

City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Micah Heckman, Project Engineer

SUBJECT: Final Plat – The Willows

CASE: SH096012

DATE: May 29, 2019

The staff review indicates a request to review a Final Plat application for The Willows. The Willows is located west of Marystown Road (County Road 15) and north of 17th Avenue (County Road 16).

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 for recording:

1. Obtain approval of a Storm Water Management Plan.
2. Pay all applicable fees/charges listed below, as required by the most current City of Shakopee Fee Schedule.
 - Trunk Sanitary Sewer Charge
3. 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 and the total area of conservation easements and outlots.
4. Easements will be shown on the Final Plat as approved by the City Engineer. They include, but are not limited to the following:
 - The minimum widths of drainage and utility easements are set forth in Section 10.1 (A-D) of the City of Shakopee Design Criteria.
 - The 100-year high water level for all storm water basins, including infiltration and filtration basins, must be encompassed by a drainage and utility easement.

5. Provide a snow plowing and snow storage management plan for this site.
6. 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. Pay all applicable fees/charges listed below, as required by the most current City of Shakopee Fee Schedule.
 - Trunk Storm Water Charge
2. Provide detailed construction drawings that satisfy city requirements.
3. Provide turning movement diagrams showing how delivery vehicles and garbage trucks maneuver through the parking lot.
4. 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.
5. 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.
6. Submit a landscaping plan in compliance with the most recent version of the City of Shakopee's Easement Fencing and Landscaping Policy.
7. Enter into a Utility Facilities Easement Agreement and have it filed with Scott County.
8. Submit a Construction Management Plan.
9. 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.
10. 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.