

City of Shakopee
Memorandum

TO: Kyle Sobota, Senior Planner

FROM: Micah Heckman, Project Engineer

SUBJECT: Conditional Use Permit – Car Wash

PROJECT NO.: USE-000040-2022

DATE: April 27, 2022

The application indicates a request for a conditional use permit to allow a car wash to operate in the Highway Business Zone (B-1).

The Public Works Department has completed its review of the variance requests and offers the following comments at this time for the applicant and for the planning department:

1. Per City Code, the site plan must be revised so that the queue storage does not block the site circulation aisle. The current queue storage restricts internal site circulation and does not meet the intent of the City Code.
2. Submit a detailed geotechnical report outlining any groundwater or bedrock encountered. The geotechnical report should provide infiltration rates at all proposed infiltration areas.
3. Submit an executed cross-access agreement for the shared driveway on the north side of the site.
4. Submit an executed utility easement for the proposed storm sewer encroachments on the adjacent property to the north.
5. Easements must be provided as approved by the City Engineer. They include, but are not limited to the following:
 - a. Drainage and utility easement encompassing all 100-year high water levels.
 - b. Five feet of drainage and utility easement along the north and south property lines.
6. Submit an access/circulation plan for the site that shows turning movements can be accommodated by the proposed site plan.

7. Prior to any land disturbing activity, the applicant will obtain a grading permit and/or a building permit. Along with the permit(s), the applicant must submit a detailed impervious surface drawing.
8. Prior to approval of a grading permit and/or a building permit, the applicant will obtain approval of a storm water management plan (SWMP). The SWMP will adequately address requirements set forth in the City of Shakopee's Comprehensive Water Resources Management Plan (CWRMP).
9. 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 brining the site to the proposed finished grade with materials deemed acceptable by the City of Shakopee engineering division, 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.
10. Prior to work within the City of Shakopee right-of-way, the applicant must obtain a right-of-way permit. Contact Public Works at 952-233-9559 or publicworks@shakopeemn.gov for permit information.
11. 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. A certified SWPPP inspector must conduct the required SWPPP inspections and provide documentation to the city.
12. Enter into a Utility Facilities Easement Agreement with the City of Shakopee. The applicant must record the easement agreement with the county.
13. Submit a Construction Management Plan. A template can be provided by the engineering division.
14. Approval of the conditional use permit request does not constitute approval of the submitted plans.

Recommendation

The Public Works Department recommends approval of the CUP application subject to the items above being attached as conditions of the approval.