A Newsletter of Rapid City Community Development

Year End Report for 2018

2/1/2019

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“The City of Rapid City Community Development”
Department Overview and Goals

This edition of the newsletter comprises the annual Year End Report for 2018 for the Rapid City Department of Community Development.

Highlights

2018 was a strong year in regards to the number of building permits issued, total permits valuation and the processing of development applications. All indications show that the new year will continue to provide healthy and substantial community growth in several areas. Highlights include:

- Rapid City population exceeded 75,000
- Total building permits issued was 3,706
- Total permits valuation = $313,445,767, 3rd year exceeding $300 million
- 121 new subdivision plats approved, creating 191 new residential lots
- 4 Coffee with Planners events held, average attendance was 40 people
- Downtown planning included new zoning, the Promenade Corridor and a parking meter study and recommendations for new metering
- 12 transportation studies and plans through the area MPO
- 13 new projects funded through CDBG for needed housing and services

The Department of Community Development is comprised of 30 employees in 5 divisions, including Building Services, Current Planning, Long Range Planning, CDBG Program, and Code Enforcement.

Goals – In addition to the various goals and programs identified by each division for the coming year, the department will continue to work towards accomplishing the following objectives:

1. Improve public communications and information accessibility.
2. Work closely with economic development.
3. Focus on downtown growth and redevelopment.
4. Foster opportunities to increase affordable housing.
5. Continue an emphasis on great customer service.

Conceptual Planning for the Promenade Corridor
Building Services

Brad Solon, Building Official

Building Permit Report and Analysis
The big news from Building Services for 2018 is that, for the third consecutive year, total building permits issued had a combined total valuation in excess of $300 million. A total of 3,706 building permits were issued with a valuation of $313,445,767. In comparison, in 2017, 3,936 permits were issued with a valuation of $302,570,950. This follows seven consecutive years in which the City’s permit valuation exceeded $200 million (2011-2018). Previously, only the 2007 mark of $212 million in total valuation surpassed the $200 million mark. Record monthly total valuations were achieved as follows:

- January $97.5 million (highest on record)
- April $36.2 million (second highest)
- May $31.7 million (second highest)
- February $27.9 million (second highest)

Top Ten Permits Issued in 2018
1. Rapid City Regional Hospital, Phase 2 Expansion, $92.5 million
2. Moon Meadows apartments, 8 buildings, 160 units, $21.8 million
3. Tru by Hilton Hotel, 825 Eglin St, $14.8 million
4. Youth & Family Services addition, 120 E Adams St, $8.5 million
5. YMCA & RCAS Building renovation, 625 9th St, $7.6 million
6. Skilled Nursing Phase 2, 4941 Saint Martins Dr, $5.9 million
7. Immutrix, 3620 Homestead St, $5.3 million
8. Med5 Federal Credit Union, 4956 5th St, $3.8 million
9. Abra addition, 350 N La Crosse St, $3.4 million
10. Best Western, 3723 Eglin St, $2.5 million

Additionally, in 2018 203 Single Family Dwelling permits were issued.

New Building Code Adopted
City staff and the Building Board finalized the review and recommendations for adopting the 2018 version of the International Building Code, the International Residential Code, the International Fuel Gas Code, the International Property Maintenance Code, and the International Mechanical Code. All of these will come into effect in early 2019.
Current Planning

Vicki Fisher, Division Manager

2018 has been another solid year for development in the City, with many applications being for residential, commercial and industrial expansions throughout the city. A portion of the development applications include subdivision plats to create additional lots within the City and within three miles of the City. Totals include:

- 121 plat applications
- 191 new residential lots
- 60 new commercial and/or industrial lots

Large Subdivisions

1. Bella Vista Estates – An 18-lot residential development located south of Catron Boulevard and east of Sheridan Lake Road.
2. Orchard Meadows – A 34-lot residential development located at the southwest intersection of Elderberry Blvd and Jim Street.
3. Diamond Ridge Subdivision – A 56-lot residential development located east of North Valley Drive at the western terminus of Homestead Street.
4. Highpointe Ranch Subdivision – A 13-lot residential development located north of Sheridan Lake Road and Dunsmore Road.
5. Elks Crossing – A 54-lot residential development east of Elk Vale Road and south of E. Minnesota St.
6. Johnson Ranch Subdivision – An 8-lot commercial development located at the southwest corner of the intersection of Elk Vale Road and S.D. Highway 44.

Master Plans

Master plan proposals for large acres with a mix of uses include:

Shepherd Hills Subdivision - A 700-acre parcel of land located between East North Street and S.D. Highway 44. This is a multi-phased development consisting of an industrial park, commercial corridor(s), a school site, reserved open space areas and a mix of residential development. The development will include a mix of affordable and work force housing, with some reserved to provide affordable housing for veterans and students of Western Dakota Tech. Commercial corridors will include medical facilities, retail, hotels, and restaurants.

Freeland Ranch - A 128-acre parcel of land located northwest of the intersection of Seger Drive and N. LaCrosse Street. The project will include areas of neighborhood commercial, office commercial, community park/open space and a mix of residential development, to include single family residences, townhomes, tiny homes and apartment development.

Buffalo Crossing West - A 30-acre parcel of land located in the north-West corner of the intersection of Mt. Rushmore Road and Catron Blvd. The development will include medical facilities, restaurants, coffee shops, retail sites, a veterinary clinic, a financial institution, hotel(s) and a convenience store.
Plans were approved in 2018 for many new developments, including the expansion and/or revitalization of existing developments, throughout the community, including those listed here.

New and Revitalized Commercial Developments

**Game, Fish and Parks** – An expansion including a 6,000 sq. ft. hunter education building, an outdoor archery target range with 20-yard to 80-yard targets, and an outdoor archery target walking course with 14 stations on trails over a 7-acre area;  
**Champion Drive apartment complex** – An apartment complex with six three-story apartment buildings having a total of 72 apartments and garages;  
**Johnson Ranch Phase II** – A 17-lot single-family mixed-use residential development that will include single-family housing, multi-family dwellings, commercial properties and a public park;  
**Rapid City Education Center** – A business office and childcare center for the Rapid City School District and the YMCA, in a reuse of the former Black Hills Corporation building at 625 9th Street. It will be the new location of the school district administrative offices, occupying the second, sixth, seventh, and eight floors. The YMCA will occupy the first, third, fourth, and fifth floors for a childcare services center.  
**Pennington County Jail Complex**; A renovation of the Pennington County jail complex, including secured covered parking, remodeling the interior of the jail, constructing a conference room, relocating the laundry and kitchen, and adding a loading dock on the south side of the property;  
**Pennington County medical and detox facility (Phase II)** – An expansion of the detoxification center, crisis intervention center, outpatient drug treatment facility, Health and Human Services Offices, City/County Alcohol and Drug Program, and law enforcement training facility, to be located in the former National American University campus building located at 321 Kansas City Street;  
**Minnesota Street Apartments** – A 3-story, 24-unit apartment complex at 1301 E. Minnesota Street. The third phase of housing development in this area;  
**Woyatan Lutheran Church** – A retreat center that will house up to nine students and workers providing service trips to the Pine Ridge Indian Reservation, and will include supplies storage space.
Zoning Ordinance Amendments
In promoting the City’s Comprehensive Plan goal to streamline development review processes and provide greater government efficiency, the following amendments were brought forward in 2018:

**Mobile Food Vendors** – provided direction and the ability for mobile food vendors to operate on private property with the property owner’s permission.

**Private garages** – clarified the definition and provided additional criteria for the review of Conditional Use Permits to allow over-sized garages.

**Townhomes** – brought townhome setbacks into line with residential districts and clarified zoning districts in which townhomes are permitted.

**Ordinance Amendment Goals for 2019**
1. A primary goal is to amend the City Code to further reduce the number of applications that require a public hearing, including the following proposals to:
   a. Amend the definition of a “principal use” to allow more than one apartment building on a lot as a permitted use in lieu of a planned development.
   b. Allow an administrative review of a minor plat for projects that have secured exceptions waiving subdivision improvements.
   c. Create regulations for the rental of air bed and breakfast (bnb) and vacation homes.
2. Other proposed amendments include:
   a. Reduce the amount of conditional uses.
   b. Reduce the applicability of planned developments.
   c. Provide for permitting residential accessory dwelling units.
3. Hold discussions with the community, Planning Commission and City Council to determine potential City Code changes needed to preserve the vision and goals of the City’s Comprehensive Plan.
Long Range Planning

Patsy Horton, Manager

Application Reviews
Historic Preservation: 2 commercial, 20 residential
Historic Sign Review: 23 applications
Tax Increment Financing: 3 applications (see details on page 10)

Demographics
Population Estimates. At the end of every year Rapid City population are estimated using a methodology to support or challenge the United States Census Bureau decennial census and yearly estimates. The 2017 year-end Rapid City population estimate is 75,488, up 2.32% from the 2016 population estimate of 73,777. The 2018 population estimate will be completed in March 2019.

Socio-Economic Report. The Report tracks regional land use growth patterns, providing valuable data for all sectors of the community, by identifying the location and magnitude of existing growth patterns, enabling businesses to better position themselves to meet the needs of the current and future populations, as well as for local government to prioritize infrastructure dollars where needed. The Report also identifies residential and non-residential growth from 2016 through 2017 using building permit data from Rapid City, Box Elder, Pennington County, and Meade County.

Annexations
Four annexation resolutions were approved through the Planning Commission and City Council, resulting in a 82-acre net increase in the Rapid City Municipal Boundary.

Transportation Planning Activities
1. Incorporated the Fixing America’s Surface Transportation Act (FAST Act) provisions for Safety Performance Measures and Transit Asset Management into the Metropolitan Planning Organization (MPO) operational documents, including the Operations Plan, TIP and UPWP.
2. The MPO approved resolutions supporting the Performance Measures established by the South Dakota Department of Transportation regarding Safety, Pavement Condition, Bridge Condition, and Travel Time Reliability and Freight Movement.
4. Hosted the second annual Life is A Cycle event in May with Parks and Recreation to encourage bicycle commuting and the use of on-street bicycle facilities in Rapid City.

Coming Down the Pike
### Downtown Master Plan

Several efforts were pursued throughout 2018 to implement the Downtown Master Plan, including:

1. **The Urban Commercial Zoning District** was adopted and became effective in March 2018 for the downtown area east of 5th Street. It was created to encourage infill development, allow for an urban development style that supports the creation of employment, housing opportunities and provide an improved connection with the SD School of Mines.

2. **Downtown Parking** - A team of City staff and a community advisory committee worked on a proposal to implement parking recommendations in the downtown parking study. A pilot project was held in August and September to test new smart meter technology. The pilot project will result in a new program to offer on-street parking permits to employees and residents of downtown. New parking management policies and technology are anticipated by June of 2019.

3. **Development Site at 6th and Saint Joseph Street** - planning efforts. This city-owned lot has been the topic of several mixed-use redevelopment proposals that have included a hotel, additional public parking stalls, residential units and retail and office facilities. An owner’s representative will assist in moving the project forward in 2019.

4. **Promenade Corridor Improvements** master plan, extending between the Performing Arts Center and the Rushmore Plaza Civic Center. During 2018, Long Range Planning Staff underwent a year of community outreach events to gain ideas and collect input on a proposed conceptual land bridge over Omaha Street and other enhancements to 6th Street and Memorial Park. The results of this visioning process will be used as input in the upcoming Promenade Corridor Study.

5. **Design Guidelines** for signs in historic districts have been developed whereby City staff will be able to administer application review in lieu of a committee, streamlining the process while maintaining a high standard for the visual impact of signage in historic areas. The preparation of additional development design standards is underway to guide new developments as well as preserve the integrity of the historic structures and ambiance of Rapid City’s Downtown.

### Transit Planning

1. **Coordinated Public Transit-Human Services Transportation Plan Yearly Update**. This plan identifies the gaps and needs in transportation related to persons with disabilities, seniors and individuals with low incomes, as well as strategies and priorities to fill the needs. The final report is expected in April of 2019.

2. **Section 5310 Grant Program**. The MPO is tasked with soliciting competitive applications from transit service providers that specialize in services to meet the needs of seniors and individuals with disabilities, when public transportation is insufficient, inappropriate or unavailable. In 2018, there were no applicants.

3. **Transit Feasibility Study**. Addressing transit-related regional commuter issues, the MPO initiated a study to examine the feasibility of providing regional transit service throughout the Metropolitan Planning Area. The study was adopted in May 2018.
Long Range Planning
Patsy Horton, Manager

Transportation Plans and Studies

1. Unified Planning Work Program (UPWP). The annual Rapid City Metropolitan Planning Organization (MPO) work program describes the composition of the MPO and the upcoming activities, planning studies and products, as well as the financial commitment from each member agency. The work program budget was made of 81.95% federal funding, and 18.05% local match funds. Also, South Dakota Department of Transportation allocated matching funds for a US Highway 16 corridor study.

2. Transportation Improvement Program (TIP). The 4-year TIP is generated yearly to coordinate regionally significant transportation infrastructure improvements as well as those projects using federal funds for improvements. The 2019-2022 TIP includes the reconstruction of the Exit 59 interchange (La Crosse Street), scheduled for 2020 and 2021, and the reconstruction of West Chicago Street and West Omaha Street in 2019.

3. Railroad Safety/Quiet Zone Study. Meeting objectives of the Downtown Master Plan, the study provided recommendations and options for a safe, quiet zone through downtown, maintaining the community’s valued freight transportation services.

4. Transit Feasibility Study. Addressed transit-related regional commuter issues, and examined the feasibility of providing regional transit service throughout the Metropolitan Planning Area. The study was completed in 2018.

5. I-90 Exit 61 to 67 Study. Addressed the I-90 interstate corridor between Exit 61 to 67, identifying recommendations to address the obsolete design of Exit 63.


7. Sheridan Lake Road Corridor Study. Addressing capacity in the Sheridan Lake Rd. corridor between Corral Dr. and west of Dunsmore Rd. Completion in early 2019.


10. Meade County East/West Corridor Study. Addressing increased demands for an additional east/west connection between Erickson Ranch Road and 143rd Avenue, as identified in the MEADE Moving Forward 2040 Transportation Plan. Completion in early 2020.

11. RapidTRIP 2045 Metropolitan Transportation Plan. Formerly known as the Long Range Transportation Plan, this study will include an update to the Travel Demand Model, an analysis of the Major Street Plan, year 2045 traffic forecasts, year 2045 transportation needs and fiscally constrained plan, and an optional update to the Bicycle and Pedestrian Master Plan. Completion in 2020.

12. Sixth & Omaha Pedestrian Crossing Study. Examining the feasibility and ramifications of a grade-separated pedestrian crossing at the intersection of Sixth Street and Omaha Street, providing a continuous pedestrian route between the Performing Arts Center through downtown to the Rushmore Plaza Civic Center. Completion late 2019.
2019 Long Range Planning Projects

1. Public vetting and adoption of a proposed ordinance to diversify Rapid City’s housing stock by allowing accessory dwelling units.
2. On-line improvements to Plan Rapid City, the Comprehensive Plan, to create a more user-friendly, interactive resource
3. Update the 1998 Annexation Policy
4. Adopt the City’s tax increment financing policy
5. Complete the Promenade Corridor Study

Tax Increment Financing

1. Applications – Three applications were processed for the Tax Increment Financing Review Committee. One application included a request to reallocate estimated infrastructure costs to align with actual expenditures. The other two new districts considered include developing affordable housing.
2. Revised Policy – A revision to the existing Tax Increment Financing Policy will be brought forward for approval soon. It has been prepared to align with the recommendations identified in the Comprehensive Plan. As part of the new policy submitted for review by the public, Planning Commission and Council, staff began testing and implementing a new internal certification review process for existing tax increment districts.

Community Outreach

The following efforts and events were a part of the department’s community outreach in 2018:

1. Coffee with Planners – An informal gathering of those in the community interested in learning more of the City’s current and long range plans. Four quarterly events were held last year, with the next planned for Wednesday, February 6, 2019.
2. Builders Roundtable – An annual event inviting builders and contractors to meet in an informal gathering to learn and discuss issues related to Building codes and requirements. The first of these events was held in January 2018.
3. Coming Down the Pike Newsletter – a new format and now published bi-monthly, the department newsletter includes reports and information regarding upcoming events, programs and issues related to community planning and development.
4. RAP Sheet, or report on active projects, is a weekly listing of development projects throughout the community that have been approved, permitted and/or underway with construction.
5. Community Development Facebook page highlighting plans, goals, issues and events related to planning and building.
CDBG Program
Michelle Schuelke, Manager (current), Barb Garcia, Manager (previous)

Rapid City was allocated $491,989 in CDBG funds and received $162,689 in program income and $4,344 in revolving loan fund income through Neighborhood Restoration (home repair) loan payments. $552,993 was carried forward from previously funded projects. Twelve funding requests totaling $910,897 were received. Awarded activities include:

- Funded 10 new projects totaling $345,499, set aside $36,317 in contingency funds for affordable rental projects and $131,739 for administration and planning.
- Reallocated unused previous years’ funds and new program income in the amount of $232,328 to three (3) new projects addressing high priority needs in affordable housing, public facilities, and public services.

Accomplishments

- 246 people assisted with accessing free pharmaceutical medications.
- 34,142 persons benefited from public facility improvements.
- 48 disabled households received energy efficiency improvements.
- Two homeowners received home repair loans.
- FY 2018-2022 5-Year Consolidated Plan completed.
- FY 2018 Annual Action Plan completed.
- 2017’s year-end report (CAPER) completed.
- Child care facility funded to meet health and safety and increase Head Start services capacity to low-income children.
- A high-priority mixed-use, mixed-income development incorporating rental and ownership units was funded.
- Environmental Assessments are now being outsourced, thus reducing costs and limiting City’s burden of such activities.
- 20 projects, both current and existing (carried over) projects administered in 2018.

2019 Goals

1. Increase efficiency within CDBG office through outsourcing of Environmental Assessments.
2. Administer grant funds with excellence to ensure timely expenditure of funds and completion of eligible activities.
3. Increase awareness of CDBG program.
4. Increase outreach with and about section 3 businesses and communicate benefits of registering in SAM.gov to contractors.
5. Provide assistance to agencies, non-profit organizations, and community groups to address high priority community needs.
Code Enforcement
Matt Owczarek, Code Enforcement Manager

The City of Rapid City Code Enforcement Division had approximately 1,452 cases opened in 2018. Of those cases, 1,268 came into compliance. There were a total of 184 City-involved abatements, including snow and ice removal, debris clean-up, mowing and trimming, and dead tree removal.

Accomplishments
• Assisted in creating an ordinance to better regulate the food truck industry.
• Assisted in completing five demolitions of substandard derelict houses and structures.
• A new program was launched to better focus efforts of Code Enforcement toward the City center and main populated corridors. Due to this program our number of open cases and abatements have decreased since 2017 even with a long growing season.
• Completed the goal of having three focus neighborhoods and have continued community outreach through the media and making presentations.

Goals for 2019
1. Continue to work with the City Attorney’s Office and Building Services to demolish substandard and derelict structures.
2. Work toward modifying the Fee Schedule to better reflect time spent on abatements, holding property owners accountable for their property.
3. Maintain our focus neighborhoods at three and continue to improve on the proactive City core program.
Department Employees

**Recognitions**

The Department of Community Development has recently given awards to department employees who have performed excellently in their service to the City. Those recognized in 2018 with a **Great Job Award** include:

- Curt Bechtel, Code Consultant
- Jasmine Stone, Permit Technician II
- Fletcher Lacock, Current Planner III
- Kip Harrington, Long Range Planner III
- Andrea Wolffe, Administrative Secretary
- Jeff Larus, Building Inspector III

**Barb Garcia** was awarded **Employee of the Year** in the Community Development Department. Barb has served the City for 15 years and has done much to build up and efficiently organize the federal Community Development Block Grant program management. On January 18, 2019, Barb retired from her position, but will continue on for some time as a part-time employee to assist in the transition of the division management.

**New Employees in 2018**

**Building Inspector** - Matt Schumacher, from Rapid City, is a perfect fit for the Building Services division. Matt has construction inspection experience, and holds a current Rapid City Class B contractor’s license. Contractors and other permit holders will likely see and meet Matt at job sites. Matt began in January 2018.

**Administrative Secretary** – Melissa Bloomberg, from Rapid City, is a great addition to the Transportation Planning/Metropolitan Planning Organization staff. Her enthusiasm and previous non-profit work experience and expertise has been beneficial to her federally mandated work tasks. Melissa began in March 2018.

**Current Planner 1** – John Green, raised in Oregon but has called South Dakota home since 2011, is a great asset to the Current Planning Division. John is a recent graduate from South Dakota State University with a Masters Degree in Geography. John began in May 2018.

**CDBG Program Manager** - Michelle Schuelke, from Rapid City with a background in related experiences, took over the management of the Community Development Block Grant program in January 2019, replacing Barb Garcia, who retired.

**Building Inspector** – Brett Bassham, from Rapid City will be joining the Building Services division on February 4, 2019, to replace Bernie Hall, who retired.

**Coming Down the Pike**

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For more information on Rapid City Community Development projects and plans call 605-394-4120.