City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Micah Heckman, Graduate Engineer

SUBJECT: Final Plat & Conditional Use Permit (CUP) – Lloyds Addition
Public Works/Engineering Department Review

PID #: 27-437002-0

CASE #: SH090306 & SH090319

DATE: February 23, 2018

The staff review indicates a request to review a Final Plat and CUP application for an industrial zoned (I-2) property located south of County Road 101 and north of Quarry Lake, between Valley Park Drive and 70th Street South.

This review should be considered preliminary, as more comments will follow with additional submittals. However, the Public Works/Engineering Department offers the following comments at this time to the applicant and to the planning department:

General Conditions

The following items need to be addressed/completed prior to release of the Final Plat for recording:

1. Payment of all storm water management plan review charges, as required by the most current City of Shakopee Fee Schedule.

2. The applicant must provide the city with a copy of the cross-access easement for the west driveway.

3. The applicant must obtain preliminary approval of the Storm Water Management Plan.

4. 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 and/or a building permit:

1. The applicant must obtain final approval of the Storm Water Management Plan prior to issuance of a grading and/or building permit.

2. Payment of the Trunk Storm Water Charge needs to be made, as required by the most current City of Shakopee Fee Schedule. Payment is due at time of building permit issuance and can be combined with the check for the building permit fee.

3. The applicant must obtain a NPDES construction site permit prior to any land disturbing activity. A copy of the coverage card and letter must be provided to the city.

4. The applicant must 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.

5. Prior to work in city right-of-way, a City of Shakopee right-of-way permit will be required. Contact Jim Henderson (952-233-9368 or publicworks@shakopeemn.gov) for more information.

6. The applicant must revise plans and pave the site access driveways, areas immediately surrounding the buildings, areas where equipment and vehicles are drive and areas that will be used for storage and/or sorting and transfer of waste. Sorting/crushing of non-contaminated earthen materials and soils can be conducted on non-paved surfaces.

7. The applicant must revise plans to capture stormwater from the future building pad and driveways and convey it to the onsite stormwater pond/infiltration basin. This may require additional storm sewer infrastructure be installed with Phase 1.

8. The owner must enter into a Utility Facilities Easement Agreement with the City of Shakopee. A copy of the agreement can be obtained from the Public Works Department.

9. The owner or owner's contractor must enter into a Construction Management Agreement with the City of Shakopee. A copy of the agreement can be obtained from the Public Works Department.

10. Record plans must be provided per the City of Shakopee Design Criteria, Section 2.5 and Section 11.2 (A-L). The record plans must be submitted to the engineering department.

11. Approval of the Conditional Use Permit and Final Plat requests does not constitute approval of the submitted plans.

Recommendation

Public Works/Engineering staff recommends approval of the Final Plat and CUP application subject to the conditions above being addressed/completed by the applicant.