GENERAL INFORMATION:

AGENT: KTM Design Solutions, Inc.

PROPERTY OWNER: S and U Living Trust

REQUEST: No. 16PL035 - Preliminary Subdivision Plan

EXISTING
LEGAL DESCRIPTION: Lot 2R of Block 5 of Elks Country Estates, located in Section 16, T1N, R8E, BHM, Rapid City, Pennington County, South Dakota

PROPOSED
LEGAL DESCRIPTION: Lot 2A, Lot 2B, Lot 2C and Lot 2D of Block 5

PARCEL ACREAGE: Approximately 2.7 acres

LOCATION: 3621 Willowbend Drive

EXISTING ZONING: Low Density Residential District II (Planned Development)

FUTURE LAND USE DESIGNATION: Urban Neighborhood

SURROUNDING ZONING
North: General Agricultural District (Planned Development) - Low Density Residential District II (Planned Development)

South: Low Density Residential District II (Planned Development)

East: Low Density Residential District II (Planned Development)

West: General Agricultural District - Low Density Residential District II (Planned Development)

PUBLIC UTILITIES: City sewer and water

DATE OF APPLICATION: April 8, 2016

REVIEWED BY: Vicki L. Fisher / 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
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showing Jolly Lane with a minimum pavement width of 34 feet shall be submitted for review and approval or the construction plans shall show “no parking” signs along one side of the 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. Upon submittal of a Development Engineering Plan application, a conforming sewer service to proposed Lot 2D shall be provided 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, that portion of the driveway located on Lot 5R, Elks Country Estates serving as access to proposed Lot 2D shall be shown within an existing and/or proposed access easement. In addition, construction plans shall be submitted for review and approval showing the access easement with a minimum width of 50 feet and constructed with a minimum 20 foot wide paved surface, 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;

4. Upon submittal of a Development Engineering Plan application, that portion of the driveway located on proposed Lot 2C serving as access to Lot 1, Block 5, Elks Country Estates shall be secured within an access easement. In addition, construction plans shall be submitted for review and approval showing the access easement with a minimum width of 50 feet and constructed with a minimum 20 foot wide paved surface, 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;

5. Upon submittal of a Development Engineering Plan application, the plat document shall be revised to show a building envelope on proposed Lot 2C and with a minimum lot size of 6,500 square feet or Lot 2C shall be incorporated into one of the adjacent lots;

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 and a grading plan shall be submitted for review and approval if subdivision improvements are required;

7. Upon submittal of a Development Engineering Plan application, a drainage plan and report prepared by a Registered Professional Engineer shall be submitted for review and approval in conformance with the Infrastructure Design Criteria Manual and the Rapid City Municipal Code. The drainage plan and report shall confirm proposed storm sewer sizing and address storm water quality treatment for the proposed development. In addition, easements shall be provided as needed;

8. Prior to approval of the Development Engineering Plan application, 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 Professional Engineer and contain a Certification Statement of Conformance with City Standards as required by the Infrastructure Design Criteria Manual;

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 applicable;
10. Upon submittal of a Development Engineering Plan application, a cost estimate of the required subdivision improvements shall be submitted for review and approval;

11. Upon submittal of a Final Plat application, written concurrence from all of the affected utility companies shall be submitted for the proposed vacation of an existing utility and minor drainage easement extending through the property or the plat document shall be revised to retain the easement;

12. Upon submittal of a Final Plat application, the plat document shall be revised to vacate portions of the non-access easement existing along Jolly Lane in order to provide an approach location to the proposed abutting lot(s). The approach location(s) shall be in conformance with the Infrastructure Design Criteria Manual;

13. 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,

14. 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 an existing residential lot into four residential lots. The lots range in size from 6,454 square feet to 74,376 square feet and will be known as Lots 2A, 2B, 2C and 2D, Block 5, Elks Country Estates.

The property is located between Willowbend Drive and Jolly Lane, approximately 250 feet north of the intersection of Augusta Drive and Jolly Lane. Currently, a single family home is located on proposed Lot 2D. The balance of the proposed lots 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 Low Density Residential II District with a Planned Development Overlay requiring a minimum 6,500 square foot lot size for a single family residence. Lot 2C is shown with a proposed 6,454 square foot lot size. In addition, the applicant’s project overview shows a driveway extending through Lot 2C to serve as access to Lot 1, Block 5, Elks Country Estates and a 20 foot wide power line easement extending through the proposed lot. Subsequently, the proposed lot does not meet the minimum lot size requirement nor does it provide a building envelope on the property. As such, upon submittal of a Development Engineering Plan application, the plat document must be revised to show a building envelope on proposed Lot 2C and with a minimum lot size of 6,500 square feet or Lot 2C must be incorporated into one of the adjacent lots.
Jolly Lane: Jolly Lane is located along the east lot line and is identified as a collector street on the City’s Major Street Plan requiring that it be located in a minimum 68 foot wide right-of-way and constructed with a minimum 34 foot wide paved surface to allow parking on two sides of the street or 30 foot wide paved surface to allow parking on one side of the street or 24 foot wide paved surface and posted “no parking”. In addition, curb, gutter, sidewalk, street light conduit, water and sewer must be constructed. Currently, Jolly Lane is located in a 70 foot wide right-of-way and constructed with an approximate 31 foot wide paved surface with parking on two sides of the street, curb, gutter, sidewalk, street light conduit, water and sewer. Upon submittal of a Development Engineering Plan application, construction plans showing Jolly Lane with a minimum pavement width of 34 feet must be submitted for review and approval or the construction plans must show “no parking” signs along one side of the 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;

Access Easement for Lot 2D: A portion of the driveway serving the existing residence located on proposed Lot 2D is located on an adjacent property known as Lot 5R, Elks Country Estates. The driveway located on the adjacent property must be secured within an access easement. The easement is classified as a lane place street requiring that it be located in a minimum 50 foot wide width and constructed with a minimum 20 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. Upon submittal of a Development Engineering Plan application, the easement must be secured as identified and shown on the plat document. In addition, construction plans must be submitted showing the access easement constructed with a minimum 20 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer 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.

Access Easement on Lot 2C: A portion of the driveway serving as access to an adjacent lot known as Lot 1, Block 5, Elks Country Estates is located on proposed Lot 2C. The driveway must be secured within an access easement. The easement is classified as a lane place street requiring that it be located in a minimum 50 foot wide width and constructed with a minimum 20 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. Upon submittal of a Development Engineering Plan application, the easement must be dedicated on the plat document. In addition, construction plans must be submitted showing the access easement constructed with a minimum 20 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer 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.

Non-Access Easement: Currently, a non-access easement exists along the east side of the property as it abuts Jolly Lane. In order to provide access to proposed Lots 2A, 2B and 2C, a portion of the non-access easement must be vacated to allow an approach to each of the proposed lots. Upon submittal of a Final Plat application, the plat document must be revised to show the proposed vacation of non-access easement as identified. The approach location(s) must be in conformance with the Infrastructure Design Criteria Manual.

Water: A 12 inch water main exists along Jolly Lane as it abuts the property. In addition, an 8
inch water main exists along Willowbend Drive. The property is located in the Low level pressure zone. Based on the City’s water model, available fire flow in the 12 inch water main in Jolly Jane related to J-SV-4109 adjacent to 4011 Jolly Lane at 50% reservoir is approximately 4545 gpm @ approximately 55 psi residual. This flow provides for a velocity less than 12 fps in the 12 inch main and satisfies minimum pressure requirements in the area. It appears that there is already a water and sewer service stubbed to proposed Lot 2A. New water and sewer services will need to be provided to Lot 2B. Service connections will be required at the time of issuance of a building permit in conformance with the Rapid City Infrastructure Design Criteria Manual and Standard Specifications.

**Sewer:** A 10 inch sewer main exists in Jolly Lane adjacent to the property. In addition, an 8 inch sewer main exists in Willowbend Road. Sewer flows from this property go to the Jolly Lane Lift Station, which is at capacity based on the number of lots currently platted or have pending applications submitted to the City that contribute to the lift station. The City has projects currently in design to allow for the decommissioning of the lift station, which is anticipated to be fully constructed in 2018-2019. Sewer service connections will be required at the time of issuance of a building permit in conformance with the Rapid City Infrastructure Design Criteria Manual and Standard Specifications.

Platting the property as proposed will result in the sewer service line currently serving the existing residence located on proposed Lot 2D to cross another lot which is not in compliance with the design standards of the infrastructure Design Criteria Manual. The options to avoid creating a non-conforming sewer service include: 1) provide a sewer service connection to the sewer in Willowbend Drive; 2) plat a flag pole lot encompassing the service line from Jolly Lane to the residence; or, 3) construct a public sewer main from Jolly Lane to proposed Lot 2D in the same location as the existing sewer service line. Upon submittal of a Development Engineering Plan application, a conforming sewer service to proposed Lot 2D must be provided or an Exception shall be obtained. If an Exception is obtained, a copy of the approved Exception must be submitted with the Development Engineering Plan application;

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

**Summary:** The proposed Preliminary Subdivision Plan generally complies with all applicable
Zoning and Subdivision Regulations assuming compliance with the stated stipulations.