

City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Micah Heckman, Assistant City Engineer

SUBJECT: Final Plat – J&J Minneapolis Industrial Facility

PROJECT: PLAT-000139-2023

DATE: June 27, 2023

The staff review indicates a request to review a Final Plat application for the J&J Minneapolis Industrial Facility Development. The site is located west of County Road 83 (Canterbury Road) and north of Unbridled Avenue.

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. An existing drainage and utility easement exists over the public storm sewer running through the property. With this project, the storm sewer is proposed to be relocated and a new easement dedicated. The existing easement must be vacated and a building permit will not be approved until the vacation is complete.
5. Easements will be shown on the Plat as approved by the City Engineer. They include, but are not limited to the following:
 - 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/plat review redlined comments for specific locations where additional easement is required.

6. Pay all applicable fees/charges listed below, as required by the most current City of Shakopee Fee Schedule.

- Storm Water Management Plan Review Fees

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, and the total area of lots.

8. Provide a Cross Access and Maintenance Agreement for shared drive aisles and parking areas.

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

10. Prior to discharging into a storm water basin, pretreatment must be provided.

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. Obtain final approval of the subdivision's storm water management plan.

14. Pay the Trunk Storm Water Charge, as required by the most current City of Shakopee Fee Schedule.

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. The contractor must submit a Construction Management Plan to the city prior to any construction activities.
18. Submit a recorded copy of a Utility Facilities Easement Agreement for the proposed development. A template can be obtained from the Engineering division.
19. 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 Engineering Department recommends approval of the application subject to the conditions above being addressed/completed by the applicant.