City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Darin Manning, Project Engineer

SUBJECT: Preliminary Plat – Countryside 3rd Addition

PROJECT: PLAT-000191-2024

DATE: February 26, 2024

The staff review indicates a request to review a Preliminary Plat application for the Countryside 3rd Addition Development. Countryside 3rd Addition is located south of County Road 16 (17th Avenue West) and east of County Road 15 (Marystown Road).

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 the Preliminary Plat being approved:

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. 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.

5. Approval of the preliminary plat does not constitute approval of the submitted construction plans.

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

6. 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.

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

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

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

9. 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.

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

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

12. The maximum allowable sanitary sewer depth is thirty (30) feet.

13. 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:

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 street lighting plan.

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

21. The contractor must submit a signed copy of the supplemental conditions of the grading permit to the city prior to any grading activities.

22. The applicant must provide the city with a copy of the grading easement allowing grading on the adjacent properties to the north and west.

23. 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.