

STAFF REPORT  
July 25, 2013

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**No. 13PL067 - Preliminary Subdivision Plan**

**ITEM 13**

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GENERAL INFORMATION:

APPLICANT	Dream Design International, Inc.
AGENT	Dream Design International, Inc.
PROPERTY OWNER	Patrick Hall
REQUEST	<b>No. 13PL067 - Preliminary Subdivision Plan</b>
EXISTING LEGAL DESCRIPTION	That part of the SW1/4 lying south of Sheridan Lake Road (Lot H2), less the east 480 feet, less Moon Meadows Subdivision and less ROW, located in Section 28, T1N, R7E, BHM, Pennington County, South Dakota
PROPOSED LEGAL DESCRIPTION	Lots 1 thru 7 of Dunsmore Road Subdivision
PARCEL ACREAGE	Approximately 40.136 acres
LOCATION	Southeast of the intersection of Sheridan Lake Road and Dunsmore Road, north of Moon Meadows Drive
EXISTING ZONING	Suburban Residential District (Pennington County)
FUTURE LAND USE DESIGNATION	Commercial (western 1/3) and Residential (eastern 2/3)
SURROUNDING ZONING	
North:	Suburban Residential District (Pennington County)
South:	Suburban Residential District (Pennington County)
East:	Suburban Residential District (Pennington County)
West:	Suburban Residential District (Pennington County)
PUBLIC UTILITIES	Private well and on-site wastewater
DATE OF APPLICATION	June 28, 2013
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 Sheridan Lake Road shall be submitted for review and approval. In particular, the construction plans shall show the street constructed with a minimum 36 foot wide paved

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- surface, curb, gutter, sidewalk, street light conduit, water and the dedication of ten additional feet of right-of-way 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 Moon Meadows Drive shall be submitted for review and approval. In particular, the construction plans shall show the street constructed with a minimum 36 foot wide paved surface, curb, gutter, sidewalk, street light conduit, sewer, water and the dedication of 17 additional feet of right-of-way 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;
  3. Upon submittal of a Development Engineering Plan application, construction plans for Dunsmore Road shall be submitted for review and approval. In particular, the construction plans shall show the street constructed with a minimum 36 foot wide paved surface, curb, gutter, sidewalk, street light conduit, sewer, water and the dedication of 17 additional feet of right-of-way 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;
  4. Upon submittal of a Development Engineering Plan application, a plat document shall be submitted showing a principal arterial street extending through the property in compliance with the Major Street Plan. In addition, construction plans shall be submitted for review and approval showing the street 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, sewer and water or an Exception shall be obtained or a Comprehensive Plan Amendment to the Major Street Plan shall be obtained. If an Exception is obtained, a copy of the approved Exception shall be submitted with the Development Engineering Plan application;
  5. Upon submittal of a Development Engineering Plan application, construction plans for the "shared driveway easement" shall be submitted for review and approval showing the easement with a minimum width of 50 feet and constructed with a minimum 24 foot wide pavement, curb, gutter, sidewalk, street light conduit, water and sewer 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;
  6. Upon submittal of a Development Engineering Plan application, a plat document shall be submitted identifying a non-access easement along Sheridan Lake Road and all corner lots in compliance with 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;
  7. Upon submittal of a Development Engineering Plan application, water and sewer plans prepared by a Registered Professional Engineer showing the extension of mains and service lines shall be submitted for review and approval as per the Infrastructure Design Criteria Manual or Exception(s) shall be obtained. If Exception(s) are obtained, a copy of the approved Exception(s) shall be submitted with the Development Engineering Plan application. If a private water system is utilized, then an on-site water plan prepared by a Professional Engineer shall be submitted for review and approval. In addition, the water plans shall demonstrate that adequate fire and domestic flows are being provided at all proposed lots. If individual on-site wastewater systems are utilized, then an on-site wastewater plan prepared by a Professional Engineer demonstrating that the soils are

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- suitable for on-site wastewater systems shall be submitted for review and approval;
8. Upon submittal of a Development Engineering Plan application, the design of a sanitary sewer main to serve the gravity sewer basin identified in the "Sheridan Lake Road Sanitary Trunk Sewer Extension Project" 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;
  9. Upon submittal of a Development Engineering Plan application, a drainage plan in compliance with the Arrowhead Drainage Basin Plan shall be submitted for review and approval. In addition, the plat document shall be revised to provide drainage easements as necessary;
  10. Upon submittal of a Development Engineering Plan application, geotechnical analysis and pavement design shall be submitted for review and approval;
  12. 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;
  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 approval of the Development Engineering Plan application, a Development Agreement shall be entered into with the City for all public improvements, if applicable;
  15. Upon submittal of a Development Engineering Plan application, a cost estimate of the required subdivision improvements shall be submitted for review and approval;
  16. Prior to submittal of a Final Plat application, a reserve drainfield area for the proposed on-site wastewater system to be located on Lot 1B shall be shown on the plat or a note shall be placed on the plat indicating that at the time a Building Permit application is submitted, a reserve drainfield area for on-site wastewater treatment will be identified and held in reserve unless a public sewer system is provided;
  17. 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,
  18. 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:**

The applicant has submitted a Preliminary Subdivision Plan application to create seven lots. The lots are to be known as Lots 1 through 7, Dunsmore Road Subdivision and range in size from 5 acres to 10 acres.

On April 15, 2013, the City Council approved a Preliminary Subdivision Plan application (File #13PL018) to subdivide the property into four lots. The applicant has subsequently submitted this revised Preliminary Subdivision Plan application proposing to subdivide the property into seven lots in lieu of four lots.

The property is located outside of the City limits but within the City's three mile platting

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jurisdiction. In particular, the property is located in the southeast corner of the Sheridan Lake Road and Dunsmore Road intersection. 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:

**Zoning:** The property is zoned Suburban Residential District by Pennington County. The proposed lot size(s) meet the minimum lot size requirement for Suburban Residential District. Please note that the City's Future Land Use Plan identifies the western 1/3 of the property as commercial and the eastern 2/3 of the property as residential. With the close proximity of City water and sewer to the property, it is likely that a mix of commercial and residential development may occur on the property over time.

**Sheridan Lake Road:** Sheridan Lake Road is located along the north lot line of the property and is classified as a principal arterial street on the City's Major Street Plan. Pursuant to the Infrastructure Design Criteria Manual, a minor arterial street must 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, Sheridan Lake Road is located within an approximate 80 foot wide right-of-way and constructed with an approximate 24 foot wide paved surface and City sewer. Upon submittal of a Development Engineering Plan application, construction plans for Sheridan Lake Road must be submitted for review and approval. In particular, the construction plans must show the street constructed with a minimum 36 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and the dedication of ten additional feet of right-of-way or an Exception must be obtained. If an Exception is obtained, a copy of the approved Exception must be submitted with the Development Engineering Plan application.

**Dunsmore Road:** Dunsmore Road is located along the west lot line of the property and is classified as a principal arterial street on the City's Major Street Plan. Pursuant to the Infrastructure Design Criteria Manual, a principal arterial street must 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, Dunsmore Road is located within a 66 foot wide right-of-way and constructed with an approximately 22 foot wide paved surface. Upon submittal of a Development Engineering Plan application, construction plans for Dunsmore Road must be submitted for review and approval. In particular, the construction plans must show the street constructed with a minimum 36 foot wide paved surface, curb, gutter, sidewalk, street light conduit, sewer, water and the dedication of 17 additional feet of right-of-way or an Exception must be obtained. If an Exception is obtained, a copy of the approved Exception must be submitted with the Development Engineering Plan application.

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Moon Meadows Drive: Moon Meadows Drive is located along the south lot line of the property and is classified as a principal arterial street on the City's Major Street Plan. Pursuant to the Infrastructure Design Criteria Manual, a principal arterial street must 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, Moon Meadows Drive is located within a 66 foot wide right-of-way and constructed with an approximately 22 foot wide paved surface. Upon submittal of a Development Engineering Plan application, construction plans for Moon Meadows Drive must be submitted for review and approval. In particular, the construction plans must show the street constructed with a minimum 36 foot wide paved surface, curb, gutter, sidewalk, street light conduit, sewer, water and the dedication of 17 additional feet of right-of-way or an Exception must be obtained. If an Exception is obtained, a copy of the approved Exception must be submitted with the Development Engineering Plan application.

Shared Driveway Easement: The plat document identifies a shared driveway easement along the common lot line between proposed Lots 6 and 7. The easement is classified as a lane place street requiring that it be located within a minimum 50 foot wide easement and constructed with a minimum 24 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. Upon submittal of a Development Engineering Plan application, construction plans for the "shared driveway easement" must be submitted for review and approval showing the easement constructed as identified or an Exception must be obtained. If an Exception is obtained, a copy of the approved Exception must be submitted with the Development Engineering Plan application.

Major Street Plan: The Major Street Plan identifies a principal arterial street extending through the eastern portion of proposed Lot 4. As such, upon submittal of a Development Engineering Plan application, a plat document must be submitted showing the principal arterial street in compliance with the Major Street Plan and construction plans must be submitted for review and approval showing the street 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, sewer and water or an Exception must be obtained or a Comprehensive Plan Amendment to the Major Street Plan must be obtained. If an Exception is obtained, a copy of the approved Exception must be submitted with the Development Engineering Plan application.

Utilities: A City water main is currently located at the intersection of Dunsmore Road and Sheridan Lake Road. In addition, a City sewer main is located along Sheridan Lake Road. Chapter 13.08.520 and 13.16.030, respectively, require that a property connect to City utilities when located within 400 feet of the utility. As such, upon submittal of a Development Engineering Plan application, water and sewer plans prepared by a Registered Professional Engineer showing the extension of mains and service lines must be submitted for review and approval as per the Infrastructure Design Criteria Manual or an Exception must be obtained. If Exception(s) are obtained, a copy of the approved Exception(s) must be submitted with the Development Engineering Plan application. If a private water system is utilized, then an on-site water plan prepared by a Professional Engineer must be submitted for review and approval. In addition, the water plans must demonstrate that adequate fire and domestic flows are being provided at all proposed lots. If individual on-site wastewater

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systems are utilized, then an on-site wastewater plan prepared by a Professional Engineer demonstrating that the soils are suitable for on-site wastewater systems must be submitted for review and approval.

The Sheridan Lake Road Sanitary Trunk Sewer Extension Project was developed by CETEC in 2001 and delineates the sanitary sewer gravity collection basins for the Sheridan Lake Drive trunk sewer. In particular, the study shows a portion of the sanitary sewer trunk extending through this basin. As such, upon submittal of a Development Engineering Plan application, the design of a sanitary sewer main to serve the gravity sewer basin identified in the "Sheridan Lake Road Sanitary Trunk Sewer Extension Project" must be submitted for review and approval or an Exception must be obtained. If an Exception is obtained, a copy of the approved Exception must be submitted with the Development Engineering Plan application.

Drainage: The property is located within the Arrowhead Drainage Basin. As such, upon submittal of a Development Engineering Plan application, a drainage plan in compliance with the Arrowhead Drainage Basin Plan must be submitted for review and approval. In addition, the plat document must be revised to provide drainage easements as necessary.

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. 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 Zoning and Subdivision Regulations assuming compliance with the stated stipulations.