

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

DATE	DECEMBER 21, 2017	PROJECT ADDRESS	WEST OF CENTER STREET AND NORTH OF SUNWOOD DRIVE
PROJECT. TITLE	SKETCH PLAN & SKETCH SITE PLAN REVIEW		
ESCROW #			
DEPARTMENT:	Community Development: Planning Division (Zoning Code)		
TECHNICAL REVIEWER:	Name: Eric Maass, Consultant Planner Phone: 763-576-4306 Email: EMaass@wsbeng.com		

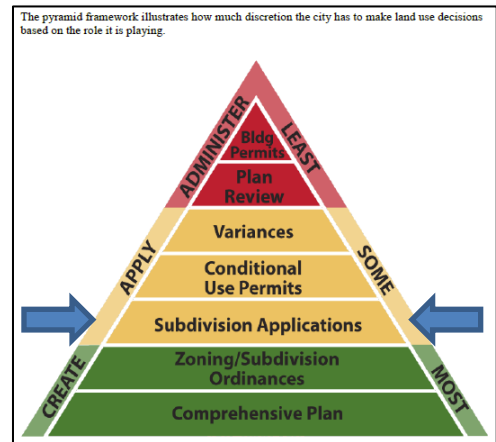
Sketch Plan Review

General. The purpose of this file is to review the official Sketch Plan applications made by Inland Group for their proposed project, Affinity at Ramsey. The associated plans were prepared by Alliant Engineering, Kaas Wilson Architects, Civil Site Group, and BKBM and are dated December 6, 2017.

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. Architecture to be ‘4-sided’ at all locations visible to public areas. Emphasis will be on great design along public street frontage.



The proposed use is consistent with this land use guidance. The project is located within the COR 1 Downtown Subdistrict. This subdistrict is intended to provide opportunities for high density residential, commercial, retail, and institutional uses. This district requires a minimum density of 15 units per acre. As proposed, the lot would be 3.38 acres and the density achieved would be 51.2 units per acre.

Lot Dimensions. There is no minimum lot size in The COR 1 subdistrict. The minimum lot width is 20 feet, measured at the building setback line, and the minimum lot depth is 80 feet. The proposed lot is 3.38 acres in size and the proposed outlots are 3.9 and 9.38 acres in size.

Setbacks and Dimensional Standards.

The COR4Subdistrict	
Required	Proposed
Minimum Lot Width: 20 feet	527 feet

Minimum Lot Depth: 80 feet	376 feet
Build to Line: 20 feet	19 feet 10 inches
Building Height: 1-4 stories	4 stories

Streets and Access. West Town Center Drive and at least a portion of West Ramsey Park will need to be constructed as a result of this project. A cost share of those improvements may be worked out between the City and the Applicant.

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. Staff will review the engineering estimates once submitted by the Applicant.

Sketch Site Plan Review

General. The purpose of this portion of the review is to assess the submitted site plan application for Affinity at Ramsey. The associated plans were prepared by Alliant Engineering, Kaas Wilson Architects, Civil Site Group, and BKBM and are dated December 6, 2017.

Surfacing: The Applicant is proposing a completely bituminous parking lot which is an acceptable material within The COR. The current plans also show a concrete sidewalk along the interior of the project adjacent to the parking areas and structure as well as concrete sidewalks along West Ramsey Parkway and West Town Center Drive.

Building Architecture: The proposed structure is four (4) stories in height and shows a mixture of proposed façade materials. Those materials include brick, stone, fiber cement siding, and asphalt shingles. The Design Framework also describes the aesthetic qualities and design character of a preferred “urban form” for the Mixed Use Core. Overall building design is an important consideration, but emphasis on first floor façade treatments is essential to encourage street-level activity and enhance the pedestrian experience. The Design Framework requires that residential uses in the COR 1 sub-district comply with the following:

1. At least sixty (60) percent of street frontage of any lot shall be occupied by building facades meeting the built-to-line. On lots with more than one (1) street frontage, the build to line shall apply on each side fronting a street. An exposed 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 sixty (60%) percent street frontage requirement.
2. 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 sixty (60%) percent required.

The Applicant will want to consider and review the architecture of the proposed first floor (street level) as it relates to the pedestrian experience.

Waste Storage: The architectural site plan indicates that the proposed trash enclosure would be interior of the property in the first floor parking area.

Fencing: The Applicant is proposing a fence and gate along an interior dog run area adjacent to the proposed building on the northwest corner. It appears based on rendered elevations that the fencing will be metal fencing. However the fencing material is not specifically identified on the plan set.

The Applicant will need to provide the proposed material for staff to review for conformance to the design standards of The COR.

Lighting: The photometric lighting plan produced by Berd Electric LLC shows twenty five (25) lighting fixtures within the interior of the proposed development. In addition, the lighting plan shows downcast lighting fixtures in conformance with City Code requirements. City Code requires that lighting used to illuminate any off-street parking area be arranged to deflect light away from adjacent residential districts or public streets. The photometric plan indicates that only minimal illumination will spread beyond the bounds of the project and illuminate the first few feet of West Town Center Drive, the City park to the east and the property to the south. The Applicant will be preparing a street lighting plan in accordance with the COR design frameworks lighting plan.

Mobility/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. All shown drive aisles appear to adhere to the requirements. The Design Framework for The COR indicate that a minimum of 1 parking spot per 1 dwelling unit and a maximum of 2 parking spots per dwelling unit be provided.

The Apartment complex is shown to contain 173 units which would mean that the Code would allow for up to 346 parking units. The applicant is proposing a total of 71 exterior parking stalls and 173 interior parking stalls for a grand total of 244 parking units.

The Applicant is showing a series of pedestrian paths connecting to the adjacent public park. The actual location of those pedestrian paths on the public park still need to be determined. The Applicant will need to remove the paths shown on the public park. The intent is that paths constructed within the park and within the private development will be cohesive.

Signage: The plan set shows a monument sign adjacent to the access off of West Town Center Drive which will require a separate review and sign permit. The sign would be approximately 28 square feet in size and be supported with an arching beam that is held up by two columns that are shown to be covered in stone veneer to match the building façade.

Landscaping and Streetscape. A tech report regarding landscaping and streetscape requirements was produced and presented to the City's Environmental Policy Board (EPB). Staff and members of the EPB were generally supportive of the landscaping plan as presented with a few alterations to the plan set required where are detailed in the landscaping tech report dated December 13, 2017.

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	DECEMBER 13, 2017	PROJECT ADDRESS	TBD
PROJECT. TITLE	AFFINITY AT RAMSEY		
ESCROW #			
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 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 3](#) of the Sub-District Framework – COR1 Mixed Use Core in The COR Design Framework. Furthermore, the Design Framework also addresses street furniture, which is outlined in the Master Streetscape Plan.

We offer the following comments regarding the Landscape Plan, prepared by Civil Site Group and dated June 1, 2017, and the Civil Plans, prepared by BKBM and also dated December 6, 2017, as it relates to The COR Design Framework:

Sheet C2.0:

- Boulevard width along Ramsey Parkway must be adjusted to six (6) feet per Table 3 of the Sub-District Framework – COR1 Mixed Use Core.
- Sidewalk width along Ramsey Parkway must be adjusted to six (6) feet per Table 3 of the Sub-District Framework – COR1 Mixed Use Core.
- Sidewalk width along the north/south street must be adjusted to ten (10) feet per Table 3 of the Sub-District Framework – COR1 Mixed Use Core.

Sheet L1.0:

- Boulevard width along Ramsey Parkway must be adjusted to six (6) feet per Table 3 of the Sub-District Framework – COR1 Mixed Use Core.
- Sidewalk width along Ramsey Parkway must be adjusted to six (6) feet per Table 3 of the Sub-District Framework – COR1 Mixed Use Core.
- Sidewalk width along the north/south street must be adjusted to ten (10) feet per Table 3 of the Sub-District Framework – COR1 Mixed Use Core.
- Heritage Oak is only hardy to zone 5. Replace with a more location appropriate species. If oak is desired, Bicolor Oak would be recommended.
- Amur Maple is a prohibited species and must be replaced. Please refer to the [Ramsey Tree Book](#) for potential alternative species.

- Mountain Frost Pear is an uncommon species and may prove challenging to obtain. An alternative species should be contemplated.
- Japanese Barberry is a prohibited shrub species and both proposed varieties must be replaced with an alternative species.
- Four (4) inches of topsoil meeting the City's specification shall be applied to all disturbed areas, **including boulevards**, not otherwise improved with impervious surfaces (building, parking lot, walkways, etc.).
- Irrigation system must be equipped with both a rain sensor and at least one water efficient technology such as soil moisture sensor(s), smart controller, ET sensor, etc.
- Scale appears to be 1" = 40' but is labeled as 1" = 20', please correct.
- There are a number of instances where text is not legible, please adjust to ensure that text is not overlapped with other text or lines.
- The City requires a two (2) year warranty period from the date that the City accepts the plantings as installed per the approved landscaping plan.
- A 'Pre-Planting' meeting with City Staff shall occur onsite, prior to any installation of boulevard trees. Contractor shall contact the City at least forty-eight (48) hours in advance to schedule this meeting.
- Sidewalks shall have alternating brush strokes per panel (see City specification).
- Once the Landscape Plan is approved by the City, there shall be no modifications to the Plant Schedule without first obtaining approval of the City.

Sheet L1.1:

- Only prune out dead/broken/misshapen branches.
- Boulevard trees shall not have branching beginning at a height less than six (6) feet from grade.
- Boulevard areas shall be irrigated as well.
- Irrigation system must be equipped with both a rain sensor and at least one water efficient technology such as soil moisture sensor(s), smart controller, ET sensor, etc.

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE (REVISED JUNE 1, 2016)

DATE	DECEMBER 21, 2017	PROJECT ADDRESS	WEST OF CENTER STREET AND NORTH OF SUNWOOD DRIVE
PROJECT. TITLE	SKETCH PLAN AND SITE PLAN REVIEW		
ESCROW #			
DEPARTMENT:	Engineering		
TECHNICAL REVIEWER:	Name: Leonard Linton Phone: 763 433-9834 Email: llinton@ci.ramsey.mn.us		

The City is in receipt of a Sketch Plan application made by the Inland Group for their proposed project, Affinity at Ramsey. The associated plans were prepared by Alliant Engineering, Kaas Wilson Architects, Civil Site Group and BKBM and are dated December 6, 2017. We offer the following comments:

General comments

Notes must only appear on one (1) sheet.

Text must not appear over other text or symbols.

Break lines under text.

Add notes to the plan set:

Hours of construction are 7:00 am to 10:00 pm. No equipment may be started before 7:00 am.

Site work on Saturday requires 72 hour advance notice for approval. Sunday work requires City Council approval. Meetings are the 2nd and 4th Tuesdays. Requests must be submitted one week before for inclusion on the agenda.

These notes are summaries of the comments added to each page in ProjecDox.

C0.0

All sheets require a sheet specific legend with all linetypes and symbols used on that sheet.

Adjust title blocks to provide 4" x 4" space along the right edge for City stamps.

C0.1

The topographic survey must extend 100 feet beyond the property boundary per City Code. The proposed property line must also be shown.

Label the western most waterline in Center Street as RAW WATER.

C1.0

All sheets require a sheet specific legend with all linetypes and symbols used on that sheet.
Sawcut bituminous pavement full depth prior to removal. Barriers must be installed to prevent drivers from driving off the sawcut edge.
Curb must be sawcut fill depth prior to removal.
Sunwood Drive has concrete pavement and integral curb. Pavement and curb shall not be disturbed when working in this area.
A Temporary Pedestrian Access Route is required for Center Street. The plan must be approved by the City prior to construction.

C2.0

All sheets require a sheet specific legend with all linetypes and symbols used on that sheet.
The MNDOT 6 sheet set of details for pedestrian ramps must be part of the set and used for ramps in the Right of Way. An individual custom pedestrian ramp detail is required for each ramp in the ROW.
Pedestrian ramps are required at the parking area entrances unless the sidewalk is kept level at the property line.
Provide a bituminous connection between the end of the sidewalk and Sunwood Drive.
Provide markers to delineate public/ private spaces.
Realign the sidewalk along the east edge of the property to maximize opportunities for the City to use the public space for community gatherings.
Realign the sidewalk along the south edge of the property to maximize opportunities for the City to use the public space for community gatherings.
Truncated domes shall be radial and placed in the traffic direction of West Ramsey Parkway, not directing traffic to the center of the intersection as currently shown.

C3.0

All sheets require a sheet specific legend with all linetypes and symbols used on that sheet.
An agreement with the City is required to grade beyond the limits of the property. The agreement must be in place prior to any work on the site. The document reference must be included in the City Notes on this page.
Remove the extra line in the southeast corner of the site.
Water for dust control is available at the City fill station located at 141st and Jaspar St. Water for dust control or construction uses may not be taken from hydrants.

C4.0

Verify hydrant spacing along east side of building with Fire Department.

All valves become the property of the City after connection to the City system. Contractors are not authorized to operate valves and hydrants after they are connected to the City system
All watermain 8" and larger shall be Class 52, all watermain 6" and smaller shall be Class 53.
A drainage and utility easement is required over all waterlines leading to hydrants.

C5.0

Use City details for all work in Right of Way. Details are available on the City Website..

C5.1

Use City details for all work in Right of Way. Details are available on the City Website..

C5.2

Use City details for all work in Right of Way. Details are available on the City Website..

C5.3

A custom detail is required for each pedestrian ramp in the right of way.

Prelim Plat 2 of 2

Topographic data must be shown to 100 feet beyond the plat boundaries per City Code.

SW1.0

This project will require a grading permit from the Lower Rum River Watershed Management Organization.

Furnish a copy of the NPDES permit to the City.

Silt Fence must be inspected and approved prior to any work on site. Add a table listing the proposed erosion control BMPs and estimated quantities to the plan set.

SW1.2

Sediment Bio Rolls must be installed as noted on the detail. The City will order replacement with silt fence if the installation is not per the detail, i.e., subgrade not scooped out, inadequate stake spacing or movement by construction equipment.

SW1.3

Email a copy of the inspection report to the City after every weekly or post rainfall inspection.

Submit a full set of inspection reports prior to receiving the Certificate of Occupancy.
Change 14 to 7 in all locations. This site is within 1 mile of the Mississippi River which requires stabilization within 7 days.

The contractor shall have a pickup type sweeper on site or available within 3 hours after notification from the City that sweeping is required.

The City must approve the Notice of Termination (NOT) prior to submittal to the MPCA.

The Training information for the SWPPP designer is shown on the plans. Contractor information must be provided at the pre-construction meeting.

External Washing of trucks and construction vehicles will not be permitted on site. The site is in the Drinking Water Protection Area for the Municipal Water Supply.

Vehicle fueling shall take place inside an impermeable containment area.

This site is in the Drinking Water Source Management Area and infiltration is not permitted. The City is developing an infiltration mitigation area and the developer will make a financial contribution to the Infiltration mitigation fund.

SW1.4

Runoff from this site flows to the Mississippi River.

Fill in the appropriate information from the MPCA documents.

Change box to yes. Dewatering will be required for installation of utilities.

The Mississippi River is a special water. Change this box to yes.

The site is served by a regional stormwater treatment system. A regional infiltration system will be in place when construction is finished. Revise this section. Revise the appropriate information on SW1.5 also regarding permanent stormwater facilities.