City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Darin Manning, Project Engineer

SUBJECT: Conditional Use Permit (Over-height Structure for SPU Substation)

CASE NO.: USE-000160-2023

DATE: August 28, 2023

The staff review indicates a request to review a Conditional Use Permit (CUP) from Shakopee Public Utilities to construct an over-height structure for an electric substation. The property (1465 Maras Street) is located east of Stagecoach Road and south of State Highway 169.

The Engineering Department has completed its review and offers the following comments at this time for the applicant and for the planning department:

1. Submit a diagram showing turning movements for design vehicles throughout the site.
2. Prior to any land disturbing activity, the applicant will obtain a grading permit and/or a building permit. The permit application must be accompanied by detailed, certified construction drawings (including a site plan). Along with the permit(s), the applicant must submit a detailed impervious surface drawing.
3. Based on the proposed use, it appears there will be no need for sanitary sewer service. If sanitary sewer service is needed, coordinate with City of Shakopee Engineering Division.
4. 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).
5. 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 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.
6. Obtain a NPDES construction site permit prior to any land disturbing activity. A copy of the permit coverage letter must be provided to the city. A certified SWPPP inspector must conduct the required SWPPP inspections and provide documentation to the city.
7. Enter into a Utility Facilities Easement Agreement with the City of Shakopee. The applicant must record the easement agreement with the county.

8. Submit a Construction Management Plan. A template can be provided by the Engineering Division.
9. Approval of the CUP request does not constitute approval of the submitted plans.

Recommendation

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