

# MEMORANDUM

## FOCUS ENGINEERING, inc.

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Date: November 15, 2022

To: Ben Hetzel, City Planner  
Cc: Molly Just, Planning Director  
Marty Powers, Public Works Director  
Chad Isakson, PE, Assistant City Engineer  
From: Jack Griffin, PE, City Engineer  
Re: Upper 33rd Street North Townhouse CUP  
Site Plan review  
PID 1302921320052 & 1302921320051

Engineering has reviewed the Upper 33rd Street North Townhouse CUP Site Plans received on November 4, 2022. The review consisted of the following documentation:

- Civil Site Plans dated November 3, 2022.
- Stormwater Calculations dated November 3, 2022.
- Lot Combination Survey dated November 2, 2022.

1. City approvals must be contingent upon the applicant revising the Final Construction Plans and Stormwater Management Plan as required by the City Engineer. Final Construction Plans and Specifications must be prepared in accordance with the latest version of the City Engineering Design Standards Manual, dated January 2022, using City details, plan notes and specifications and meeting City Engineering Design Guidelines and plan format requirements.
2. No construction on the Project may begin until the applicant has received City Engineer approval for the Final Construction Plans; the applicant has obtained and submitted to the City all applicable permits, easements and permissions needed for the project; and a preconstruction meeting has been held by the City's engineering department. All off-site permanent or temporary construction easements required to construct the project must be provided prior to scheduling a preconstruction meeting.
3. Site Access. The proposed townhome, including all four units, would access Upper 33rd Street North. Upper 33rd Street North is a local residential street, 24 feet wide within a 47 ft wide right-of-way. The street width and right-of-way do not meet minimum city standards (minimum 28 ft wide within 60 ft right-of-way). The street was recently reconstructed but maintained its existing width and right-of-way due to site constraints.
4. On-street Parking. At 24-feet-wide, no on-street parking is available along Upper 33rd Street North. The street is designated as no parking along both sides. All parking requirements must be met with all parking contained on the property.
5. Pedestrian Connectivity. No sidewalk or trail currently exists along Upper 33rd Street. Due to the narrow street width (24 feet) pedestrian use of the paved roadway may be hazardous once Upper 33rd Street connects to the future development of Schiltgen Farms.
6. Drainage and Utility Easements. A 10-ft. drainage and utility easement should be provided along the property frontage to allow for future placement and relocation of small/dry utilities. Minimum lot easements should also be provided along the side and rear property lines. All easement areas must be free from all encroachments other than those approved by the City Engineer and upon execution of an easement encroachment agreement. Prohibited encroachments include, but are not limited to trees, landscaping, fences, retaining walls, and building structures.

7. The Site plan shows retaining walls along part of the west property line and most of the rear property line. The retaining walls should be a minimum of 5 ft from the property lines and outside of all lot easements, including retaining wall footings.
8. Existing conditions plan is incomplete. Existing conditions is required for a minimum distance of 150 feet from the proposed parcel and from any off-site improvements.
9. The proposed site plan is subject to a storm water management plan (SWMP) meeting State, Valley Branch Watershed District (VBWD) and city rules. The site plan as proposed does not meet stormwater management requirements. Post construction discharge rates and volumes must be equal or less than pre-existing discharge rates at all discharge locations and cumulative for the site.
10. The proposed stormwater management plan proposes an underground storm water infiltration chamber to mitigate 100% of the required rate and volume control. The infiltration chamber outfall pipe is proposed to connect directly to the existing storm sewer along Upper 33rd Street, thereby redirecting the existing site runoff from discharging to the north, and discharging the proposed condition runoff to the south. No storm sewer calculations have been provided to demonstrate available capacity in the city storm sewer system at this location.
11. No borings have been taken for to determine the feasibility of infiltration on site and to identify the design infiltration rate, if deemed feasible. Soil borings are required in accordance with the City Engineering Design Standards Manual dated January 2022.
12. The storm water management facilities constructed for this development should remain privately owned and maintained. The applicant will be required to execute and record a Stormwater Maintenance and Easement Agreement in the City's standard form of agreement. The stormwater drainage and utility easements must be shown on the site plans, utility plans and grading plans. A Homeowner's association would be required for the development to provide for the ongoing ownership and maintenance responsibilities.
13. Municipal water supply is available to the site. There are four (4) existing water service stubs available along the frontage of the property to provide an individual water service connection for each townhome. Connections to existing public watermain will be required, including all connection and permit fees.
14. Sanitary sewer service is available to the site. There are four (4) existing sanitary sewer service stubs available along the frontage of the property to provide an individual sewer service connection for each townhome. Connections to existing sewer will be required, including all connection and permit fees.