

STAFF REPORT
April 9, 2015

No. 15PL022 - Preliminary Subdivision Plan

ITEM 4

GENERAL INFORMATION:

APPLICANT	Bartholin and Skenes, LLC
AGENT	Renee Catron - Renner & Associates, LLC
PROPERTY OWNER	Bartholin and Skenes LLC
REQUEST	No. 15PL022 - Preliminary Subdivision Plan
EXISTING LEGAL DESCRIPTION	Tract A of Block 2 of Heartland Retail Center, located in Section 34, T2N, R8E, BHM, Rapid City, Pennington County, South Dakota
PROPOSED LEGAL DESCRIPTION	Proposed Lots 3, and 4 of Block 2, Lots 1 & 2 of Block 3 of Heartland Retail Center
PARCEL ACREAGE	Approximately 23.62 acres
LOCATION	4145 Cheyenne Boulevard
EXISTING ZONING	General Commercial District
FUTURE LAND USE DESIGNATION	Mixed Use Commercial
SURROUNDING ZONING	
North:	General Commercial District
South:	Low Density Residential District (Planned Residential Development)
East:	General Commercial District
West:	General Commercial District
PUBLIC UTILITIES	City sewer and water
DATE OF APPLICATION	February 26, 2015
REVIEWED BY	Vicki L. Fisher / Nicole Lecy

RECOMMENDATION:

Staff recommends that the Preliminary Subdivision Plan be approved with the following stipulations:

1. Upon submittal of a Development Engineering Plan application, construction plans for Endeavour Boulevard showing the street located within a minimum 70 foot wide right-of-way and constructed with a minimum 26 foot wide paved surface, curb, gutter, sidewalk, street light conduit, sewer and water. In addition, since the street intersects with an

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- arterial street, the first 200 linear feet of Endeavour Boulevard shall have a minimum right-of-way width of 80 feet pursuant to Figure 2-1 of the Infrastructure Design Criteria Manual or an Exception shall be obtained. If an Exception is obtained, a copy of the approved Exception shall be submitted with the Development Engineering Plan application;
2. Upon submittal of a Development Engineering Plan application, construction plans for Cheyenne Boulevard shall be submitted for review and approval showing a dual water main or an Exception shall be obtained. If an Exception is obtained, a copy of the approved Exception shall be submitted with Development Engineering Plan application;
 3. Upon submittal of a Development Engineering Plan application, water plans and analysis prepared by a Registered Professional Engineer shall be submitted for review and approval in accordance with the Infrastructure Design Criteria Manual or an Exception shall be obtained. The water plan and analysis shall demonstrate that the water service is adequate to meet estimated domestic flows and required fire flows to support the proposed development. In addition, utility easements shall be provided as needed;
 4. Upon submittal of a Development Engineering Plan application, sewer plans prepared by a Registered Professional Engineer as per the Infrastructure Design Criteria Manual shall be submitted for review and approval or an Exception shall be obtained. The sewer data shall demonstrate that the sanitary sewer capacity is adequate to meet estimated flows and provide sufficient system capacity. A sewer master plan shall also be submitted to ensure that the proposed sewer can serve future development. In addition, utility easements shall be provided as needed;
 5. Prior to submittal of the Development Engineering Plan application, redlined comments on the conceptual site plan and plat shall be addressed. Upon submittal of the Development Engineering Plan application, the redlined comments and the revised drawings and plat per the redline comments shall be submitted for review and approval or an Exception to the Infrastructure Design Criteria Manual or the Standard Specifications for each comment shall be obtained. If an Exception is obtained, a copy of the approved Exception(s) shall be submitted with the Development Engineering Plan application;
 6. Prior to approval of the Development Engineering Plan application, engineering reports required for construction approval shall be accepted and agreements required for construction approval shall be executed. In addition, permits required for construction shall be approved and issued and construction plans shall be accepted in accordance with the Infrastructure Design Criteria Manual. All final engineering reports shall be signed and sealed by a Professional Engineer and contain a Certification Statement of Conformance with City Standards as required by the Infrastructure Design Criteria Manual;
 7. Upon submittal of a Development Engineering Plan application, a drainage plan prepared by a Registered Professional Engineer as per the Infrastructure Design Criteria Manual and in compliance with the City's Drainage Basin Plan shall be submitted for review and approval or an Exception shall be obtained. The drainage plan shall address storm water quantity control and storm water quality treatment. Drainage easements shall also be provided as necessary;
 8. Upon submittal of a Development Engineering Plan application, a grading plan and an Erosion and Sediment Control Plan in compliance with the adopted Stormwater Quality Manual and the Infrastructure Design Criteria Manual shall be submitted for review and approval;

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9. Upon submittal of a Development Engineering Plan application, a geotechnical analysis including pavement design and soil corrosivity analysis shall be submitted for review and approval or an Exception shall be obtained. If an Exception is obtained, a copy of the approved Exception shall be submitted with the Development Engineering Plan application;
10. Prior to approval of the Development Engineering Plan application, a Development Agreement shall be entered into with the City for all public improvements, if applicable;
11. Upon submittal of a Development Engineering Plan application, a cost estimate of the required subdivision improvements shall be submitted for review and approval;
12. Upon submittal of a Final Plat application, written documentation indicating concurrence from all of the affected utility companies shall be submitted for the proposed 8 inch wide utility easement on proposed Lot 3 being vacated by this plat;
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; and,
14. Prior to the City's acceptance of the public improvements, a warranty surety shall be submitted for review and approval as required. In addition, any utilities and drainage proposed outside of the dedicated right-of-way shall be secured within easement(s).

GENERAL COMMENTS:

(Update, March 31, 2015. All revised and/or added text is shown in bold print.) This item was continued at the March 26, 2015 Planning Commission meeting due to a lack of quorum. Please note that no other part of this staff report has been revised.

The applicant has submitted a Preliminary Subdivision Plan to create four commercial lots, leaving a non-transferable balance. The proposed lots will range in size from 0.887 acres to 1.532 acres and are to be known as Lots 3 and 4 of Block 2 and Lots 1 and 2 of Block 3, Heartland Retail Center.

The property is located approximately 470 feet east of the intersection of North Elk Vale Road and Cheyenne Boulevard on the south side of Cheyenne Boulevard. Currently, the property is void of any structural development.

A Preliminary Subdivision Plan is a tentative plan of a proposed subdivision requiring the installation of public improvements. Approval of a Preliminary Subdivision Plan by the City Council is required before an applicant can proceed with Development Engineering Plans and a Final Plat application for all or part of the area within the Preliminary Subdivision Plan application.

STAFF REVIEW:

Staff has reviewed the Preliminary Subdivision Plan and has noted the following considerations:

Cheyenne Boulevard: Cheyenne Boulevard is located along the north lot line of the property and is classified as a minor arterial street on the City's Major Street Plan requiring that the street be located in a minimum 100 foot wide right-of-way and constructed with a minimum 36 foot wide paved surface, curb, gutter, sidewalk, street light conduit, sewer and dual water mains. Currently, Cheyenne Boulevard is constructed to minor arterial street standards with

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the exception of a dual water main. As such, upon submittal of a Development Engineering Plan application, construction plans for Cheyenne Boulevard must be submitted for review and approval showing a dual water main or an Exception must be obtained. If an Exception is obtained, a copy of the approved Exception shall be submitted with the Development Engineering Plan application.

Endeavour Boulevard: Endeavour Boulevard extends south from Cheyenne Boulevard and serves as access to the proposed lots. Endeavour Boulevard is classified as a commercial street requiring that the street be located within a minimum 70 foot wide right-of-way and constructed with a minimum 26 foot wide paved surface, curb, gutter, sidewalk, street light conduit, sewer and water. In addition, since the street intersects with an arterial street, the first 200 linear feet of Endeavour Boulevard must have a minimum right-of-way width of 80 feet pursuant to Figure 2-1 of the Infrastructure Design Criteria Manual. The proposed plat identifies Endeavour Boulevard located within a 68 foot wide right-of-way with the first 154.63 feet extending south from Cheyenne Boulevard with a 78 foot wide right-of-way. Upon submittal of a Development Engineering Plan application, the plat document must be revised to show the additional right-of-way pursuant to the Infrastructure Design Criteria Manual and construction plans showing the street improved to commercial street standards or an Exception must be obtained. If an Exception is obtained, a copy of the approved Exception must be submitted the with Development Engineering Plan application.

Master Plan: The applicant has submitted a Master Plan showing a cul-de-sac street extending south into the unplatted balance. The applicant should be aware that future platting of this area may require that the street be extended to the south lot line unless alternate access can be identified to the adjacent property(s). The master plan must also include a plan for future water main looping through this area of the property.

Drainage: An existing drainage channel flows through the property. Upon submittal of a Development Engineering Plan application, a drainage plan prepared by a Registered Professional Engineer as per the Infrastructure Design Criteria Manual and in compliance with the City's Drainage Basin Plan must be submitted for review and approval or an Exception must be obtained. The drainage plan must address storm water quantity control and storm water quality treatment. Drainage easements must also be provided as necessary.

Water: A 16 inch City water main currently exists within Cheyenne Boulevard right-of-way as it abuts the property. Upon submittal of a Development Engineering Plan application, water plans and analysis prepared by a Registered Professional Engineer must be submitted for review and approval in accordance with the Infrastructure Design Criteria Manual or an Exception must be obtained. The water plan and analysis must demonstrate that the water service is adequate to meet estimated domestic flows and required fire flows to support the proposed development. In addition, utility easements must be secured as needed.

Sewer: An 8 inch sewer main exists along Cheyenne Boulevard as it abuts the property. Upon submittal of a Development Engineering Plan application, sewer plans prepared by a Registered Professional Engineer as per the Infrastructure Design Criteria Manual must be submitted for review and approval or an Exception must be obtained. The sewer data must demonstrate that the sanitary sewer capacity is adequate to meet estimated flows and

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provide sufficient system capacity. A sewer master plan must also be submitted to ensure that the proposed sewer can serve future development. In addition, utility easements must be provided as needed

Stormwater Management Plan: The City Council has adopted a Stormwater Quality Manual and an Infrastructure Design Criteria Manual which provide criteria and technical guidance for erosion and sediment control at construction sites. As such, staff recommends that upon submittal of the Development Engineering Plan application, an Erosion and Sediment Control Plan in compliance with the adopted Stormwater Quality Manual and Infrastructure Design Criteria Manual be submitted for review and approval as required. In addition, an Erosion and Sediment Control Permit must be obtained prior to any construction.

Development Agreement: Section 1.16.1 of the Infrastructure Development Criteria Manual states that a Development Agreement may be required for construction approval. A Development Agreement is a tool which will provide the City and the developer with an instrument to document the financial and procedural requirements for the development of public improvements. Staff recommends that prior to approval of the Development Engineering Plan application, a Development Agreement must be entered into with the City for all public improvements.

Summary: The proposed Preliminary Subdivision Plan generally complies with all applicable Zoning and Subdivision Regulations assuming compliance with the stated stipulations.