

City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner
FROM: Darin Manning, Project Engineer
SUBJECT: Final Plat – Culvers
PROJECT: PLAT-000224-2024
DATE: June 13, 2024

The staff review indicates a request to review a Final Plat application for site improvements to an existing Culvers. The site is located east of CSAH 83 and south of 12th Avenue.

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 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. Easements will be shown on the Plat as approved by the City Engineer. They include, but are not limited to the following:
 - Perimeter drainage and utility easement requirements are set forth in Section 10.1.A-D of the City of Shakopee Design Criteria.
 - Five (5) feet of drainage and utility easement is required along the south and east property line. See comments on RLS plan sheet.
 - Drainage and utility easement must be dedicated encompassing the 100-year high water level of any storm water BMPs on the site.
4. Pay the Storm Water Management Plan Review Fee, as required by the most current City of Shakopee Fee Schedule.
5. Submit a turning movement diagram that shows accessibility for fire, garbage and delivery trucks throughout the proposed development.
6. Obtain conditional approval of the development's storm water management plan.
7. Prior to discharging into a storm water basin, pretreatment must be provided.

8. Provide a copy of the access easement agreement for the existing shared drive aisle.
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.
10. 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:

11. Obtain final approval of the subdivision's storm water management plan.
12. Obtain a NPDES construction site permit prior to any land disturbing activity. A copy of the permit must be provided to the city.
13. Provide an amended access easement agreement for the shared drive aisle.
14. Pay the grading permit fee and provide security, as required by the most current City of Shakopee Fee Schedule.
15. 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.
16. The contractor must submit a Construction Management Plan to the city prior to any construction activities.
17. Submit a recorded copy of a Utility Facilities Easement Agreement for the proposed development. A template can be obtained from the Engineering division.
18. 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.