

City of Shakopee
Memorandum

TO: Kyle Sobota, Senior Planner

FROM: Micah Heckman, Graduate Engineer

SUBJECT: Preliminary & Final Plat – Valley View Business Park 3rd Addition
Public Works/Engineering Department Review

PID #: 27-444002-0

CASE #: SH090177

DATE: February 26, 2018

The staff review indicates a request to review a Preliminary Plat and Final Plat application for the Valley View Business Park 3rd Addition. Valley View Business Park 3rd Addition is located south of 4th Avenue, north of Barescheer Boulevard and east of Shenandoah Drive.

The Public Works/Engineering department offers the following comments at this time to the applicant and to the planning department:

Conditions

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

1. The applicant must submit a detailed lot area drawing showing the total plat area, the total area encompassing high water levels of wetlands/storm water basins and the total area of lots.
2. The applicant must obtain, at a minimum, conditional approval of the Storm Water Management Plan for the proposed development.
3. Easements must be shown on the Final Plat as approved by the City Engineer. They include, but are not be limited to, the following:
 - Provide drainage and utility easement encompassing the 100-year HWL for the storm pond.
 - An eleven (11) foot drainage and utility easement is shown along the west side of the ingress and egress easement area. This should be changed to ten (10) feet.

- Provide all other easements required per City of Shakopee Design Criteria.
4. 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:

1. Payment of the Trunk Storm Water Charge must be made, as required by the most current City of Shakopee Fee Schedule.
2. The applicant must obtain final approval of a Storm Water Management Plan for the proposed development.
3. The applicant must obtain a NPDES construction site permit prior to any land disturbing activities. A copy of the coverage card and letter must be provided to the city.
4. The applicant must 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.
5. As noted on the plans, Barescheer Boulevard is currently a private road. The applicant shall provide the city a copy of a cross-access easement for the proposed driveways onto Barescheer Boulevard.
6. The Ingress and Egress easement in the northeast portion of the property is not wide enough to accommodate the proposed driveway design and required setbacks. Any proposed access driveways must meet the minimum setback requirements.
7. The applicant must provide the city a copy of the easement to perform grading on the adjacent property to the east. The city does not authorize any grading on adjacent property until an easement has been submitted.
8. The applicant must enter into a Utility Facilities Easement Agreement with the City of Shakopee. A copy of the agreement can be obtained from the Public Works Department.
9. The applicant must enter into a Construction Management Agreement with the City of Shakopee. A copy of the agreement can be obtained from the Public Works Department.

10. 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 submitted to the engineering department.
11. Approval of the Preliminary and Final Plat requests does not constitute approval of the submitted plans.

Recommendation

Public Works/Engineering staff recommends approval of the Preliminary and Final Plat subject to the conditions above being addressed/completed by the applicant.