**City of Shakopee**
*Memorandum*

**TO:** Mark Noble, Senior Planner

**FROM:** Micah Heckman, Project Engineer

**SUBJECT:** Final Plat – Reliakor Second Addition

**CASE:** PLAT-000135-2023

**DATE:** June 27, 2023

The staff review indicates a request to review a Final Plat application for Reliakor Second Addition. Reliakor Second Addition is located southwest of the Maras Street and Hansen Avenue intersection.

This review should be considered preliminary, as more comments will follow with additional submittals. However, the Engineering 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. Plat review redlined comments are attached to this memo and must be addressed and approved by the City Engineer.
2. Conduct a title search to confirm other interests on the property.
3. 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 and the total area of right-of-way,.
4. Pay all applicable fees/charges listed as required by the most current City of Shakopee Fee Schedule.
5. Easements will be shown on the Final Plat as approved by the City Engineer.
6. Obtain final approval of the development's storm water management plan.
7. Submit a site plan and turning movement diagram showing worst case vehicle movements throughout the site.

8. Approval of the final plat does not constitute approval of the submitted construction plans.

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

*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:*

1. Obtain a NPDES construction site permit prior to any land disturbing activity. A copy of the permit must be provided to the city.

2. 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.

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

4. The contractor must submit a Construction Management Plan to the city prior to any construction activities.

5. The property owner must enter into a Utility Facilities Easement Agreement with the city. The agreement must be recorded against the property.

6. 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.