

City of Shakopee
Memorandum

TO: Kyle Sobota, Senior Planner

FROM: Darin Manning, Project Engineer

SUBJECT: Final Plat – Canterbury Southwest Fifth Addition

PROJECT NO.: PLAT-000221-2024

DATE: September 9, 2024

The staff review indicates a request to review a Final Plat application for the Canterbury Southwest Fifth Addition. Canterbury Southwest Fifth Addition is located east of Schenian Street, north of Eagle Creek Boulevard and south of Shenandoah Drive.

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 and approved by the City Engineer.
2. Refer to Shakopee Public Utilities comments for watermain.
3. Pay the Storm Water Management Plan Review Fee, as required by the most current City of Shakopee Fee Schedule.
4. Submit a turning movement diagram that shows accessibility for fire, garbage and delivery trucks throughout the proposed development.
5. Due to the intensification of trips in the development and consistent with the overall Canterbury Commons traffic study, the city will continue to evaluate the intersection of Schenian Street and Eagle Creek Boulevard for conversion to a right-in/right-out or a three-quarter intersection.
6. Easements will be shown on the Final Plat as approved by the City Engineer. They include, but are not limited to the following:

- Provide a 5-foot drainage and utility easement along the east property line (see redlines on the final plat).
 - Provide a 5-foot drainage and utility easement along the south property line (see redlines on the final plat).
7. Provide a copy of the recorded Declaration of Easements for Access and Parking Agreement with the adjacent Starting Gate Venture Building tenants.
 8. At a minimum, obtain conditional approval of the development's storm water management plan.
 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:

10. Pay the Trunk Storm Water Charge, as required by the most current City of Shakopee Fee Schedule.
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. Submit contractors bid for site restoration, grading, and erosion control. These costs are needed to calculate the grading fee and security.
14. It appears that shared parking is not being proposed for this development. If this changes in the future a copy of a cross-access and maintenance agreement for the shared spaces must be submitted to the City and recorded with the properties.
15. Private infrastructure must not encroach on the perimeter drainage and utility easements.
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 a landscaping plan in compliance with the most recent version of the City of Shakopee's Easement Fencing and Landscaping Policy.
18. Submit a recorded copy of the Utility Facilities Easement Agreement.
19. The contractor must submit a Construction Management Plan to the city prior to any construction activities.
20. 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.