

STAFF REPORT  
August 25, 2016

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**No. 16PL077 - Preliminary Subdivision Plan**

**ITEM**

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GENERAL INFORMATION:

APPLICANT	ZCO Incorporated
AGENT	Sperlich Consulting, Inc.
PROPERTY OWNER	ZCO Incorporated Rapid City B PO E
REQUEST	<b>No. 16PL077 - Preliminary Subdivision Plan</b>
EXISTING LEGAL DESCRIPTION	A portion of Tract 2 of the E1/2 of Section 16, T1N, R8E and Lot 19 of Block 11 of Elks Country Estates, all located in Section 16, T1N, R8E, BHM, Rapid City, Pennington County, South Dakota
PROPOSED LEGAL DESCRIPTION	Lot 2 of Elks Golf Course Subdivision
PARCEL ACREAGE	Approximately 35.506 acres
LOCATION	East of Jolly Lane between the intersection of Pebble Beach Court and Ping Drive
EXISTING ZONING	Low Density Residential District II (Planned Development)- General Agricultural District (Planned Development)
FUTURE LAND USE DESIGNATION	Low Density Residential
SURROUNDING ZONING	
North:	Low Density Residential District II (Planned Development)
South:	Low Density Residential District II (Planned Development)
East:	Limited Agricultural District (Pennington County)
West:	Low Density Residential District II (Planned Development)
PUBLIC UTILITIES	City sewer and water
DATE OF APPLICATION	July 28, 2016
REVIEWED BY	Vicki L. Fisher / Nicole Lecy

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RECOMMENDATION:

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

1. 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;
2. Upon submittal of a Development Engineering Plan application, construction plans for Jolly Lane showing the construction of a sidewalk along Jolly Lane as it abuts the proposed lot shall be submitted for review and approval or a Variance shall be obtained from City Council waiving the requirement. In addition, the sidewalk shall be constructed as a part of the subdivision improvements since it is not anticipated that a building permit will be requested for the proposed lot;
3. Upon submittal of a Development Engineering Plan application, construction plans for the section line highway shall be submitted for review and approval. In particular, the construction plans shall show the street constructed with a minimum 26 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. In addition, the construction plans shall show the dedication of a 26 foot wide right-of-way, half of the required minimum 52 foot wide right-of-way or an Exception shall be obtained or the section line highway shall be vacated. If an Exception is obtained, a copy of the approved document shall be submitted with the Development Engineering Plan application. Vacating the section line highway shall require the signature of the adjacent property owner;
4. Upon submittal of a Development Engineering Plan application, a drainage plan report prepared by a Registered Professional Engineer as per the Infrastructure Design Criteria Manual shall be submitted for review and approval for all proposed subdivision improvements. The drainage plan shall review and analyze the existing drainage improvements, confirm street drainage is in compliance with the Infrastructure Design Criteria Manual, confirm proposed storm sewer sizing and address storm water quality treatment for the proposed development. In addition, easements shall be provided as needed;
5. 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;
6. Upon submittal of a Development Engineering Plan application, a cost estimate of the required subdivision improvements shall be submitted for review and approval;
7. Prior to submittal of a Final Plat application, the applicant shall coordinate with the City to secure an easement for a future sewer main proposed to cross proposed Lot 2 in order to decommission the Jolly lane Lift Station;
8. Prior to submittal of a Final Plat application, the plat document shall be revised to address redline comments. In addition, the redline comments shall be returned with the Final Plat application;
9. Upon submittal of a Final Plat application, letters of concurrence from all of the affected utility companies shall be submitted for the proposed vacation of the 8 foot wide minor

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- drainage and utility easement currently located along the common lot line between the two existing lots;
10. 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,
  11. 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 application to create a 35.506 acre lot. The lot is to be known as Lot 2 of Elks Golf Course Subdivision.

The property is located east of Jolly Lane between the intersection of Pebble Beach Court and Ping Drive. Currently, a bathroom facility for the Elks Golf Course is located on the proposed lot.

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:** A small portion of the property is zoned Low Density Residential II with the balance zoned General Agriculture District. The entire parcel is located within a Planned Development. The proposed lot meets the minimum lot size requirement for both zoning districts. In addition, the bathroom facility is an approved accessory use to the golf course.

**Jolly Lane:** Jolly Lane abuts a small portion of the west lot line of proposed Lot 2. Jolly Lane is identified as a collector street on the City's Major Street Plan requiring a minimum right-of-way width of 68 feet and a minimum paved surface of 32 feet, which allows parking on one side of the street, curb, gutter, sidewalk, street light conduit, water and sewer. Currently, Jolly Lane is located in a 70 foot wide right-of-way and constructed with a 32 foot wide paved surface with no parking signs posted along the east side of the street, curb, gutter, water and sewer. During the review of the original development, the requirement to provide street light conduit was waived since the planned development approved lighting in the front yards of all homes along Jolly Lane as an alternate lighting design for the development. Sidewalk is missing along this section of Jolly Lane requiring that upon submittal of a Development Engineering Plan application, construction plans be submitted show sidewalk along Jolly Lane as it abuts Lot 2 or a Variance must be obtained from City Council waiving the requirement. In addition, the sidewalk must be constructed as a part of the subdivision improvements since it is not anticipated that a building permit will be requested for the proposed lot since it is a part of the golf course.

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Section Line Highway: An unimproved section line highway is located along the east lot line and is classified as a local street. Upon submittal of a Development Engineering Plan application, construction plans for the section line highway must be submitted for review and approval showing the street constructed with a minimum 26 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. In addition, the construction plans must show the dedication of a 26 foot wide right-of-way, half of the required minimum 52 foot wide right-of-way or an Exception must be obtained or the section line highway must be vacated. If an Exception is obtained, a copy of the approved document must be submitted with the Development Engineering Plan application. Vacating the section line highway requires the signature of the adjacent property owner.

Drainage: Upon submittal of a Development Engineering Plan application, a drainage plan report prepared by a Registered Professional Engineer as per the Infrastructure Design Criteria Manual must be submitted for review and approval for all proposed subdivision improvements. The drainage plan must review and analyze the existing drainage improvements, confirm street drainage is in compliance with the Infrastructure Design Criteria Manual, confirm proposed storm sewer sizing and address storm water quality treatment for the proposed development. The applicant should also be aware that a portion of the property is located in the 100 year federally designated floodplain which will require a Floodplain Development Permit prior to any construction on the property.

Utilities: A 12 inch water main and an 8 inch transitioning to a 10 inch sewer main exist along Jolly Lane as it abuts the property. A future sewer main is proposed across lot 2 from the current Jolly Lane Lift station in 2018. This sewer main will alleviate sewer capacity issues in the area and decommission the Jolly lane Lift Station. Prior to submittal of a Final Plat application, the application must coordinate with the City to secure the easement.

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.

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