

City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Micah Heckman, Project Engineer

SUBJECT: Final Plat & Vacation of Easements – Canterbury Park Eighth Addition

CASE: SH091674

DATE: June 14, 2018

The staff review indicates a request to review a Final Plat and Registered Land Survey (RLS) application for Canterbury Business Park North, a light industrial development. Canterbury Business Park North is located south of 4th Avenue and north of Canterbury Park.

This review should be considered preliminary, as more comments will follow with additional submittals. However, the Public Works 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/RLS for recording:

1. Pay all applicable fees/charges listed below, as required by the most current City of Shakopee Fee Schedule.
 - VIP Connection Charge
 - Storm Water Management Plan Review Fees
 - Trunk Storm Water Charge
 - Wetland Conservation Act Fees
2. A traffic impact study must be submitted showing the impacts of the proposed development on the surrounding roadways.
3. In addition to the easements currently shown, provide drainage and utility easement encompassing the 100-year high water level for all storm water basins.
4. Submit a detailed lot area drawing showing the total plat area, the total drainage and utility easement area encompassing 100-year high water levels of wetlands/storm water basins, the total area of right-of-way, the total area of conservation easements and outlots, the total area of bituminous street and the total area of lots.

5. Submit a detailed geotechnical report outlining any groundwater or bedrock encountered. The report must provide infiltration rates at all proposed infiltration basins.
6. Submit a wetland determination for the property. In lieu of a full wetland delineation, submit the following for review. If wetland signatures are present, a full delineation will be required.
 - National Wetland Inventory data
 - DNR Public Waters data
 - Scott County Soil Survey data
7. Obtain, at a minimum, conditional approval of the development's storm water management plan.
8. Revise proposed pond grading to comply with maximum allowable slopes per the City of Shakopee Design Criteria Section 4.
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:

1. Obtain final approval of the subdivision's storm water management plan.
2. Obtain a NPDES construction site permit prior to any land disturbing activity. A copy of the permit coverage card and letter must be provided to the city. Once construction has started, all SWPPP inspection reports must be submitted to the city.
3. 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.
4. The retaining wall, including structural components, must be kept out of any drainage and utility easements.
5. Fieldstone riprap and geotextile fabric will be placed at each flared end section. The riprap and fabric must be installed to the bottom of the storm water basin.
6. Submit a turning movement diagram for the proposed development.

7. Provide the city with a copy of the cross-access easement that allows connection to the private road east of the site.
8. Provide pedestrian connectivity both internal to the site and to the local and regional trail system.
9. Submit a landscaping plan in compliance with the most recent version of the City of Shakopee's Easement Fencing and Landscaping Policy.
10. The owner must enter into a Utility Facilities Easement Agreement with the city. The document must be recorded with Scott County.
11. The contractor must submit a Construction Management Plan to the city prior to any construction activities.
12. Prior to work within the City of Shakopee right-of-way, the applicant must obtain a right-of-way permit. Contact Public Works at 952-233-9559 or PublicWorks@ShakopeeMN.gov for permit information.
13. 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.
14. Approval of the final plat does not constitute approval of the submitted plans.

Recommendation

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