City of Shakopee
Memorandum

TO: Amanda Schwabe, Planner

FROM: Darin Manning, Project Engineer

SUBJECT: Planned Unit Development (PUD) Amendment – Ground Based Satellite Installation

CASE: AMEND-000223-2024

DATE: June 25, 2024

The staff review indicates a request to review a Planned Unit Development (PUD) amendment application for a ground-based satellite installation. The site is located east of CSAH 83 (Canterbury Road South), north of Eagle Creek Boulevard, and south of Deans Lakes Boulevard.

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:

1. Plan review comments have been prepared and a copy of those comments are attached to this memo. Revise plans to address the provided comments and provide a comment response memo.

2. A drainage and utility easement must be provided that encompasses the 100-year HWL of proposed BMPs.

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

4. Prior to any land disturbing activity, a grading or building permit must be obtained. A submittal must include detailed construction plans.

5. Private infrastructure must not encroach on the perimeter drainage and utility easements.

6. The proposed access road and parking area shall be paved with asphalt or concrete.

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

8. The owner must enter into a Utility Facilities Easement Agreement with the city. The document must be recorded with Scott County.

9. The contractor must submit a Supplemental Conditions of the Grading Permit to the city prior to any grading activities.

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

11. 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. The developer/engineer of record must provide a full-time onsite inspector during all utility installation.

12. Approval of the PUD Amendment does not constitute approval of the submitted plans.

Recommendation

The Engineering Department recommends approval of the application subject to the conditions above being addressed/completed by the applicant.