

City of Shakopee
Memorandum

TO: Mark Noble, Senior Planner

FROM: Micah Heckman, Project Engineer

SUBJECT: Conditional Use Permit (160 Prairie Street N)

PID #: 27-004108-0

CASE #: SH096108

DATE: May 30, 2019

The staff review indicates a request to review a Conditional Use Permit (CUP) to accommodate the construction of a daycare. The property is located west of Prairie Street and south of Bluff Avenue.

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 a Trip Generation Memo for the existing and proposed development.
2. 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.
3. 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).
4. 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.
5. Provide easements in accordance with City of Shakopee Design Criteria Section 10.1.A- D.
 - Drainage and utility easements to encompass the 100-year high water level of all storm water basins.

6. Prior to work within the City of Shakopee right-of-way, the applicant must obtain a right-of-way permit. Contact Public Works at 952-233-9550 or publicworks@shakopeemn.gov for permit information.
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 public works department recommends approval of the CUP application subject to the items above being attached as conditions of the approval.