

STAFF REPORT
March 9, 2017

No. 17PL011 - Preliminary Subdivision Plan

ITEM 9

GENERAL INFORMATION:

APPLICANT	Pat Tlustos - Founders Park, LLC
AGENT	Janelle Finck - Fisk Land Surveying & Consulting Engineers
PROPERTY OWNER	Founders Park LLC
REQUEST	No. 17PL011 - Preliminary Subdivision Plan
EXISTING LEGAL DESCRIPTION	The unplatted remainder of the W1/2 of the NW1/4 of the SE1/4, less Block 1 of North Riverside Addition, less Founders Park Subdivision and less right-of-way in Section 35, T2N, R7E, all located in the W1/2 of the NW1/4 of the SE1/4 of Section 35, T2N, R7E, BHM, Rapid City, Pennington County, South Dakota
PROPOSED LEGAL DESCRIPTION	Lot 9 of Founders Park Subdivision
PARCEL ACREAGE	Approximately 0.82 acres
LOCATION	East of Founders Park Drive
EXISTING ZONING	Office Commercial District (Planned Development)
FUTURE LAND USE DESIGNATION	Employment Center
SURROUNDING ZONING	
North:	Office Commercial District (Planned Development)
South:	Office Commercial District (Planned Development)
East:	Flood Hazard District
West:	Office Commercial District (Planned Development)
PUBLIC UTILITIES	City sewer and water
DATE OF APPLICATION	February 7, 2017
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 for the existing 24 foot wide public access easement shall be submitted for review and approval

STAFF REPORT
March 9, 2017

No. 17PL011 - Preliminary Subdivision Plan

ITEM 9

- showing the easement with a minimum width of 70 feet and constructed with a minimum 26 foot wide paved surface, curb, gutter, sidewalk and street light conduit or an Exception shall be obtained. If an Exception is obtained, a copy of the approved document shall be submitted with the Development Engineering Plan application;
2. Prior to submittal of a Final Plat application, the plat document shall be revised to show the dedication of additional easement width for the existing sanitary sewer main located on the property to secure a minimum 20 foot wide easement, with the easement centered on the main when possible;
 3. Upon submittal of a Development Engineering Plan application, a drainage plan and report prepared by a Registered Professional Engineer as per the Infrastructure Design Criteria Manual and the Rapid City Municipal Code shall be submitted for review and approval if subdivision improvements are required. The drainage report shall address storm water quantity control and storm water quality treatment. In addition, easements shall be provided as needed. Perpetual ownership and maintenance of facilities shall also be identified;
 4. 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 shall be submitted for review and approval if subdivision improvements are required. In addition, an Erosion and Sediment Control Permit must be obtained prior to any construction;
 5. Prior to approval of the Development Engineering Plan application, submitted 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;
 6. 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;
 7. Upon submittal of a Development Engineering Plan application, a cost estimate of the required subdivision improvements shall be submitted for review and approval;
 8. 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,
 9. 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 a 0.82 acre commercial lot to be known as Lot 9 of Founders Park Subdivision. The applicant has also submitted a Final Planned Development application (File #17PD004) to construct a 5,963 square foot office building on the proposed lot.

The property is located approximately 240 feet south of the intersection of Philadelphia Street and Founders Park Drive on the east side of Founders Park Drive. Currently, the property is void of any structural development.

STAFF REPORT
March 9, 2017

No. 17PL011 - Preliminary Subdivision Plan

ITEM 9

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:

Founders Park Drive: Founders Park Drive is located along the west lot line of the property and is classified as a collector street on the City's Major Street Plan. A collector Street must be located within a minimum 68 foot wide right-of-way and constructed with a minimum 24 foot wide paved surface with no on-street parking, curb, gutter, sidewalk, street light conduit, water and sewer. Founders Park Drive is currently constructed to collector street standards with the exception of 4.5 feet of right-of-way to meet the minimum 68 foot wide requirement and sewer. However, the proposed plat document shows the dedication of the additional 4.5 feet of right-of-way. In addition, sewer is not needed along Founders Park Drive at this time since the sewer is already constructed and master planned to serve all of the lots within Founders Park. With the dedication of the additional right-of-way as proposed, no other improvements are required along Founders Park Drive as a part of this plat application.

Public Access Easement: A 24 foot wide public access easement exists within the northern portion of the proposed lot and serves as access to the Executive Golf Course located east of the property. The easement is classified as a commercial street requiring that it be located in a minimum 70 foot wide right-of-way and constructed with a minimum 26 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. Please note that sewer and water are not needed within this easement and, as such, will not be required. Upon submittal of a Development Engineering Plan application, construction plans must be submitted showing the easement with a minimum 70 foot width and constructed with curb, gutter, sidewalk and street light conduit or an Exception must be obtained. If an Exception is obtained, a copy of the approved document must be submitted with the Development Engineering Plan application.

Drainage: The property is located within the Morningside Drainage Basin. Storm water quality treatment will be required upon development of the site.

Water: A 12 inch water main currently exists in Founders Park Drive. The property is located within the Low Level pressure zone. Based on the City's water model, available fire flow in the 12 inch water main at 50% reservoir is approximately 6600gpm @ ~20 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. The location of all existing water service stubs and abandonment of any extra services must be confirmed as a part of the building permit.

Sewer: An 8 inch sewer main currently exists on the City owned property located east of the proposed lot. No sewer is needed within Founders Park Drive at this time as the sewer is already constructed and master planned to serve the property. The location of all existing

STAFF REPORT
March 9, 2017

No. 17PL011 - Preliminary Subdivision Plan

ITEM 9

sewer service stubs and abandonment of any extra services must be confirmed as a part of the building permit.

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 if subdivision improvements are 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.

Platting Process: No subdivision improvements will be required if an Exception is obtained waiving the requirement to improve the 24 foot wide public access easement. Without subdivision improvements, a Development Engineering Plan application is not required. Instead, the applicant can submit a Final Plat application for review and approval. Please note that if the Development Engineering Plan application is not required, the platting fee typically collected with this application will be collected as a part of the Final Plat application. In particular, an application fee of \$250.00 plus \$20.00 lot for a total payment of \$270.00 must be paid as a part of the Final Plat application.

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