

MEMORANDUM

DATE: July 8, 2022

TO: Ginny McIntosh, City Planner/Zoning Administrator

FROM: Mike Albers, P.E., City Engineer

SUBJECT: PUD Submittal & Preliminary Plat Review – Opportunity Site Phase 1

Public Works staff reviewed the following documents submitted for review for the Opportunity Site Phase 1:

- Preliminary Plans dated June 14, 2022

Subject to final staff approval, the referenced plans must be revised in accordance with the following comments/revisions and approved prior to issuance of Land Alteration permit.

Storm:

1. All on-site storm sewer and sediment pretreatment facilities shall be considered private. All storm sewer lines and facilities must be specifically labeled “private sewer”.
2. Submit to the watershed district for a site-specific watershed permit.
3. The City anticipates that Bolton & Menk, Inc. (BMI) will be completing a regional storm memo in the next couple weeks, as BMI is modifying the regional ponds due to additional Opportunity Site Phase 1 areas draining to the regional system. Coordinate with BMI as necessary to ensure that the Opportunity Site Phase 1 site is complaint with the regional system, its water quality capacity, and the regional models that show rate control overall.
4. The Stormwater calculations appear to be adequate, and the HydroCAD information provided is sufficient.
5. The Stormwater report discusses WQV requirements under NURP standards equal to 87,734 cubic feet. The storm sewer system discharges into the downstream-most, and smallest, pond in the stormwater park. This pond only has 16,000 cubic feet of dead storage, as currently graded. All ponds are hydraulic connected and can share their dead storage overall. However, it would be prudent to discharge the storm sewer from the Opportunity Site Phase 1 site into the southern-most pond.
6. Provide a sediment pretreatment facilities (sump manhole with a SAFL Baffle or a grit chamber) prior to discharging into the regional system.

Sanitary Sewer:

7. All sanitary sewer other than the existing public sanitary sewer shall be considered private. All sanitary sewer lines must be specifically labeled “private sewer” or “public sewer” as determined by the City Engineer.
8. Elevations appear to be corrected from the first review. All inverts to rim elevations meet minimum cover.
9. All sanitary lines connect to the proposed 8” city sanitary sewer main on the new roadway north of the site. These connections to the proposed 8” city sewer make sense. The elevations of the proposed 8” city sewer line running East-West should be verified with BMI to ensure that the proposed connection inverts for the Opportunity Site Phase 1 plans are adequate.

Watermain:

10. All watermain line other than the existing public watermain shall be considered private. All watermain lines must be specifically labeled “private watermain” or “public watermain” on all final plans as determined by the City Engineer.
11. Label watermain sizes on all utility sheets. Also label all tees, reducers and bends.
 - a. The 16” line adjacent to Bass Lake Road & proposed 12” pipe connection at the new roadway north of the site are labeled, but all other watermain pipes within the site are not labeled. Watermain from the 16” DIP to the proposed 12” DIP connection at the new roadway north of the site should be 12” pipe. The remaining watermain should be sized for fire flow and distribution needs.
12. Show any watermain off set locations.
13. Verify that there are no utility crossing conflicts since no profiles were shown.

SWPPP & Erosion Control:

14. Provide an overall SWPPP & Erosion Control plan sheet that cover all work needed to serve the site including the Opportunity Site Phase 1 area, the new roadway north of the site and the regional pond area.
15. SWPPP & Erosion Control sheets were provided for the Phase 1 sites, except for sites 6 & 7.
 - a. The Opportunity Site PUD Application pdf shows the site plan for sites 6 & 7, but no further detailed plan sheets are provided. Is this because the buildings on this block will be built later? It is mentioned on the project phasing sheet that sites 6 & 7 will be left as impervious lots striped for overflow parking, until construction of the lots in 2025-2027.
16. Provide interim grading sheets for sites 5-7.

Roads/Trails/Sidewalks:

17. Provide street signage & striping plan. See additional comments on sheet G005.
18. Ensure that Clearview Triangles are met at all street intersections.
19. Provide detailed vehicle turning and tracking movement diagrams for delivery vehicles, garbage trucks and fire trucks demonstrating specific and actual routes.
20. Provide sidewalk easements for all public sidewalks or trail that are outside of the ROW along Shingle Creek Parkway or the new roadway north of the site
21. Sign locations must be further reviewed to ensure sight-lines are maintained and there is no encroachment on any easement. Sign locations will be subject to final City review and approval conditions of the preliminary plan and independent sign approvals.

Traffic:

22. The PUD is slightly different than the Opportunity Site Traffic and Transportation Analysis but similar to the EAW with minor revisions to development mix sizes. BMI’ review indicates no major changes in comparison to the Opportunity Site Analysis and the EAW, especially in the critical PM peak hour. It is not likely that the difference will result in unacceptable traffic operations for the area. The proposed access to Bass Lake Road as identified in the Opportunity Site Analysis is now not included as part of the project. The traffic results from the Opportunity Site Analysis should be updated for the change in trip distribution and access use with this and other development changes in the area in comparison to the original study, especially as it relates to roadway lane needs into and out of the area, and to verify that safety and operations are not negatively impacted.

Lighting:

23. The City will be establishing streetscape and lighting standards are part of the overall master plan for the area. Coordinate street lighting with City's proposed standards.

Preliminary Plat:

24. See attached letter from Webb Surveying for comments related to the preliminary plat.
25. Review the lot line between Lots 1 and 2, Block 4. It appears that portions of building 4 courtyard and site features cross over the property line.
26. Lot 1, Block 1 lists Site 1A multi-family housing, Site 1B entrepreneurial market, and a future plaza area. How are these areas owned and maintained? Review with City Planner if this need to be something other than a single lot.
27. Provide exhibits reflecting Vacation of Easements that will be rededicated on the new plat and submit easement vacation application to Public Works.

General Comments

28. See redlines for additional comments.
29. Provide an exhibit delineating areas, utilities and improvements by public vs private.
30. The City has submitted the plans to Minnesota Department of Transportation (MnDOT) for review. Applicant must meet requirements from the MnDOT review.
31. The City has submitted the plans to Hennepin County for review. Applicant must meet requirements from the Hennepin County review.
32. Provide a copy of the irrigation plans.
33. The applicant shall be responsible for coordinating site development plans and utility relocation plans with all private utility companies (Xcel Energy, CenterPoint Energy, CenturyLink Communications, Comcast, etc.). Any further easements necessary to provide utility service to the proposed site development shall be dedicated to the public for public use with the final plat.
34. Utility Facilities Easement Agreement is required.
35. A 10' drainage and utility easement must be dedicated on the plat around the entire perimeter of the site and on other lot lines. All utilities and storm water management facilities to be within a drainage & utility easement. An additional utility easement must be dedicated on the plat for the private water main and sanitary to allow for maintenance access per the Utility Facilities Easement Agreement.
36. Upon project completion the applicant must submit an as-built survey of the property, improvements and utility service lines and structures; and provide certified record drawings of all project plan sheets depicting any associated private and/or public improvements, revisions and adjustments prior to issuance of the certificate of occupancy. The as-built survey must also verify that all property corners have been established and are in place at the completion of the project as determined and directed by the City Engineer.
37. Inspection for the private site improvements must be performed by the developer's design/project engineer. Upon project completion, the design/project engineer must formally certify through a letter that the project was built in conformance with the approved plans and under the design/project engineer's immediate and direct supervision. The engineer must be certified in the State of Minnesota and must certify all required as-built drawings (which are separate from the as-built survey).

38. Provide share access agreements with adjacent properties.
 - a. Cross access, parking and utility agreements are required between all necessary parcels.
39. Applicant must apply for a Land Disturbance permit.

Prior to Issuance of a Land Alteration

40. Final construction/demolition plans and specifications need to be received and approved by the City Engineer in form and format as determined by the City. The final plan must comply with the approved preliminary plan and/or as amended, as required by the City Engineer.
41. The construction of project will require an encroachment on an adjacent property. Documentation must be submitted showing authorization for this activity.
42. During construction of the site improvements and until the permanent turf and plantings are established, the developer will be required to reimburse the City for the administration and engineering inspection efforts. A deposit for each lot will be required that the City can draw upon on a monthly basis. The deposit amount will be determined during the Land Disturbance permit review.
43. A Construction Management Plan and Agreement is required that addresses general construction activities and management provisions, traffic control provisions, emergency management provisions, storm water pollution prevention plan provisions, tree protection provisions, general public welfare and safety provisions, definition of responsibility provisions, temporary parking provisions, overall site condition provisions and non-compliance provisions. A separate deposit in an amount approved by the City staff for each lot will be required as part of the non-compliance provision.

Anticipated Permitting

44. A City Land Disturbance permit is required.
45. A Watershed plan review and approval is required.
46. A Hennepin County Right of Way permit is required.
47. A Minnesota Pollution Control Agency (MPCA) NPDES storm water construction permit is required.
48. Other permits not listed may be required and is the responsibility of the developer to obtain and warrant.
49. Copies of all required permits must be provided to the City prior to issuance of applicable building and land disturbance permits.
50. A preconstruction conference must be scheduled and held with City staff and other entities designated by the City.

The aforementioned comments are provided based on the information submitted by the applicant at the time of this review. Other guarantees and site development conditions may be further prescribed throughout the project as warranted and determined by the City.