

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

<b>DATE</b>	MAY 26, 2017	<b>PROJECT ADDRESS</b>	7800 SUNWOOD DR NW
<b>PROJECT. TITLE</b>	STONEBROOK ACADEMY FINAL PLAT, PRELIMINARY PLAT, SITE PLAN REVIEW		
<b>ESCROW #</b>	115699		
<b>DEPARTMENT:</b>	Community Development: Planning Division (Zoning Code)		
<b>TECHNICAL REVIEWER:</b>	Name: Eric Maass, Consultant Planner Phone: 763-433-4302 Email: <a href="mailto:EMaass@wsbeng.com">EMaass@wsbeng.com</a>		

**Preliminary and Final Plat Review**

**General.** The purpose of this file is to review the official Preliminary Plat, Final Plat, and Site Plan applications made by Stonebrook Academy. The associated plans were prepared by Hakanson Anderson and are dated May 4, 2017. The applicant is requesting approval for one (1) commercial lot and two (2) outlots.

This case is being reviewed per [City Code Section 117-118](#) entitled The COR, and [Chapter 117, Article III](#) entitled Subdivisions.

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

**Land Use and Zoning.** The Property is guided as Mixed Use in the Comprehensive Plan and is zoned The COR. The intent of the Mixed Use land use designation is to allow for the construction of a variety of uses including retail, commercial, entertainment, office, institutional, high density residential, transit hubs and park and recreation uses with access to municipal sewer and water. The proposed use is consistent with this land use guidance. The project is located within the COR 2 Commercial subdistrict. This subdistrict is intended to provide space for commercial operations with a mix of large and small floor plates accommodating auto-oriented uses.



**Lot Dimensions.** There is no minimum lot size in The COR 2 Commercial subdistrict. The minimum lot width is 80 feet, measured at the building setback line, and the minimum lot depth is 100 feet.

**Setbacks and Dimensional Standards.**

The COR2 Subdistrict	
Required	Proposed
Minimum Lot Width: 80 feet	135 feet
Minimum Lot Depth: 100 feet	272 feet
Build to Line: 30 feet (located on a local street)	3 feet
Building Height: 1-4 stories	1 story

**Landscaping.** A tech report regarding landscaping requirements was produced and presented to the City’s Environmental Policy Board (EPB). Alterations to the plan set required from that review are provided in the landscaping and streetscape review tech report dated May 12, 2017.

The Environmental Policy Board (EPB) recommended approval of the landscape and tree preservation plans with revisions as noted in the landscaping and streetscape tech report.

**Streets and Access.** The Preliminary and Final Plat indicate the dedication of sixty (60) feet of right-of-way for the construction of Yolite Street NW. The project would have access off of Yolite Street NW.

**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 for the site improvements will be required prior to releasing the plat for recording. A separate Development Agreement for the construction of Yolite Street will be required prior to releasing of a building permit. Staff will review the engineering estimates once submitted by the Applicant.

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### **Site Plan Review**

**General.** The purpose of this portion of the review is to assess the submitted site plan application for Stonebrook Academy. The associated plans were prepared by CNH Architects and are dated May 4, 2017 and updated May 23, 2017.

**Surfacing:** The Applicant is proposing a completely bituminous parking lot which is an acceptable material within The COR. The current plan set shows the bituminous drive lane stopping short of the western property boundary. The drive aisle will need to be extended to the edge of the property line for access for future development. This will also require a cross-access easement recorded against the properties.

**Waste Storage:** Elevations provided show the trash enclosure to have an exterior finish of manufactured stone and EIFS that would match the primary structure as is required by the Design Framework, and Ramsey City Code.

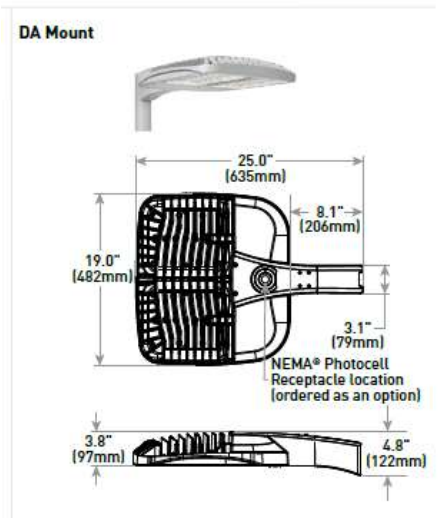
**Fencing:** The Applicant is proposing a six (6) foot tall prefinished metal picket fence. The height as well as the material are in compliance with the City's Zoning Code.

**Lighting:** The plan set provided by CNH Architects shows two (2) lighting fixtures, one each in the center of the center parking medians. City Code requires that lighting used to illuminate an off-street parking area be arranged to deflect light away from adjacent residential districts or public streets. The photometric plan indicates that no illumination will spread beyond the bounds of the site which is in compliance with City Code. The Applicant has provided shop drawings (shown to the left) of the proposed lighting fixtures which show that they are downcast in design and adhere to the City Code requirements for lighting fixture design.

**Parking:** City Code Section 117-356 addresses commercial development off-street parking requirements. That code indicates that for 90 degree parking stalls, that the stall widths be a minimum of 9 feet wide, that the stall depth be a minimum of 18 feet deep, and that the drive aisle between stalls be a minimum of 24 feet deep. The plans provided show parking stalls and drive aisles which adhere to those dimensional requirements. The plans provided show a total of 36 parking spaces including 2 handicap parking spaces. The City's Zoning Ordinance does not specifically identify daycares in its parking space allocation table; however, Staff's opinion is that the 36 spaces is adequate to fit the proposed use as the expected number of full time employees is anticipated to be 15 total, with an additional 7 part time employees. After employee parking that would still provide an additional 14 spaces for customers.

**Sidewalks:** Boulevards shall be six (6) feet in width and shall be clearly labeled on plan sheets. Sidewalks shall also be six (6) feet in width and be clearly labeled on plan sheets.

**Landscaping:** Please refer to the landscaping and streetscape improvements technical memo dated May 12<sup>th</sup>, 2017.



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<b>ESCROW #</b>	115699		
<b>DEPARTMENT:</b>	Community Development: Planning Division (Architectural)		
<b>TECHNICAL REVIEWER:</b>	Name: Tim Gladhill, Community Development Director Phone: 763-433-9826 Email: <a href="mailto:tgladhill@cityoframsey.com">tgladhill@cityoframsey.com</a>		

**Architectural Review**

Site Design Framework for this sub-district focus on a unique opportunity to recast typical commercial development patterns into a contemporary and innovative strategy that responds to overall objectives for The COR. Specifically, this suggests that the majority of buildings front on the primary through streets, with parking and service areas on the side or in the back, away from view. However, the market realities suggest that the types of auto-oriented users in this district will have the potential for larger parking fields and drive-throughs that will make a true urban model challenging. The City will hold all users to this design vision while modifying the COR2 standards slightly to accommodate these types of more typical suburban land uses. A mix of uses within individual blocks, including retail, restaurant and residential, further enhances this model, addresses design character/aesthetics and promotes activity throughout much of the day and evening hours.

Buildings in the Commercial Sub-district make a significant contribution to first impressions of The COR. Buildings form gateways at the major entries into the site, architectural elements and choice of materials convey a certain character and the scale or massing of structures begins to define the feel or experience of this place. These are not just ‘commodity’ buildings, but instead should raise the bar in terms of overall design and specific details that make The COR unique, inviting and memorable. Architecture to be ‘4-sided’ at all locations visible to public areas. Emphasis will be on great design along public street frontage.

The Applicant provided updated building elevations following feedback from the City’s Planning Commission that the elevations submitted did not meet the City’s Design Framework for buildings constructed within The COR. Additional revisions are outlined below.

Current Revisions. The revised elevations include a change in material for the corner of the building, which would be located at the corner of Sunwood Drive and Yolite Street from EIFS to brick. In addition to the material change, the Applicant is also now showing additional windows along the north and east elevations which border Sunwood Drive and Yolite Street. In addition, the revised elevations now show the introduction of additional natural stone covering a parapet wall located along Sunwood Drive. Lastly, a change in the EIFS color is being proposed to complement the brick and natural stone colors being proposed.

Please make the following revisions to the plan set.

- Please revise any materials that are not glass, stone, brick, windows, or canvas awnings, except as a complimentary material (less than 25% of the façade).
- Use clear or lightly tinted glass for all windows and doors – reflective or highly tinted glass is not acceptable.

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Preliminary Plat, Final Plat, and Site Plan Review - Architecture

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- Subject to Planning Commission Approval – make further modifications to draw attention/direction from patrons parking on Sunwood Drive to the main entrance on the south façade.
- The Planning Commission must specifically approve any trash enclosure that is not designed internal to the building.
- At least 50% of the ground level façade along Sunwood Drive must demonstrate ‘great design’ consisting of window openings, brick, stone, or other comparable material.
- A minimum of 40% of the Sunwood Drive façade must be real window openings.
- The Developer is responsible for compliance with all provisions of design from the Design Framework including, but not limited to the following pages.
  - Pages 26-29
  - Pages 49-53
  - Pages 57-59

## Overall Framework – Building Design

### Overview

The COR Development Plan 5.03 identifies the preferred mix and approximate location of a variety of land use types. Together with the Zoning Code, this Design Framework focuses on the following overall objectives:

- Promote vertical and horizontal mixed use (within a building, within a block, within a district)
- Provide a variety of housing types, styles, pricing
- Encourage increased density in and around the central core area
- Promote an interesting mix of building styles, scales and massing for each sub-district
- Support creative, innovative, high quality design solutions as the benchmark for success
- Integrate mix of uses with public green space within each district
- Provide a variety of commercial types
- Mix residential and commercial uses to promote street-level activity throughout the day

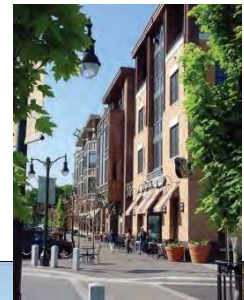
### Guideline Recommendations

The mix of land uses in The COR will encourage activity during the day and into the evening and nighttime hours. As a focus of commerce, employment, recreation and housing, The COR resembles a small to medium size Midwestern downtown in scale and character. Land uses are intentionally mixed, to bring shoppers and workers into the area during the day and attract new residents and visitors to entertainment venues in the evening.

The civic component of The COR, anchored by City Hall, Police Station and variety of public spaces and squares, adds an important element to the land use mix and brings a level of authenticity to the district.

### Objectives

- Encourage vertical mixed-use in the core with housing and office space over retail uses along the street, particularly in the center of the district.
- In residential districts, particularly closer to the core, a limited amount of retail uses will be encouraged to service residents and provide nearby places to gather.
- Promote innovative models for housing that include a mix of townhomes, flats and lofts within single buildings or on the same block.
- Accommodate larger, ‘big box’ retailing and auto-oriented uses within the COR2 sub-district only if innovative design approaches are used including two story buildings, use of liner stores facing the street, minimal blank walls, creative parking strategies, etc.
- Where similar uses create a ‘family’ or campus of buildings (e.g. medical campus), buildings should reinforce the street edge and parking should be set within the core of the block.
- Uses shall promote pedestrian friendly streets, contributing to street level activities and overall visual character of each district.
- All uses should reinforce the street edge.



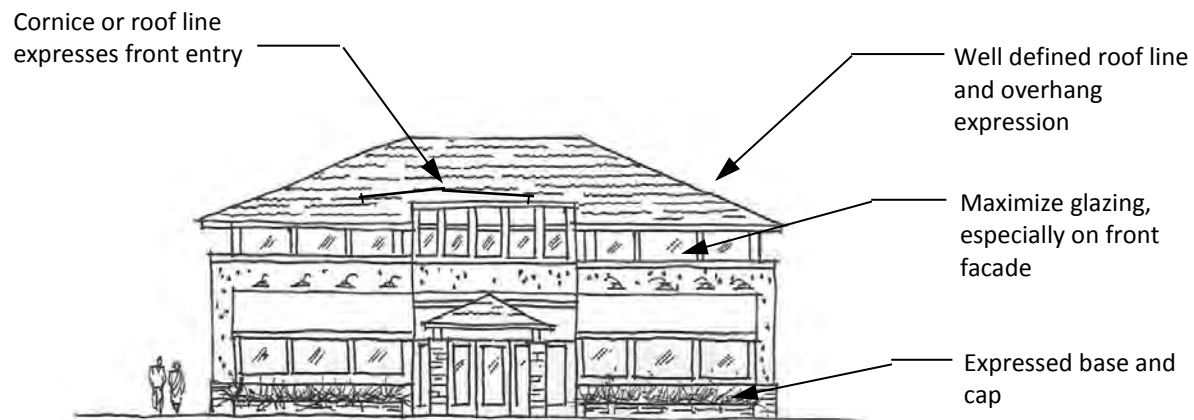
## Architectural Overview

High quality architecture is an essential component in fulfilling the objectives of the Design Framework. Rather than prescribing a particular style, these architectural guidelines are intended to encourage an integration of both traditional and contemporary design. Architectural designs should provide a consistent quality, measured, to a great degree, by the pedestrian experience along the street and by an architectural expression that provides character without being thematic, obtrusive, or artificial. Architectural character should strive to be authentic and varied, but not 'thematic'.

## Architecture Recommendations

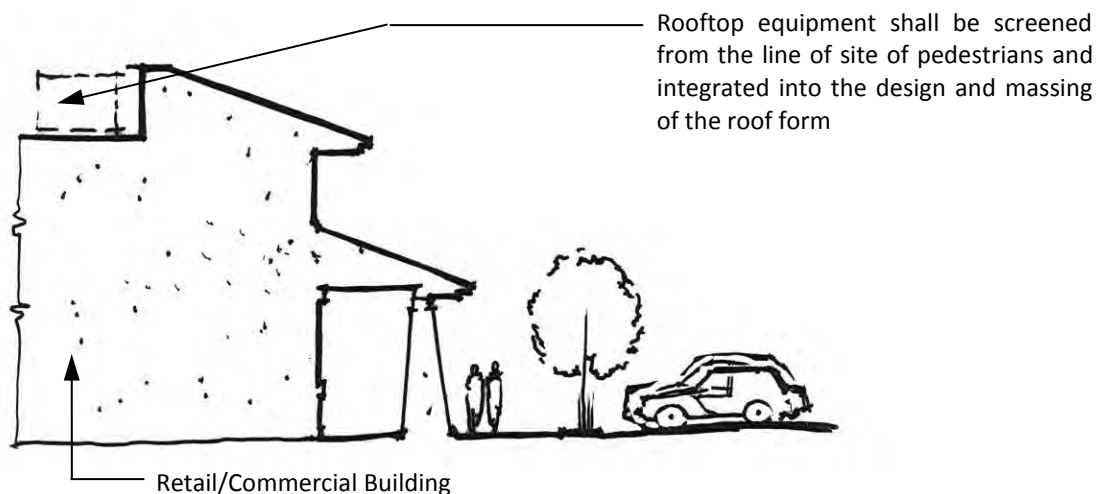
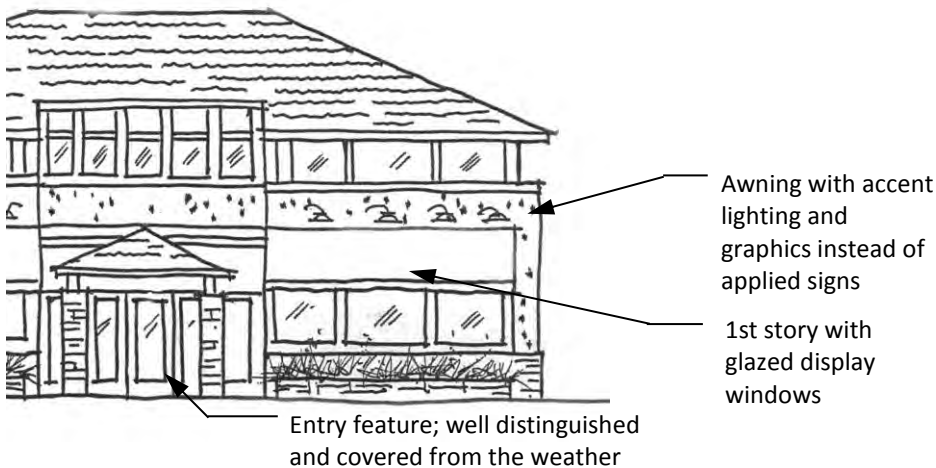
Of all the layers that combine to form The COR Development Plan, architecture will typically be the most prominent development component. Both visually and physically, architecture will play a major role in defining the overall design character and mix of uses for The COR. It is crucial that the design and location of buildings address these architectural guidelines, with specific emphasis on the following:

- An animated street presence with a mix of street-level uses, interesting building façades, many doors and windows on the street, careful design of lighting, awnings, signage and other elements that animate the pedestrian experience

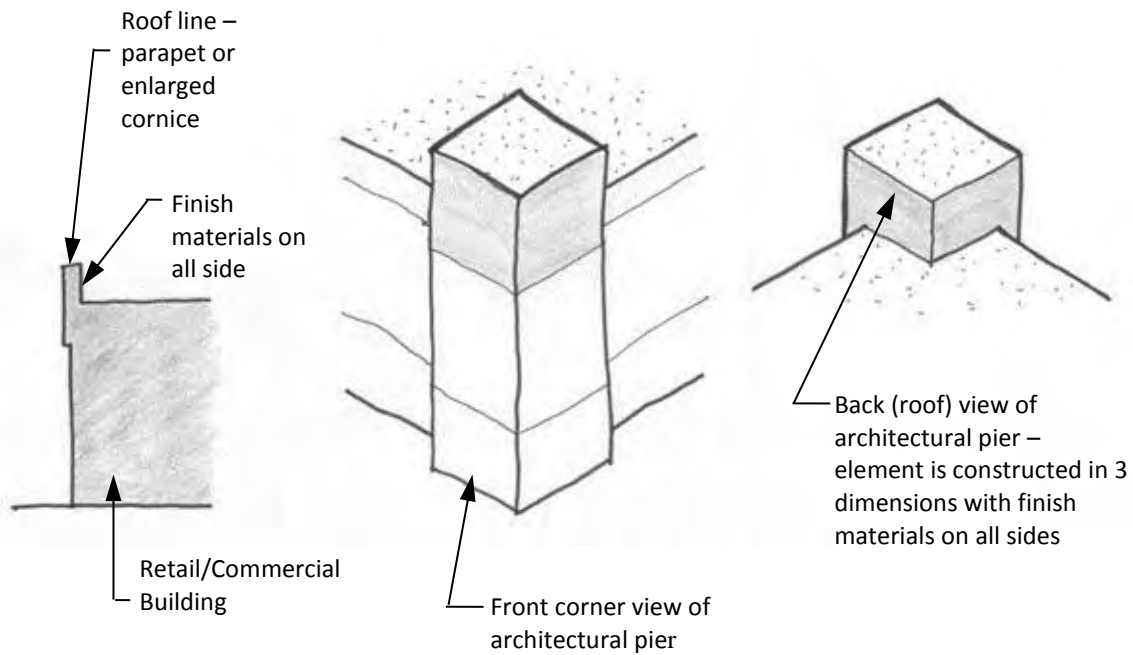


- Variety in building design, character and expression; not one theme or building style, but a thoughtful integration of many design solutions
- Variety of building types including a range of height, scale and proportion, that support an integrated mix of housing options, shopping destinations, entertainment venues, civic structures and other COR uses
- Use of high quality materials, suggesting a preference toward native materials and masonry elements, with respect for local building techniques
- Building location is as important as building style; special architectural elements, character, transparency and a higher level of materials and detailing should be used to highlight key streets and important crossroads throughout The COR
- Buildings should always be located at all four corners of intersections.
  - In the COR2 sub-district, if the City finds that there are unique circumstances where buildings cannot be located on the corner, the City may approve the use of fences, walls or other design elements to create that "street edge"

- Buildings will be located at the street right-of-way line (zero setback), but also allow recessed space for outdoor dining and other street level activities providing some minor deviation for variety
- Greater emphasis should be given to architectural elements, materials and other design features for buildings located at primary intersections, or where streets intersect with parks, such as the streets that front on or end near the Municipal Plaza. These locations can often be seen from several directions, perhaps terminate a view from a distance down the street or sit at a prominent node; They will likely become future landmarks or helpful orientation/wayfinding icons as The COR develops
- Encourage both vertical mixed use (within each building) and horizontal mixed use (within each block) throughout this district
- Include a mix of housing, civic, retail, restaurant, entertainment, performance and other uses that encourage a variety of activities throughout the day.
- Minimize openings between buildings, although limited driveway access and some provision for pedestrian connections through blocks are encouraged – gaps between buildings to accommodate surface parking lots, greater building setbacks or other purposes are discouraged
- Use recessed entries and windows to create street-level interest, variety and enhance pedestrian scale along street frontage



- Equipment, mechanical systems, transformers, etc. must be screened from view in a way that is integral to the architecture of the building. Screening should be accomplished with materials similar to or compatible with materials used on the main structure; metal fencing or mechanical vent screens alone are not sufficient.
- Roof lines and cornice details shall be completed in a 3-dimensional manner so that the back of roof features or similar unfinished areas are not visible.



## Part Two: Sub-district Framework

### Overview

The Master Plan and Zoning Ordinance identify five (5) distinct sub-districts within The COR. Each of these sub-districts is defined by a unique mix of uses, specific site development patterns and perhaps a distinctive character or image. The sub-districts complement one another as part of the overall plan. The sub-districts are shown the attached Sub-district Map (**Error! Reference source not found.**). They include:

- **COR1 Mixed Use Core** – provides the broadest variety, highest density and greatest intensity of development, encouraging both vertical and horizontal mixed use
- **COR2 Commercial** – provides a location for larger scale retail and other auto-orientated commercial uses
- **COR3 Workplace** – provides a location for uses with high concentrations of employees, such as medical/technology related office, and other corporate or institutional uses
- **COR4 Neighborhood** – provides opportunities for a range of housing types from small lot single family to townhouse, to high density senior or rental apartment
- **COR5 Park and Open Space** – preserves environmental features and provides neighborhood/community amenities throughout The COR

Development plans must respond to the overall COR Design Framework described in Part One of this document, but also must address the following detailed framework standards for each sub-district. To further clarify and illustrate proposed features in the Master Plan, these sub-district guidelines are organized under the following categories:

- Public Realm / Streetscape Framework
- Site Design Framework
- Architectural Framework

In all cases, the sub-district framework must be applied in harmony with the overall COR framework and with other existing city, county, state codes, design criteria, plans and studies that support broader goals for regional growth and development. However, within each district, development standards shall be based, in part, on the street hierarchy established in The COR.

### Public Realm/Streetscape

- A. The developer shall be responsible for construction of all streetscape improvements along adjacent streets. These improvements include all hardscape improvements, such as trails, sidewalks, benches, bike racks, etc., as well as street trees and other greenscape.
- B. The landowner shall be responsible for maintenance of the streetscape improvements along adjacent streets. Such maintenance may be managed as part of a Special Service District (SSD) or similar.

### Plazas

- A. All properties with principal buildings in excess of 30,000 square feet shall be required to have a public plaza space.

- B. The public plaza space shall include benches, bike racks trash receptacles, lighting fixtures and other amenities to create a welcoming space for tenants of the building and members of the public.
- C. These plaza spaces should be visible from the public street.

**Architecture**

These architectural framework standards provide an important balance between design continuity, desirable variety and the notion that buildings should complement, and perhaps contrast, but not compete with one another. The lasting appeal of the final outcome must be grounded in the authenticity of the design and the acceptable level of ‘messiness’ that comes with creating a real downtown over time; ‘faux’ second floors, stage set or themed solutions, and large faceless buildings are not acceptable.



Auto Versus Human Design: Providing rear alleys or side loaded garages enables the home to present itself to the street, which promotes sociability and walkability.

**Minimum Standards**

**Definitions**

**Build to line:** The line at which construction of a building facade is to occur on a lot. The build to line provides a maximum setback for all building facades from the right-of-way or inside edge of the sidewalk, whichever is greater. The build to line applies to all facades abutting a street right of way. Build to line standards are based on the sub-district the parcel is located and the street in which the building is located upon.

**Setback:** The minimum required distance between a parking lot or the vertical wall of a building and a lot line. Setbacks are typically more flexible than build to lines and allow a building to be set further back from the lot line and street right-of-way.

**Requirements:**

- A. Additional development standards shall be defined within each sub-district.

- B. Provide a diverse mix of materials, applied in a variety of proportions, exposures and detailing within a block, or along a street.
- C. Buildings should be articulated to break up the mass of the building façade on all elevations. Large blank exterior walls shall be prohibited. Windows are encouraged to be used to break up the mass of the building. Rooflines and building elevations should be articulated to break up the mass of buildings. Buildings must be broken at a minimum of every fifty (50) feet. This variation can be accomplished through one (1) or more of the following:
  1. Wall face variations (minimum depth of two (2) feet)
  2. Pilasters or columns (minimum depth of two (2) feet)
  3. Upper wall break in color and/or materials (minimum of 2/3 up the height of the wall)
  4. Wainscot (minimum of four (4) feet high)
  5. Canopies (minimum four (4) foot width)
  6. Corner and demising wall or building separations



More Desirable

- D. Each development application must list building materials, roofing materials and building colors on the plans. Building articulation, mechanical screening by architectural elements and design elements on all building elevations must be identified on the plans. The plans shall be subject to City review and approval to ensure that the design intent of the Framework has been met.



Less Desirable

- E. Building materials shall be high-quality durable materials, such as glass, stone, brick, windows, canvas awnings, etc.
  1. Use local sources if available
  2. Siding is not allowed (vinyl, metal, wood) except as a complimentary use
  3. Use clear or lightly tinted glass for all windows and doors – mirrored, reflective or highly tinted glazing is not acceptable
  4. Metal and wood components are acceptable as a complimentary, not primary, building material
  5. COR1 sub-district buildings shall be primarily brick or a comparable alternative and shall comprise a minimum of fifty (50%) percent of the non-glazed wall area
- F. Residential development should provide variety within the subdivision to avoid monotony. Developers will include front porches and windows that face all streets. Corner units shall have more than one (1) window per side of building to help create a sense of place in the community and promote safety on the street.
- G. Garage forward or “snout houses” are highly discouraged on all residential development as they dominate the view from the street and sidewalk.
- H. All sides of buildings shall have an equal finish in terms of materials and general design.

I. The main entrance of each principal building must face the street. On corner lots, the main entrance may face either of the streets or be oriented to the corner. With buildings that have more than one (1) main entrance, only one (1) entrance must meet this requirement.



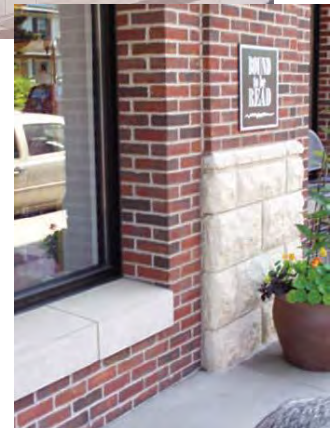
J. Building massing shall be oriented parallel to the street frontage of the lot.

K. Trash and recycling areas shall be designed internal to the building.

L. Provide recessed entries wherever possible.

M. Buildings shall have a base and top to the architecture.

N. Multi-story buildings are preferred in the COR1 sub-district, but occasional single story buildings are acceptable; single story buildings should not dominate any street frontage and should be a minimum of twenty (20) feet to the roofline.



O. Maximize glass openings for all ground level, street front façades – especially for retail, restaurant and other commercial uses – fifty (50%) minimum of total ground level façade, or demonstrate great design through other means.

P. Provide real window openings for all street facing façades above ground level in all districts—a minimum of forty (40%) percent of total façade.

Residential uses in COR4 and COR5 must also comply with the following:

A. *Location of main entrance*

1. A building must include a front porch or covered balcony/patio at all main entrances that face a street. The porch or stoop shall adjoin the main entrance and the main entrance shall be accessible from the porch.
2. The main entrance of each principal building must face the street. On corner lots, the main entrance may face either of the streets or be oriented to the corner. With buildings that have more than one (1) main entrance, only one (1) entrance must meet this requirement.



B. *Porches:* Porches used to satisfy the design criteria shall comply with the following:

1. Porches shall be covered by a solid roof. The roof shall not

be located more than 12 feet above the floor of the porch. If the roof of a required porch is developed as a deck or balcony, it may be flat.

2. The porch shall have minimum dimensions of 6 feet by 6 feet. (6' x 6'). For single-family detached dwelling units, the covered area provided by the porch must be at least forty-eight (48) square feet and a minimum of eight (8) feet wide. If the main entrance is for more than one (1) dwelling unit, the covered area provided by the porch must be at least sixty-three (63) square feet and a minimum of nine (9) feet wide.



- C. *Covered balconies/patio*: The covered area must be at least forty-eight (48) square feet, a minimum of eight (8) feet wide, and no more than fifteen (15) feet above grade. The covered area must be accessible from the interior living space of the house.

- D. *Openings between porch floor and ground*: Openings of more than one (1) foot between the porch floor and the ground must be covered with a solid material or lattice.

E. *Roofs*

1. *Slope*: Principal structures must have a roof that is sloped, with a pitch that is no flatter than six (6) units of horizontal run to twelve (12) units of horizontal rise.
2. *Architectural features*: The roof of a principal structure shall include the following architectural details:
  - a. At least one (1) dormer facing the street. If only one (1) dormer is included, it shall be at least five (5) feet wide and shall be centered horizontally between each end of the front elevation. If more than one (1) dormer is provided, a dormer at least four (4) feet wide must be provided on each side of the front elevation; or
  - b. A gabled end, or a gabled end of a roof projection, facing the street.
3. *Roof eaves*: Roof eaves must project from the building wall at least twelve (12) inches, measured horizontally, on at least the front and side elevations.



## **Sub-District Framework - COR2 Commercial**

### **Public Realm / Streetscape**

While the Commercial Sub-district encourages a mix of large and small floor plates accommodating auto-oriented uses, this suggests even greater attention be paid to public realm and streetscape improvements that not only accommodate vehicles, but also invite bicycle and pedestrian traffic. Surface parking lots provide convenient access to storefronts, but present an additional challenge to the overall visual character and aesthetic appeal of this area. While no large public parks are identified for this sub-district, small pocket parks, squares or other gathering spaces are encouraged. A consistent, attractive streetscape is also essential.

### **Site Development**

Site Design Framework for this sub-district focus on a unique opportunity to recast typical commercial development patterns into a contemporary and innovative strategy that responds to overall objectives for The COR. Specifically, this suggests that the majority of buildings front on the primary through streets, with parking and service areas on the side or in the back, away from view. However, the market realities suggest that the types of auto-oriented users in this district will have the potential for larger parking fields and drive-throughs that will make a true urban model challenging. The City will hold all users to this design vision while modifying the COR2 standards slightly to accommodate these types of more typical suburban land uses. A mix of uses within individual blocks, including retail, restaurant and residential, further enhances this model, addresses design character/aesthetics and promotes activity throughout much of the day and evening hours.

### **Architecture**

Buildings in the Commercial Sub-district make a significant contribution to first impressions of The COR. Buildings form gateways at the major entries into the site, architectural elements and choice of materials convey a certain character and the scale or massing of structures begins to define the feel or experience of this place. These are not just 'commodity' buildings, but instead should raise the bar in terms of overall design and specific details that make The COR unique, inviting and memorable. Architecture to be '4-sided' at all locations visible to public areas. Emphasis will be on great design along public street frontage.

**Table 4**

<b>COR2 Development Standards</b>						
	<b>Arterial Street</b>	<b>Destination Street</b>	<b>Parkway</b>	<b>Connector Street</b>	<b>Downtown Street</b>	<b>Local Street</b>
Minimum lot size	None	None	None	None	None	None
Minimum lot width	80 feet	80 feet	80 feet	80 feet	80 feet	80 feet
Minimum lot depth	100 feet	100 feet	100 feet	100 feet	100 feet	100 feet
Allowable residential density in dwelling units per acre <sup>(1)</sup>	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC	>15 DU/AC
<b>Build to Line</b>						
Front yard <sup>(4)</sup>	30 feet as measured from building front to right-of-way <sup>(2)(3)</sup> (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way <sup>(2)</sup> (40% of front facade w/in max.)	30 feet as measured from building front to right-of-way <sup>(2)(3)</sup> (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way <sup>(2)</sup> (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way <sup>(2)</sup> (40% of front facade w/in max.)	15 feet as measured from building front to right-of-way <sup>(2)</sup> (40% of front facade w/in max.)
Side yard	no req.	no req.	no req.	no req.	no req.	no req.
Rear yard	no req.	no req.	no req.	no req.	no req.	no req.
Driveway length (minimum)	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units	25 feet for residential units
Building height (min. - max.)	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.	1-4 stories.
Planter Style	N/A	Boulevard Sod	Boulevard Sod	Boulevard Sod	N/A	Boulevard Sod
Tree Spacing (on center)	N/A	35 feet	35 feet	35 feet	35 feet	35 feet
Boulevard Width	N/A	6 feet	6 feet	6 feet	N/A	6 feet
Sidewalk Width	10 feet	6 feet	6 feet	10 feet	10 feet	10 feet

1. Residential density is based on the net area of the parcel in question for parcels. In the event that public open space that is not dedicated to the City is developed independently of any particular residential project, the land area of the open space shall be divided equally among those abutting projects for purposes of density calculations.
2. Build to line shall be measured from building front to edge of right-of-way, or edge of sidewalk easement as defined by the City and said sidewalk must be encumbered by a sidewalk easement recorded with the office of the Anoka County Recorder.
3. The City may approve up to a 60-foot setback if it finds that topography or other factors require that a building be set back further to achieve acceptable grades or buffer between the street, the site entrance and the building.
4. In order to address vision clearance standards on higher speed roadways, parcels that are located at an intersection with an arterial roadway are allowed a build-to line of 35 feet from both streets.

- A. At least forty (40%) percent of street frontage of any lot shall be occupied by building facades meeting this build-to-line. On lots with more than one (1) street frontage, the build to line shall apply only to one (1) street frontage.
  1. An enclosed open area plaza space or outdoor seating with a decorative wall with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the forty (40%) percent street frontage requirement.
  2. The City may approve a variation from the required build to line if the applicant provides a street edge consisting of fencing, decorative wall and/or landscaping with a minimum height of three feet (3') and a maximum of four and one-half feet (4 ½') can be used to meet the forty (40%) percent street frontage requirement.
- B. Screening Of Parking Areas: Wherever a surface parking area faces a street frontage, such frontage shall be screened with a decorative wall, railing, hedge, or a combination of these elements, to a minimum height of three feet (3') and a maximum height of four and one-half feet (4 ½') above the

level of the parking lot, at the build-to line. This screening may be broken into sections along the street edge provided it meets the forty (40%) percent required on all street frontages.

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

<b>DATE</b>	MAY 23, 2017	<b>PROJECT ADDRESS</b>	SOUTH OF SUNWOOD DRIVE, WEST OF FUTURE YOLITE STREET
<b>PROJECT. TITLE</b>	STONEBROOK ACADEMY		
<b>ESCROW #</b>	115699		
<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 the Final Site Plan and Plat Submittal Exhibits for Stonebrook Academy. The submittal consists of 6 Site Plan sheets and 21 Yolite Street Plan sheets prepared by Hakanson Anderson Associates, and 4 Site Plan Sheets prepared by CNH Architects. All sheets are dated May 4, 2017. A new set of plans was received on May 24, 2017. This report does not address the changes in the revised plan set. 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."
6. Specify that construction of Yolite Street is in a separate plan set.
7. A note must be added to "Protect the existing planters and plant material along Sunwood Drive" to each sheet where there is work adjacent to Sunwood Drive.
8. A SWPPP must be prepared for this project. It must include the training certifications for the designer and installers of the BMP's.

Sheet specific comments follow:

**Site Plan Sheets 1 - 6**

**Sheet 2**

1. Each line and symbol on this sheet must be added to the sheet legend.
2. The title states this is a Removals plan. Removals must be shown or the title changed.

### **Sheet 3**

1. Grading is showing extending onto the lot to the west. A right-of-entry agreement must be provided to the City prior to commencing construction.
2. The driveway must be extended to the west lot line as noted below. The drainage must accommodate the driveway extension.
3. The spot elevation at the new catch basin does not match the utility plan rim elevation. This information must be coordinated on both sheets.
4. Review the drainage on the north side the driveway adjacent to the east property line.

### **Sheet 4**

1. The curb and paving must be extended to the west lot line.
2. The pavement section in the drive from the Yolite Street to the west property line must meet City street design standards.
3. Dimensions must be provided for all of the work proposed on this page including parking striping.
4. Add stationing and invert information for the Utility Stubs.

### **Sheet 5**

1. Add note "Streets shall be cleaned within 3 hours after notification by City that sweeping is required".
2. 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."

### **Site Plan Sheets 1 – 4 prepared by CNH Architects**

#### **CS01**

1. The sidewalk along Sunwood Drive is existing and must be labeled as such.
2. A new strip of sidewalk must be added along Sunwood drive between the back of existing walk and the property line.

### **Street Plan Sheets 1 - 21**

#### **Sheet 3**

1. Add detail STR-25.

#### **Sheet 4**

2. The current MNDOT Pedestrian ramp details have 6 sheets.

**Sheet 9**

1. Show the ROW width on the typical section.
2. The City standard street section is 1 ½” Bituminous Wear, 2” Bituminous Base and 4” Class 5.
3. The clear zone between the sidewalk and ROW is 1’.

**Sheet 11**

1. Add note to storm sewer removal “Remove pipe to structure and bulkhead.”
2. Reference Detail STR25 at the pavement removal area.
3. Callout quantity of bituminous pavement to remove and quantity of concrete pavement to remove.

**Sheet 12**

1. The castings shall be R-3267 with grated back.
2. Label all pipes in profile view.
3. Specify rim elevations.
4. Call out pipe outside of ROW “by others” or show length, slope, invert elevation and rim elevation.

**Sheet 13**

1. The sewer and water lines must be darker on this sheet, the storm sewer lines must be lighter on this sheet.
2. Provide stationing for proposed services and structures. The watermain parallel to the street must be 8” DIP.
3. Specify the invert elevations for the sanitary sewer services.

**Sheet 14**

1. Add note “Streets shall be cleaned within 3 hours after notification by City that sweeping is required”.
2. A custom detail is required for each pedestrian ramp. Three pedestrian ramps are required, 2 at the new driveway entrance and 1 at the southwest corner of Yolite Street and Veterans Drive.

**Sheet 16**

1. The City makes and installs the signs.

**Stormwater Calculations**

A stormwater summary report was submitted and reviewed. The report must be updated to include the 2 year event. Infiltration mitigation calculations were submitted. The City has developed a standardized model for calculating the contribution to the infiltration mitigation fund and proposes that the contribution be \$ 6,355. Our calculations are shown below. We included importing 1 foot of growing medium between the native soils and the bottom of the basin.

## **Stonebrook Academy**

Infiltration Needed (MIDS Calculator)	3,049	CF
Max Depth	1.8	Ft
Surface Area	1,865	SF
Infiltration Basin Construction (1.8 ft +1 ft)	5,222	CF
	193	CY
Excavation and removal of soil	\$ 15	CY
Grading cost	\$ 2,901	
Liner 1 ft thick	1,975	CF
	73	CY
Liner import	\$ 30	CY
Liner Cost	\$ 2,194	
Seeding	\$ 400	
Total	\$ 5,526	
Contingency 15%	\$ 828.83	
Total with Contingency	\$ 6,354.39	

The pipe sizing calculations must be submitted.

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.

*Review File: Stonebrook Academy  
Final Site Plan Submittal  
Engineering Review  
May 23, 2017  
Page 5 of 5*

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

<b>DATE</b>	MAY 12, 2017	<b>PROJECT ADDRESS</b>	TBD
<b>PROJECT. TITLE</b>	STONEBROOK ACADEMY		
<b>ESCROW #</b>	115699		
<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>		

The project is located within The COR, which has specific design standards relating to streetscape improvements, including sidewalk widths, boulevard widths, and boulevard plantings, which are outlined in Table 4 of the Sub-District Framework – COR2 Commercial in The COR Design Framework. Furthermore, the Design Framework also addresses street furniture, which outlined in the Master Streetscape Plan.

We offer the following comments regarding the Landscape Plan, prepared by CNH Architects and dated May 4, 2017, and the Yolite St design plans, prepared by Hakason Anderson and dated May 4, 2017, as it relates to The COR Design Framework:

**Sheet L1:**

- Update irrigation notes to specify that the irrigation system shall include one or more water efficient technologies, such as a smart controller, soil moisture sensors, ET sensors, etc.
- Add Landscape Note specifying that all areas, including boulevards, not otherwise improved with impervious surfaces shall receive four (4) inches of topsoil meeting the City’s topsoil specification. Copies of the load tickets shall be provided to the City and a topsoil inspection shall be completed prior to installation of any landscaping.
- Boulevards shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall have alternating brush strokes per panel (see City specification).
- Boulevard area along both Veterans Drive and Yolite St shall be improved with topsoil and sod and this must be reflected on the plan set.
- The driveway surface must be extended to connect with the western property boundary for access for future development (this will also require a cross-access easement recorded against the properties).
- Update the Tree Installation Detail to specify that the first set of primary roots shall be at finished grade.
- Boulevard trees shall have branching beginning no lower than six (6) feet above grade.
- Add a Landscape Note that states the City requires a pre-planting meeting to review expectations for all street tree installations.

- Add note stating that any deviation from the approved Final Plat Schedule shall require approval of the City prior to installation.
- Add details of how the existing streetscape along Sunwood Drive will be protected throughout construction (scaffolding with tunnel works best as it also allows for pedestrian movement along sidewalk throughout construction).
- Update Plant Schedule to indicate that shrubs shall be at least twenty-four (24) inches in height or width, depending on species characteristics, at the time of planting.
- The proposed shrubs between the parking lot and Yolite Street must be of a columnar nature to avoid conflicts with pedestrians utilizing the sidewalk.

#### **Sheet CS01**

- Boulevards shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall have alternating brush strokes per panel (see City specification).
- The driveway surface must be extended to connect with the western property boundary for access for future development (this will also require a cross-access easement recorded against the properties).
- Add details of how the existing streetscape along Sunwood Drive will be protected throughout construction (scaffolding with tunnel works best as it also allows for pedestrian movement along sidewalk throughout construction).

#### **Sheet 12**

- Boulevards shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall have alternating brush strokes per panel (see City specification).

#### **Sheet 13**

- Boulevards shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall have alternating brush strokes per panel (see City specification).

#### **Sheet 14**

- Boulevards shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall have alternating brush strokes per panel (see City specification).