subject to the density transitioning standards based on the zoning of the adjacent properties.

Streets and Access: The proposed Sketch Plan shows the extension of 168th Lane NW into a ~~temporary~~ full cul-de-sac. The cul-de-sac appears to be designed and built to comply with the minimum design standards in City Code. The proposed subdivision is bordered by 168th Avenue NW along the existing south property line and existing residential developments along all other property lines. The plan is proposing access to ~~six (6)~~ five (5) of the new lots by the extension of 168th Lane NW, which would comply with allowable cul-de-sac length. Lots 4 and 5, Block 2 will be accessed from 168th Avenue Northwest. Design of cul-de-sac appears meet minimum standards for radius, width, and right of way as per [sec 117-614](#). ~~Lot size would likely need to be adjusted.~~

Sidewalks: *Sidewalk will be required along the north side of 168th Lane NW to the new cul-de-sac bulb. A portion of this sidewalk would extend beyond the boundaries of the Plat to connect back to Kamacite St NW. The City is open to discussing cost allocations for that portion of sidewalk.*

Utilities and Municipal Services: All new lots will be serviced with municipal utilities. ~~The plans must show the existing utility stubs for the existing house and clearly show that the existing home will connect to municipal utilities as part of this project.~~

Grading and Drainage Plans: A permit from the LRRWMO will be required. There is a significant drainage easement over a portion of the Property that is proposed to be vacated. The Engineering Department has

noted a concern with this vacation and is not supportive of it without additional information to verify that drainage can still be sufficiently managed.

The lowest floor of each home must follow LRRWMO rules. Lowest floor must be at least three (3) feet above the water table, two (2) feet above the 100-year event, and one (1) foot above emergency overflow. Distance from ground water must be verified. *See engineering review for more detailed grading and drainage comments.*

Development Fees: Development Fees will be due with the Plat including, but not limited to, Park Dedication, Trail Development, Storm water Management, Trunk Water and Trunk Sanitary Sewer, and Lateral Benefit Charges for Sewer and Water (only applicable for Lots 4-5, Block 2). These fees are collected at the time the Final Plat is recorded and at the rate in effect when the final plat is recorded.

Development Agreement: An executed Development Agreement will be required prior to releasing the plat for recording. An engineer's estimate for public improvements has been received.

Miscellaneous: Temporary construction easements will be needed from the property owners of the lots where the existing cul-de-sac will be removed. See engineering review for more detailed comments. ~~Must apply for easement vacation.~~

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

DATE	JUNE 30, 2017 REVISED: 8/16/17	PROJECT ADDRESS	6951 168 TH AVE NW
PROJECT. TITLE	COLE ADDITION		
ESCROW #	115739		
DEPARTMENT:	Community Development: Planning Division (Landscape Plan & Environmental Resources)		
TECHNICAL REVIEWER:	Name: Chris Anderson, City Planner Phone: 763-433-9817 Email: canderson@cityoframsey.com		

The proposed subdivision involves an existing residential lot that is approximately 2.34 acres in size. While there is some existing tree cover, it is not a naturalized area. The Natural Resources Inventory (NRI) categorizes this property as Urban with Vegetative Cover. The submittal does include a Tree Preservation Plan and a Landscape Plan, both prepared by Landform and dated May 22, 2017, revised June 1, 2017.

On site, there is a mixture of ash, maple and boxelder (boxelder being the predominant species) Per the Tree Preservation Plan, the subdivision will result in the removal of sixty-three percent (63%) of the significant tree DBH inches, which exceeds the allowable removal threshold of sixty percent (60%). However, with the proposed landscaping of two (2) trees per lot, with the new trees each being 2.5 inches in size, this does satisfy the reforestation requirements.

We offer the following comments regarding the Tree Preservation Plan Landscape Plan:

General Comments

- Note that each lot, including boulevards, shall be improved with four (4) inches of topsoil meeting the City's topsoil specification across all areas not covered with impervious surfacing. Copies of the load tickets shall be provided to the City and a topsoil inspection shall be completed prior to installation of any landscaping.

Sheet C2.1:

- ~~Proposed cul de sac must be designed in compliance with the minimum design standards outlined in [City Code Section 117-614](#).~~
- *Sidewalk needs to be constructed from Kamacite Street to the cul-de-sac bulb and must be shown on the plan set. Note that the City is open to considering credit for the segment outside the boundary of the Plat.*

Sheet C3.1:

- Tree save fencing must be shown on this plan sheet.
- ~~Emergency Over Flow (EOF) from Lot 3, Block 2 appears to traverse an area on the neighboring property that is not encumbered with drainage and utility easement. Stormwater runoff cannot be directed to area without drainage and utility easement.~~
- *Sidewalk needs to be constructed from Kamacite Street to the cul-de-sac bulb and must be shown on the plan set. Note that the City is open to considering credit for the segment outside the boundary of the Plat.*

Sheet L1.1:

- ~~Emergency Over Flow (EOF) from Lot 3, Block 2 appears to traverse an area on the neighboring property that is not encumbered with drainage and utility easement. Stormwater runoff cannot be directed to area without drainage and utility easement.~~
- ~~Tree numbers 24 and 53 appear to possibly be located on the adjacent property. Verify that any proposed removals are within the boundary of the Plat or provide written authorization from the adjacent property owner to remove those trees.~~
- ~~The tree numbers are missing from many of the trees proposed to be removed around the cul-de-sac and Lots 2-3, Block 2. Revise the plan sheet to ensure that all tree tags are shown.~~
- *Sidewalk needs to be constructed from Kamacite Street to the cul-de-sac bulb and must be shown on the plan set. Note that the City is open to considering credit for the segment outside the boundary of the Plat.*

Sheet L2.1:

- ~~Plan shows five (5) Acer x freemanii 'Sienna' being planted but the Landscape Schedule only notes four (4). Update the table to correct this discrepancy.~~
- *The Landscape Schedule indicates that all proposed landscaping will have a caliper of 2.5 inches. While that exceeds the minimum size requirements for plantings in residential districts, it is necessary since the base landscaping is being utilized to comply with the reforestation requirements. The Development Agreement will reference the approved plans, which will mean that all trees shown on this plan shall have a caliper of not less than 2.5 inches.*
- *Add a Tree Planting Detail to this plan sheet or include the City's planting detail, PARK-2.*

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

DATE	AUGUST 16, 2017	PROJECT ADDRESS	168 TH LANE NW, EAST OF KAMACITE STREET
PROJECT. TITLE	COLE ADDITION		
ESCROW #	115739		
DEPARTMENT:	Engineering		
TECHNICAL REVIEWER:	Name: Leonard Linton Phone: 763 433-9834 Email: llinton@ci.ramsey.mn.us		

We offer the following comments regarding the Final Plat submittal for Cole Addition. The submittal consists 13 sheets prepared by Landform dated June 1, 2017.

We offer the following comments on these sheets: *Italicized or bolded comments were included in the previous review report and must be addressed.*

General comments:

1. *The plans need a legend on every sheet showing every line type and symbol used on that sheet. The Symbols have not been added to the legend. The scale of the symbols in the legend must match the plan view.*
2. ***The lines under text must be broken to make the text legible.***
3. *Location map must show 1 mile radius and information required for SWPPP or a map must be added to C4 showing the required information.*

C0.1:

1. The sheet index must be updated.
2. Add sheets for SWPPP notes and Civil Construction Details to the index and set.

C1.1:

1. *A sheet specific legend is required listing **ALL SYMBOLS AND LINES** on this sheet.*
2. *There is a low area in the northwest corner of the lot that needs to be reflected in the topo.*
3. *Show the existing sewer and water services from 168th Avenue.*
4. Identify the cross-hatched symbol in the back yard.
5. Clarify the lines in 168th Avenue adjacent to the southwest corner of the lot.

C1.2:

1. *A sheet specific legend is required listing all symbols and lines on this sheet. The legend hatch does not match the plan view.*
2. *Obtain access agreements for removing temporary cul-de-sac on private property.*
3. *Sawcut and remove temporary cul-de-sac at end of curb. Sawcut and remove existing driveways as needed to blend into new pavement.*
4. *Show removal of bituminous in 168th Avenue for construction of new services. Bituminous must be sawcut and removed from curb to curb.*
5. *The notes refer to details that are not in the set, and sheets that are not in the set.*
6. *There is a tree removal symbol in the legend, it is not used on the plan.*
7. *A City demolition permit is required prior to performing work in Note 5.*
8. *The intent of Notes 10 and 13 is not clear.*
9. *Note 14 does not have a symbol on the plan view.*
10. *Revise note 15 to state "Existing pipe and conduits must be removed from the site."*
11. *Add note "Removal of the septic system and well at the existing building must be coordinated with connection to municipal services shown on C4.1"*

C2.1:

1. *A sheet specific legend is required listing **ALL SYMBOLS AND LINES** on this sheet.*
2. *Dimensions must be shown for the lots (bearing and length) and easements.*
3. *Drainage and utility easements must be labeled.*
4. *The existing hydrant at the end of 168th Lane is called out for removal on the removals sheet. It must not appear on any other sheet.*
5. *The overflow swale and sawcut lines must be turned off on this sheet.*

C3.1:

1. *A sheet specific legend is required listing **ALL SYMBOLS AND LINES** on this sheet.*
2. *Soil borings are required in the infiltration areas and in the house pad areas to establish groundwater elevations.*
3. *The lowest floor elevation must be at least 3 feet above the highest anticipated groundwater elevation, 2 feet above the 100 year flood elevation*
4. *The minimum grade on all lots in all directions shall be 2.0% or greater.*
5. *Show proposed elevations at all lot corners.*
6. *Silt fence must stand out on this sheet.*
7. *The lowest floor elevation label must be the same size as the other elevations in each pad.*
8. *Provide detail for Enkamat.*
9. *Add silt fence at top of slope around infiltration basin. This will be installed after the basin is excavated.*
10. *Add note: "Infiltration basin shall not receive premium topsoil or sod. Vegetation shall be appropriate for periodic inundation." Reference detail 2/C7.3.*
11. *Show inlet protection for curb cut to be installed after curbs are backfilled.*
12. *Update the Lot Elevations table to match the elevations shown on the pads. Verify the backyard slope on lot 7.*
13. *Show grading for sidewalk along north side of 168th Lane.*
14. *Add the rock construction entrance to the legend.*

15. Add spot elevations to show how cul-de-sac drains.

C3.2:

1. The site map is not legible. It must be enlarged so that the labels are legible.
2. Revise the order of the schedule to move small utilities after construction of bituminous base.
3. Revise Impaired Waters statement "A TMDL will be applied to Trott Brook in the fall of 2017."
4. Add a site description to this sheet.
5. Add a table listing BMP type, quantity and sheet number where applied to this sheet.
6. Add note: "Weekly inspection logs must be emailed to the City, a complete report of all inspections must be submitted to the City prior to project close out."
7. Add note: "The City must approve the Notice of Termination before it is submitted."

C4.1:

1. *A sheet specific legend is required listing ALL SYMBOLS AND LINES on this sheet.*
2. Add note "City shall operate valves after installation."
3. Label bends.
4. *Specify length of DIP in profile view.*
5. Label proposed grade in profile.
6. List station for hydrants and connection to existing stubs.
7. Provide key to elevations listed at bottom of profile.
8. See City Standard detail for casting styles.
9. Reference City patch detail for new service installation. Bituminous must be removed and replaced from curb to curb. Label the service installation plan view.
10. The current City details are available on the City website.

C4.1:

1. *A sheet specific legend is required listing ALL SYMBOLS AND LINES on this sheet.*
2. Revise note regarding existing hydrant in 168th Lane.
3. Setback lines must be turned off on this sheet.
4. Specify connection method for connecting to existing watermain and sanitary sewer.
5. *Provide key to elevations listed at bottom of profile.*
6. Specify the connection station for the sanitary sewer. Show the size and slope of the existing sanitary sewer line.
7. Add station and offset for San MH 1. Verify the rim elevation and adjust in the profile view.

C6.1:

1. *A sheet specific legend is required listing ALL SYMBOLS AND LINES on this sheet.*
2. A sidewalk must be shown along the north side of 168th Lane from the existing sidewalk to the intersection with the cul-de-sac curb.

3. Label curb type, street width, boulevard width and match station for new pavement.
4. Call out detail for curb opening.
5. Add vertical curve to new profile. Minimum is 100 ft or 20x algebraic difference.
6. Extend new profile to sawcut station.
7. A detour plan will be required for vehicles during installation of the service in 168th Avenue. A detour plan will also be required for pedestrians during this work.
8. Pedestrian ramps are required at Kamacite Street and the cul-de-sac. A site specific detail is required for each lists elevations, grades and distances. The MNDOT 6 sheet set for pedestrian ramps must be added to the set.

C7.2:

1. Replace detail 6 with a site specific street section.

L1.1:

1. A sheet specific legend is required listing all symbols and lines on this sheet.
2. Several trees to be removed along the north property line appear to be outside of the project.

Stormwater Calculations

1. The Lower Rum River Watershed Management Organization is recommending approval of the permit contingent on receiving a geotechnical report that supports the assertions that the bottom of the infiltration basin is 3 feet above groundwater elevation and that the soils will infiltrate at the stated rate.
2. The infiltration area and the stormwater detention area are the same. The detention area must be totally dry 48 hours after the 100 year event. If this cannot be achieved then the infiltration and detention areas must be separated. Calculations must be provided to support the statement on the summary sheet.
3. Tables listing the P8 results are included. The P8 input data must be added to the report.