

City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Micah Heckman, Project Engineer

SUBJECT: Planned Unit Development (PUD) Amendment – Emblem at Shakopee

CASE: AMEND-000015-2021

DATE: January 24, 2022

The staff review indicates a request to review a Planned Unit Development (PUD) amendment application for the Emblem at Shakopee, a residential development. The site is located south of Highway 169, West of Canterbury Rd, north of 17th Avenue and east of Philipp Dr.

This review should be considered preliminary, as more comments will follow with additional submittals. However, the Public Works Department offers the following comments at this time to the applicant and to the planning department:

1. Plan review comments have been prepared and a copy of those comments are attached to this memo. Revise plans to address the provided comments and provide a comment response memo.
2. Execution of a Developer's Agreement, which needs to include provisions for a letter of credit or cash security equal to 125 percent of the estimated total cost of the public improvements, plus 100 percent of the estimated costs of city inspection and administration.
3. At time of Final Plat, easements must be provided and approved by the City Engineer. Easements must meet requirements provided in the City Design Criteria.
4. The right-of-way for the public street on the east side of the site must be dedicated with the Final Plat and accommodate room for roadway, sidewalk, trail and utilities. The roadway must be constructed with this project.
5. Obtain final approval of the site's storm water management plan.
6. Submit a turning movement diagram showing worst case design vehicle movements through the site.

7. Prior to any land disturbing activity, a grading or building permit must be obtained. A submittal must include detailed construction plans.
8. The owner must enter into a Utility Facilities Easement Agreement with the city. The document must be recorded with Scott County.
9. The contractor must submit a Construction Management Plan to the city prior to any construction activities.
10. Record plans need to be provided per the City of Shakopee Design Criteria, Section 2.5 and Section 11.2 (A-L). The record plans need to be certified and submitted to the engineering department. Provide a letter from the engineer of record certifying all improvements were constructed per approved plans and under the direct supervision of the engineer of record. The developer/engineer of record must provide a full-time onsite inspector during all utility installation.

Recommendation

The Public Works Department recommends approval of the application subject to the conditions above being addressed/completed by the applicant.