

City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Micah Heckman, Project Engineer

SUBJECT: Variance - Setbacks

PROJECT NO.: SH094229

DATE: December 17, 2018

The application indicates a request for a variance to the building setback requirements. The reason for this request is to match the building setback on the existing Government Center building adjacent to the proposed project.

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

1. Submit a detailed geotechnical report outlining any groundwater or bedrock encountered. The geotechnical report should provide infiltration rates at all proposed infiltration areas.
2. 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.
3. Submit a Travel Demand Management Plan (TDMP) for the proposed development.
4. Submit an access/circulation plan for the site that shows turning movements can be accommodated by the proposed site plan. The circulation plan must also include pedestrian circulation throughout the site.
5. Submit a Parking Operations Plan that details how parking will be managed to ensure parking will not spill into adjacent residential neighborhoods.
6. 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.
7. 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).

8. 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.
9. All existing sanitary sewer services serving Scott County properties but not currently being used must be removed and capped at the main.
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 variance request does not constitute approval of the submitted plans.

Recommendation

Should the City recommend approval of this request, the Public Works Department suggests the items listed above be attached as conditions of the approval.