City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Micah Heckman, Project Engineer

SUBJECT: Preliminary and Final Plat – Moraine Addition

PROJECT NO.: PLAT-000089-2022

DATE: November 22, 2022

The staff review indicates a request to review a Preliminary and Final Plat application for the Moraine Addition. Moraine Addition is located north of County Road 16 (Eagle Creek Boulevard) and west of County Road 18.

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. 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 improvements, plus 100 percent of the estimated costs of city inspection and administration.
5. Pay all applicable fees/charges listed below, as required by the most current City of Shakopee Fee Schedule.

    - Street and Utility Fee & Security
    - Watermain Fee
    - Trunk Storm Water Charge
    - Trunk Sanitary Sewer Charge
    - Sign Installation Fee
    - Bituminous Sealcoat Fee
    - Storm Water Management Plan Review Fees

- Grading Permit Fee and Security
- Wetland Conservation Act Administration Fee

6. Submit a detailed contractor's bid for all public improvements associated with this subdivision.

7. 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.

8. Easements will be shown on the Final Plat as approved by the City Engineer. They include, but are not limited to the following:
   - Verify appropriate drainage and utility easements for public sanitary sewer, storm sewer and watermain systems are provided. The minimum widths of drainage and utility easements are set forth in Section 10.1.A-D of the City of Shakopee Design Criteria.
   - 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.

9. Provide easements for all trails/sidewalks that are not located on public right-of-way. Utilize the city template easement for sidewalks/trails.

10. At a minimum, obtain conditional approval of the development's storm water management plan.

11. Developer must either construct the trail along County Road 16 with this project or provide funds for future trail construction. The amount will be based on a cost estimate for the construction of a trail along portions of the plat that front County Road 16.

12. Provide electronic files (AutoCAD and Portable Document Format – PDF) of the Final Plat to be recorded with datum on the Scott County coordinate system.

13. 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:

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 detailed pavement design calculations.

18. Submit a small utilities joint trench design and detail.

19. Submit a landscaping plan in compliance with the most recent version of the City of Shakopee's Easement Fencing and Landscaping Policy.

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.

Recommendation

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