

City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Micah Heckman, Project Engineer

SUBJECT: Preliminary Plat & Final Plat – Canterbury 9th Addition

CASE: SH095687

DATE: July 1, 2019

The staff review indicates a request to review a Preliminary Plat and Final Plat application for the Canterbury 9th Addition. Canterbury 9th Addition is located west of Vierling Drive, 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 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. Pay all applicable fees/charges listed below, as required by the most current City of Shakopee Fee Schedule.
 - Street and Utility Fee
 - Watermain Fee
 - Trunk Storm Water Charge
 - Sign Installation Fee
 - Bituminous Sealcoat Fee
 - Storm Water Management Plan Review Fees
2. Provide easements in accordance with City of Shakopee Design Criteria Section 10.1.A-D.
 - 10 feet of drainage and utility easement adjacent to the right-of-way on Shenandoah Drive, Vierling Drive and Schenian Street.
 - 15 feet of drainage and utility easement along the right-of-way adjacent to Eagle Creek Boulevard.
 - 5 feet of drainage and utility easement on lots lines separating Lot 1 and Lot 2.
 - Easement over the public sanitary sewer that will serve future development of Block 1, Lots 1 and 2. The easement must satisfy the requirements of Design Criteria Section 10.1.A.

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, 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.
4. At a minimum, obtain conditional approval of the development's storm water management plan.
5. A trail connection to the Schenian Street trail must be included with the development on Lot 1.
6. Dedicate trail easement adjacent to Block 1, Lots 1 and 2 per the proposed roadway plans. Engineering will provide a template of the trail easement document.
7. Provide an agreement for storm water between Canterbury and the property owners of Block 1, Lots 1 and 2. The agreement must document who is responsible for maintenance of the storm water system and ponds. This agreement must be updated as more properties are platted and developed.
8. 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. 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.
3. Submit a turning movement diagram that shows accessibility for garbage and delivery trucks throughout the proposed development.
4. Submit a landscaping plan in compliance with the most recent version of the City of Shakopee's Easement Fencing and Landscaping Policy.
5. The owner must enter into a Utility Facilities Easement Agreement with the city. The document must be recorded with Scott County.

6. The contractor must submit a Construction Management Plan to the city prior to any construction activities.
7. 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 Public Works Department recommends approval of the application subject to the conditions above being addressed/completed by the applicant.