

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

<b>DATE</b>	DECEMBER 21, 2017	<b>PROJECT ADDRESS</b>	16961 NOWTHEN BLVD
<b>PROJECT. TITLE</b>	RAMSEY ELEMENTARY		
<b>ESCROW #</b>			
<b>DEPARTMENT:</b>	Community Development: Planning Division (Zoning Code)		
<b>TECHNICAL REVIEWER:</b>	Name: Eric Maass, Consultant Planner Phone: 763-576-4306 Email: <a href="mailto:EMaass@wsbeng.com">EMaass@wsbeng.com</a>		

**Comprehensive Plan Amendment, Zoning Amendment, and Site Plan**

We offer the following comments regarding your land use application. Staff is supportive of the proposed comprehensive plan amendment, zoning amendment, and site plan, subject to corrections to plans identified within this report and final review for compliance with future steps.

**Comprehensive Plan**

*Action Item: Comprehensive Plan Amendment required to change areas of Low Density Residential to Public.*

Staff is supportive of the requested comprehensive plan amendment to reguide the subject property from Low Density Residential to Public. The adjacent properties are guided Low Density Residential and Rural Developing. The use of the property as a public use, more specifically a school, would seem complimentary to the existing adjacent land uses.

**Zoning Amendment**

*Action Item: Zoning Amendment required to change areas from R-1 Residential (MUSA) to Public / Quasi Public.*

Staff is supportive of the requested zoning amendment that would rezone the subject property from R-1 Residential (MUSA) to Public/Quasi Public. The adjacent properties are zoned R-1 Residential (MUSA) and R-1 Residential (Rural Developing). The zoning of Public/Quasi Public would seem compatible to the existing adjacent land uses. In addition the City's zoning ordinance permits for additional buffering between the two uses if deemed necessary.

**Site Plan**

*Action Item: Site Plan approval for new Elementary School.*

**General.** The Site Plan submittal consists of seventeen (17) sheets, prepared by ATS & R and dated December 8, 2017.

While the proposed zoning is Public/Quasi Public, Staff finds that the setbacks and dimensional standards the project should be measured by is the B-1 General Business District. While a public use, a school does project certain intensities into the area that need to be assessed and mitigated in order to be compatible with surrounding properties. As a result, this case is being reviewed per City Code Section 117-118 entitled [B-1 General Business District](#). This is in keeping with the City’s past practice for similar situations.

**Setbacks and Dimensional Standards.**

Zoning Ordinance		Required	Proposed
Minimum Building Setbacks:	Front Yard	35 feet	322 feet
	Side Yard	10 feet	89 feet
	Rear Yard	35 feet	539 feet
Building Height:		35 feet	Approx 16 feet.
Major and Minor Arterials/State/County Roads		60 feet from centerline plus city setback	322 feet
Setbacks from Residential Districts:	Structure Setback from Property Boundary	35 feet	89 feet
	Off street parking, driveways	35 feet	188 feet

**Landscaping & Buffer Yards:** Buffer yards are intended to provide additional screening for projects adjacent to residential areas. Please refer to the landscaping technical memo dated December 21, 2017 for additional information related to the buffer yard as well as a full review of the proposed landscape plan.

**Architecture.** To date the Applicant has provided sketch drawings of what the exterior of the building could look like. These sketches are based off of a similar elementary school in a neighboring community. The building appears to be approximately sixteen (16) feet in height at its highest point however the drawing was a sketch and the ultimate height may vary. The height restriction is 35 feet. The zoning code permits 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.

**Streets and Access.** The Applicant is proposing two new access points onto Nowthen Boulevard (County Highway 5). The southern access would line up with the existing intersection of Nowthen Boulevard and 170<sup>th</sup> Avenue and be used as the primary entrance for visitors to the school. The northern access would provide access for bussing. Staff has reviewed multiple concerns from area residents as well as the City’s public safety team regarding the safety of the proposed intersections due to the increased traffic. Staff has requested a traffic study from the Applicant to determine what intersection improvements may need to be completed as a result of the proposed elementary school. Intersections to be

studied include the intersection of 167<sup>th</sup> Avenue NW and Nowthen Boulevard in addition to 170<sup>th</sup> Avenue and Nowthen Boulevard.

**Surfacing:** As required, all parking areas, loading areas, and drive aisles are proposed to be surfaced with bituminous which is an acceptable material within the B-1 General Business District.

**Lighting:** Any lighting used to illuminate off-street parking area, sign or structure, shall be arranged to deflect light away from an adjoining residential district or public street. Bulbs emitting in excess of 3,000 lumens (150 watts) shall be so directed that the bulb is not visible from off of the property where such light source is located.

**Parking:** The City has requested a parking study to verify that the proposed 179 standards and 7 handicapped parking stalls is sufficient. The Applicant is showing a separate area for bus parking and has shown 22 bus parking stalls. All staging/stacking of busses is required to be handled on site.

**Development Fees:** Development Fees will be due with the Site Plan including, but not limited to, Park Dedication, Trail Development, and Stormwater Management. These fees are collected at the time the Development Agreement is recorded and at the rate in effect when the agreement 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.

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

<b>DATE</b>	DECEMBER 21, 2017	<b>PROJECT ADDRESS</b>	EAST OF NOWTHEN BLVD AT 170 <sup>TH</sup> AVE
<b>PROJECT TITLE</b>	RAMSEY ELEMENTARY SCHOOL		
<b>ESCROW #</b>	115884		
<b>DEPARTMENT:</b>	Engineering		
<b>TECHNICAL REVIEWER:</b>	Name: Leonard Linton Phone: 763 433-9834 Email: <a href="mailto:llinton@ci.ramsey.mn.us">llinton@ci.ramsey.mn.us</a>		

The City is in receipt of a site plan for a proposed new elementary school to be located east of Nowthen Blvd at 170<sup>th</sup> Ave NW. The Site Plan submittal consists of seventeen (17) sheets, prepared by ATS&R dated December 8, 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, example detail reference 9A/C2.12 south of main entrance on sheet C1.31 is over a flared end symbol.

Break lines under text.

A cover sheet is required listing all of the sheets in the set.

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 2<sup>nd</sup> and 4<sup>th</sup> 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.

**V100**

This is the boundary and topographic survey prepared for the project. City code requires that topography be shown to 100 feet from the boundary line for all projects. These sheets do not meet that requirement on the North, East or South sides of the project.

**C1.00**

The 16.5ft easement/ buffer must be continuous around all sides of all wetlands and completely contain the wetland.

The full property boundary must be shown on one of the plan sheets. It must be dark like the building outline or site features.

The access easement along the south edge of the property must be vacated.

Drainage and utility easements are required around the perimeter of the site.

The note about the drainage and utility easement for extending sanitary sewer must only appear on sheet C1.51.

### **C1.11**

This is the removals sheet. Information on the removal of the existing house must be shown on this sheet.

The existing septic system must be removed and the well sealed.

The note about the drainage and utility easement for extending sanitary sewer must only appear on sheet C1.51.

All items removed must not appear on other sheets.

Sheet C1.40 is not in this sheet. Update the reference.

### **C1.21**

Show the connection between the repurposed building and the driveways.

All items removed must not appear on sheets other than the removal sheet.

The note about the drainage and utility easement for extending sanitary sewer must only appear on sheet C1.51.

### **C1.31**

Move detail reference 9A/C2.12 off the flared end symbol.

Pedestrian Ramps must be added at the following locations:

- End of the sidewalk on the south side of the bus drive.
- The west end of the island across from the ramp above.
- End of the sidewalk on the south side of the main drive.
- North side of the main drive across from the ramp above.
- At the ends of the walks at Nowthen Boulevard.
- On the South side of the main drive opposite the main entrance walk and opposite the east fire lane.

Additional pedestrian ramps may be required at the intersection of the main drive and Nowthen Boulevard when the configuration of this intersection is finalized.

The note about the drainage and utility easement for extending sanitary sewer must only appear on sheet C1.51. This easement must be recorded prior to approving final site plans for the project.

### **C1.41**

Adjust Grading north of bus drive to direct runoff to Nowthen Blvd, not the adjacent property.

Show the EOF location on the plan.

Add the first floor elevation (FFE) to the plan.

Wetlands 2& 3 do not have overland drainage routes. See discussion in stormwater plan review section below. Revise grading/ stormwater plan.

Change name of local water authority to Lower Rum River Watershed Management Organization.

Revise note on street cleaning:

The contractor shall have a pickup type sweeper on site or available within 3 hours when notified by the City that sweeping is required. The City reserves the right to do the work and bill the developer's escrow if the work is not done in a timely manner.

Water for dust control may not be obtained from hydrants. The City has a water fill station at Quicksilver St., south of 167th Avenue for water.

### **C1.51**

Turn off the contour and elevation information on this sheet. The pond outlines must be left on.

Maximum hydrant spacing is 300 feet. This distance is measured around, not through, the building.

The note about the drainage and utility easement for extending sanitary sewer must only appear on sheet C1.51. This easement must be recorded prior to approving final site plans for the project.

Flared End Sections must extend to 2 feet above bottom of pond. The fine sands in Ramsey erode easily. The soils around the pond are primarily sand and will not retain water.

The detail reference for the Outlet Control Structure must be shown.

The Emergency Overflow may not be used to pass a portion of the 100 year storm. The pipes must be revised to pass all of the 100 year storm.

The culverts under the main driveway, bus access and single family residence must be sized to pass the 100 year storm. The culvert sizes must be specified on the plans.

The ditch size must be verified by survey from the pond outlet to Trott Brook to ensure flooding or erosion will not occur.

The proposed 100 year elevation of the wetlands must be revised, the wetlands do not have an outlet at the elevation listed on the plans.

Verify the sizes of CB1, CB2 & CB3. Our review indicates a 60 inch structure may work instead of the 72 inch.

Screen the area behind the notes so lines are not visible.

### **C1.61**

Silt Fence must be inspected and approved by the City prior to commencing any work on site.

Provide the SWPPP narrative for review prior to final plan submittal.

Email inspection logs to the City after every inspection. A complete set must be submitted before Certificate of Occupancy is issued.

The City of Ramsey must approve the NOT before it is submitted.

Update sheet numbers in the narrative. Reference is made to sheets that are not in the current submittal.

### **C2.11**

Revise outlet control structure per notes on C1.51 and Stormwater Management Plan

### **Stormwater Management Plan**

The submitted Stormwater Management Plan consists of a summary sheet tabulating the existing and proposed flows, drainage diagrams, HydroCAD printouts for existing and proposed conditions and storm sewer design calculations. The manual also includes the geotechnical reports.

The stormwater plan does not include a narrative describing the stormwater treatment options employed. This project is in the Lower Rum River Watershed Management Organization (LRRWMO) jurisdiction. The LRRWMO stormwater requirements are:

- Infiltration of the first 1" of runoff from all new impervious surfaces.
- Stormwater treatment facilities shall provide at least an annual removal efficiency of 60% phosphorus and at least an annual removal efficiency of 90% total suspended solids.
- Rate control to below or equal to existing runoff rates for the 2, 10 and 100 year storms as determined using the Atlas 14 24 hour storms.
- This site is tributary to Trott Brook which has a TMDL for dissolved oxygen.

A MIDS model, P8 Model or other calculation method is required to demonstrate compliance with the removal efficiencies and to aid the City in TMDL reporting requirements.

The HydroCAD model lists the pond as a wet pond with a starting elevation at the outlet elevation. Wet ponds do not receive credit for infiltration.

The soils near the pond are generally sandy and the pond will most likely be dry. We commented on the utility plan that the flared end section inverts need to be within 2 feet of the bottom of the

pond if the pond will be dry. The local soils are easily eroded and soils down slope of flared end sections have eroded in the past, requiring extensive repairs.

The flow areas are identified as West, East and North. Our observations on each area will be presented separately.

### **East area**

This area includes two (2) existing wetlands near the eastern edge of the property. The wetlands will not be impacted by the project. The outlet for Wetland 3 is 887.9. City analysis of the topography east of the property indicates the grade rises to near 890 before dropping into a small confined basin.

The adjacent plat, Shady Lawn Estates was recorded in 1972. Easements were taken along the right-of-way only, not along side lot lines or back lot lines. There is no route for discharging stormwater to the East.

This area will need further analysis and the proposed 100 year water level of pond W3 will need to be revised.

### **North area**

This area includes one (1) existing wetland near the northern edge of the property. The wetlands will not be impacted by the project. The outlet for Wetland 1 is listed as 890.5. City analysis of the topography North of the property indicates the grade rises to near 891 before dropping into the Trott Brook valley.

The area to the north is not platted. There is no route for discharging stormwater to the North.

This area will need further analysis and the proposed 100 year water level of pond W1 will need to be revised.

### **West area**

This area includes the new building and most of the new impervious surfaces. The LRRWMO requirement is to infiltrate the first 1" of runoff from all new impervious surfaces. It appears that all of the runoff is directed to the new pond. Ponding areas can serve as the infiltration basin as long as the pond is completely dry within 48 hours after the 100 year event. The pond was modeled as a wet pond, thus it cannot be used for infiltration credit if it retains water all the time. This ponding area is also using the emergency overflow to pass part of the 100 year event. The emergency overflow may not be used to pass part of the 100 year event. All of the 100 year event must pass through the outlet piping.

The driveway culverts along Nowthen Boulevard must be evaluated to see if the proposed runoff will cause flooding or erosion problems. This includes the existing and proposed culverts.

A portion of the bus drive drains directly to the ditch along Nowthen Blvd. The runoff must be directed to a detention basin before being discharged from the site.

There was discussion at the pre-submittal meeting regarding using the ponds for irrigation. This would most likely satisfy the infiltration requirements.

This area will need further analysis and the proposed 100 year water level of pond W1 will need to be revised as noted above.

Please feel free to contact us with questions on this report. We would be open to meeting to discuss our comments. Contact information is provided at the top of this report.

**CITY OF RAMSEY LAND USE APPLICATION**  
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<b>PROJECT. TITLE</b>	RAMSEY ELEMENTARY SCHOOL		
<b>ESCROW #</b>	115884		
<b>DEPARTMENT:</b>	Community Development: Planning Division (Zoning Code)		
<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 City is in receipt of a Site Plan for a proposed new elementary school to be located on Nowthen Blvd (CSAH 5), directly east of 170<sup>th</sup> Ave NW. The Site Plan submittal consists of seventeen (17) sheets, prepared by ATS & R and dated December 8, 2017. We offer the following comments:

**Sheet C1.00**

- There is a required 16.5 foot setback from wetlands and stormwater ponds, which shall also be encumbered with drainage and utility easement.

**Sheet L1.11**

- Shrub size must be at least twenty-four (24) inches in height or width, depending on growth characteristics of individual plant species. Revise Plant Schedule to specify minimum size.
- Replace Ribes alpinum (alpine currant) with an a different species. Ribes is the alternate host for the disease known as White Pine Blister Rust; with white pine also being planted, a shrub not within the Ribes genus should be used.
- Include the parking landscape requirements (1 tree per every 10 parking stalls). Note that the proposed landscaping satisfies the total landscape requirements (including the parking standards), but this should be included I the Tree Calculation section to avoid any confusion.
- Where seed mix is indicated on the plan, add the symbol to indicate the limits of seed mix (e.g. it is labeled directly west of service area but the correlating symbol in the legend isn't shown).
- Recommended Revision: based on feedback received at the public workshop, rearrange some of the internal trees around the border of the property to establish more of a buffer between the differing uses. Note that the proposed number of plantings satisfies the landscaping requirements, but repositioning some of them around the perimeter may help address the concern about buffering.

**Sheet L1.13**

- Amend the Tree Planting Details to include the following
  - Mulch shall not be in direct contact with tree trunk.
  - Only prune out dead, broken, or misshapen branches at time of planting.
  - Planting depth shall be such that the first set of primary roots are at finished grade.

**General.** The Site Plan proposes an elementary school along with vehicle parking, bus corral, playground and ball fields. The project will require a Zoning Amendment to rezone the land from R-1 Residential (MUSA) to Public/Quasi-Public; however, the standards of the B-1 Business district are being used for review purposes.

The majority of the property is classified as 'planted or cultivated vegetation' as it has been actively farmed. There are two small pockets of natural areas that were identified in the Natural Resources Inventory (NRI). One is considered a Non-Native plant community, which is considered to be a semi-natural area but does not qualify for a natural quality ranking. The second is an oak woodland-brushland, which has a moderate ranking. Both of these areas are in the far north portion of the property and will be untouched.



**Wetlands.** There are several rather small wetlands on the property. Each is subject to a 16.5 foot setback that needs to be encumbered with drainage and utility easement. These wetlands were too small to be included in the Wetland Inventory the City had completed about ten (10) years ago. However, there do not appear to be any proposed impacts to the wetlands.

**Landscaping.** It appears that the combination of proposed trees and shrubs meets/exceeds the required plantings. The size of the trees is acceptable; shrubs must be at least twenty-four (24) inches in size at time of installation. Furthermore, *Ribes alpinum* (alpine currant) is the alternate host for White Pine Blister Rust. Since white pine is also proposed, an alternative shrub should be used (avoid the *Ribes* genus altogether). The Plant Schedule should be revised accordingly. Finally, while the use of a seed mix is acceptable, more specific information is requested about what Seed Mix #1 is.

**Irrigation.** The project is proposing a dual source system for irrigation. Much of the perimeter of the site, including the ball fields and open play area, will be irrigated by drawing water from the stormwater pond. The areas closer to the building will be irrigated via groundwater (through the municipal water system). The plans indicate that soil moisture sensors will be utilized to help limit irrigation to when it is really needed.

**Tree Inventory.** A tree inventory will not be required for this project. The only significant trees on the property are well beyond the limits of construction for the project and therefore, there should not be any impact to the trees.