

City of Shakopee
Memorandum

TO: Amanda Schwabe, Planner

FROM: Darin Manning, Project Engineer

SUBJECT: Preliminary Plat, Final Plat, and Planned Unit Development (PUD) – Scott County CDA Office and Senior Living

PROJECT NO.: PLAT-000212-2024 and PUD-000210-2024

DATE: April 26, 2024

The staff review indicates a request to review a Preliminary, Final Plat, and PUD application for the Scott County CDA Office and Senior Living development. Scott County CDA Office and Senior Living is located between 5th Avenue East and 6th Avenue East, and Holmes Street South and Lewis Street South.

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. Plan review and plat review red-lined comments are attached to this memo and must be addressed, resubmitted and approved by the City Engineer.
2. Refer to Shakopee Public Utilities comments for watermain.
3. Pay all applicable fees/charges listed below, as required by the most current City of Shakopee Fee Schedule.
 - Trunk Sanitary Sewer Charge
 - Storm Water Management Plan Review Fee
4. Submit a turning movement diagram that shows accessibility for fire, garbage and delivery trucks throughout the proposed development.
5. At a minimum, obtain conditional approval of the development's storm water management plan.

6. Easements will be shown on the Final 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.
 - Drainage and utility easement that encompasses the 100-year high-water level of the proposed infiltration tank.
7. 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:

8. Pay the Trunk Storm Water Charge, as required by the most current City of Shakopee Fee Schedule.
9. Obtain final approval of the development's storm water management plan.
10. Obtain a NPDES construction site permit prior to any land disturbing activity. A copy of the permit must be provided to the city.
11. 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.
12. Submit a landscaping plan in compliance with the most recent version of the City of Shakopee's Easement Fencing and Landscaping Policy.
13. Submit a Utility Facilities Easement Agreement. The document must be recorded with Scott County.
14. The contractor must submit a Construction Management Plan to the city prior to any construction activities.
15. Submit final construction plans for approval by the city.
16. 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.