

STAFF REPORT  
September 21, 2023

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**No. 23PL080 - Preliminary Subdivision Plan**

**ITEM 4**

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GENERAL INFORMATION:

APPLICANT	Dale Schmidt
AGENT	Towey Design Group, Inc.
PROPERTY OWNER	Dale Schmidt
REQUEST	<b>No. 23PL080 - Preliminary Subdivision Plan</b>
EXISTING LEGAL DESCRIPTION	Lot 4, Block 2, Century Park Subdivision, S27, T2N, R7E, B.H.M, Rapid City, Pennington County, South Dakota
PROPOSED LEGAL DESCRIPTION	Lots 4A, 4B, and 4C of Block 2, Century Park Subdivision
PARCEL ACREAGE	2.15 acres
LOCATION	1720 Samco Road
EXISTING ZONING	Light Industrial District
FUTURE LAND USE DESIGNATION	Light Industrial
SURROUNDING ZONING	
North:	Light Industrial District
South:	Light Industrial District
East:	Light Industrial District
West:	Light Industrial District
PUBLIC UTILITIES	City water and sewer
DATE OF APPLICATION	August 24, 2023
REVIEWED BY	Tanner Halonen / Emily Fisher

RECOMMENDATION:

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

1. Prior to the submittal of a Development Engineering Plan application, the applicant shall schedule a pre-application conference as required by §16.08.070 of the Rapid City Municipal Code;
2. Upon the submittal of a Development Engineering Plan application, all information as per §16.12.040 of the Rapid City Municipal Code shall be submitted for review and approval, as applicable;
3. Upon the submittal of a Development Engineering Plan application, engineering design reports (in part to include water, sewer, drainage, and pavement) shall be submitted for review and approval as per §1.15 of 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;
4. Upon the submittal of a Development Engineering Plan application, construction plans pursuant to Figure 2-1 of the Infrastructure Design Criteria Manual for an Industrial Street shall

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- be submitted for review and approval for the proposed Access and Utility Easement, or the criteria for obtaining an Exception shall be met. If an Exception is obtained a copy of the approved document shall be submitted with the Development Engineering Plan application;
5. Upon the submittal of a Development Engineering Plan application, construction plans shall be submitted for review and approval which identify sidewalk improvements along proposed Lot 4A or a Variance shall be obtained from City Council. If a Variance is obtained a copy of the approved document shall be submitted with the Development Engineering Plan application;
  6. Upon the submittal of a Development Engineering Plan application, construction plans shall be submitted for review and approval which identify an eight-inch water and sewer service in the Access and Utility Easement or the criteria for obtaining an Exception shall be met. If an Exception is obtained a copy of the approved document shall be submitted with the Development Engineering Plan application;
  7. Upon the submittal of a Development Engineering Plan application, the plat document shall be revised to identify a direct water and sewer service to the proposed lots or the criteria for obtaining an Exception shall be met to allow non-conforming service lines. If an Exception is obtained a copy of the approved document shall be submitted with the Development Engineering Plan application;
  8. Prior to the approval of a Development Engineering Plan application, a Development Agreement shall be entered into with the City for all public improvements;
  9. Prior to the approval of a Development Engineering Plan application, a cost estimate for the required subdivision improvements shall be submitted for review and approval;
  10. Prior to the approval of a Development Engineering Plan application, approval from the South Dakota Department of Agriculture and Natural Resources shall be secured;
  11. Prior to the approval of a Development Engineering Plan application, any necessary off-site easements shall be secured;
  12. Upon the submittal of a Final Plat application, a Covenant Agreement shall be entered into with the City for the maintenance of the proposed water and sewer service if an Exception is obtained to allow non-conforming service lines;
  13. Upon the submittal of a Final Plat application, the plat document shall identify all necessary easements. Miscellaneous documents shall be provided for all necessary easements outside of the plat boundary; and,
  14. Prior to the City's acceptance of public improvements, a warranty surety shall be submitted for review and approval as required.

**GENERAL COMMENTS:**

The applicant has submitted a Preliminary Subdivision Plan to subdivide the property currently addressed as 1720 Samco Road into three lots. The lots will be known as Lot 4A, 4B, and 4C and will be 0.51 acres, 0.49 acres, and 1.05 acres in size, respectively.

The subject property is located east of Samco Road and is developed with an industrial building. The existing development is situated in the northwest portion of the property and will be located on proposed Lot 4A. Proposed Lot 4B currently contains paved parking and proposed Lot 4C is undeveloped.

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 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.

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STAFF REVIEW:

Staff has reviewed the Preliminary Subdivision Plan and has noted the following considerations:

Zoning: The property is zoned Light Industrial District. This zoning district is intended to provide areas in which the principal use of land is for light manufacturing, assembly plants, processing, storage, warehousing, wholesaling, and distribution and requires a minimum lot area of 20,000 square feet. The plat document submitted identifies that the proposed lots exceed this minimum requirement.

The applicant has submitted a site plan in addition to the required application material that identifies proposed Lots 4B and 4C will each be developed with an industrial building. The plan shows that a gravel parking area is being proposed in the eastern portion of Lot 4C. The applicant should be apprised that all proposed parking must be hard-surfaced and approval of the Preliminary Subdivision Plan does not indicate approval of the site plan.

The City's Comprehensive Plan identifies the Future Land Use of the property as Light Industrial in which the Light Industrial District is listed as a primary zoning district. The proposed plat is in compliance with the City's Comprehensive Plan.

Samco Road: Samco Road is located west of the subject property and is classified as an Industrial Street in the Infrastructure Design Criteria Manual. The Infrastructure Design Criteria Manual requires that this street be located in a minimum 60-foot wide right-of-way and constructed with a minimum 26-foot wide paved surface, curb, gutter, sidewalk, street light conduit, water, and sewer. Samco Road is located within a 65-foot wide right-of-way and is constructed with a 27-foot wide paved surface, curb, gutter, water, and sewer. No additional street improvements to Samco Road are required as part of this plat.

Access and Utility Easement: The plat document submitted identifies that an Access and Utility Easement is being proposed to provide access and utilities to each of the proposed lots. This easement is classified as an Industrial Street in the Infrastructure Design Criteria Manual which requires that it be located in a minimum 60-foot wide easement and constructed with a minimum 26-foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. Upon the submittal of a Development Engineering Plan application, construction plans pursuant to Figure 2-1 of the Infrastructure Design Criteria Manual for an Industrial Street must be submitted for review and approval for the Access and Utility Easement, or the criteria for obtaining an Exception must be met. If an Exception is obtained a copy of the approved document must be submitted with the Development Engineering Plan application.

The applicant should be apprised that as a part of any future Building Permit application, property line sidewalks must be constructed along the street right-of-way frontages adjacent to the proposed lots and along the Access and Utility Easement or a Variance must be obtained from City Council. Proposed Lot 4A is currently developed and a Building Permit is not anticipated. Upon the submittal of a Development Engineering Plan application, construction plans must be submitted for review and approval which identify sidewalk improvements along proposed Lot 4A or a Variance must be obtained from City Council. If a Variance is obtained a copy of the approved document must be submitted with the Development Engineering Plan application.

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Water / Sewer: The proposed development is located in the South Canyon Arrowhead Water Zone which serves elevations of 3,300 feet to 3,450 feet. There are eight-inch PVC water and sanitary sewer mains in Samco Road. There is a 1.5-inch water service and a four-inch sanitary sewer service being proposed in the Access and Utility Easement. These service lines cross the rear lot line of proposed Lot 4A and 4B to serve proposed Lot 4C. Services lines must connect directly to the main and cannot cross a side or rear lot line of an adjacent parcel pursuant to §3.5.6 of the Infrastructure Design Criteria Manual. The proposed water and sewer service must be constructed to the same standard as a main. Upon the submittal of a Development Engineering Plan application, construction plans must be submitted for review and approval which identify an eight-inch water and sewer service in the Access and Utility Easement or the criteria for obtaining an Exception must be met. If an Exception is obtained a copy of the approved document must be submitted with the Development Engineering Plan application. Upon the submittal of a Development Engineering Plan application, the plat document must be revised to identify a direct water and sewer service to the proposed lots or the criteria for obtaining an Exception must be met to allow non-conforming service lines. If an Exception is obtained a copy of the approved document must be submitted with the Development Engineering Plan application. Upon the submittal of a Final Plat application, a Covenant Agreement must be entered into with the City for the maintenance of the proposed water and sewer service if an Exception is obtained to allow non-conforming service lines.

Drainage: The proposed development is located in the Deadwood Avenue Drainage Basin. Upon the submittal of a Development Engineering Plan application, a drainage report must be submitted for review and approval as per §1.15 of 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. The applicant should be apprised that the drainage report must address water quantity and quality and address flows through the site from the upstream properties. The design must adhere to the Deadwood Avenue Drainage Basin Design Plan and amendments.

Fire Protection: The applicant should be apprised that a minimum six-inch water service is required to support fire sprinkler demand.

Development Agreement: Chapter 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.

Warranty Surety: On June 19, 2006, the City Council adopted a resolution establishing a formal warranty process for subdivision improvements. The resolution requires that the developer provide an acceptable Warranty Surety for the required public improvements. 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,

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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.