

STAFF REPORT
August 6, 2009

No. 09SR068 - SDCL 11-6-19 Review to allow expansion of an existing structure on public property **ITEM 14**

GENERAL INFORMATION:

| | |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| APPLICANT | Youth and Family Services, Inc. |
| AGENT | FourFront Design, Inc. |
| PROPERTY OWNER | City of Rapid City |
| REQUEST | No. 09SR068 - SDCL 11-6-19 Review to allow expansion of an existing structure on public property |
| EXISTING LEGAL DESCRIPTION | Lot A and the vacated North 14 feet of Monroe Street contiguous to said Lot A of Block 12 of Wise's Addition, Section 31, T2N, R8E, BHM, Rapid City, Pennington County, South Dakota |
| PARCEL ACREAGE | Approximately 2.19 acres |
| LOCATION | Northwest of the intersection of East Monroe Street and Racine Street |
| EXISTING ZONING | Public District |
| SURROUNDING ZONING | |
| North: | Low Density Residential District |
| South: | Low Density Residential District |
| East: | Public District |
| West: | Low Density Residential District |
| PUBLIC UTILITIES | City water and sewer |
| DATE OF APPLICATION | 7/10/2009 |
| REVIEWED BY | Patsy Horton / Karley Halsted |

RECOMMENDATION: Staff recommends that the SDCL 11-6-19 Review to allow expansion of an existing structure on public property be continued to the August 27, 2009 Planning Commission meeting to allow the applicant to submit the required information.

GENERAL COMMENTS: The property is located north of Monroe Street between Waterloo Street and North Lacrosse Street at 401 East Monroe Street. The property is currently zoned Public District and is owned by the City of Rapid City. Youth and Family Services currently operate the facility located on the property. The properties located north, south and west of the property are zoned Low Density Residential District. The properties located east of the property are zoned Public District. The applicant is requesting approval of a

STAFF REPORT
August 6, 2009

No. 09SR068 - SDCL 11-6-19 Review to allow expansion of an existing structure on public property **ITEM 14**

SDCL 11-6-19 Review to allow the expansion and remodel of an existing structure on public property.

On April 21, 2008 City Council approved a Vacation of Right-of-Way Request (#08VR003) along the south side of the property to develop a parking lot.

On February 5, 2009, the Planning Commission approved a SDCL 11-6-19 Review to allow the installation of a transformer on public property.

The applicant is now requesting approval of a SDCL 11-6-19 Review to allow the expansion of the existing structure on public property.

South Dakota Codified Law 11-6-19 states that "...whenever any such municipal council has adopted a comprehensive plan, then no street, park, or other public way, ground, place, space, no public building or structure, no public utility, whether publicly or privately owned, if covered by the comprehensive plan or any adopted part thereof, shall be constructed or authorized in the municipality or within its subdivision jurisdiction until and unless the location and extent thereof shall have been submitted to and approved by the Planning Commission". As previously indicated, the property is publicly owned land requiring that the Planning Commission review and approve the proposed construction.

STAFF REVIEW: Staff has reviewed the SDCL 11-6-19 Review and has noted the following considerations:

Parking: The applicant has submitted a site plan as part of this application indicating in the "Notes" that the site currently includes 63 parking stalls. However, the site plan does not include a scaled version of the location of those stalls in order to confirm that the submitted parking plan meets the minimum requirements of Section 17.50.270 of the Rapid City Municipal Code. As such, staff is recommending that this item be continued to allow the applicant to submit a complete site plan identifying all of the required information.

Landscaping: The applicant has submitted a site plan as part of this application indicating in the "Notes" that existing trees or landscape items will be removed and/or replaced as necessary. However, the application does not identify the existing species nor does the site plan include the location of the proposed landscaping identifying the species to be used. This information is necessary in order determine that the submitted information meets the minimum landscaping requirements Section 17.50.300 of the Rapid City Municipal Code. As such, staff is recommending that this item be continued to allow the applicant to submit a complete site plan identifying all of the required information.

Building Permits: Staff noted that a Building Permit must be obtained prior to initiation of the expansion or remodel of the facility. Additionally, a Certificate of Occupancy is required prior to occupying the expansion/remodel area.

Setbacks: The Public District requires a minimum 25 foot setback from all property lines. Staff noted that the proposed expansion and remodel comply with the minimum setback

STAFF REPORT
August 6, 2009

No. 09SR068 - SDCL 11-6-19 Review to allow expansion of an existing structure on public property **ITEM 14**

requirements of Section 17.46.040 of the Rapid City Municipal Code.

Grading Plan: Grading plans prepared by a Registered Professional Engineer showing any proposed grading, inclusive of cut and fill quantities must be submitted for review and approval. As such, staff is recommending that this item be continued to the August 27, 2009 Planning Commission meeting to allow the applicant to submit the required information. Once the plans are reviewed and approved, all redline comments made on the construction plans must be addressed and resubmitted for review and approval. In addition, the red lined drawings must be returned to the Growth Management Department.

Stormwater Management Plan: The City Council has recently adopted a Stormwater Quality Manual which provides a set of criteria and technical guidance for erosion and sediment control at construction sites. Because site conditions will affect the suitability and effectiveness of erosion control measures, a plan specific to each site is required. Staff is recommending that this item be continued to allow the applicant to submit the Erosion and Sediment Control Plan in compliance with the adopted Stormwater Quality Manual.

Site Plan: The site plan should include the location of existing and proposed utility services. Plans prepared by a registered professional engineer showing the location of existing and proposed water and sewer service and must be submitted for review and approval. As such, staff is recommending that this item be continued to allow the applicant to submit the required information.

Drainage: The grading and drainage plan prepared by a Registered Professional Engineer for the legally described property reflects an increase in pre-development flow rates, thus requiring on-site detention. Calculations for the detention facility must be submitted for review and approval in order to comply with Section 8.48.020 of the Rapid City Municipal Code. As such, staff is recommending that this item be continued to allow the applicant to submit the required information. Once the plans are reviewed and approved, all redline comments made on the construction plans must be addressed and resubmitted for review and approval. In addition, the red lined drawings must be returned to the Growth Management Department.

All redline comments made on the construction plans must be addressed and resubmitted for review and approval. In addition, the red lined drawings must be returned to the Growth Management Department.

Staff recommends that the SDCL 11-6-19 Review to allow expansion of an existing structure on public property be continued to the August 27, 2009 Planning Commission meeting to allow the applicant to submit the required information.