

STAFF REPORT
January 8, 2015

No. 14PL087 - Preliminary Subdivision Plan

ITEM 7

GENERAL INFORMATION:

APPLICANT	Dean and Peggy Kelly
AGENT	Kale R. McNaboe - Sperlich Consulting, Inc.
PROPERTY OWNER	Dean and Peggy Kelly
REQUEST	No. 14PL087 - Preliminary Subdivision Plan
EXISTING LEGAL DESCRIPTION	Lot AR of Lot 1 of Block 2 of Canyon Lake Heights, located in the NW1/4 of the NW1/4 of Section 16, T1N, R7E, BHM, Rapid City, Pennington County, South Dakota
PROPOSED LEGAL DESCRIPTION	Proposed Lot AR1 and Lot AR2 of Lot 1 of Block 2 of Canyon Lake Heights
PARCEL ACREAGE	Approximately 1.42 acres
LOCATION	Northeast of the intersection of Cliff Drive and Fairhaven Drive
EXISTING ZONING	Low Density Residential District
FUTURE LAND USE DESIGNATION	Low Density Neighborhood
SURROUNDING ZONING	
North:	Low Density Residential District
South:	Low Density Residential District
East:	Low Density Residential District
West:	Low Density Residential District
PUBLIC UTILITIES	Private well, Rapid City sewer
DATE OF APPLICATION	December 2, 2014
REVIEWED BY	Robert Laroco / Nicole Lecy

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 Fairhaven Drive shall be submitted for review and approval showing the street with a minimum 26 foot wide paved surface, curb, gutter, sidewalk, street light conduit, sewer

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- and water 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 Cliff Drive shall be submitted for review and approval showing the street with a minimum 26 foot wide paved surface, curb, gutter, sidewalk, street light conduit, sewer and water 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 the private roadway easement shall be submitted for review and approval showing the street located within a minimum 50 foot wide easement and constructed with a minimum 24 foot wide paved surface, curb, gutter, sidewalk, street light conduit, sewer and water 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 Development Engineering Plans, the plat document shall be revised to show all adjoining street rights-of-way and all existing and/or proposed dimensions. If a shared well is proposed, the plat document shall be revised to show the water service line(s) located within a water easement;
 5. Upon submittal of a Development Engineering Plan application, water data prepared by a Registered Professional Engineer shall be submitted for review and approval in accordance with the Infrastructure Design Criteria Manual or an Exception shall be obtained. The water plan and analysis shall demonstrate that the water service is adequate to meet estimated domestic flows and required fire flows to support the proposed development. In addition, utility easements shall be secured as needed;
 6. 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;
 7. Upon submittal of a Development Engineering Plan application, a grading plan and a drainage plan must be submitted for review and approval if any subdivision improvements are required. The drainage plan must demonstrate that the design flows do not exceed pre-developed flows or on-site detention shall be provided. In addition, the plat document must be revised to provide drainage easements as needed;
 8. Prior to Development Engineering Plan approval, engineering reports required for construction approval shall be accepted and agreements required for construction approval shall be executed if subdivision improvements are required. 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 Registered Professional Engineer;
 9. Prior to approval of the Development Engineering Plan application, a Development Agreement shall be entered into with the City for all public improvements if subdivision improvements are required;
 10. Upon submittal of a Development Engineering Plan application, a cost estimate of the required subdivision improvements shall be submitted for review and approval if subdivision improvements are required;
 11. 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,

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12. 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 request to create two lots on approximately 1.42 acres of property currently zoned Low Density Residential District. The tracts will be known as Lots AR1 and AR2 of Block 2 of Canyon Lake Heights and are each comprised of 0.71 acres.

The property is located northeast of the intersection of Cliff Drive and Fairhaven Drive. The property is currently void of 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 Low Density Residential District in the City of Rapid City. The applicant should be aware that future development of the property must comply with the requirements of the Rapid City Municipal Code.

Fairhaven Drive: Fairhaven Drive is located along the western lot line of the property and is classified as a local street, requiring that the street be located in a minimum 52 foot wide right-of-way and constructed with a minimum 26 foot wide paved surface, curb, gutter, sewer, water, street light conduit, and sidewalk. It appears that sufficient right-of-way has been dedicated for Fairhaven Drive; however, the submitted plat document does not include the right-of-way width of Fairhaven Drive. Upon submittal of a Development Engineering Plan application, construction plans for Fairhaven Drive showing the required right-of-way width, pavement width, installation of sidewalk, street light conduit, and a water main must be submitted for review 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.

Staff also recommends that prior to submittal of a Development Engineering Plan application, the plat document be revised to show the right-of-way width for Fairhaven Drive and, if required, any additional right-of-way dedicated as a requirement for subdivision of the property.

Cliff Drive: Cliff Drive is located along the southwestern lot line of the property and is classified as a local street, requiring that the street be located within a minimum 52 foot right-of-way and constructed with a minimum 26 foot wide paved surface, curb, gutter, sewer, water, street light conduit, and sidewalk. It appears that sufficient right-of-way has been dedicated for Cliff Drive; however, the submitted plat document does not include the right-of-way width of Cliff Drive. Upon submittal of a Development Engineering Plan application, construction

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plans for Cliff Drive must be submitted showing the required right-of-way width, pavement width, installation of sidewalk, street light conduit, sanitary sewer main, one water main 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.

Private Roadway Easement: A previously dedicated 40 foot wide private roadway easement is located along the northern property line and is classified as a lane/place street, requiring that the street be located within a minimum 50 foot easement width and constructed with a minimum 24 foot pavement width, curb, gutter, sewer, water, street light conduit, and sidewalk. Upon submittal of a Development Engineering Plan application, the plat document must be revised to show that an additional 5 feet of easement width is being provided on the subject property. In addition, construction plans must show that a minimum of 24 foot wide paved surface with curb, gutter, sewer, one water main, street light conduit, and sidewalk is being provided 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.

Utilities: The property is serviced by Rapid City sanitary sewer systems located in Fairhaven Drive. Public Works staff has noted that staff is currently determining how connection fees for sanitary sewer services will be assessed. Please note that the City's determination may result in the property owner entering into an agreement with the City prior to approval of a Final Plat application.

Currently there is no community water system serving this area. The applicant has indicated that the properties will be serviced via private well, but has not indicated whether it will be a shared well or separate well(s). As such, upon submittal of Development Engineering Plan application, water data must be provided clarifying the number of wells to service the properties, confirming that adequate fire flows can be provided by the proposed water system, and providing logs and aquifer information to support the use of the well. Please note that if a shared well is proposed, a covenant agreement securing maintenance and ownership of the shared will must be submitted to Community Planning and Development Services for recording. Upon submittal of Development Engineering Plans, the plat document must be revised to show all adjoining street rights-of-way and all existing and/or proposed dimensions. If a shared well is proposed, the plat document must be revised to show the water service line(s) located within a water easement.

Drainage: A grading and drainage plans must be submitted for review and approval if any subdivision improvements are required. The drainage plan must demonstrate that the design flows do not exceed pre-developed flows or on-site detention must be provided. If on-site detention is required, then design calculations and details for the detention must be submitted for review and approval. In addition, the plat document must be revised to provide drainage easement as necessary.

Stormwater Management: 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 a Development Engineering Plan application, an Erosion and Sediment Control Plan in compliance with the adopted Stormwater Quality Manual and the Infrastructure

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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.

Platting Process: If the Exceptions to waive the requirement to improve streets and extend utilities are obtained, then a Development Engineering Plan application is not necessary since subdivision improvements would not be required. Subsequently, the applicant can proceed with the submittal of a Final Plat application. However, the \$250.00 application fee plus \$20.00 per lot that is collected at the time of submittal of a Development Engineering Plan application must be paid as a part of the Final Plat submittal.

Summary: The proposed Preliminary Subdivision Plan generally complies with all applicable Zoning and Subdivision Regulations.