

STAFF REPORT
January 4, 2018

No. 17PL133 - Preliminary Subdivision Plan

ITEM 4

GENERAL INFORMATION:

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| APPLICANT | Robert Sundby |
| AGENT | D.C. Scott Co. Land Surveyors |
| PROPERTY OWNER | John and Cathy Sundby LLC, Wind River LLC |
| REQUEST | No. 17PL133 - Preliminary Subdivision Plan |
| EXISTING LEGAL DESCRIPTION | Lot A of Lot 11, Lot B of Lot 11 and Lot 12 less Lot H1 thereof of Una-Del Acres No.2, located in the NE1/4 of the SE1/4 of Section 21, T1N, R7E, HM, Rapid City, Pennington County, South Dakota |
| PROPOSED LEGAL DESCRIPTION | Proposed Lot 1, Lot 2, Lot 3 and Lot 4 of Una-Del Acres No. 3 |
| PARCEL ACREAGE | Approximately 2.4 acres |
| LOCATION | Southwest corner of the Sheridan Lake Road and Wildwood Drive intersection |
| EXISTING ZONING | Low Density Residential District |
| FUTURE LAND USE DESIGNATION | Low Density Neighborhood |
| SURROUNDING ZONING | |
| North: | Low Density Residential District |
| South: | Low Density Residential District |
| East: | General Commercial District |
| West: | Low Density Residential District |
| PUBLIC UTILITIES | City sewer and water |
| DATE OF APPLICATION | December 8, 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, the construction plan and plat redline comments shall be addressed. In addition, the redline comments shall be returned with the Development Engineering Plan application. The construction plans

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- shall include water and sewer services to all proposed lots, at a minimum stubbed to the property line;
2. 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;
 3. Upon submittal of a Development Engineering Plan application, construction plans for the proposed private access and utility easement shall be submitted for review and approval showing the easement with a minimum width of 50 feet and constructed with a minimum 24 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. In addition, a cul-de-sac bulb shall be provided and located in a minimum 104 foot diameter right-of-way with a minimum 84 foot diameter paved surface 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;
 4. Upon submittal of a Development Engineering Plan application, construction plans for Wildwood Drive shall be submitted for review and approval showing the dedication of one additional foot of right-of-way with an additional five feet of right-of-way for a total of six feet the first 200 feet extending west from Sheridan Lake. In addition, construction plans shall be submitted showing the construction of one additional foot of pavement 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;
 5. Upon submittal of a Development Engineering Plan application, provide water quality test results for the two existing wells. If the test results show that either existing well does not meet minimum standards, the existing homes shall connect to City water prior to submittal of a Final Plat application. In addition, easements shall be provided as needed;
 6. Upon submittal of a Development Engineering Plan application, construction plans shall be submitted for review and approval showing that the two existing on-site wastewater systems are being abandoned as per City Ordinance and the connection of the existing and proposed homes to public sewer. Easements shall also be provided as needed;
 7. 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 the proposed subdivision improvements. The drainage report shall address storm water quantity control and storm water quality treatment. In addition, easements shall be provided as needed;
 8. Prior to approval of the Development Engineering Plan application, a Development Agreement shall be entered into with the City for all public improvements;
 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. Prior to submittal of a Final Plat application, the plat document shall be revised to show the Certificate of Ownership as "Wind River LLC";
 11. Upon submittal of a Final Plat application, surety for any required subdivision improvements that have not been completed shall be posted and the subdivision

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- inspection fees shall be paid;
12. 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); and,
 13. Upon submittal of a Final Plat application, a Road Maintenance Agreement for the proposed private access and utility easement shall be submitted for recoding at the Register of Deed's Office.

GENERAL COMMENTS:

The applicant has submitted a Preliminary Subdivision Plan to replat three existing lots into four lots. The lots range in size from 0.506 acres to 0.701 acres and are to be known as Lots 1 through 4 of Una Del Acres No. 3.

The property is located west of Sheridan Lake Road and south of Wildwood Drive. Currently, a single family residence and a detached garage is located on proposed Lot 2. A single family residence is also located on proposed Lot 3. Proposed Lots 1 and 4 are void of any structural development.

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: The property is currently zoned Low Density Residential District which requires a minimum 6,500 square foot lot size when public utilities serve the property. The two existing residences are served by private on-site wells and wastewater systems which require a minimum one acre lot size. As previously noted, the lots range in size from 0.506 acres to 0.701 acres. The applicant has submitted a site plan showing that City sewer and water services will be extended to serve the proposed lots. As such, the proposed lot sizes are in compliance with the Rapid City Municipal Code.

Wildwood Drive: Wildwood Drive is located along the north 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 with an additional 10 feet of right-of-way the first 200 feet as it extends west from Sheridan Lake Road, a principal arterial street. In addition, the street must be constructed with a minimum 26 foot wide paved surface, curb, gutter, street light conduit, sewer and water. The developer is responsible to construct sidewalk at intersections including accessible ramps and unbuildable lots and provide grading to accommodate all future sidewalks. The balance of the sidewalks is required to be constructed at the time of a building permit. Currently, Wildwood Drive is located in a 50 foot wide right-of-way and is constructed with a 25 foot wide paved surface, curb, gutter, sewer, water and an accessible ramp at the intersection with Sheridan lake Road. Upon submittal of a Development Engineering Plan

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application, construction plans for Wildwood Drive must be submitted for review and approval showing the dedication of one additional foot of right-of-way with an additional five feet of right-of-way for a total of six feet the first 200 feet extending west from Sheridan Lake Road. In addition, construction plans must be submitted showing the construction of one additional foot of pavement and street light conduit or an Exception must be obtained 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.

Private Access and Utility Easement: The applicant's site plan shows the proposed dedication of a 25 foot wide private access and utility easement to serve as access to proposed Lots 1 and 4. The easement is classified as a lane place street requiring a minimum 50 feet of width and the construction of a minimum 24 foot wide paved surface, curb, gutter, sidewalk, street light conduit, water and sewer. In addition, a cul-de-sac bulb must be provided at the end of the easement. The cul-de-sac bulb must be located in a minimum 104 foot diameter easement and constructed with a minimum 84 foot diameter paved surface. Upon submittal of a Development Engineering Plan application, construction plans for the easement must be submitted for review and approval as identified 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.

In order to secure maintenance of the proposed easement, a Road Maintenance Agreement must be submitted for recording at the Register of Deed's Office upon submittal of a Final Plat application.

Sheridan Lake Road: Sheridan Lake Road is located along the east lot line of the property and is classified as a principal arterial street on the City's Major Street Plan requiring that the street be located in a minimum 100 foot wide right-of-way and constructed with a minimum 36 foot wide paved surface, curb, gutter, sidewalk, street light conduit, sewer and a dual water main. Sheridan Lake Road is currently constructed to meet the minimum design standards of a principal arterial street. As such, no additional improvements are needed as a part of this plat.

Water: The two existing homes are currently served by a private well located on each lot. However, an 8 inch Southwest Pressure Zone water main and a 14 inch Red Rock Pressure Zone water main currently exist in the Wildwood Drive right-of-way. In addition, an 8 inch and a 12 inch Southwest Pressure Zone water main currently exists in the Sheridan Lake Road right-of-way. The property is located within the Southwest Pressure Zone. Upon submittal of a Development Engineering Plan application, water quality test results for the two existing wells must be provided. If the test results show that either existing well does not meet minimum standards, the existing homes must connect to City water prior to submittal of a Final Plat application. In addition, easements must be provided as needed.

Sewer: The two existing homes are currently served by on-site wastewater systems. However, an 8 inch sewer main currently exists in the Wildwood Drive right-of-way and a 15 inch sewer main currently exists in the Sheridan Lake Road right-of-way. Upon submittal of a Development Engineering Plan application, construction plans must be submitted for review and approval showing the two existing on-site wastewater systems being abandoned as per City Ordinance and the connection of the existing and proposed homes to public sewer.

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Please note that the existing wastewater systems must be abandoned with first obtaining a demolition permit from the City and the houses must be connected to City sewer in order to prevent the existing systems from being located on another lot. Sewer connection fees will be due prior to connection. Easements must also be provided as needed

Drainage: The property is located in 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 report must address storm water quantity control and storm water quality treatment. In addition, 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 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 be entered into with the City for additional stormwater control improvements if needed.

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