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SPR File #: 23-079985

Project Address: 2260 Summit Ave

Project Name: UST Multipurpose Arena

James Brummer
University of St Thomas
2260 Summit Ave
St Paul, MN 55105

Anthony Adams
Ryan A+E, Inc.
533 South Third St Ste 100
Minneapolis, MN 55415

Ben Bourgoin
Ryan A+E, Inc.
533 South Third St Ste 100
Minneapolis, MN 55415

James Brummer, Anthony Adams, Ben Bourgoin,

On October 3, 2023, the project team for the above referenced development met with City staff to discuss the site plan for University of St Thomas' Lee and Penny Anderson Multipurpose Arena. The development will include a multipurpose competition venue for St. Thomas' hockey and basketball programs with capacity for approximately 4,000 to 5,500 spectators. The comments from that meeting and subsequent review are summarized below.

The Site Plan is Conditionally Approved subject to the following conditions:

Conditional Site Plan Review Approval Process

- To provide updates in response to staff comments in this document, upload an updated Site Plan package to the City of St. Paul's Electronic Plan Review System (planreview.stpaul.gov/ProjectDox) for review by the Site Plan Review Committee.
- Utilize the "Group Management Task" in the ProjectDox task list to add or remove project members collaborating on the Site Plan Review. The project team, not City staff, is responsible for sharing information and coordinating updates among project professionals including the status of the site plan review, building plan review, and permits.
- Site Plan Review decisions may be appealed within ten days after the date of the decision (which is the date of this letter) per Leg. Code Sec. 61.701 – Administrative Appeals, to the Planning Commission. An Appeal of a Site Plan decision shall be filed with the Zoning Administrator.
- The Site Plan Review Approval process only encompasses design approval. Construction and Utility Permits required for your project will result in additional reviews and requirements. Please plan your project accordingly.
- Final Site Plan Review Approval will be issued after City Staff sign-off on the updated Site Plan. A Final Site Plan Approval decision may be appealed within ten days after the date of the decision per Leg. Code Sec. 61.701 – Administrative Appeals, to the Planning Commission.
- Building permits will not be issued until the Site Plan receives Final Approval.



Group	Reviewer	Reviewer Comment	Status of Comments	Comment Reference
CRWD	Elizabeth Hosch	CRWD permit #23-023 has been tabled with 11 conditions as of 9/29/2023. Contact Elizabeth Hosch, ehosch@capitolregionwd.org.		
DSI - Building Plan Review		Continue to work with plan review towards the building permit submittal. Energy Code in effect when the building permit application is made will be used for review.		
DSI - Fire Safety	Ann Blaser	Ensure FDC is clear for 3 feet on all sides and is visible from the street near the main entrance. If multiple FDCs are required, ensure they are visible from the fire access lane and clear 3 ft on all sides.	Note	General
	Ann Blaser	Include a diagram of the fire truck used for turning movements on that exhibit sheet to ensure the correct size was used.	Not Met	General
	Ann Blaser	Automatic fire suppression is required for this building. For permitting go to: https://www.stpaul.gov/departments/safety-inspections/fire-inspections/special-services	Note	General
	Ann Blaser	A full fire alarm system is required. For permitting go to: https://www.stpaul.gov/departments/safety-inspections/special-services	Note	General
	Ann Blaser	Size of water service supply is dependent on the demand of the automatic fire suppression system. Sizing requirements may change based on system design.	Note	General
	Ann Blaser	A standpipe (temporary or permanent) is required during construction once the project has exceeded 40 feet above fire department vehicle access.	Note	General
	Ann Blaser	This location of the city may have low water pressure. Be advised that a fire pump may be needed to meet sprinkler system requirements. Recommend looking into early on during project planning.	Note	General
	Ann Blaser	The hydrant located near the main entrance is not required to meet code for the arena. However, I was unable to check distances from the Schoenecker Center to hydrants. It may still be required for that building. However, it can be moved closer to the Schoenecker center if the desire is to keep the main arena entrance clear of physical obstructions.	Note	General
	Ann Blaser	A tank permit may be required for the proposed tank removal. Contact Brian Schmidt with any questions at 651-266-8981	Note	General
	Ann Blaser	Provide signage near the new curb cut off of Cretin Ave S to alert the public that it is not a public access.	Not Met	General



	Ann Blaser	Show the location of fire hydrants with respect to fire access lanes.	Not Met	General
	Ann Blaser	Provide access through the gates between the arena and the parking ramp and vehicular access gate on South side of arena for fire department access -- confirm whether these will be controlled by the security office.	Not Met	General
DSI - Plumbing	Karl Abrahamson	Contact Saint Paul Regional Water Services (SPRWS) for questions, permits, fees, inspections, specifications, plans, or information that may be required for the water service and/or the water meter	Note	General
	Karl Abrahamson	Provide a roof plan that includes total square footage of the roof, primary and secondary roof drainage, their discharge points, and what square footage of roof area each drain will receive.	Not Met	General
	Karl Abrahamson	Sanitary and/or storm sewer service passing within 10 feet of the building are governed by the MN Plumbing Code. Specification for pipe material selection and notes for required air test of the piping, compliant with MN State Plumbing Code 4714 Section 1107.0, must be shown on the plan.	Not Met	General
	Karl Abrahamson	Storm Water Retention and Infiltration systems require approval from the DSI Plumbing Section and Sewer Utilities at Site Plan Review.	Not Met	General
	Karl Abrahamson	Building Storm drain ok to tie into manhole outside of building instead of running a dedicated drain to tank provided that the invert elevation of the storm drainage system is above the elevation of the High Water Level of the system and the project can indicate in the event of a plugged tank outlet how does the system drain to overflow.	Not Met	General
	Karl Abrahamson	All primary roof drains shall be piped internally to below grade and drain to the City of St. Pauls separate storm sewer system. MPC 4714.1101.2	Note	General
	Karl Abrahamson	Secondary roof drainage shall be to an approved place of disposal and installed per MPC 4714.1101 & 1102, and Minnesota State Building Code 1503.4 1-5.	Note	General
	Karl Abrahamson	In no case shall water from roofs or any building roof drainage be allowed to flow upon the public sidewalk. MPC 4714.1101.2	Note	General
	Karl Abrahamson	Secondary roof drainage in the form of roof drains shall be piped internally, down to within 18 inches of grade, exit through the outside wall, and onto a splash block installed per MPC 1101.6.3. The discharge shall be laid over permeable soils of an adequate amount where saturation of the soil will not occur or where they will not cause a nuisance or hazard.	Not Met	General
	Karl Abrahamson	This is a cursory Plumbing Plan Review and not a Plumbing Plan Review Approval. Additional Plumbing Plans must be submitted for a required and complete	Note	General



		Plumbing Plan Review, performed at the time the Plumbing Permit is submitted by a licensed Master Plumber or Engineer. Please send two sets of duplicate hard copy plumbing plans for Plumbing Plan Review that include the following: Demolition Plans relevant to the project, Utility Site Plan, Architectural Floor and Elevation Plans, Roof Plans, Water, Soil, Waste and Vent Riser Diagrams, Isometric drawings of all rain leaders, water, waste and vent systems showing pipe sizes and fixtures, and Plumbing Specifications. All plans must include the Signature of either an engineer that is registered in the state of Minnesota, or the licensed master plumber that will be installing the plumbing. Each sheet must be signed by the designer.		
	Karl Abrahamson	Storm Water Retention/Infiltration Systems: Venting of the underground facilities are required due to the accumulation of explosive vapors.	Note	General
	Karl Abrahamson	Storm Water Retention/Infiltration Systems: Connection of the roof drains to the underground facility shall be at an elevation above the crown/top of the underground facility.	Not Met	General
	Karl Abrahamson	Provide note on Utility Plans: Storm Water Retention/Infiltration Systems: Pressure testing of underground facilities within 10 feet of the building to ensure proper construction shall be in accordance with the following: MPC 4714.1107.2.1. Water Test. MPC 4714.1107.2.2 Air test. MPC 4714.1107.2.3 Hydrostatic Test method from the City Engineers Association of Minnesota. MPC 4714.712.4 Concrete Manholes and sewer lines shall be tested by negative pressure test in accordance with ASTM Standards C1214-19 and C1244-17 or the Hydrostatic Test Method in section 1107.2.3(B)	Not Met	General
	Karl Abrahamson	Storm Water Retention/Infiltration Systems: Use of Corrugated Metal Pipe (CMP) will not be allowed to be used for underground facilities within 10 feet of the building.	Note	General
	Karl Abrahamson	Utility plans must have the following information noted on the plans: All Storm Water Piping/Retention systems located within 10' of the building shall be Inspected and tested prior to backfilling. Contact the Department of Safety and Inspections at 651-266-9006 to schedule an inspection with the area Plumbing Inspector.	Not Met	General
DSI - Site Plan Review	Tia Anderson	Building permits will not be issued until the Site Plan has final approval.	Note	General
	Tia Anderson	Continue to coordinate with Jim Williamette on preliminary building code and energy calculation review of the project prior to submitting for building plan review and permits.	Note	General



Tia Anderson	Parkland Dedication Fee is not required for this institutional development.	Note	General
Tia Anderson	Sign permit for any business sign is require from the Department of Safety and Inspections. In an HPC district, sign plans require HPC review and approval. Contact Department of Safety and Inspections Zoning Division at 651-266-9008.	Note	General
Tia Anderson	Provide a copy of the NPDES permit from the MPCA for this development.	Not Met	General
Tia Anderson	Watershed permit shall be obtained from the Capitol Region Watershed District prior to Final Site Plan Approval. Contact Elizabeth Hosch at CRWD (651) 644-8888. Provide a copy of the watershed permit once issued by CRWD.	Not Met	General
Tia Anderson	The Heritage Preservation Commission must review and approve the North facade within the West Summit Avenue Historic District prior to Final SPR Approval. Work shall be completed in accordance with submitted application and plans to the HPC.	Not Met	General
Tia Anderson	The site is located in the Macalester Groveland Community Council. UST is advised to continue engagement with both MGCC and neighboring Union Park District Council. A copy of the site plan was provided to the District Council. Staff reserves the right to make additional comments and conditions based on their feedback.	Note	General
Tia Anderson	The development is subject to the existing Campus conditional use permit (CUP). The primary UST CUP was issued by the Planning Commission in 1990 (PC resolution 90-14 on 2/9/90; affirmed on appeal by City Council Resolution 90-867 on 5/23/90). Additional CUPs have been approved for parking and campus boundary changes, and in 2004 another CUP was approved including the two blocks to the south of the traditional campus bounded by Summit, Cleveland, Grand, and Cretin (Zoning File 04-054-501; upheld on appeal, with certain modifications, by City Council File 04-792.)	Note	General
Tia Anderson	Coordination of civil site plans and operation logistics is required with UST's Schoenecker Center including the Summit loading dock access, changes to the Grand Ave drive and south courtyard (SPR #21-312683 received Final SPR Approval on June 13, 2022, and is currently under construction). Update the Site Plan Review file as construction plans evolve.	Not Met	General
Tia Anderson	Per Minnesota State Statute 326, the final plans submitted shall be signed by the appropriate licensed Professional, i.e. PE, LA, RLS, etc., responsible for plan development.	Not Met	Final Checklist



Tia Anderson	When Final plans are uploaded, plan sheets shall not be marked "preliminary" or "not for construction".	Not Met	Final Checklist
Tia Anderson	Summit Ave is a parkway under the joint jurisdiction of Public Works and Parks and Recreation. Any impacts to the parkway must be approved by both departments. Any damage to parkway from construction must be restored to pre-construction condition following construction.	Note	General
Tia Anderson	The City of Saint Paul prepared an Environmental Assessment Worksheet (EAW) for the University of St. Thomas Multipurpose Arena. The EAW was signed and completed on Sept 26, 2023, and submitted to the MN Environmental Quality Board (EQB). The City as the RGU determined that an environmental impact statement is not required for the proposed project. Should the EAW decision be appealed with the EQB, then City staff will work with the City Attorney's Office to determine any impact on the Site Plan Review process.	Note	General
Tia Anderson	Construction limits impact the adjoining Seminary, however, as confirmed with the Schoenecker Center development, no new easement or legal arrangement with the adjoining St Paul Seminary is required for the shared access or cross-drainage for this development. An Affiliation Agreement was established in 1986 when the Seminary sold UST the South Campus parcel at 2260 Summit Avenue and defines ongoing responsibilities and relationships between the two entities.	Note	General
Tia Anderson	Identified mitigation measures for the proposed project, including the development of a Transportation Management Plan for sporting and other large events, shall be completed per the EAW. Once completed, provide a copy of the Plan for the site plan review file.	Not Met	General
Tia Anderson	The Site Plan Review application was submitted to the City of St Paul on Sept 7, 2023. However, due to the in-progress EAW at the time of application submittal, the formal start date of the file for MN Statute 15.99 purposes is Sept 27, 2023, the day after the completion of the EAW by the City.	Note	General
Tia Anderson	The existing public sidewalk along the western side of Cretin Ave is partially on UST property. Following the SPR Committee meeting Mapping & Records staff confirmed that a public Easement for Right of Way Purposes was recorded with Ramsey Co on 4/14/2008 (Record #4090849). The easement is referenced on the submitted survey plan sheet 003.005_C104_SURVEY_E-3.pdf	Note	General
	See all Changemark and Checklist Items from Reviewers as well as documents in the "Reviewer Attachment" folder. Update plan sheets and documents accordingly		



		and provide a response as needed.		
DSI - Water Resource	Andrew Hogg	Stormwater systems will have to meet the standards set out in the City of Saint Paul Storm Water Design Manual. Complete Appendix C in Stormwater Manual.	Not Met	General
	Andrew Hogg	City requires maintenance agreement for stormwater BMP's. Please find template agreement in Appendix F of Design Manual. Agreement will be required prior to issuance of CO.	Not Met	General
	Andrew Hogg	This project will be affecting more than one acre. A permit from the Capital Region Watershed District is required. No land disturbance activity for the project is allowed, until this permit is obtained and is in addition to any City or MPCA permits required.	Not Met	General
	Andrew Hogg	This project will be affecting more than one acre. A General Storm Water Permit for Construction Activity from the Minnesota Pollution Control Agency is required. No land disturbance activity for the project is allowed, until this permit is obtained and is in addition to any City or watershed district permits required.	Not Met	General
	Andrew Hogg	Provide O&M of BMP's	Not Met	General
	Andrew Hogg	General Notes Plan reference a SWWWP, however one is not included in the plan set.	Not Met	General
DSI - Zoning	Tia Anderson	Update the Civil Details with proposed ornamental and chain link fencing. Indicate fence height	Unresolved	007.006_C304_SITE_PLAN_SE.pdf
	Tia Anderson	Adding to the campus tree canopy in proximity to the reconstructed parking lot can aid in reducing the visual glare and heat effects of large expanses of pavement and buffering the facility from adjacent properties. Zoning Code requires any underdeveloped space shall be landscaped using materials such as trees, shrubs, sod, groundcover plants, or stormwater landscaping. Consider tree plantings in the existing landscape area east of the reconstructed parking lot and/or other areas of the parking lot.	Unresolved	013_L400_OVERALL_SITE_LANDSCAPE_TREE_PLANTING_PLAN.pdf
	Tia Anderson	The proposed use of the property as a multi-purpose arena is permitted on the University of Saint Thomas campus in the R2 single-family residential zoning district, subject to the existing Campus conditional use permits (CUP) issued by the Saint Paul Planning Commission and City Council.	Note	Entitlements



Tia Anderson	No new CUP is required when a college, university or seminary adds a school building or an off-street parking facility within its approved campus boundary. The primary UST CUP was issued by the Planning Commission in 1990 (PC resolution 90-14 on 2/9/90; affirmed on appeal by City Council Resolution 90-867 on 5/23/90). Additional CUPs have been approved for parking and campus boundary changes, and in 2004 another CUP was approved including the two blocks to the south of the traditional campus bounded by Summit, Cleveland, Grand, and Cretin (Zoning File 04-054-501; upheld on appeal, with certain modifications, by City Council File 04-792.)	Note	Entitlements
Tia Anderson	Note that the southwest block at Summit and Cretin within the UST campus is in the future Mississippi River Critical Corridor Area's River Towns & Crossings overlay area. There is no impact to this arena development as the updated MRCCA rules are not yet adopted by the City. Please work with the Department of Planning & Economic Development to understand any possible future impacts to the Campus CUP as a result of the MRCCA amendments.	Note	Density & Dimensional Standards
Tia Anderson	At the proposed arena location, the minimum setback from Summit Ave is 100' and 70' setback from Cretin Ave based on the 1990 and 1995 Conditional Use Permits for the UST campus.	Note	Density & Dimensional Standards
Tia Anderson	The 1990 and 1995 Conditional Use Permits for the UST campus established a 60' (sixty foot) maximum building height for structures setback 70' from Cretin Ave and up to 75' (seventy-five foot) height for interior campus structures setback an additional 279.89' from the minimum 70' setback on Cretin Ave and setback 350' from Summit Ave. The CUP height modified the height allowed within the RC3 River Corridor Overlay.	Note	Density & Dimensional Standards
Tia Anderson	Based on Zoning Code amendments adopted in Oct 2021, there are no requirements for a minimum number of parking spaces. However, any off-street parking provided shall adhere to the Zoning Code's parking standards and design requirements.	Note	Parking
Tia Anderson	Parking spaces and passenger loading zones for persons with disabilities shall be designed in accordance with the provisions of the Accessibility Guidelines for Buildings and Facilities of the Americans with Disabilities Act (ADA).	Note	Parking
Tia Anderson	Mill and overlaid parking areas and new parking facilities shall comply with typical parking space dimensions and maneuvering lane widths per Leg. Code Sec. 63.305. - Minimum layout dimensions and Sec. 63.308. - Maneuvering lanes. The Narrative indicates that "Approximately 30 parking spaces will be restriped for permanent parking use with another approximately 20	Not Met	Parking



	stalls to be left unstriped and used during event periods only when loading vehicles will not be present." Update the Narrative and Plans to include striping for all off-street parking spaces per Zoning Code requirements.		
Tia Anderson	Update the Site Plan to indicate the amount of proposed bicycle parking and bike lockers. Bicycle parking shall be provided in a convenient, safe, and secure location.	Not Met	Parking
Tia Anderson	Update the Project Narrative to indicate that a Travel Demand Management Plan is required with 20,000 square feet GFA or more of new construction of non-residential uses. The TDMP is intended to implement comprehensive plan policies calling for balance and choice in transportation options in order to reduce motor vehicle travel and thus traffic congestion in the city, enhance the efficiency of transportation facilities and infrastructure, improve air quality, conserve energy and enhance productivity. Please work with MoveMN to complete the TDMP and review. TDMP Review Guidelines are available in the Reviewer Attachments' folder of this file.	Not Met	Parking
Tia Anderson	Update the Site Plan to indicate if light poles are proposed in the south parking lot or loading dock area. Per Sec. 63.318. - Lighting. All parking facilities, including bicycle parking, shall be illuminated to a level to allow safe, secure access to the parking facility and within it.	Not Met	General
Tia Anderson	The project shall comply with building design standards per Leg. Code Sec. 63.110 including: a) A primary entrance of principal structures shall be located within the front third of the structure; be delineated with elements such as roof overhangs, recessed entries, landscaping, or similar design features; and have a direct pedestrian connection to the street. b) Building materials and architectural treatments used on sides of buildings facing an abutting public street should be similar to those used on principal facades. (f) For property with local heritage preservation site or district designation, compliance with applicable historic guidelines shall be sufficient to meet the requirements of this section.	Note	General
Tia Anderson	Update the Architectural Elevations and/or roof plan to indicate how the roof line and parapet serve to comply with Leg. Code Sec. 63.110 Design Standard (e) The visual impact of rooftop equipment shall be reduced through such means as location, screening, or integration into the roof design. Screening shall be of durable, permanent materials that are compatible with the primary building materials. Exterior mechanical equipment such as ductwork shall not be located on primary building facades.	Not Met	General
Tia Anderson	Provide the percentage of window and door openings on the Architectural Elevations. For nonresidential	Not Met	General



	buildings, windows may be clear, translucent, or opaque.		
Tia Anderson	All required yards and any underdeveloped space shall be landscaped using materials such as trees, shrubs, sod, groundcover plants, or stormwater landscaping.	Note	General
Tia Anderson	The proposed loading dock service area shall comply with Sec. 63.401. - Off-street loading and unloading. When a use includes an accessory loading and unloading area for such activities as the receipt and distribution of vehicles, materials, merchandise, supplies or equipment, there shall be provided and maintained on the zoning lot adequate space for maneuvering, standing, loading and unloading... Such space shall be provided as follows: (a) All spaces shall be laid out in dimensions that can accommodate the expected delivery vehicle. Loading areas and dock approaches shall be provided with a pavement having a permanent, durable and dustless surface. (c) Off-street loading shall not conflict with required off-street parking or the system of pedestrian flow, and shall not obstruct building ingress and egress.	Note	General
Tia Anderson	The Architectural Elevations provided with the site plan submittal indicate compliance with the 60' and 75' maximum building height limits as measured from the average existing grade of the site.	Note	Density & Dimensional Standards
Tia Anderson	Update the Narrative to indicate the route trash vehicles will take to access the Loading Dock for trash pick-up (i.e., Cretin Ave service drive). It is understood that Recycling operations are centralized on the south campus and recycling trucks access the recycling center from Grand Ave.	Not Met	Screening
Tia Anderson	All exterior lighting shall meet Sec. 63.116. - Exterior lighting. (a) All outdoor lighting in all use districts, including off-street parking facilities, shall be shielded to reduce glare and shall be so arranged as to reflect lights away from all adjacent residential districts or adjacent residences in such a way as not to exceed three (3) footcandles measured at the residence district boundary. (b) All lighting in all districts used for the external illumination of buildings shall be placed and shielded so as not to interfere with the vision of persons on adjacent highways or adjacent property. (c) Illumination of any other outdoor feature shall be maintained stationary and constant in intensity and color at all times when in use.	Note	General
Tia Anderson	Update the Site Plan and Details to reflect proposed signage for ped and vehicular navigation and traffic control, as well as update plans and the Narrative to reflect operations of any proposed vehicular gates.	Not Met	Parking
	Review and respond to Checklist items and plan sheet Change Marks.		



Move Minnesota	Theresa Nelson, theresan@movemn.org, 6126555662	A TDMP has not been submitted. A TDM form is required if a development has either: • 25 or more new dwelling units or • 20,000 square feet Gross Floor Area or more of new construction of non-residential uses If you have questions or need the TDM guide or form, please contact Theresa Nelson with Move Minnesota at theresan@movemn.org		
Parks and Recreation		Plans reflect previous conversations between project team and Parks and Recreation. Any additional changes to the Summit Ave parkway right of way will require review and approval by Parks and Recreation.		
Parks Forestry	Brianna Bacher	Update note on both planting details to "Expose root flare and set at grade. Remove burlap and ropes from top 1/3rd of root ball, cut wire basket down to second horizontal wire from the bottom, and dispose of off-site."	Unresolved	016_L500_LANDSCAPE_DET AILS.pdf
	Brianna Bacher	Add to C002: The removal, pruning, and/or planting of trees on public property requires an approved Forestry Tree Work Permit from the City Forester (651-632-2436). Any work must be completed by a licensed tree contractor.	Not Met	General
	Brianna Bacher	Add to C002: In locations where public trees cannot be protected to the drip line with temporary tree protection fencing, the use of a 6" layer of mulch or track pads will be required to limit soil compaction and protect root systems within the boulevard when access routes or material storage is necessary.	Not Met	General
		Correction needs are general language updates and additions. Thank you.		
PED - HP		This property is within a locally designated historic district. Before a permit is released, review and approval by the HPC at a public hearing are required. Staff will need an application with plans. The application that has been started is considered incomplete until HP staff receive a complete HPC application and documentation on the proposal and have issued an approval of the proposal.		
PED - Planning	Josh Williams	A Mandatory Environmental Assessment Worksheet (EAW) was completed for this project. The EAW was required due to the proposed seating capacity of the arena. The EAW identified required mitigation for the proposed project, including the development of a	Note	General



		transportation management plan for sporting and other large events. This requirement should be noted in the site plan approval.		
		Please note requirement in checklist for reference to mitigation to be included in any approval documents.		
PW - Mapping and Records		SPR23-079985 2260 SUMMIT AVE UST Multipurpose Arena PW - Mapping and Records Department Review cycle #1 Has no issue per this project, Any addressing issue's contact Wayne at Maps and records dept. 651-266-6128 Thank you.		
PW - Sewers	Anca Sima	Specify the pipe material. PVC required in the ROW: SCH40, SDR 26, c900	Not Met	General
	Anca Sima	Provide the SAC for the development.	Not Met	General
	Anca Sima	Specify EOF location on the plan. Low Floor/Low Opening minimum 2 above 100-yr HWL or 1 above EOF.	Not Met	General
	Anca Sima	Add a note: If the proposed pipe has less than 2% slope, laser equipment is required.	Not Met	General
	Anca Sima	Add a note: SEWER REPAIR PERMIT: Plumbing Contractor to obtain Repair Permits from Public Works for proposed modification to the existing storm sewer connections. Call St Paul PW permit desk (651-266-6234) for information on obtaining this permit.	Not Met	General
	Anca Sima	Add a note: SEWER REMOVAL/ABANDONMENT PERMIT: Plumbing Contractor to obtain Removal Permits from Public Works to cut off existing sewer connections services to the property. Call St Paul PW permit desk (651-266-6234) for information on obtaining this permit.	Not Met	General
	Anca Sima	Add a note: SEWER CONNECTION PERMIT: License house drain contractor to obtain (Sewer Connection Permit) to construct new sanitary and storm connection in street from main to the property. Call St Paul PW permit desk (651-266-6234) for information on obtaining this permit	Not Met	General
	Anca Sima	Add note to plans: If the existing manhole for the proposed sanitary service connection is a brick construction, reconstruction of the manhole access may be required, please add the attached detail (2322e) for manhole reconstruction.	Not Met	General
	Anca Sima	fill the form: swm summary uploaded in reviewer attachments folder in pdox.	Not Met	General



	Anca Sima	Submit the manhole Shop Drawing for review. The Shop Drawing needs to be submitted/approved prior to issuing the connection permits.	Not Met	General
	Anca Sima	Existing sanitary service to the property is less than 50 years old. Add a note: A televised inspection of the existing sanitary pipe is required. Prior to the approval of the reuse of the service and release of the sewer permit: a copy of the video inspection must be provided to PW Sewer Utility for the evaluation of the pipes integrity.	Not Met	General
	Anca Sima	The plan for storm water rate control meets city requirements	Met	General
PW - Street Design and Construction	Ryan Lowry	Style to resemble, as shown, the 1210 city style driveway detail at 8" thickness. Curb installed matching existing style per city detail 3000B. Sidewalk jointing must be perpendicular to path of travel for ADA compliance. Any proposed gate or arm must not encroach the city right of way.	Unresolved	007.006_C304_SITE_PLAN_SE.pdf
	Ryan Lowry	Driveway installed per city detail 1210 at 8" thickness. Mainline curb and gutter for Summit installed as Modified B612 per city detail 3106A through the driveway.	Unresolved	007.001_C300A_SITE_PLAN_OVERALL_PH_1.pdf
	Ryan Lowry	Match roadway sections. Minimum requirement will be 5" thickness with 2" wear and 3" base over 6" aggregate base. Sawcut pavement prior to removals.	Unresolved	007.001_C300A_SITE_PLAN_OVERALL_PH_1.pdf
		See comments		
PW - Traffic Engineering Primary Review	Thomas Nyangweso	Show ALL existing traffic signs, including indicating the specific sign message, in vicinity of proposed construction, including where work is proposed up to the right of way, even if not expecting to work into the right of way. Expected area of impact often changes during construction, without documentation of existing conditions.	Not Met	General
	Thomas Nyangweso	Show ALL existing street lighting and signal elements within the project frontage and depict any expected impacts to traffic signals (including detection) or street lighting.	Not Met	General
	Thomas Nyangweso	Update the Project Narrative to fully address the requirements of Section 3 of the City's Transportation Study Guidelines. Additional details on this have been provided through email correspondence. If you have questions, contact Randy Newton (randy.newton@ci.stpaul.mn.us). Please note additional off-site project improvements may be identified through this work.	Not Met	General
	Thomas Nyangweso	Add this note to the plan: SIGNING: Signs regulating parking and/or traffic on private property (outside of the public right-of-way ROW) shall be furnished and	Not Met	General



		installed by the property owner or contractor at no cost to the City of St. Paul Department of Public Works. Removal of existing signs within the public ROW that regulate traffic and or parking shall be completed by the City at the expense of the development. New signs or the reinstallation of existing signs, as approved by Public Works Traffic Engineering, regulating parking and/or traffic in the public ROW shall be furnished and installed by the City at the expense of the development. All equipment, materials, and labor costs associated with the City affecting a complete sign installation shall be the responsibility of the development. Contact Chris Gulden of Public Works 651-266-9778 two weeks in advance of needed sign work.		
	Thomas Nyangweso	Add this note to the plan: The Contractor shall contact Mike Lusian, General Foreman, Lighting - Signal Maintenance, (651-266-9780), if removal or relocation of existing facilities is required or in the event of damage to the lighting or signal utilities. The Contractor shall assume responsibility (and related costs) for any damage or relocations.	Not Met	General
	Thomas Nyangweso	Add this note to the plan: STRIPING: Striping restoration shall be completed immediately following final pavement restoration. Roadway striping impacted by the work zone shall be replaced in-kind at no cost to the road authority. If there are questions as to the type of striping material to be used, contact Chris Gulden (651.266.9778) in the Citys Traffic Operations Section. If there is a desire for the City of St. Paul Public Works Department to complete pavement marking restoration work, contact Chris Gulden of Public Works Traffic Operations for an estimate. At a minimum, two weeks advance notice shall be provided for any striping work request. If advance notice is not provided, any associated project delays, and costs incurred resulting from said delays, shall be the sole responsibility of the Contractor.	Not Met	General
	Elizabeth Stiffler	Please indicate how the following traffic study recommendation is being addressed. Per the plans it does not appear that event patrons will be able to directly access the APF from the facility: Provide wayfinding signage to route pedestrians to/from the APF/Arena to utilize the western APF access, thus reducing crossing conflicts with the APF vehicular access. This can be accomplished through permanent signage and pavement markings within the APF and throughout the arena building.	Not Met	General
	Elizabeth Stiffler	As a condition of project approval the developer will be responsible for traffic signal improvements to the Cretin Ave / Grand Ave traffic signal up to and including its full replacement.	Not Met	General



	Elizabeth Stiffler	As a condition of project approval, the developer will be responsible for the construction of bump outs at the Cretin Ave / Goodrich Ave intersection.	Not Met	General
	Elizabeth Stiffler	The proposed driveway access to Cretin just north of Lincoln Ave requires additional review and at a minimum, design modifications are needed. Specifically, we note the following: With its offset from Lincoln the access point is not well located. The driveway width at its intersection with Grand is very wide and needs to be minimized. Concerned with the use of a WB-67 as the design vehicle. How is the use of this driveway being managed? We believe the intent is for this to strictly be a truck access and it is not intended for regular vehicle traffic. This driveway needs to be designed to minimize and control its use. It should not look like or operate like a typical driveway access point.	Not Met	General
		Corrections Required. 10/11/23 Traffic Engineering modified comments included.		
PW - Transportation Planning and Safety	Colleen Paavola	Reviewed		
SPRWS	Rutger Krenz	Provide the following on PLAN SHEET C002 under NOTES: - The following work in the right-of-way shall be performed by SPRWS on an actual cost basis: (1) Connection to the public main for any installation that is off of a public main larger than 12 or of material not made of iron. (2) Inspection of Contractor installed mains and services. (3) Construction of temporary services if necessary. An estimate will be provided for this work and payment in the amount of the estimate must be received before the work can be scheduled. All other work, including excavation, restoration, cut offs, and pipework to be performed by the Contractor. - A four-sided trench box is required on all excavations deeper than 5 feet where underground work or inspection is to be performed by SPRWS. For all wet taps to be performed by SPRWS, a minimum trench box size of 8 feet High x 8 feet Wide x 10 feet Long is required. Ladders are required and must extend 3 feet above the surface of the trench. Sidewalks, pavements, ducts and appurtenant structures shall not be undermined unless a support system or another method of protection is provided. Trenches in excess of 20 feet in depth must be signed off by a registered professional engineer. Excavated material must be kept a minimum of 2 feet from the edge of the trench. - Refer to SPRWS "Standards for the Installation of Water Mains" Standard Plate D-11 for restrained pipe requirement. - Services that are to become unused	Not Met	General



	upon completion of the new service connection must be cut off by the Contractor at the main prior to the turn on of the new services. Excavation and restoration by Contractor.		
Rutger Krenz	Provide completed project data sheets. SPRWS will verify domestic service size and determine meter sizing. Fire suppression sizing must be verified by the local fire department. The size of the proposed domestic service cannot be approved until the project data sheet has been received and the calculations have been made. A blank project data sheet is available in the reviewer attachments folder.	Not Met	General
Rutger Krenz	Before scheduling installation of a new water service, SPRWS must receive a Water Service Contract(s) signed by the owner, payments in the amount shown on the contract(s), and applications for all outside plumbing permits.	Not Met	General
Rutger Krenz	Provide profile view or show separation measurements of all proposed utility crossings.	Not Met	General
Rutger Krenz	Show stationing and degree of bends on plan sheets.	Not Met	General
Rutger Krenz	For combination services the ratio of fire suppression to domestic takeoff must be no less than 4:1.	Not Met	General
Rutger Krenz	Plumbing permit applications to be made with SPRWS at 1900 Rice Street, Saint Paul, MN.	Not Met	General
Rutger Krenz	Furnish one set of interior fire suppression mechanical plans for review and approval by SPRWS plumbing inspection unit.	Not Met	General
Rutger Krenz	Replace NOTE #5 with the following on PLAN SHEET C002 under UTILITIES NOTES - AGENCY:All pipe 2 and smaller must be Type K copper. Pipe material for 8 Ductile Iron Pipe must be Class 52, Pipe material for 6 and 4 Ductile Iron Pipe must be Class 53. The exterior of ductile iron pipe shall be coated with a layer of arc-sprayed zinc per ISO 8179. The interior cement mortar lining shall be applied without asphalt seal coat. Pipe must be wrapped in V-Bio Polywrap encasement and shall be installed utilizing Modified Method A as recommended by DIPRA. Encasement shall be taped at each joint and around the middle of the pipe.	Not Met	General



If you have questions about or responses to a specific reviewer comment, please utilize the built-in ProjectDox communications tools including applicant response to checklist items, team mail or project discussion board.

If you have questions, please contact the Site Plan Review Office at 651-266-9008 or SitePlanReview@ci.stpaul.mn.us.

Report Prepared By:

Tia Anderson
Principal City Planner

cc: File, Site Plan Review Staff, CRWD, Move MN, City Council Ward 4 Office, Macalester Groveland Community Council