

City of Shakopee
Memorandum

TO: Joe Widing, Planner

FROM: Micah Heckman, Project Engineer

SUBJECT: Conditional Use Permit (1420 3rd Ave W)

PID #: 27-015015-0

CASE #: SH093126

DATE: November 1, 2018

The staff review indicates a request to review a Conditional Use Permit (CUP) to accommodate exterior storage. The property is located east of 3rd Avenue and west of Harrison Street.

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

1. Submit construction plans that satisfy the requirements of City Code 150.12.
2. Pay all applicable fees/charges listed below, as required by the most current City of Shakopee Fee Schedule. The charges are due at the time of building permit issuance.
 - a. Trunk Storm Water Charge
 - b. Storm Water Management Plan Review Fee
3. Prior to any land disturbing activity, the applicant will obtain a grading permit. Along with the permit, the applicant must submit a detailed impervious surface drawing.
4. 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 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.
6. 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.

7. Provide a drainage and utility easement to encompass the 100-year high water level for the proposed filtration basin.
8. Enter into a Utility Facilities Easement Agreement with the City of Shakopee. The applicant must record the easement agreement with the county.
9. Submit a Construction Management Plan. The Construction Management Plan should include a construction staging plan showing impacts on city streets, alleys and sidewalks. A template can be provided by the engineering division.
10. Approval of the CUP 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.