

City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Micah Heckman, Project Engineer

SUBJECT: Preliminary Plat, Final Plat and PUD – Canterbury AMP Addition

CASE: PLAT-000068-2022 and PUD-000067-2022

DATE: August 10, 2022

The staff review indicates a request to review a Preliminary Plat and Final Plat application for the Canterbury AMP Addition. Canterbury AMP Addition is located west of CSAH 83 (Canterbury Road), north of 12th Ave E and south of Unbridled Boulevard.

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:

The following items need to be addressed/completed prior to release of the Final Plat for recording:

1. Plan review and plat review redlined comments are attached to this memo and must be addressed and approved by the City Engineer.
2. Refer to Shakopee Public Utilities comments for watermain.
3. Conduct a title search to confirm other interests on the property.
4. Pay all applicable fees/charges listed below, as required by the most current City of Shakopee Fee Schedule.
 - Street and Utility Fee (7.5% of the cost for public improvements
 - Watermain Fee
 - Trunk Storm Water Charge
 - Sign Installation Fee
 - Bituminous Sealcoat Fee
 - Storm Water Management Plan Review Fee
5. Submit a detailed contractor's bid for all public improvements associated with this subdivision.

6. Submit a detailed lot area drawing showing the total plat area, the total drainage and utility easement area encompassing 100-year high water levels of wetlands/storm water basins, the total area of right-of-way, the total area of conservation easements and outlots, the total area of bituminous street and the total area of lots.
7. Easements will be shown on the Final Plat as approved by the City Engineer. They include, but are not limited to the following:
 - Refer to plan review redlined comments for specific locations where additional easement is required.
 - Dedicate drainage and utility easement to encompass the 100-year high water level of all storm water basins.
8. At a minimum, obtain conditional approval of the development's storm water management plan.
9. Plans must be provided to Scott County and MnDOT for review and any conditions imposed by the county must be adhered to by the applicant.
10. Coordinate with the Public Works Department to obtain an Encroachment Agreement for the private storm sewer service line that crosses the City of Shakopee right-of-way for Barendscheer Boulevard.
11. Provide electronic files (AutoCAD and Portable Document Format – PDF) of the Final Plat to be recorded with datum on the Scott County coordinate system.
12. Approval of the final plat does not constitute approval of the submitted construction plans.

The following items need to be addressed/completed prior to approval of a grading permit, a street and utility plan and/or a building permit:

13. Lot 1 of Behringer's First Addition is not included in the plat which is not consistent with the EAW. Should the land entitlement not advance, the site layout, construction plans and Event Management Plan will need to be updated and the revised plans reconsidered and approved.
14. Obtain final approval of the subdivision's storm water management plan.
15. Obtain a NPDES construction site permit prior to any land disturbing activity. A copy of the permit must be provided to the city.

16. Grade the entire site, as proposed on the approved plans, in one phase within one year from the date of approval of the grading permit application. Grading is defined as bringing the site to the proposed finished grade with materials deemed acceptable by the City of Shakopee engineering department, providing topsoil per City requirements and applying seed, mulch and/or sod per City requirements and providing an as-built record grading plan per Section 2.5 of the City of Shakopee Design Criteria.
17. Submit a landscaping plan in compliance with the most recent version of the City of Shakopee's Easement Fencing and Landscaping Policy.
18. The proposed pedestrian lighting system will be private. As it extends across multiple parcels, a joint lighting ownership/maintenance agreement must be submitted to the city.
19. Submit an executed copy of the Utility Facilities Easement Agreement. The developer is also responsible for recording the document at the county.
20. The contractor must submit a Construction Management Plan to the city prior to any construction activities.
21. 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 following items need to be addressed/completed prior to the first event being held at the amphitheater or per any deadlines imposed by Scott County or MnDOT:

22. An Event Management Plan is being prepared for the proposed development. The Event Management Plan will include requirements for transportation improvements in and around the site. The development plans must be revised and adjusted to address the requirements of the Event Management Plan. An Event Management Plan Agreement with the city that includes the developer and Canterbury Park must be implemented to codify the Event Management Plan into perpetuity, understanding that certain elements might change into the future that would require both Canterbury and the developer to mitigate and accommodate the conditions as prescribed, and that both the county and MnDOT requirements also must be met and incorporated.
23. Public roadway and transportation improvements, both local and regional, as shown on the Canterbury Master Plan and the AMP Environmental Assessment Worksheet (EAW) must be fully constructed prior to a certificate of occupancy being granted for this development. Additional regional and local transportation improvements that might be

identified as part of the required Event Management Plan must also be implemented and constructed as part of the development.

24. Proposed public roadway and infrastructure improvements pertaining to the southerly Canterbury and amphitheater area must be approved by the City Engineer and constructed accordingly. This also includes the repair and rehabilitation of the existing Canterbury sanitary sewer system that will be transferred to the city for ownership and operation (trunk system that flows under the Canterbury track, northwest to 4th Avenue and exists as 12", 15" and 18" diameter pipe).
25. The Event Management Plan may conclude that a second access to Unbridled Avenue is needed from the parking lot to mitigate traffic impacts. Should this be concluded, modifications to the AMP parking lot to integrate a drive aisle and modifications to Unbridled Avenue will be required.
26. The EMP might conclude that more of the main parking lot needs to enter and exit from Unbridled Avenue. The proposed east-west median located in the easterly parking lot would be the natural divider to demarcate north vs. south for access to the public roadway system. If the EMP concludes more parking stalls need to be designated to the north, the median is recommended to be revised southerly accordingly. Other options should be considered to address this scenario as it might be a dynamic requirement dependent on success/issues into the future. Possibly include another median area to the south that would include +/- 200 stalls that could be shifted either north or south. Further discussion and determination with the completion of the EMP is needed.
27. A pedestrian plan must be developed for the southern parking lot to better connect with the public system. The plan must evaluate and design proposed crossing locations. The pedestrian plan may impact the size of the parking lot, width of sidewalks adjacent to the parking lot, pedestrian crossing locations, and the need for sidewalk/trail easements adjacent to the parking lot.
28. The proposed pedestrian path along Unbridled Avenue must be integrated into the Canterbury parking areas. The path must accommodate the needed walk width, as determined by the Event Management Plan, to and from the parking areas. The current configuration shows the oversized path ending at the east end of the Canterbury parking lot but does not accommodate pedestrian movement further into the parking lot or to the parking lot north of Unbridled Avenue.

Recommendation

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