

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

<b>DATE</b>	MAY 26, 2017	<b>PROJECT ADDRESS</b>	16735 QUICKSILVER ST NW
<b>PROJECT TITLE</b>	DANNER'S CABINET SHOP, INC.: CUP AND SITE PLAN		
<b>ESCROW #</b>	115687		
<b>DEPARTMENT:</b>	Community Development: Planning Division		
<b>TECHNICAL REVIEWER:</b>	Name: Chris Anderson Phone: 763-433-9817 Email: <a href="mailto:canderson@cityoframsey.com">canderson@cityoframsey.com</a>		

**Conditional Use Permit and Site Plan Review**

We offer the following comments regarding the Conditional Use Permit (CUP) and Site Plan submittal for Danner's Cabinet Shop, Inc. as it relates to the City's Zoning Code. The plan set consists of six (6) sheets (A000, A100, A101, A200, A300 and A301) prepared by Inspire Architects and dated April 26, 2017.

**Staff provides the following comments on the Plan Set that require revision:**

**Sheet A000:**

1. Add a calculations table to specify total existing square footage of building coverage, proposed square footage of new building, and total percentage of building coverage on the site.
2. Add background info on existing uses in building. More specifically, identify how much square footage of the building is for manufacturing/storage versus square footage for office type uses. This info is necessary to determine whether there is sufficient parking available on site per City Code.
3. General clean up is needed on the labels (misspellings), the line work and data is not legible with the black background. Change the background color and/or fill type.
4. Plan sheet has a label stating "Location of Edges of". What is that referring to? Clarify on plan sheet.
5. Two (2) additional parking spaces are required based on the proposed 500 square feet of new office space. This can be accomplished via 'proof of parking' but must be shown on the Site Plan.

**Sheet A300:**

1. The exterior finish of the existing front façade is all stone veneer. Update the plan set to correctly reflect this (currently shows a combination of stone veneer and EFIS). Alternatively, add note to plan set that states that exterior finish will be updated as shown on the west elevation on this plan sheet.

2. Septic location must be protected throughout construction. Add that note (and barrier) to plan set.
3. Septic system must be evaluated to ensure sufficient capacity to accommodate the proposed building expansion.
4. The building expansion may require fire suppression. Coordinate with the Building Official for this determination.

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

**Conditional Use Permit**

In accordance with the B-1 General Business District standards, the submittal includes an application for a Conditional Use Permit for (CUP) for the expansion of a lawful, nonconforming use (manufacturing) for additional office space. The cabinet shop has been in operation on the site prior to the adoption of the City's Zoning Code and is considered lawful, nonconforming. Based on aerial imagery, the majority of the site already consists of impervious surfaces (asphalt and rooftops). There appears to be very little room left for further improvements. However, the proposed expansion is relatively minor and does not appear to be adding any additional impervious area (the expansion area is already paved). Furthermore, the expansion appears to be for additional office space, a use that is permitted in the B-1 General Business District. If it can be demonstrated that off-street parking standards can still be met, Staff does not object to the proposed expansion or the Conditional Use Permit.

**Site Plan**

**General.** The project proposes an expansion of approximately 500 square feet (20' x 25') off the western wall of the existing building. The expansion appears to be for additional office space. The plan submittal indicates that the exterior finish of the building addition would consist of EFIS and manufactured stone veneer to match the exterior finish of the existing building.

**Exterior Finish.** City Code Section 117-114 (B-1 General Business District) outlines acceptable exterior wall finishes, which include 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, or other materials as approved by the City. The proposed exterior finish of EFIS and manufactured stone veneer would be acceptable. However, the existing exterior finish of the front façade consists entirely of stone veneer. This discrepancy needs to be corrected on the plan set or a note needs to be added stating that existing finish on the western building face that will remain visible from the street will be updated to match the proposed finish of the addition.

**Building, Parking, and Maneuvering Setbacks.** The proposed building expansion appears to be meet or exceed all required setbacks. **However, a Certificate of Survey, prepared by a licensed surveyor, must be completed and submitted for review to verify compliance with setbacks, building coverage, and other bulk standards per City Code Section 117-54. – Site Plan Review (b) (1) c.**

No new surfacing or expansion of parking areas is proposed.

**Landscaping.** One (1) tree per 1,000 square feet of additional building footprint is required. Staff acknowledges that there are limited planting locations available on site. However, there is space in the public road right-of-way to accommodate some plantings. This is an opportunity to provide a bit of buffer or screening for the residential lots across the street and Staff would recommend that several trees be planted in this greenspace. Trees shall be a minimum of two and a half inches (2.5") in diameter (deciduous) or six (6) feet in height (coniferous). **A landscaping plan, including planting details, shall be provided.**

**Off-Street Parking.**

Off-street parking requirements are based on the uses within a building. More detailed information is required (as was noted under the specific sheet revisions) to determine whether the minimum standards are being met. Note that for every 300 square feet of office space, one (1) parking stall is required and for each 1,000 square feet of industrial (manufacturing and storage), one (1) parking stall is required. The proposed building addition appears to be for office space, which would result in the need to provide for two (2) additional parking spaces in accordance with City Code Section 117-356 (b). This could be accomplished through proof of parking but must be illustrated on the Site Plan.

**Septic Compliance.** The Applicant will need to coordinate with the Building Division to verify that the existing septic system has sufficient capacity to accommodate the additional building square footage. If not, the septic system will need to be expanded to remain compliant with local and state rules.

**Fire Suppression.** The Applicant shall coordinate with the Building Division to determine whether the building expansion will require fire suppression. If so, that shall be addressed at the time of Building Permit application.

**Miscellaneous.** Staff would like to recommend that in conjunction with this Site Plan that the Applicant explore enclosing or screening the garbage dumpster(s) from view from the public road and adjacent residential properties. Presently, there is a dumpster in full view from Quicksilver Street. A constructed enclosure or planting some evergreen would aid in screening the dumpster from the residential properties and from view from the public road.

**Other Permits.** It does not appear that this project will trigger review by the Lower Rum River Watershed Management Organization, as it will disturb less than one (1) acre.