

STAFF REPORT
July 22, 2010

No. 10PD047 - Planned Commercial Development - Initial and Final Development Plan **ITEM 10**

GENERAL INFORMATION:

APPLICANT	Rapid City Columbian Club
AGENT	Fisk Land Surveying & Consulting Engineers
PROPERTY OWNER	Rapid City Columbian Club
REQUEST	No. 10PD047 - Planned Commercial Development - Initial and Final Development Plan
EXISTING LEGAL DESCRIPTION	Lot A of Hamilton Subdivision, Section 18, T1N, R8E, BHM, Rapid City, Pennington County, South Dakota
PARCEL ACREAGE	Approximately 1.0 acres
LOCATION	1220 East Minnesota Street
EXISTING ZONING	Office Commercial District (Planned Development Designation)
SURROUNDING ZONING	
North:	Low Density Residential District
South:	Low Density Residential District (Planned Residential Development)
East:	General Commercial District (Planned Development Designation)
West:	Low Density Residential District
PUBLIC UTILITIES	City sewer and water
DATE OF APPLICATION	6/25/2010
REVIEWED BY	Vicki L. Fisher / Mary Bosworth

RECOMMENDATION:

Staff recommends that the Planned Commercial Development - Initial and Final Development Plan be approved with the following stipulations:

1. A building permit shall be obtained prior to any construction and a Certificate of Occupancy shall be obtained prior to occupancy;
2. Prior to issuance of a building permit, an Erosion and Sediment Control Permit shall be obtained;
3. Prior to issuance of a building permit, an Air Quality Construction Permit shall be obtained for construction activities disturbing one acre or more of surface area;

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4. The proposed structure shall conform architecturally to the plans and elevations and color palette reviewed and approved as part of this Planned Commercial Development. The expansion of the structure proposed as a part of Phase Two of the development, which the Growth Management Director determines to be consistent with the original approved elevations, shall be allowed as a Minimal Amendment to the Planned Commercial Development. In addition, the expansion of the structure shall meet all requirements of the Rapid City Municipal Code or a Major Amendment shall be required;
5. Prior to issuance of a building permit for Phase Two of the development, a revised site plan, a revised parking plan, a revised landscape plan and a grading and drainage plan shall be submitted for review and approval for the proposed expansion. In addition, an Erosion and Sediment Control Permit and a Floodplain Development Permit shall be obtained;
6. All signage shall conform to the design, color and location as shown in the sign package submitted as a part of the Planned Commercial Development. No electronic signs are being approved as a part of this sign package. The addition of electronic signs shall be considered a Major Amendment to the Planned Commercial Development. Changes to the proposed sign package, which the Growth Management Director determines to be consistent with the original approved sign package, shall be allowed as a Minimal Amendment to the Planned Commercial Development. The Growth Management Director may approve temporary signs in accordance with Chapter 15.28.080 of the Rapid City Municipal Code. A sign permit shall also be obtained for each individual sign;
7. The dumpster shall be located as shown on the site plan as a part of Phase One of the development and screened along all four sides with a 5 foot high wood fence. The proposed relocation of the dumpster as a part of Phase Two of the development shall be outside of the 8 foot wide minor drainage and utility easement located along the north lot line. In addition, the dumpster shall continue to be screened along all four sides;
8. The outdoor mechanical equipment shall be located as shown on the site plan and screened with a 5 foot high wood fence as proposed;
9. A minimum of 42,593 landscaping points shall be provided for Phase One of the development. Changes to the landscape plan as a part of Phase Two of the development shall be allowed as a Minimal Amendment contingent upon all requirements of the Landscape Ordinance being met. In addition, a landscape island shall be provided when 50 or more parking spaces are being provided. A Major Amendment to the Planned Commercial Development shall be obtained if the landscape plan is not in compliance with the Landscape Ordinance. All landscaping shall be continually maintained in a live vegetative state and replaced as necessary;
10. A minimum of 32 parking spaces with two of the spaces being handicap accessible shall be provided as a part of Phase One of the Development. In addition, one of the handicap spaces shall be "van" handicap accessible. An additional 13 parking spaces shall be provided as a part of Phase Two of the Development for the proposed 2,500 square foot office expansion. Any other use within Phase Two of the development shall require that parking be provided in compliance with the Parking Regulations;
11. All outdoor lighting shall be reflected within the property boundaries so as to not shine onto adjoining properties and rights-of-way and to not be a hazard to the passing motorist or constitute a nuisance of any kind;
12. The currently adopted International Fire Code shall be continually met. In addition, the

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- applicant shall coordinate any expansion or alterations of the project with the Fire Department;
13. An Exception is hereby granted to reduce the minimum required side yard setback along the west lot line from 25 feet to 15 feet. All other provisions of the Office Commercial District shall be met unless otherwise specifically authorized as a stipulation of this Planned Commercial Development or a Major Amendment to the Planned Commercial Development;
 14. The Planned Commercial Development shall allow for an office building with a meeting area and storage to be located on the property. Any other use of the property shall require a Major Amendment to the Planned Commercial Development; and,
 15. An Exception is hereby granted to allow a time extension of 5 years from the date of approval of this Planned Commercial Development application to complete Phase One and 12 years from the date of approval of this Planned Commercial Development application to complete Phase Two of the development.

GENERAL COMMENTS:

The applicant has submitted an Initial and Final Planned Commercial Development to allow an office building with a meeting room and storage to be located on the property. The applicant has indicated that the site will be developed in two phases. Phase One will include a 2,518 square foot office building with a 1,573 square foot office area and a 945 square foot meeting room area. Phase Two will include a 2,500 square foot office expansion.

The property is located approximately 1,000 feet west of the intersection of Cambell Street and Minnesota Street on the north side of Minnesota Street. Currently, the property is void of any structural development.

STAFF REVIEW:

Staff has reviewed the Initial and Final Planned Commercial Development and has noted the following considerations:

Design: The applicant has submitted structural elevations identifying that the office building will be a one story structure with a peaked asphalt shingled roof. The building is wood frame construction with fiber cement siding. Other building materials include brick, stone, timber, glass and metal. The elevations identify a covered entry with brick and timber pillars along the south side of the building as it abuts Minnesota Street. The building will be constructed in shades of neutral brown(s).

The applicant has indicated that a 2,500 square foot office expansion will be constructed on the north side of the building as a part of Phase Two of the development. To date, elevations showing the expanded building have not been submitted for review and approval.

Staff recommends that the proposed structure conform architecturally to the plans and elevations and color palette reviewed and approved as part of this Planned Commercial Development. The expansion of the structure proposed as a part of Phase Two of the development, which the Growth Management Director determines to be consistent with the

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original approved elevations, shall be allowed as a Minimal Amendment to the Planned Commercial Development. In addition, the expansion of the structure must meet all requirement of the Rapid City Municipal Code or a Major Amendment shall be required.

Parking: The proposed use(s) require that a minimum of 32 parking spaces with two of the spaces being handicap accessible be provided as a part of Phase One of the Development. In addition, one of the handicap spaces must be "van" handicap accessible. The future addition of a 2,500 square foot office area will require that an additional 13 parking spaces be provided as a part of Phase Two of the development for a total of 45 parking spaces.

The applicant has submitted a site plan identifying 34 parking spaces being provided as a part of Phase One of the development. In addition, two of the parking spaces are handicap accessible with one of the handicap spaces being "van" handicap accessible. The site plan also identifies that an additional 24 parking spaces will be provided as a part of Phase Two of the development for a total of 58 parking spaces. The applicant's site plan exceeds the requirements of the City's Parking Regulations.

Staff recommends that a minimum of 32 parking spaces with two of the spaces being handicap accessible be provided as a part of Phase One of the Development. In addition, one of the handicap spaces shall be "van" handicap accessible. An additional 13 parking spaces must be provided as a part of Phase Two of the Development for the proposed 2,500 square foot office expansion. Any other use within Phase Two of the development will require that parking be provided in compliance with the Parking Regulations.

Landscaping: A minimum of 41,032 landscape points are required for Phase One of the development. The applicant has submitted a landscape plan identifying that a total of 42,593 landscape points will be provided. A landscape plan has not been submitted for Phase Two of the development.

Staff recommends that a minimum of 42,593 landscaping points be provided as proposed for Phase One. Changes to the landscape plan as a part of Phase Two of the development shall be allowed as a Minimal Amendment contingent upon all requirements of the Landscape Ordinance being met. In addition, a landscape island must be provided when 50 or more parking spaces are being provided. A Major Amendment to the Planned Commercial Development must be obtained if the landscape plan is not in compliance with the Landscape Ordinance. All landscaping must be continually maintained in a live vegetative state and replaced as necessary.

Signage: The applicant has submitted a sign package identifying a 4 foot high by 8 foot long wall sign along the south side of the building which reads "Our Lady of Perpetual Help Council #1489". In addition, a 4 foot high by 4 foot long wall sign of the Knights of Columbus emblem will be displayed on the south side of the building. The signs are not shown to be illuminated.

Staff recommends that all signage conform to the design, color and location as shown in the sign package submitted as a part of the Planned Commercial Development. No electronic

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signs are being approved as a part of the proposed sign package for Lot A. Changes to the proposed sign package, which the Growth Management Director determines to be consistent with the original approved sign package, may be allowed as a Minimal Amendment to the Planned Commercial Development. In addition, the Growth Management Director may approve temporary signs in accordance with Chapter 15.28.080 of the Rapid City Municipal Code. A sign permit must also be obtained for each individual sign.

Setbacks: A minimum 25 foot side yard setback is required in the Office Commercial District. The applicant has requested that the side yard setback be reduced from 25 feet to 15 feet along the west lot line. The adjacent property is owned by the City of Rapid City and is the location of soccer fields, a parking lot and a large span of open area. Due to the public use of the adjacent property and the limited impact on the adjacent property, staff recommends that an Exception be granted to reduce the minimum required side yard setback along the west lot line from 25 feet to 15 feet. All other provisions of the Office Commercial District must be met unless otherwise specifically authorized as a stipulation of this Planned Commercial Development or a Major Amendment to the Planned Commercial Development.

Fire Code: Fire Department staff have indicated that the project appears to meet the requirements as established by the International Fire Code. The Fire Department staff has indicated that the applicant must continue to coordinate with the Fire Department if any alterations to the project occur.

Staff recommends that all currently adopted International Fire Codes be continually met. In addition, the applicant must coordinate any expansion or alterations of the project with the Fire Department.

Floodplain/Wetlands: A portion of the property is located within the 100 year Federally designated floodplain. In addition, a wetland area is located along the north lot line of the property. The applicant has obtained a Floodplain Development Permit for Phase One of the project. In addition, the project is located outside of the wetland area. Prior to the start of construction of Phase Two, a Floodplain Development Permit must be obtained for this portion of the project.

Sidewalk: The City's Bike Path Plan identifies an 8 foot wide bike path located along the south lot line of the property as it abuts Minnesota Street. The applicant's site plan identifies a five foot wide property line sidewalk being constructed along Minnesota Street, which meets the applicant's responsibility to provide a sidewalk. The applicant is encouraged to work with the Public Works Department to construct the additional sidewalk in order to provide a bike path pursuant to the City's Bike Path Plan. Please note that the City is responsible for the over-sizing cost of the sidewalk beyond the applicant's responsibility

Phasing: The applicant has indicated that Phase One will be constructed within one to five years. In addition, Phase Two will be constructed within three to 12 years. The Zoning Ordinance states that a Final Development Plan shall expire 2 years from the date of approval upon which it becomes effective. As such, the applicant has requested an

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Exception to extend the Final Development Plan to allow up to 5 years to complete Phase One and 12 years to complete Phase Two.

Staff recommends that an Exception be granted to allow a time extension of 5 years from the date of approval of this Planned Commercial Development application to complete Phase One and 12 years from the date of approval of this Planned Commercial Development application to complete Phase Two of the development.

Notification: As of this writing, the required sign has not been posted on the property and the receipts from the certified mailing have not been returned. Staff will notify the Planning Commission at the July 22, 2010 Planning Commission meeting if this requirement has not been met.

Staff recommends that the Initial and Final Planned Commercial Development be approved with the stipulations as outlined above.