

City of Shakopee
Memorandum

TO: Kyle Sobota, Senior Planner

FROM: Micah Heckman, Project Engineer

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

CASE: SH100232

DATE: April 16, 2020

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. Plan review and plat review red-lined comments are attached to this memo and must be addressed and approved by the City Engineer.
2. Refer to Shakopee Public Utilities comments for watermain.
3. 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 public improvements, plus 100 percent of the estimated costs of city inspection and administration.
4. Pay all applicable fees/charges listed below, as required by the most current City of Shakopee Fee Schedule.
 - Utility Fee
 - Watermain Fee
 - Trunk Storm Water Charge
 - Storm Water Management Plan Review Fees
5. Submit a detailed contractor's bid for all public improvements associated with this development.

6. Submit a turning movement diagram that shows accessibility for fire, garbage and delivery trucks throughout the proposed development. A previous version showed several movements traversing over various obstructions.
7. Vacate all existing public drainage and utility easements and rededicate applicable easements.
8. Submit a private storm sewer encroachment agreement for the storm sewer stubs under Shenandoah Drive.
9. 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.
 - Dedicate trail easements along Shenandoah Drive and Vierling Drive.
 - Dedicate a sign easement for Dynamic Message Sign 7.
 - Perimeter easements on Outlot F will be platted with a final plat of this lot at a later date.
10. 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.
11. At a minimum, obtain conditional approval of the development's storm water management plan.
12. Provide an agreement for storm water between Canterbury and the property owners of Block 1, Lots 1. This agreement must be recorded with the properties and 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.
13. 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:

14. Obtain final approval of the subdivision's storm water management plan.

15. Obtain a NPDES construction site permit prior to any land disturbing activity. A copy of the permit must be provided to the city.
16. 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.
17. Submit a landscaping plan in compliance with the most recent version of the City of Shakopee's Easement Fencing and Landscaping Policy.
18. Submit a Utility Facilities Easement Agreement. The Utility Facilities Easement Agreement must include the storm pond north of Shenandoah Drive. The document must be recorded with Scott County.
19. The contractor must submit a Construction Management Plan to the city prior to any construction activities.
20. 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.