

STAFF REPORT  
April 20, 2017

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**No. 17PL027 - Preliminary Subdivision Plan**

**ITEM 12**

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GENERAL INFORMATION:

APPLICANT	Kent R. Guthrie - Guthrie Inc.
AGENT	Sperlich Consulting, Inc.
PROPERTY OWNER	Kent and Cynthia Guthrie
REQUEST	<b>No. 17PL027 - Preliminary Subdivision Plan</b>
EXISTING LEGAL DESCRIPTION	Lot 1 of Block 2 of Skyline Pines Subdivision, located in the SW1/4 of Section 11, T1N, R7E, BHM, Rapid City, Pennington County, South Dakota
PROPOSED LEGAL DESCRIPTION	Proposed Lots 1A and 1B of Block 2 of Skyline Pines Subdivision
PARCEL ACREAGE	Approximately 3.863 acres
LOCATION	Southeast of the intersection of Skyline Drive and Pevans Parkway
EXISTING ZONING	Park Forest District
FUTURE LAND USE DESIGNATION	Forest Conservation
SURROUNDING ZONING	
North:	Park Forest District
South:	Park Forest District
East:	Park Forest District
West:	Park Forest District
PUBLIC UTILITIES	City sewer and water
DATE OF APPLICATION	March 24, 2017
REVIEWED BY	Vicki L. Fisher / Dan Kools

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 Skyline Drive shall be submitted for review and approval showing the construction of curb, gutter and street light conduit or an Exception shall be obtained. If an Exception is obtained, a copy of the approved Exception shall be submitted with the Development

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- Engineering Plan application;
2. Upon submittal of a Development Engineering Plan application, construction plans for Pevans Parkway shall be submitted for review and approval showing the construction of curb, gutter and street light conduit 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, water plans and analysis prepared by a Registered Professional Engineer shall be submitted for review and approval in accordance with the Infrastructure Design Criteria Manual. The design report shall demonstrate that the water service is adequate to meet estimated domestic flows and required fire flows to support the proposed development. Utility easements shall be provided as needed;
4. Upon submittal of a Development Engineering Plan application, a sewer design report prepared by a Registered Professional Engineer as per the Infrastructure Design Criteria Manual shall be submitted for review and approval. The design report shall demonstrate that the sanitary sewer capacity is adequate to meet estimated flows and provide sufficient system capacity. Utility easements shall be provided as needed;
5. 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 for any required subdivision improvements. The drainage plan shall address storm water quantity control and storm water quality treatment. Drainage easements shall also be provided as needed;
6. 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. 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;
7. 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;
8. Prior to submittal of a Final Plat application, a Variance shall be obtained to reduce the lot size requirement in the Park Forest District from 3 acres to 1.038 acres and 2.555 acres, respectively;
9. Upon submittal of a Development Engineering Plan application, a cost estimate of the required subdivision improvements shall be submitted for review and approval;
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.

**GENERAL COMMENTS:**

The applicant has submitted a Preliminary Subdivision Plan application to subdivide an existing 3.863 acre lot into two residential lots. The lots are to be known as Lot 1A and 1B of Block 2 of Skyline Pines Subdivision and are 1.308 acres and 2.555 acres in size,

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respectively.

The applicant has also submitted a Variance request (File #17VA003) to reduce the minimum lot size requirement in the Park Forest District from 3 acres to 1.308 acres and 2.555 acres, respectively. This request will be heard by the April 20, 2017 Zoning Board of Adjustment meeting.

The property is located in the southeast corner of the intersection of Skyline Drive and Pevans Parkway. Currently a single family residence is located on proposed Lot 1B.

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:** As previously noted, the property is zoned Park Forest District which requires a minimum 3 acre lot size. The current lot meets this requirement. However, platting the property as proposed will result in a 1.308 acre lot and a 2.555 acre lot. As such, the applicant has submitted a Variance request to reduce the minimum lot size requirement to support the subdivision of the property as proposed. Prior to submittal of a Final Plat application, a Variance shall be obtained to reduce the lot size requirement in the Park Forest District from 3 acres to 1.038 acres and 2.555 acres, respectively.

**Skyline Drive:** Skyline Drive is located along the west lot line of the property and is classified as a collector street requiring that it be located in 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. Currently, Skyline Drive is located in an 80 foot wide right-of-way and constructed with a 24 foot wide paved surface, 525 feet of water main and 250 feet of sewer main. Upon submittal of a Development Engineering Plan application, construction plans for Skyline Drive must be submitted for review and approval showing the construction of curb, gutter and street light conduit 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. The applicant should be aware that a sidewalk must be provided at the time that a building permit is issued for any further development of the property.

**Pevans Parkway:** Pevans parkway is located along the east lot line of the property and is classified as a local street requiring that it be located in a minimum 52 foot wide right-of-way and constructed with a minimum 26 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. Currently, Pevans Parkway is located in a 52 foot wide right-of-way and constructed with a 33 foot wide paved surface, water, and 465 feet of sewer main. Upon submittal of a Development Engineering Plan application, construction plans for Pevans Parkway must be submitted for review and approval showing the construction of

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curb, gutter and street light conduit 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. As noted above, the applicant should be aware that a sidewalk must be provided at the time that a building permit is issued for any further development of the property.

Access: A non-access easement currently exists along Skyline Drive and the first 100 feet of Pevans Parkway extending east from the intersection with Skyline Drive. A gravel driveway currently exists along Skyline Drive within the area designated as non-access. An approved approach to the residence is located along Pevans Parkway. The applicant should be aware that utilizing the gravel driveway is in violation of the non-access designation and constitutes a code violation.

Drainage: A majority of the property is located within the Meade Hawthorne Drainage Basin, with the balance located within the Arrowhead Drainage Basin. 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 must be submitted for review and approval for the proposed subdivision improvements. The drainage plan must address storm water quantity control and storm water quality treatment. Drainage easements must also be provided as needed.

Water: The property is located in the Skyline Water Zone which serves elevations of 3680 feet to 3900 feet. Static pressures in this development are approximately 100 psi requiring pressure reducing valves on all water services. Upon submittal of a Development Engineering Plan application, water plans and analysis prepared by a Registered Professional Engineer must be submitted for review and approval in accordance with the Infrastructure Design Criteria Manual. The design report must demonstrate that the water service is adequate to meet estimated domestic flows and required fire flows to support the proposed development. Utility easements must be provided as needed.

Sewer: An 8 inch sanitary sewer main currently exists within portions of Skyline Drive and Pevans Parkway. In addition, an 8 inch sanitary sewer main extends through the northern third of the property. Upon submittal of a Development Engineering Plan application, a sewer design report prepared by a Registered Professional Engineer as per the Infrastructure Design Criteria Manual must be submitted for review and approval. The design report must demonstrate that the sanitary sewer capacity is adequate to meet estimated flows and provide sufficient system capacity. Utility easements must be provided as needed.

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

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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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