

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

<b>DATE</b>	OCTOBER 31, 2017	<b>PROJECT ADDRESS</b>	TBD
<b>PROJECT. TITLE</b>	VILLAS AT NORTH FORK (SKETCH PLAN, COMPREHENSIVE PLAN AMENDMENT, ZONING AMENDMENT)		
<b>PROJECT #</b>	17-145		
<b>DEPARTMENT:</b>	Community Development: Planning Division		
<b>TECHNICAL REVIEWER:</b>	Name: Tim Gladhill Phone: 763-433-9826 Email: <a href="mailto:tgldhill@cityoframsey.com">tgldhill@cityoframsey.com</a>		

**Sketch Plan, Comprehensive Plan Amendment, and Conditional Zoning Amendment Review**

We offer the following comments regarding the revised plans submitted for Villas at North Fork as it relates to the City’s Comprehensive Plan, Zoning Code, and Subdivision Code. The current submittal includes one (1) sheet prepared by Carlson McCain dated September 12, 2017.

**Level of Discretion**

The proposed development includes a request for a Comprehensive Plan Amendment and Zoning Amendment. This increases the level of discretion available to the City.



Source: League of Minnesota Cities

**Comprehensive Plan**

The Developer is requesting a Comprehensive Plan Amendment from Rural Developing to Medium Density Residential.

Existing Comprehensive Plan (Future Land Use) Designation – Rural Developing

The project site is designated as Rural Developing. Areas of Ramsey guided Rural Developing will not have urban services and include single family, detached housing types. Minimum lot size is 2.5 acres per unit. Much

of Ramsey has been developed in this pattern, and only some areas guided Rural Developing contain large lots that could be subdivided into 2.5 acre lots.

The Rural Developing area is the largest land use within the City of Ramsey. The existing primary use of this area is very low-density residential development with average densities of roughly 1 unit per 2.5 acres, a development pattern that was established in the early 1970s. Because of this very low-density pattern of development and the numerous wetlands, the extension of urban services to the rural developing area is not practical or financially feasible.

The maximum density for the Rural Developing area shall be 1 unit per 2.5 acres gross. This density was determined by examining the natural features and the predominant existing density within the Rural Developing area.

#### Proposed Comprehensive Plan (Future Land Use) Designation – Medium Density Residential

These areas are within the MUSA and intended to receive medium density housing including lower density multi-family housing and higher density single-family housing. Average density will be 6 units per acre (acceptable range is 4 to 7 units per acre).

Medium density residential shall not exceed 7 units per net acre. Medium density areas include housing units such as attached and detached townhouses, condominiums, duplexes and triplexes or small apartment buildings. These areas are smaller, typically “infill” sites, that would not be conducive to high density housing, yet would be underutilized as single family housing. These areas take advantage of close proximity to park and open spaces, commercial and public services and accessibility to the road network.

If low-density residential land is rezoned to accommodate higher density residential uses, the new high density residential development shall include a transition area between existing single-family detached housing and the new high-density housing. This transition area may consist of single-family detached home, open space or some other transition acceptable to the City Council.

The Comprehensive Plan Amendment also requests extension of the Metropolitan Urban Service Area (MUSA).

#### **Zoning District**

The project site is currently located within a Planned Unit Development (PUD) District (Northfork). This PUD contemplated a range of one (1) acre and two (2) acre lots on private well and septic, with a total of 19 lots planned. However, review below is based on the R-2 Residential District. If the project is to move forward, this Zoning Amendment will need to be approved.

The intent of the R-2 Residential District is to accommodate multiple dwellings at a density of [four] to seven dwelling units per acre and multiple-dwelling complexes within the [Metropolitan Urban Service Area]. All lots created by subdivision located within the MUSA shall be serviced by sanitary sewer and municipal water.

Additionally, the project site is partially located within the Shoreland Overlay District for Lake Itasca (Minnesota Department of Natural Resources designation). This may impact the lots along Alpine Drive. The request will be sent to the Minnesota Department of Natural Resources for comment.

(Note: Staff has discovered several typos and discrepancies between the Comprehensive Plan and Zoning Code for this category, none of which impact the review of this project. Staff will use the current Comprehensive Plan Update to correct these discrepancies.)

Miscellaneous Standards	Attached and Detached Townhomes
Lot size	None
Minimum density (net)	3.0 (Comprehensive Plan notes 4)
Maximum density (net)	7.0
Lot width	None
Building setback from public street right-of-way	25 feet
Building setback from private street measured from back of curb	25 feet
Building setback from exterior development boundary line	25 feet (detached)
Minimum separation between buildings, including any appurtenances thereto (i.e., patios, decks)	15 feet (detached)
Parking node setback from exterior development boundary line	30 feet
Parking node setback from structure	15 feet
Maximum lot coverage	35%
Maximum building height (measured from mean ground level to mean gable)	35 feet
Accessory structure setback (measured from the development boundary line)	30 feet
Maximum number of units per structure	81 (detached)
Open space required	40% general open space 10% of which must be identifiable community space

Generally speaking, the proposed subdivision appears to meet these minimum standards, subject to verification on the Preliminary Plat and contingent upon the required Comprehensive Plan Amendment and Zoning Amendment.

### Density Transitioning

The project site abuts a future residential subdivision also designated as Medium Density Residential and located within the R-2 Residential District (same as proposed subdivision). There are no existing homes abutting the

project site. There is a Rural Developing subdivision north of Alpine Drive from the project site. The project site also abuts The Links at Northfork Golf Course. Density Transitioning is not required.

### **Conditional Rezoning Agreement**

The Developer has requested that the Zoning Amendment be approved prior to Preliminary Plat. In order to accomplish this goal, the Developer must enter into a Conditional Rezoning Agreement. City Code Section 117-123 (Planned Unit Development District) requires certain plan sheets similar to a Preliminary Plat. Those have not yet been provided by the Developer, whom desires to defer these requirements until after a Zoning Amendment is approved. This was raised as a concern during previous review. The Zoning Amendment will be conditioned upon substantial compliance with the Sketch Plan dated September 12, 2017.

The CRA shall include the following:

1. Agreement to lay out, develop and maintain the subject property as presented in the accompanying preliminary plat or site plan.
2. Provision to allow the city council to commence rezoning of the subject property to the previous zoning district if the preliminary plat or site plan is not adhered to. Said zoning change shall not be contested by the subject property owner or parties to CRA.
3. Additional standards may be included to protect the health, safety, and general welfare of surrounding land uses.

It is noted that this scenario increases certain risks to the City (real and perceived). While the City has some concern with this approach, we feel this can be mitigated with the proper agreement. It is hereby noted that the City is not obligated to take this step, and can require that the Zoning Amendment run parallel with the Preliminary Plat.

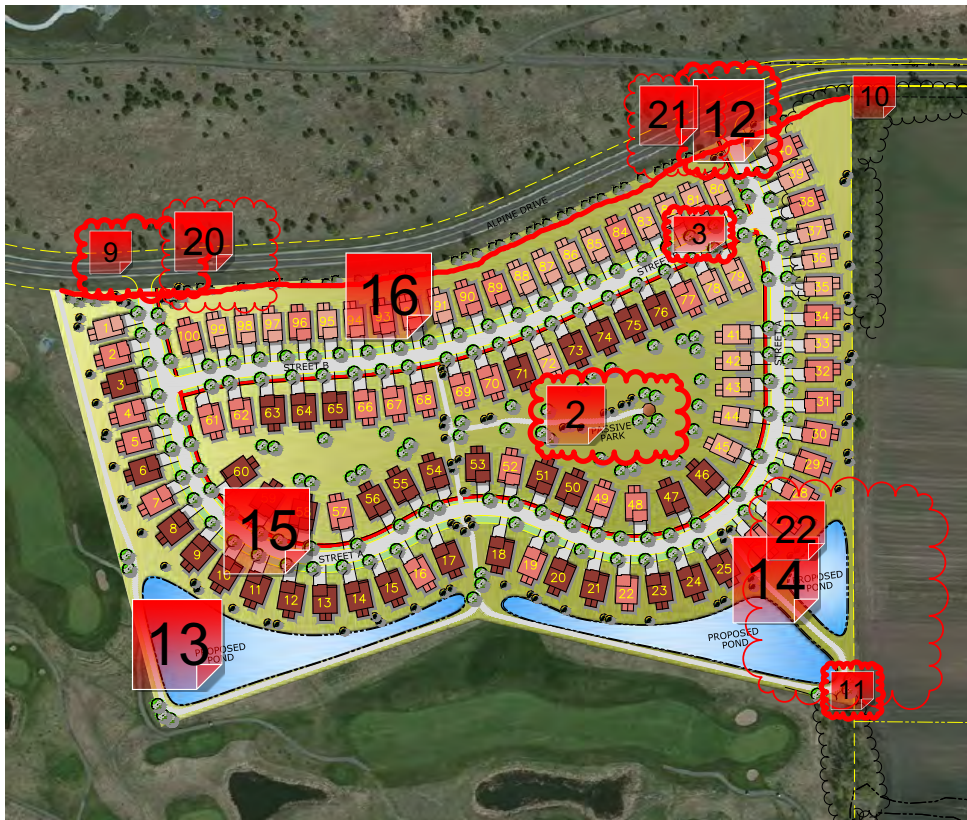
### **Staff provides the following comments that require revision:**

The following Sketch Plan requirements are missing from the submittal and must be included in future plan sets, or the Application shall be considered incomplete. These items must be shown on the plan set, not a separate document.

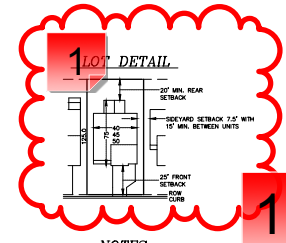
1. Net Density calculations (subtracting wetlands)
2. Architectural Renderings of model homes to be utilized within the development.

This project has been reviewed using the City's new electronic plan review system, ProjectDox. Comments and redlined plans have been exported from that system and attached to this review file.

A public workshop is scheduled for Thursday, November 2 at 5:30 p.m. in the Alexander Ramsey Room.



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- NOTES**
- 1) No field work has been completed at this time.
  - 2) Subject property address: South of Alpha Drive NW and 1300 west of Puma Street, Ramsey, MN 55053.
  - 3) Topography shown is LIDAR which was provided by the Minnesota Department of Natural Resources.
  - 4) No. This Work has been furnished for this survey, property is subject to all easements of record, if any.

**SITE DATA**

TOTAL BOUNDARY AREA	±33.5 AC.
TOTAL NUMBER OF VILLA LOTS	100
65' VILLA LOTS	36
60' VILLA LOTS	35
55' VILLA LOTS	29



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**1 - Changemark #01**

Created by: Tim Gladhill  
On: 10/09/2017 03:31 PM

Project will be reviewed based on R-2 Residential District standards as detached townhome units. Proposal shall require a Comprehensive Plan Amendment and Zoning Amendment.

There is no minimum lot size requirement for detached townhomes in the R-2 Residential District.

Minimum driveway length (25 feet) measured from back of sidewalk when present.  
Need lot coverage detail; code specifies max of 35%.

There is no minimum lot width for detached townhomes in the R-2 Residential District.

Please include applicable floor plans. Code specifies a minimum size unit based on number of bedrooms.

----- 0 Replies -----

**2 - Changemark #02**

Created by: Tim Gladhill  
On: 10/09/2017 03:32 PM

Park shall not be eligible for Park Dedication or Trail Development Fee credit.

Include open space calculations. Code specifies 40% general open space, with 10% of which must be identifiable community space.

----- 0 Replies -----

**3 - Changemark #03**

Created by: Tim Gladhill  
On: 10/09/2017 03:35 PM

Street appears to be 29 foot width. Please confirm. Park will need to be restricted to one side of street in this scenario.

----- 0 Replies -----

**4 - Changemark #04**

Created by: Tim Gladhill  
On: 10/09/2017 03:40 PM

Front yard = 25  
Exterior development boundary = 25  
Separation between buildings = 15 (7.5 per unit)

----- 0 Replies -----

**5 - Changemark #05**

Created by: Tim Gladhill  
On: 10/09/2017 03:42 PM

Please provide net density calculations. Include rights of way. Exclude wetlands.

Include acreage calculations:  
Gross acreage  
Wetland acreage  
Net acreage

----- 0 Replies -----

**6 - Changemark #06**

Created by: Tim Gladhill  
On: 10/09/2017 03:45 PM

Include full legal description.

----- 0 Replies -----

**7 - Changemark #07**

Created by: Tim Gladhill  
On: 10/09/2017 03:46 PM

Include name and address of owner in addition to subdivider.

----- 0 Replies -----

**8 - Changemark #08**

Created by: Tim Gladhill  
On: 10/09/2017 03:46 PM

Include boundary survey.

----- 0 Replies -----

**9 - Changemark #09**

Created by: Tim Gladhill  
On: 10/09/2017 03:48 PM

Add pedestrian crossing detail.

Pavement markings.  
Pedestrian accuated signals.

----- 0 Replies -----

**10 - Changemark #10**

Created by: Tim Gladhill

On: 10/09/2017 03:49 PM

City needs to determine if trail is to be constructed here.

----- 0 Replies -----

**11 - Changemark #11**

Created by: Tim Gladhill

On: 10/09/2017 03:50 PM

Trail connection to Pearson Park?

----- 0 Replies -----

**12 - Changemark #01**

Created by: Tim Gladhill

On: 10/10/2017 02:15 PM

Concerned with vision clearance triangle in this location. It is assumed that internal roadways will be public.

----- 0 Replies -----

**13 - Changemark #02**

Created by: Tim Gladhill

On: 10/10/2017 02:17 PM

Need to review stormwater. Reminder that first 1" of rainfall must be infiltrated on site.

----- 0 Replies -----

**14 - Changemark #03**

Created by: Tim Gladhill

On: 10/10/2017 02:19 PM

It is assumed that the internal trails will be private. The sidewalks along public roads will be public. Sidewalks will be required on one side of each public road.

----- 0 Replies -----

**15 - Changemark #04**

Created by: Tim Gladhill

On: 10/10/2017 02:20 PM

No Parking on one side of street. Must post No Parking Signs.

----- 0 Replies -----

## 16 - Changemark #05

Created by: Tim Gladhill  
On: 10/10/2017 02:21 PM

Must share architectural renderings.

----- 0 Replies -----

## 17 - Changemark #06

Created by: Tim Gladhill  
On: 10/10/2017 02:23 PM

Eave overhangs should not be in easements. If this doesn't work, please discuss with City.

----- 0 Replies -----

## 18 - Engineering Notes Preliminary Plat

Created by: Len Linton  
On: 10/12/2017 08:47 AM

### General:

The plans need a legend on every sheet showing every line type and symbol used on that sheet.

The scale and shape of the symbols in the legend must match the plan view.

The lines under text must be broken to make the text legible.

Use the City details available on the website.

### Cover:

A location map is required.

A sheet index is required.

### Removals Plan:

A removal sheet must be added to the set showing all items to be removed. The removed items must not appear on the construction sheets.

Add sawcut lines for removing existing pavement. Identify quantity of bituminous to remove.

Removed items must not appear on any other sheet.

### Grading Plan:

The minimum grade on all lots in all directions shall be 2.0% or greater.

Spot elevations are required at all lot corners.

Silt fence must be installed and inspected prior to any construction.

Silt fence must be installed up slope of the infiltration area after it is constructed.

Add tree protection fence to show limits of clearing.

Soil borings and a geotechnical report are required for borings in the proposed house locations and the proposed streets. The number of borings shall be determined by the geotechnical engineer to provide a recommendation for pavement design and lowest floor elevations.

Soil borings are also required in the proposed infiltration basins. They must extend to at least 6 feet below the bottom of the proposed basins. These must be included in the geotechnical report.

Borings and a report are also required in the proposed drainfield areas.

The boring reports must be submitted with the preliminary plat.

Minimum Floor Elevation is 2 feet above 100 year flood elevation or 3 feet above the highest anticipated ground water level or 1 foot above the emergency overflow elevation.

Utility Plan:

Symbols in the legend must match the plan view.  
Specify the connection type and location to connect to existing.  
Profiles are not required for preliminary plat.

Street Plan:

Urban streets shall be 32 ft Back to back with concrete curb and gutter.  
Symbols in the legend must match the plan view.  
A site specific typical street section is required.

Stormwater Calculations

This project will require a permit from the Lower Rum River Watershed Management Organization (LRRWMO). The LRRWMO board will not consider the permit until the project has received preliminary plat approval. The LRRWMO application requires city acknowledgement. Work with staff to coordinate timing of the application submittal.

The LRRWMO requirements are infiltration of the first 1" of runoff from new impervious surfaces, rate control for the 2, 10 and 100 year events and water quality improvement with removal of 60% total phosphorus and 90% total suspended solids.

Infiltration basins must be designed to drain down within 48 hours. If the basin is joined with the stormwater pond, the infiltration basin area must be dry 48 hours after a 100 year storm.

The removal efficiencies must be documented by submittal of an approved model such as P-8, MIDS Calculator or MPCA spreadsheet. The complete documentation must be submitted, not just the output summary tables.

The City will administer the storm water management requirements of the permit.

A 16.5 ft easement is required around all infiltration basins and stormwater ponds.

Storm sewer pipe sizing calculations must be submitted for the 10 year storm.  
Casting information must match detail STO-4.

----- 0 Replies -----

19 - Engineering Final Plat

Created by: Len Linton  
On: 10/12/2017 09:01 AM

The Final Plat submittal must include these items.

Storm sewer shown on Sanitary Sewer and Water Plans shall be in a lighter pen. The same is true for Storm Sewer and Street plans, with the Sanitary Sewer and Water in a lighter pen.

Centerline grades will be required on all profile sheets (Sanitary Sewer and Water, Storm Sewer and Street) where the pipes are in the Right of Way.

Centerline Stationing shall be shown on all profile sheets except Storm Sewer outside of ROW.

Individual custom curb ramp details are required for each pedestrian ramp. The MNDOT 6 set sheet must be included on the detail sheets and followed in the custom curb ramp details.

The following comments apply to the SWPPP document.

Show the 1 mile radius on the map.

The Trott Brook is considered a Special water and must be called out on the map and in the table.

Add a BMP table listing the BMP's used on the project, the proposed quantity and the sheet where installed.

Under inspections add note: "Email inspection reports to City after each inspection. Submit full set of inspection reports prior to project close out."

Under temporary erosion control change "14 days" to "7 days" in all locations.

Under project closeout add note:"City must approve Notice of Termination before it is submitted."

#### Final Plans

Autocad drawings and pdfs of the final approved plans must be submitted prior to the pre-construction meeting. The submittal must include the pen setting files for full size and reduced size drawings.

As-built drawings and pdfs must be submitted after the 2nd lift of bituminous is installed.

----- 0 Replies -----

### 20 - Street Alignment

Created by: Len Linton  
On: 10/12/2017 04:25 PM

The western entrance must align with the existing street on the north side of Alpine Drive.

----- 0 Replies -----

### 21 - Traffic Management

Created by: Len Linton  
On: 10/12/2017 04:27 PM

A traffic study will be required for this plat. The Study must also look at the visibility from the east intersection.

----- 0 Replies -----

### 22 - Utility Connection

Created by: Len Linton  
On: 10/12/2017 04:29 PM

An easement will be required for connecting to Municipal Sewer and Water. This will require removing lots.

----- 0 Replies -----