

STAFF REPORT

March 21, 2002

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**No. 02OA002 - Ordinance Amendment**

**ITEM 17**

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GENERAL INFORMATION:

PETITIONER	City of Rapid City
REQUEST	<b>No. 02OA002 - Ordinance Amendment</b>
EXISTING LEGAL DESCRIPTION	An Ordinance amending Chapter 16.08 of the Rapid City Municipal Code by adding Chapter 16.08.035 pertaining to Administrative Approval of Final Plats
DATE OF APPLICATION	01/11/2002
REPORT BY	Trish Anderson

RECOMMENDATION: Staff recommends that the Ordinance Amendment be continued until the April 4, 2002 Planning Commission meeting. The additional time will provide staff with the opportunity to send a courtesy letter to engineering and surveying firms regarding the proposed changes in the code. Said firms will also be advised of the date and time of the Planning Commission meeting in which the proposed ordinance amendments will be discussed.

GENERAL COMMENTS: In their meeting of December 6, 2001, the Planning Commission directed staff to advertise for ordinance amendments regarding Administrative Approval of Final Plats. Under the current procedures, Final Plats are frequently continued on City Council agendas for a number of meetings to allow the applicant time to meet the stipulations identified at the Preliminary Plat stage. Applicants can be delayed for any number of reasons including the weather and financing. The repetition of having incomplete Final Plats appear over and over again on City Council agendas results in burdensome agendas for the City Council and is time consuming for the developers.

In the November meeting, some Planning Commissioners expressed concern that the administrative approval of Final Plats would lead to loss of control by the Planning Commission. However, all the substantive issues regarding plats are addressed during the Layout and Preliminary Plat stage, and typically discussed at Planning Commission meetings prior to approval. The draft ordinance as written only allows for minimal changes which may result from part of the Preliminary Plat approval, and minor changes such as changes in dimensions or angles. The minor changes must not change in any way the overall scope of the plat, and must be approved by both the Planning Director and the Public Works Director. This process is similar to the building permitting process already administered by the City. Staff also notes that that both Sioux Falls and Mitchell use this method to expedite approval of Final Plats.