

STAFF REPORT  
July 22, 2010

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**No. 10PL033 - Preliminary Plat**

**ITEM 29**

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GENERAL INFORMATION:

|                               |                                                                                                                                                                               |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| APPLICANT                     | Deanne Boomsma                                                                                                                                                                |
| AGENT                         | Sperlich Consulting, Inc.                                                                                                                                                     |
| PROPERTY OWNER                | Daene Boomsma                                                                                                                                                                 |
| REQUEST                       | <b>No. 10PL033 - Preliminary Plat</b>                                                                                                                                         |
| EXISTING<br>LEGAL DESCRIPTION | Lots 27, 28 and 29 of Block 25 of North Rapid Addition, located in the E1/2 of the SW1/4 of the NE1/4, Section 36, T2N, R7E, BHM, Rapid City, Pennington County, South Dakota |
| PROPOSED<br>LEGAL DESCRIPTION | Lots 27R and 29R of Block 25 of North Rapid Addition, located in the E1/2 of the SW1/4 of the NE1/4, Section 36, T2N, R7E, BHM, Rapid City, Pennington County, South Dakota   |
| PARCEL ACREAGE                | Approximately 0.08 acres                                                                                                                                                      |
| LOCATION                      | 724 Lemmon Avenue                                                                                                                                                             |
| EXISTING ZONING               | Low Density Residential District                                                                                                                                              |
| SURROUNDING ZONING            |                                                                                                                                                                               |
| North:                        | Low Density Residential District                                                                                                                                              |
| South:                        | Low Density Residential District                                                                                                                                              |
| East:                         | Low Density Residential District                                                                                                                                              |
| West:                         | Low Density Residential District                                                                                                                                              |
| PUBLIC UTILITIES              | City sewer and water                                                                                                                                                          |
| DATE OF APPLICATION           | 5/14/2010                                                                                                                                                                     |
| REVIEWED BY                   | Vicki L. Fisher / Mary Bosworth                                                                                                                                               |

RECOMMENDATION:

Staff recommends that the Preliminary Plat be approved with the following stipulations:

1. Prior to Preliminary Plat approval by the Planning Commission, the applicant shall submit a site plan demonstrating that the proposed plat provides lots that can be constructed on in compliance with all applicable zoning requirements;
2. Prior to Preliminary Plat approval by the Planning Commission, a Variance from the Zoning Board of Adjustment shall be obtained to reduce the front building line for each lot from 50 feet to 37.28 feet or the plat document shall be revised to comply with the front

STAFF REPORT  
July 22, 2010

---

**No. 10PL033 - Preliminary Plat**

**ITEM 29**

---

- building line requirement;
3. Prior to Preliminary Plat approval by the Planning Commission, the plat document shall be revised to provide a minimum 8 foot wide minor drainage and utility easement along the side lot lines or an Exception shall be obtained from the City Engineer reducing the easement width from 8 feet to 4 feet as proposed. In addition, the applicant shall submit written documentation identifying that all of the affected utility companies concur with the proposed easement reduction;
  4. Prior to Preliminary Plat approval by the Planning Commission, a site plan showing the location of all private utility service lines shall be submitted for review and approval. In addition, an Exception shall be obtained if needed to allow a water and/or sewer service line to cross another lot or the plat document shall be revised to comply with the City's design standard or the applicant shall show the service lines abandoned and new service lines provided as needed;
  5. Prior to Preliminary Plat approval by the City Council, a cost estimate of the subdivision improvements shall be submitted for review and approval;
  6. Prior to Preliminary Plat approval by the City Council, all necessary changes shall be made to the construction plans as identified on the red lined drawings. In addition, the red lined drawings shall be returned to the Growth Management Department;
  7. Prior to Preliminary Plat approval by the City Council, construction plans shall be submitted for review and approval showing the alley constructed with a minimum 16 foot wide paved surface or a Variance to the Subdivision Regulations shall be obtained;
  8. Prior to Preliminary Plat approval by the City Council, construction plans for Lemmon Avenue shall be submitted for review and approval showing the existing 24.10 foot wide paved surface expanded to a minimum width of 27 feet or a Variance to the Subdivision Regulations shall be obtained;
  9. Prior to Preliminary Plat approval by the City Council, an Erosion and Sediment Control Plan in compliance with the adopted Stormwater Quality Manual shall be submitted for review and approval if subdivision improvements are required. In addition, an Erosion and Sediment Control Permit shall be obtained prior to any construction;
  10. Prior to Preliminary Plat approval by the City Council, a drainage plan in compliance with the Haines Avenue Drainage Basin Plan shall be submitted for review and approval. The drainage plan shall include information showing that the proposed improvements will not negatively impact existing drainage on the property and/or adjacent properties. In addition, the drainage plan shall demonstrate that a reduction in the side lot line minor drainage easement from 8 feet to 4 feet will not adversely affect the adjacent properties. The plat document shall also be revised to provide drainage easements as necessary;
  11. Prior to Preliminary Plat approval by the City Council, an Exception shall be obtained to allow a lot twice as long as it is wide or the plat document shall be revised to comply with the length to width requirement;
  12. Prior to submittal of a Final Plat application, the residence ordered to be demolished located on proposed 29R shall be removed or surety shall be posted for the removal of the structure. If the residence is removed by the City, then the lien covering the cost of the removal of the structure shall be paid prior to submittal of a Final Plat application;
  13. Upon submittal of a Final Plat application, surety for any required subdivision improvements that have not been completed shall be posted and the subdivision inspection fees shall be paid;
  14. Prior to the City's acceptance of the public improvements, a warranty surety shall be submitted for review and approval as required; and,

STAFF REPORT  
July 22, 2010

---

**No. 10PL033 - Preliminary Plat**

**ITEM 29**

---

15. The approved Preliminary Plat for which no grading, construction or other improvements have been initiated within two years of the date of approval of the plat shall be deemed as expired. However, the owner or applicant of the plat may, prior to the termination of the two year period, request a one year extension subject to approval by the City Council.

GENERAL COMMENTS:

**(Update: July 12, 2010. All revised and/or added text is shown in bold print.) This item was continued at the June 24, 2010 Planning Commission meeting to allow the applicant to address the issues as identified in the stipulations of approval. Staff will notify the Planning Commission at their July 22, 2010 Planning Commission meeting if the stipulations of approval have not been met.**

(Update: June 12, 2010. All revised and/or added text is shown in bold print.) This item was continued at the June 10, 2010 Planning Commission meeting to allow the applicant to address the issues as identified in the stipulations of approval. As of this writing, the issues have not been addressed as required.

The Planning Commission has also directed the applicant to resend the letter of notice for the associated Variance to the Subdivision Regulations application since a property owner noted that they received an envelope without the letter of notice enclosed as required. Staff will notify the Planning Commission at their June 24, 2010 Planning Commission if these issues have been addressed.

The applicant has submitted a Preliminary Plat to reconfigure three lots into two lots. In addition, the applicant has submitted a Variance to the Subdivision Regulations (File #10SV010) to waive the requirement to pave the alley and to reduce the pavement width along Lemmon Avenue from 27 feet to 24.10 feet.

The property is located 75 feet south of the intersection of Adams Street and Lemmon Avenue on the east side of Lemmon Avenue. Currently, a single family residence is located on proposed Lot 27R and on proposed Lot 29R.

STAFF REVIEW:

Staff has reviewed the Preliminary Plat and has noted the following considerations:

Structural Development: As previously indicated a single family residence is located on proposed Lot 27R and on proposed Lot 29R. The applicant has indicated that both residences will be removed and two new homes will be constructed on the property. The residence located on proposed Lot 29R has been ordered to be demolished. To date, the residence has not been removed as required. Since the property owner failed to comply with the demolition order for the residence, the City has opened bids for the demolition of the structure. Once all bids are returned and the job has been awarded, a demolition date to remove the home will be established. If the residence is demolished by the City, a lien will be placed on the lot to cover the expense of the demolition.

Staff recommends that prior to submittal of a Final Plat application, the residence located on proposed 29R that has been ordered to be demolished be removed or surety shall be

STAFF REPORT  
July 22, 2010

---

**No. 10PL033 - Preliminary Plat**

**ITEM 29**

---

posted for the removal of the structure. If the residence is removed by the City, then the lien covering the cost of the removal of the structure must be paid prior to submittal of a Final Plat application.

Lot Configuration: The Subdivision Regulations states that "...for lots in residential districts having a width of not more than one hundred fifty feet, the lot length shall not be greater than twice the lot width". The proposed Preliminary Plat identifies that the two lots will have a length twice the distance of the width. As such, staff recommends that prior to Preliminary Plat approval by the City Council, an Exception must be obtained to allow a lot twice as long as it is wide or the plat document must be revised to comply with the length to width requirement.

Chapter 17.10.050 of the Rapid City Municipal Code states that "for all dwellings there shall be a minimum lot width of 50 feet at the front building line". The proposed plat identifies a 37.28 front building line on each lot. As such, staff recommends that prior to Preliminary Plat approval by the Planning Commission, a Variance from the Zoning Board of Adjustment be obtained to reduce the front building line for each lot from 50 feet to 37.28 feet or the plat document must be revised to comply with the front building line requirement. In addition, prior to Preliminary Plat approval by the Planning Commission, the applicant must submit a site plan demonstrating that the proposed plat provides lots that can be constructed on in compliance with all applicable zoning requirements.

Easements: Title 16.12.200 of the Rapid City Municipal Code states that "Easements across lots or centered on rear or side lot lines shall be provided for utilities and drainage where necessary and shall not be less than 20 feet wide total unless otherwise approved by the City Engineer". Generally, the City Engineer has supported an 8 foot wide minor drainage and utility easement being secured along all interior lot lines. The applicant has requested that the minor drainage and utility easement along the side lot lines be reduced from 8 feet to 4 feet. However, to date, drainage information has not been submitted for review and approval demonstrating that a 4 foot wide drainage easement can accommodate drainage flows along the side lot lines. In addition, written documentation must be submitted from all of the affected utility companies indicating concurrence with the reduced easement request.

Staff recommends that prior to Preliminary Plat approval by the Planning Commission, the plat document shall be revised to provide a minimum 8 foot wide minor drainage and utility easement along the side lot lines or an Exception must be obtained from the City Engineer reducing the easement width from 8 feet to 4 feet as proposed. In addition, the applicant must submit written documentation identifying that all of the affected utility companies concur with the proposed easement reduction.

Alley: A 20 foot wide alley right-of-way is located along the east lot line of the property. The alley is currently constructed with a gravel surface. The Street Design Criteria Manual requires that the alley be constructed with a minimum 16 foot wide paved surface. As such, staff recommends that prior to Preliminary Plat approval by the City Council, construction plans be submitted for review and approval showing the alley constructed with a minimum 16 foot wide paved surface or a Variance to the Subdivision Regulations must be obtained.

The applicant should be aware that redevelopment of the site will require that an Exception

STAFF REPORT  
July 22, 2010

---

**No. 10PL033 - Preliminary Plat**

**ITEM 29**

---

to the Street Design Criteria Manual be obtained as a part of the building permit process if the alley is proposed as the principle means of access to the lot(s).

Lemmon Avenue: Lemmon Avenue is located along the west lot line of the property and is classified as a sub-collector street requiring that it be located within a minimum 52 foot wide right-of-way and constructed with a minimum 27 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. Lemmon Avenue is located within an 80 foot wide right-of-way and constructed as a sub-collector street with the exception of a reduced pavement width of 24.10 feet. As such, staff recommends that prior to Preliminary Plat approval by the City Council, construction plans for Lemmon Avenue be submitted for review and approval showing the existing 24.10 foot wide paved surface expanded to a minimum width of 27 feet or a Variance to the Subdivision Regulations must be obtained.

Utilities: Currently, an 8 inch water main and a 15 inch sewer main are located on Lemmon Avenue. To date, a site plan showing the water and sewer mains and service lines has not been submitted for review and approval. As such, staff recommends that prior to Preliminary Plat approval by the Planning Commission, a site plan showing the location of the existing water and sewer mains along Lemmon Avenue and all private utility service lines be submitted for review and approval. In addition, an Exception must be obtained if needed to allow a water and/or sewer service line to cross another lot or the plat document must be revised to comply with the City's design standard or the applicant must show the service lines abandoned and new service lines provided as needed.

Stormwater Management Plan: The City Council recently adopted a Stormwater Quality Manual which provides a set of criteria and technical guidance for erosion and sediment control at construction sites. As such, staff recommends that prior to Preliminary Plat approval by the City Council, an Erosion and Sediment Control Plan in compliance with the adopted Stormwater Quality Manual be submitted for review and approval if subdivision improvements are required. In addition, an Erosion and Sediment Control Permit must be obtained prior to any construction.

Drainage: To date, a drainage plan has not been submitted for review and approval. As such, staff recommends that prior to Preliminary Plat approval by the City Council, a drainage plan in compliance with the Haines Avenue Drainage Basin Plan be submitted for review and approval. The drainage plan must include information showing that the proposed improvements will not negatively impact existing drainage on the property and/or adjacent properties. As previously indicated, the drainage plan must also demonstrate that a reduction in the side lot line minor drainage easement from 8 feet to 4 feet will not adversely affect the adjacent properties. The plat document must also be revised to provide drainage easements as necessary.

Floodplain: The eastern portion of the property is located within the 100 year Federally Designated Floodplain. The applicant should be aware that any construction within this area of the property requires that a Floodplain Development Permit be obtained prior to the start of construction.

Inspection Fees and Surety: Chapter 16.20.080 of the Rapid City Municipal Code states that before any Final Plat is approved, an additional fee shall be paid to the City to cover the

STAFF REPORT  
July 22, 2010

---

**No. 10PL033 - Preliminary Plat**

**ITEM 29**

---

costs of inspection of the subdivision improvements as required by the Ordinance. In addition, surety for any required subdivision improvements that have not been completed must be posted. As such, staff recommends that upon submittal of a Final Plat application, surety be posted and subdivision inspection fees be paid as required.

Warranty Surety: On June 19, 2006, the City Council adopted a resolution establishing a formal warranty process for subdivision improvements. In particular, the resolution requires that the developer provide an acceptable Warranty Surety for the required public improvements. In particular, the Warranty Surety must be in force for a period of two years after the required final inspection and the City has accepted the improvements. As such, staff recommends that prior to the City's acceptance of any public improvements, a Warranty Surety be submitted for review and approval if subdivision improvements are required.

The proposed plat generally complies with all applicable Zoning and Subdivision Regulations assuming compliance with the stated stipulations.