

City of Ham Lake



Sketch Plan Checklist

The following items are to be completed to the approval of the City Engineer prior to placing the Sketch Plan on the City Council Agenda for City Council Approval:

Sketch Plan Drawings:

- Name of Subdivision
- Access to adjacent bike trails and/or parks provided
- Conflict with future thoroughfare and connection to permanent cds? Potential public opposition.
- Located in FEMA Zone A limits
- Zoning complies with latest Comprehensive Plan Future Land Use Figure 5.3
- Location of ditches shown? Need to submit to CCWD?
- Existing culverts, lakes and ponds shown and labeled
- Existing easements and right-of-way shown, labeled and dimensioned. Possibility of county requiring additional right-of-way?
- Bike trail easements to be shown and labeled
- Proposed easements (including temporary cul-de-sacs) and right-of-way shown, labeled and dimensioned
- Adverse possession
- Street names per City of Ham Lake street grid system
- Proposed streets align with existing streets or have 300' minimum spacing between

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intersections

- Proposed streets appropriate with comprehensive street system and long range plans of the City of Ham Lake, Anoka County and Mn/DOT
- Future turn lanes, bypass lanes or signalization required on existing and/or proposed streets
- Minimum lot size of one acre per lot
- Minimum Building pad area of 10,000 ft² located outside setbacks (if available, not required per Article 10-203)
- Minimum ISTS area of 7,500 ft² (if available, not required per Article 10-203)
- Minimum yard area of 12,000 ft² (if available, not required per Article 10-203)
- Building setbacks of 30' front yard, 30' side corner, 10' side yard, 50' rear yard and 50' from a county or state road. Do houses and buildings located both inside and outside of plat meet setbacks from proposed street ROW?
- Existing buildings and other structures within 50' of the proposed plat shown
- Cul-de-sac street maximum length of 1,100' unless street will be extended providing an additional outlet; minimum cul-de-sac length is 175'. They need to show possible extension.
- Minimum Lot width at right-of-way of 200' (cul-de-sac lot minimum of 60')
- Minimum lot width of 300 feet under old ordinance for 2.5 acre + lots
- Lot numbers and block number(s)
- City of Ham Lake website: <https://www.hamlakemn.gov/index.php/government/city-code>
- Wetland impacts and drainage reviewed and approved by Coon Creek Watershed District
- DNR wetlands, identified natural areas, natural communities, rare species and/or natural resource inventory shown. Refer to the Natural Resources Inventory.
- MPCA remediation sites, including LUST, VIC, VPIC, superfund, landfill and dump sites
- Existing accessory buildings within plat meet size limits of 9-370.2 (1 acre - 676 sf, to 2.5 acre - 720 sf, to 5 acre - 800 sf, to 10 acre - 1,200 sf)
- Possibility of county requiring turn lane and/or bypass lane
- Any conflicts with adjacent sketch plans?

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- Existing gas or pipeline easements present?
- If replat of platted lot, check old plans for info
- Does proposed road conflict with adjacent driveways? Check aerial.