City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Micah Heckman, Project Engineer

SUBJECT: Preliminary Plat & Variance – Windermere South 3rd Addition

CASE: SH100265

DATE: April 15, 2020

The staff review indicates a request to review a Preliminary Plat and variance application for the Windermere South 3rd Addition. Windermere South 3rd Addition is located west of Marystown Road and north of CSAH 78.

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. Plan review and plat review redlined comments are attached to this memo and must be addressed and approved by the City Engineer.

2. Execution of a Developer's Agreement, which needs to include provisions for a letter of credit or cash security equal to 125 percent of the estimated total cost of the improvements, plus 100 percent of the estimated costs of city inspection and administration. The Developer's Agreement must also include a cost sharing agreement for roadway improvements along CSAH 78. These improvements are required by Scott County as part of the overall Windermere development.

3. 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
   - Trunk Sanitary Sewer Charge
   - Sign Installation Fee
   - Wetland Conservation Act Fees
   - Bituminous Sealcoat Fee
   - Storm Water Management Plan Review Fees

4. Submit a detailed contractor's bid for all public improvements associated with this subdivision.

5. Easements will be shown on the Final Plat as approved by the City Engineer. They include, but are not limited to the following:
   - Verify appropriate drainage and utility easements for public sanitary sewer, storm sewer and watermain systems are provided. The minimum widths of drainage and utility easements are set forth in Section 10.1.A-D of the City of Shakopee Design Criteria.
   - Revise preliminary plat to show proposed easements.
   - Drainage and utility easement over all of Outlot A.
   - 10 feet of drainage and utility easement on westerly property line of Lot 1, Block 1.
   - Easement over the 100-year high water elevation of proposed storm water basins.
   - 15 feet of trail/sidewalk easement along the entire property frontage along CSAH 15 (Marystown Road) and CSAH 78 (130th Street).

6. The applicant must submit a detailed wetland delineation report/review and application to document the existence/nonexistence of wetlands onsite. This application needs to be reviewed by members of a TEP and needs to be approved by the City of Shakopee acting in its role as the LGU for administration of the WCA.

7. Should wetlands exist in the subdivision, the applicant will provide the required buffers, dedicate adequate outlots or conservations easements to encompass the buffers and wetlands and provide signage per requirements set forth in Chapter 54.32 of the City of Shakopee City Code.

8. 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.

9. At a minimum, obtain conditional approval of the development's storm water management plan.

10. The maximum allowable sanitary sewer depth is thirty (30) feet.

11. Submit a detailed geotechnical report outlining any groundwater encountered as well as infiltration rates in appropriate locations.

12. Provide additional right-of-way in the form of sight triangles 15 feet in dimension at every intersection.

13. Plans must be provided to Scott County for review and any conditions imposed by the county must be adhered to by the applicant.

14. 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 must be provided 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. Fieldstone riprap and geotextile fabric must be placed at each flared end section. The riprap and fabric must be installed to the bottom of the storm water basin.

5. Provide funds for future trail along CSAH 78.

6. Submit a small utilities joint trench design and detail.

7. Submit a landscaping plan in compliance with the most recent version of the City of Shakopee's Easement Fencing and Landscaping Policy.

8. The contractor must submit a Construction Management Plan to the city prior to any construction activities.

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 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.

<u>Recommendation</u>

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