

STAFF REPORT  
October 27, 2016

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**No. 16PL093 - Preliminary Subdivision Plans**

**ITEM 3**

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GENERAL INFORMATION:

APPLICANT	Pamela Phillips
PROPERTY OWNER	Pamela Phillips
REQUEST	<b>No. 16PL093 - Preliminary Subdivision Plans</b>
EXISTING LEGAL DESCRIPTION	Lot 49 of Lot D of Sweetbriar Heights, located in Section 10, T1N, R8E, BHM, Pennington County, South Dakota
PROPOSED LEGAL DESCRIPTION	Proposed Lots 49A and 49B of Lot D of Sweetbriar Heights
PARCEL ACREAGE	Approximately 0.98 acres
LOCATION	2465 Covington Street
EXISTING ZONING	Suburban Residential District (Pennington County)
FUTURE LAND USE DESIGNATION	Low Density Neighborhood
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	Rapid Valley Sanitary District
DATE OF APPLICATION	9/21/16
REVIEWED BY	Vicki L. Fisher / Nicole Lecy

RECOMMENDATION:

Staff recommends that the Preliminary Subdivision Plans be approved with the following stipulations:

1. Upon submittal of a Development Engineering Plan application, construction plans for Covington Street shall be submitted for review and approval showing the installation of street light conduit. In addition, the plat document shall be ~~revised~~ continue to show the dedication of 4 additional feet of right of way along Covington Street 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. 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;

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3. Upon submittal of a Development Engineering Plan application, a cost estimate of the required subdivision improvements shall be submitted for review and approval;
4. Prior to submittal of a Final Plat application, the plat title shall be revised to show "Sweetbriar Heights Subdivision" as "Sweetbriar Heights";
5. 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,
6. 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 to subdivide a one acre lot into two lots. The lots will be sized 0.28 acres and 0.70 acres, respectively, and will be known as Lots 49A and Lot 49B of Lot D of Sweetbriar Heights.

The property is located approximately 300 feet north of the intersection of Haven Street and Covington Street on the west side of Covington Street. Currently, a residence with a detached garage and several outbuildings is located on proposed Lot 49B. Lot 49A is currently 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. Pennington County Planning staff has indicated that the proposed lots meet the lot size and design standards of the Suburban Residential District.

**Covington Street:** Covington Street is located along the east lot line of the property and is classified as a collector street on the City's Major Street Plan requiring that the street be located in a minimum 68 foot wide right-of-way and constructed with a minimum 34 foot wide paved surface, curb, gutter, sidewalk, street light conduit, sewer and water. Currently, Covington Street is located in a 60 foot wide right-of-way and constructed as a collector street with the exception of street light conduit. As such, upon submittal of a Development Engineering Plan application, construction plans for Covington Street must be submitted for review and approval showing the installation of street light conduit. In addition, the plat document must be revised **continue** to show the dedication of 4 additional feet of right of way along Covington Street 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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Utilities: The property is located in the Rapid Valley Sanitary District service area. An 8 inch sewer main and an 8 inch water main are currently located in Covington Street right-of-way. Water and sewer service lines have already been provided to both of the proposed lots. No other utility improvements are needed as a part of this plat.

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 approval of the Development Engineering Plan application, a Development Agreement must be entered into with the City for all public improvements.

Plat Title: The Register of Deed's Office has indicated that the plat title must be revised to show "Sweetbriar Heights Subdivision" as "Sweetbriar Heights". Prior to submittal of a Final Plat application, the plat title must be revised as identified.

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