

STAFF REPORT
July 26, 2012

No. 12PL028 - Preliminary Subdivision Plan

ITEM 2

GENERAL INFORMATION:

APPLICANT	Wayne A. Kummer and Gloria Steele, Personal Representative for Robert M. Steele -
AGENT	Janelle Finck - Fisk Land Surveying & Consulting Engineers
PROPERTY OWNER	Estate of Robert M. Steele
REQUEST	No. 12PL028 - Preliminary Subdivision Plan
EXISTING LEGAL DESCRIPTION	Lot A of Lot 1 of the NW1/4 SW1/4 of Section 32, T2N, R8E, BHM, Rapid City, Pennington County, South Dakota
PROPOSED LEGAL DESCRIPTION	Lots 1 and 2 of Century Subdivision
PARCEL ACREAGE	Approximately 2.05 acres
LOCATION	645 Century Road
EXISTING ZONING	General Commercial District
FUTURE LAND USE DESIGNATION	Commercial
SURROUNDING ZONING	
North:	General Commercial District
South:	General Commercial District
East:	General Commercial District
West:	General Commercial District
PUBLIC UTILITIES	City sewer and water
DATE OF APPLICATION	June 22, 2012
REVIEWED BY	Vicki L. Fisher / Brandon Quiett

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 the existing 50 foot wide access and utility easement shall be submitted for review and approval showing the easement with a minimum width of 70 feet and constructed with a

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- minimum 26 foot wide paved surface, curb, gutter, sidewalk and street light conduit or an Exception shall be obtained prior to submittal of a Development Engineering Plan application;
2. Upon submittal of a Development Engineering Plan application, construction plans for Century Road shall be submitted for review and approval. In particular, the construction plans shall show the construction of curb and gutter along the east side of the street, sidewalk and street light conduit or an Exception shall be obtained prior to submittal of a Development Engineering Plan application;
 3. Upon submittal of a Development Engineering Plan application, construction plans for E. North Street shall be submitted for review and approval showing the construction of sidewalk along the street as it abuts the property or an Exception shall be obtained prior to submittal of a Development Engineering Plan application;
 4. Upon submittal of a Development Engineering Plan application, the plat document shall be revised to provide access to adjacent Lot D. In addition, construction plans shall be submitted for review and approval showing the access secured within a minimum 70 foot wide easement or right-of-way and constructed with a minimum 26 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer or an Exception shall be obtained prior to submittal of a Development Engineering Plan application;
 5. Prior to submittal of a Development Engineering Plan application, the plat document shall be revised to ensure that the minimum required landscape points are located on both lots or a Variance shall be obtained to reduce the minimum required landscape points on proposed Lot 1;
 6. Prior to submittal of a Development Engineering Plan application, the existing off-premise sign and/or off-premise message shall be removed or the applicant shall obtain approval of a conversion application from the City Council;
 7. Prior to submittal of a Development Engineering Plan application, the plat document shall be revised to provide non-access easements in compliance with the Infrastructure Development Criteria Manual or an Exception shall be obtained;
 8. Prior to submittal of a Development Engineering Plan application, the plat document shall be revised to provide a minimum 25 foot wide utility easement along the north lot line to the west boundary of proposed Lot 1 in order to allow future looping of the high level water pressure zone;
 9. Upon submittal of a Development Engineering Plan application, water plans prepared by a Registered Professional Engineer showing existing and/or proposed water mains and service lines shall be submitted for review and approval or an Exception shall be obtained. In addition, the water plan shall demonstrate that adequate water capacity exists to provide domestic and fire flows. The plat document shall also be revised to show utility easements as needed;
 10. Upon submittal of a Development Engineering Plan application, sewer plans prepared by a Registered Professional Engineer showing existing and/or proposed sanitary sewer mains and service lines shall be submitted for review and approval or an Exception shall be obtained;
 11. Upon submittal of a Development Engineering Plan application, 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 if subdivision improvements are required. In addition, an Erosion and Sediment Control Permit shall be obtained prior to any construction;
 12. Upon submittal of a Development Engineering Plan application, a cost estimate shall be

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- submitted for review and approval;
13. Prior to Development Engineering Plan approval, 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;
 14. Prior to submittal of a Final Plat application or prior to commencing construction, whichever occurs first, a Development Agreement shall be entered into with the City for all public improvements if applicable;
 15. 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,
 16. Prior to the City's acceptance of the public improvements, a warranty surety shall be submitted for review and approval as required.

GENERAL COMMENTS:

The applicant has submitted a Preliminary Subdivision Plan application to subdivide a 2.05 acre lot into two lots. The lots are sized 1.32 acres and 0.73 acres, respectively, and are to be known as Lot 1 and Lot 2 of Century Subdivision.

The applicant has also submitted Exception request(s) to waive the requirement to install sidewalk along E. North Street; to waive the requirement to install sidewalk, street light conduit and to install curb and gutter along the east side of Century Road; and, to waive the requirement to install sidewalk, curb, gutter and street light conduit along an existing 50 foot wide access and utility easement as they abut the property/

The property is located in the northwest corner of the intersection of E. North Street and Century Road. Currently, AAMCO Transmissions is located on proposed Lot 1 and Tripler Vet & Tack is located on proposed Lot 2.

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:

Zoning: The property is zoned General Commercial District with existing commercial development(s). As noted above, AAMCO Transmissions is located on proposed Lot 1 and Tripler Vet & Tack is located on proposed Lot 2. As a result of subdividing the property as proposed, proposed Lot 1 will have a shortage of 14,075 landscape points and proposed Lot 2 will have a surplus of 14,847 landscape points. As such, prior to submittal of a Development Engineering Plan application, the plat document must be revised to ensure that the minimum required landscape points are located on both lots or a Variance must be

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obtained to reduce the minimum required landscape points on proposed Lot 1.

Signage: The City's Sign Code Officer has indicated that an illegal off-premise sign currently exists on the property. As such, prior to submittal of a Development Engineering Plan application, the existing off-premise sign and/or off-premise message must be removed or the applicant must obtain approval of a conversion application from the City Council.

Access and Utility Easement: An existing 50 foot wide access and utility easement currently exists along the north lot line of the property. The easement is classified as a commercial street requiring that it be located within a minimum 70 foot wide easement and/or right-of-way and constructed with a minimum 26 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. Currently, the access and utility easement is constructed with an approximate 25 foot wide paved surface, water and sewer. Staff recommends that upon submittal of a Development Engineering Plan application, construction plans for the existing easement be submitted for review and approval showing the easement with a minimum width of 70 feet and constructed with a minimum 26 foot wide paved surface, curb, gutter, sidewalk and street light conduit or an Exception must be obtained prior to submittal of a Development Engineering Plan application.

Century Road: Century Road is located along the east lot line and is classified as a minor arterial street on the City's Major Street Plan requiring that it be located within a minimum 68 foot wide right-of-way and constructed with a minimum 32 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. Currently, Century Road is located within an approximate 400 foot wide right-of-way and constructed with an approximate 36 foot wide paved surface, curb and gutter along the west side of the street, water and sewer. Staff recommends that upon submittal of a Development Engineering Plan application, construction plans for Century Road be submitted for review and approval showing the construction of curb and gutter along the east side of the street, sidewalk and street light conduit or an Exception must be obtained prior to submittal of a Development Engineering Plan application.

East North Street: East North Street is located along the southeastern portion of the property and is classified as a principal arterial street on the City's Major Street Plan requiring that it be located within a minimum 100 foot wide right-of-way and constructed with a minimum 36 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. Currently, East North Street is located within an approximate 260 foot wide right-of-way and constructed with an approximate 60 foot wide paved surface, curb, gutter, street light conduit, water and sewer. Upon submittal of a Development Engineering Plan application, construction plans for East North Street must be submitted for review and approval showing the construction of sidewalk along the street as it abuts the property or an Exception must be obtained.

Lot D of Lot 1: It appears that access to an adjacent property, Lot D of Lot 1, is provided through this property. As such, upon submittal of a Development Engineering Plan application, the plat document must be revised to secure access to the adjacent lot. In addition, construction plans must be submitted for review and approval showing the access secured within a minimum 70 foot wide easement or right-of-way and constructed with a minimum 26 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and

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sewer or an Exception must be obtained prior to submittal of a Development Engineering Plan application.

Water: The applicant's site map identifies an 8 inch water main located within a portion of the 50 foot wide access and utility easement to serve the existing commercial development(s) located on the property. Upon submittal of a Development Engineering Plan application, water plans prepared by a Registered Professional Engineer showing existing and/or proposed water mains and service lines must be submitted for review and approval or an Exception must be obtained. In addition, the water plan must demonstrate that adequate water capacity exists to provide domestic and fire flows. Prior to submittal of a Development Engineering Plan application, the plat document must also be revised to provide a minimum 25 foot wide utility easement along the north lot line to the west boundary of proposed Lot 1 in order to allow future looping of the high level water pressure zone.

Sanitary Sewer: The applicant's site map also identifies a sewer main located within a portion of the 50 foot wide access and utility easement to serve the existing commercial development(s) located on the property. Upon submittal of a Development Engineering Plan application, sewer plans prepared by a Registered Professional Engineer showing existing and/or proposed sanitary sewer mains and service lines must be submitted for review and approval or an Exception must be obtained.

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 if subdivision improvements are 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 submittal of a Final Plat application or prior to commencing construction, whichever occurs first, a Development Agreement be entered into with the City for all public improvements if applicable.

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. Prior to the City's acceptance of any public improvements, a Warranty Surety must be submitted for review and approval if subdivision improvements are required as a part of any future platting of the property.

Summary: The proposed Preliminary Subdivision Plan generally complies with all applicable

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Zoning and Subdivision Regulations assuming compliance with the stated stipulations.