

# Planning Commission Agenda Memo

**From:** Ryan Miller, City Planner

**Meeting:** April 4, 2023

**Subject:** Preliminary Plat – Blocks 1 and 2 in Trails Head Addition

**Person(s) Responsible:** Ryan Miller, City Planner

**Summary:**

Mills Property Management has submitted a proposed preliminary plat for Blocks 1 and 2 in Trails Head Addition. The preliminary plat is a part of a development proposal that includes a proposed Planned Development District. The rezone and initial development plan will run concurrently with the preliminary plat.

**Background:**

The property owned by Minor Investments LLC includes Outlots 7A, 7 and 8 and Lot 2 in Cree Village Indian Hills Addition. The property will be preliminary platted into a new proposed subdivision named Trails Head Addition which will include two blocks.

**Item Details:**

The preliminary plat identifies two blocks. Each are planned for development according to the initial development plan which proposes townhomes on Block 1 and a mixed-use structure on Block 2.

Block 1 is a proposed 51,769 square foot block with frontage along Crystal Ridge Road. Block 2 is a proposed 96,192 square foot block with frontage along Main Avenue and Trail Ridge Road. Access is planned along Crystal Ride Road and Main Avenue. No access is planned along Trail Ridge Road.

The preliminary plat proposed also includes a proposed grading plan, utility plan and preliminary drainage plan. The utility plan has been reviewed by Brookings Municipal Utilities and deemed to have appropriate service for the intended uses. Existing utility easements will need to be vacated and realigned at the final plat stage. Additional easements will be needed for proposed shared access and parking as well as for a portion of public sidewalk which will be relocated five feet off of Main Avenue.

The drainage plan is under review by the City of Brookings engineering department. A final drainage plan will be needed prior to approval of a final plat.

The proposed blocks within the preliminary plat meet zoning and subdivision standards as laid out in the initial development plan, which uses Business B-2 development standards.

**Options and Recommendation:**

The Planning Commission has the following options:

1. Approve as presented
2. Amend
3. Deny
4. Table until a future meeting

The Development Review Team and staff recommend approval.

**Supporting Documentation:**

1. Legal Notice
2. Location Map
3. Preliminary Plat
4. Preliminary Grading Plan
5. Preliminary Drainage Plan
6. Preliminary Utility Plan
7. Zoning Map