

MINUTES OF THE  
RAPID CITY PLANNING COMMISSION  
March 21, 2024

MEMBERS PRESENT: Kelly Arguello, Erik Braun, Karen Bulman, Alicia Ginsberg, Mike Golliher, Mike Quasney, Haven Stuck and Vince Vidal. Pat Roseland Council Liaison was also present.

MEMBERS ABSENT: Eirik Heikes, John Herr, Brook Kaufman

STAFF PRESENT: Vicki Fisher, Kip Harrington, Tanner Halonen, Cassie Hayes, Chip Premus, Roger Hall, Kinsley Groote and Andrea Wolff.

Braun called the meeting to order at 7:00 a.m.

**Braun reviewed the Consent Agenda and asked if any member of the Planning Commission, staff or audience would like any item removed from the Consent Agenda for individual consideration.**

**Motion by Vidal seconded by Bulman and unanimously carried to recommend approval of the Consent Agenda Items 1 thru 2 in accordance with the staff recommendations. (8 to 0 with Arguello, Braun, Bulman, Ginsberg, Golliher, Quasney, Stuck and Vidal voting yes and none voting no)**

---CONSENT CALENDAR---

1. Approval of the February 22, 2024 Planning Commission Meeting Minutes.
2. No. 24PL012 - Zion Subdivision  
A request by Longbranch Civil Engineering, Inc for S.K.Y. Properties LLC to consider an application for a **Preliminary Subdivision Plan** for proposed Lot 1 thru 4 of Zion Subdivision, legally described as a portion of the S1/2 of the S1/2 of the SE1/4, less Zion Subdivision located in Section 14, T1N, R7E, BHM, Rapid City Pennington County, South Dakota, more generally described as being located east of the intersection of Tower Road and Mount Rushmore Road.

**Planning Commission recommended 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 a Local Street shall be submitted for review and approval for the Section Line Highway along the southern plat boundary and west of the platted area 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 pursuant to Figure 2-1 of the Infrastructure Design Criteria Manual for a Lane/Place Street except for a sanitary sewer main shall be submitted for review and approval for Zion Place 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;
6. Prior to the approval of a Development Engineering Plan application, an H-Lot shall be submitted for review and approval and subsequently recorded for the portion of the public roadway north adjacent to the Section Line Highway and west adjacent to the plat boundary;
7. Prior to the approval of a Development Engineering Plan application, a Development Agreement shall be entered into with the City for all public improvements;
8. 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;
9. Prior to the approval of a Development Engineering Plan application, approval from the South Dakota Department of Agriculture and Natural Resources shall be secured;
10. Prior to the approval of a Development Engineering Plan application, any necessary off-site easements shall be secured;
11. Prior to the submittal of a Final Plat application, Covenant Agreements shall be entered into with the City to ensure:
  - The installation and maintenance of water infrastructure that supplies sufficient volume and pressure to meet the fire flow required by the International Fire Code or the installation of fire suppression systems in any new residential structures. The system design and installation shall meet the system requirements of the National Fire Protection Act 13, 13R, and 13D as applicable; and,
  - That exterior building construction materials, building separations, and landscaping provisions are in conformance with the best practices established by the Rapid City Fire Department Survivable Space Initiative.

A copy of the executed agreements shall be submitted with the Final Plat application;

12. Prior to the submittal of a Final Plat application, a Covenant Agreement shall be entered into with the City to ensure the maintenance and ownership of any proposed drainage elements. A copy of the executed agreement shall be submitted with the Final Plat application;
13. Upon the submittal of a Final Plat application, a Major Drainage Easement shall be dedicated for all drainage improvements;
14. 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,

15. **Upon the submittal of a Final Plat application, surety approved by the City Attorney's Office shall be posted for any required subdivision improvements that have not been completed and the subdivision inspection fees shall be paid; and,**
16. **Prior to the City's acceptance of public improvements, a warranty surety shall be submitted for review and approval as required.**

---END OF CONSENT CALENDAR---

---BEGINNING OF REGULAR AGENDA ITEMS---

Items #3 and 4 presented together with separate motions to be taken.

3. No. 24RZ003 - Knollwood Heights No. 4 Revised  
A request by Wyss Associates, Inc for City of Rapid City Department of Parks and Recreation to consider an application for a **Rezoning request from Low Density Residential District I to Public District** for Knollwood Heights Park of Knollwood Heights No. 4 Revised, located in Section 30, T2N, R8E, BHM, Rapid City, Pennington County, South Dakota more generally described as being located north of Surfwood Drive, east of N. Maple Avenue, south of Interstate 90, and west of N. Lacrosse Street.
4. No. 24RZ004 - Knollwood Heights No. 4 Revised and Marshall Heights Tract  
A request by Wyss Associates, Inc for City of Rapid City Department of Parks and Recreation to consider an application for a **Rezoning request from Medium Density Residential District to Public District** for Lot K2B of Lot K2 and Lot K2-A of Lot K2, Marshall Heights Tract and Lot 42R of Block 1, Tract 1 of Block 15, Tract 1 of Block 11, and Lots 1R and 2R of Block 11, Knollwood Heights No. 4 Revised, all located in Section 30, T2N, R8E, BHM, Rapid City, Pennington County, South, Dakota more generally described as being located north of Surfwood Drive, east of N. Maple Avenue, south of Interstate 90, and west of N. Lacrosse Street.

Hayes presented the applications and reviewed the associated slides outlining the area included is undeveloped drainage area that is currently used as greenway. Hayes explained that rezoning to Public District will allow the Rapid City Parks and Recreation Department to create a city park that will offer a looped concrete path and natural surface trail, playground, covered pavilion, disc golf course, leashed dog park, half-court basketball facility, restrooms, parking, and wetland conditioning. Hayes noted that improvements will allow for increased security in the area and promote more public use. Hayes further noted that the Rapid City Parks and Recreation Department held neighborhood meetings to discuss the current issues and the proposed park and received favorable feedback. Hayes stated that staff commends the Parks Department for all of their work on this project and recommends approval of the Rezoning request from Low Density Residential District I to Public District and the Rezoning request from Medium Density Residential District to Public District.

Chris Wehrle, Wyss Associates Inc, explained that the wetlands will actually be improved to allow it to better function, stating they will be working with Army Corp of Engineers. Wehrle stated that vehicle access into the park area is proposed to

be taken from the Knollwood cul-de-sac which will be extended and foot access will be taken from Herman, Brentwood and Racine.

Fisher reviewed the routing procedures and permits that will be required to construct the park.

**Quasney moved, Vidal seconded and the Planning Commission recommended approval of the Rezoning request from Low Density Residential District 1 to Public District. (8 to 0 with Arguello, Braun, Bulman, Ginsberg, Golliher, Quasney Stuck and Vidal voting yes and none voting no)**

**Bulman moved, Stuck seconded and the Planning Commission recommended approval of the Rezoning request from Medium Density Residential District to Public District. (8 to 0 with Arguello, Braun, Bulman, Ginsberg, Golliher, Quasney Stuck and Vidal voting yes and none voting no)**

5. Staff and Planning Commission Discussion Items

Fisher advised the Commissioners that there may be contentious items addressed at the upcoming meeting.

Quasney commended the Rapid City Parks and Recreation Department on the park and the Commission concurred, noting they have been requesting more parks and open space and are glad to see come to fruition.

**There being no further business, Bulman moved, Vidal seconded and unanimously carried to adjourn the meeting at 7:19 a.m. (8 to 0 with Arguello, Braun, Bulman, Ginsberg, Golliher, Quasney Stuck and Vidal voting yes and none voting no)**