



DEVELOPMENT IMPACT ASSESSMENT
CITY OF BOX ELDER, SOUTH DAKOTA
BASELINE ASSESSMENT CHECKLIST



This checklist, can be submitted with your planning application and will satisfy validation requirement for impacts herein that have been identified.

This checklist is designed to be filled in by you or your agent and there may be no need to employ a specialist to complete the assessment. Little research will be required in most cases and especially in small-scale works, you may or may not have no need to undertake any further work such as commissioning specialist surveys.

Purpose of this Analysis:

- 1) To determine if the development involves the expansion of an existing business, involves the startup of an entirely new business, or a development.
- 2) If a residential development, to determine the number of new homes.
- 3) To establish an estimated impact on the City's infrastructure, services and finances.
- 4) To encourage redevelopment of deteriorated, or otherwise blighted real property.
- 5) To facilitate the reconstruction, maintenance and completion of the City's existing infrastructure network to support the existing growth and guide the future growth of the community.
- 6) To determine if oversizing costs for sewer, storm sewer, water and streets is required.
- 7) To determine if extension of off site sewer, storm sewer, water, streets and other public improvements are required for the development site.
- 8) To determine if additional parks and recreational improvements are needed.
- 9) To determine if applicable the traffic impact on existing infrastructure.

BASELINE ASSESSMENT CHECKLIST

Please answer all the questions below and provide a written description and supplementary reports/drawings as required. If you are unsure about how large an area to consider as part of your baseline assessment please contact the Box Elder Planning Office.

Date Prepared: _____ Date Submitted: _____

NAME OF DEVELOPMENT/BUSINESS

OWNER INFORMATION

Name: _____ Address: _____
City: _____ Zip Code: _____ Primary Phone: _____
Cell Phone: _____ Email Address: _____

PERSON/FIRM WHO PREPARED THE PLAN IF DIFFERENT FROM THE OWNER

Firm Name: _____
Contact Name: _____ Address: _____
City: _____ Zip Code: _____ Primary Phone: _____
Cell Phone: _____ Email Address: _____

LEGAL DESCRIPTION

Lot(s): _____ Block(s): _____
Township: _____ Range: _____ Section: _____
City: _____ County: _____

Address Assigned:

LAND USE

Existing Land Use:

Existing Zoning:

Proposed Zoning:

Does the proposed use comply with the Comprehensive Plan: Yes ___ No ___

Does the proposed Use comply with Master Transportation Plan: Yes ___ No ___

SITE INFORMATION

Is the property in question, currently developed: Yes ___ No ___

If **YES**, will there be need to increase or alter public services to the property: Yes ___ No ___

If **YES**, please describe below:

Briefly describe the proposed business/development:

LAND USE BREAKDOWN

Use	Acres	%
Residential		
Commercial		
Mixed Use		
Industrial		
Agricultural		
Parks & Recreation		
Open Space/Floodway/Conservation		
Other		
Total		100%

TOPOGRAPHY (i.e. the levels and lie of the land)

Highest Elevation on Property: _____ ft. above sea level

Lowest Elevation on Property: _____ ft. above sea level

Does the topography of the site have an affect on the design of your scheme or make your proposals more visible from the surrounding area? Yes____ No____

Description: _____

SOIL

Will there be more than one (1) acre disturbed: Yes____ No____

If **NO**, move to the next section, if **YES**, how many acres will be disturbed: _____

If **YES**, a soil erosion and sediment control plan must be prepared by a Professional Engineer and approved by the State Department of Environment and Natural Resources, and City of Box Elder Public Works Department.

Has a Professional Engineer evaluated the soil types present: Yes____ No____

If **NO**, Please explain: _____

If **YES**, please attach a soils report and/or describe below if applicable unstable soil conditions found and methods for stabilization:

STORM SEWER

Is the property currently located in the flood hazard area or floodway: Yes____ No____

If **YES**, a flood plain development permit or no rise study certification shall be obtained.

Are there existing culverts or stormwater drainages on the property : Yes____ No____

If **NO**, has the proposed development been evaluated by a professional Engineer in relation to storm drainage and retention: Yes____ No____

If NO, explain: _____

If more than one acre of new development is proposed, a stormwater runoff design, developed by a professional engineer must be submitted and approved by South Dakota Department of Environment and Natural Resources and Box Elder Public Works.

If **YES**, Box Elder Public Works Director may require a Professional Engineer to evaluate the development, to determine if existing stormwater infrastructure is adequate for the proposed improvements, or if additional improvements are needed.

Will proposed stormwater drainage facilities be privately maintain: Yes____ No____

If **NO**, explain: _____

PUBLIC WORKS COMMENTS RELATED STORM WATER

Does the current Storm Water system configuration have excess capacity to provide the needed flows from the proposed business/development: Yes____ No____

If **NO**, explain: _____

If **YES**, will the system be able to supply the anticipated Storm Water volume capacity needed at the highest business/development elevation: Yes____ No____

If **NO**, what improvements are required to supply the proposed business/development: _____

Will any proposed water system components be required to be oversized: Yes____ No____

PUBLIC WORKS COMMENTS RELATED STORM WATER (Cont.)

If **YES**, indicate those components required to be oversized:

Will the City be participating in the oversize costs: Yes____ No____

If **YES**, explain: _____

If **YES**, are there currently funds available for participation: Yes____ No____

If **NO**, when if at anytime will funds become available: _____

Storm Sewer will need to be extended outside the development area by the developer to an approved discharge area. Yes____ No____

Explain: _____

WATER SERVICE

Is the existing property serviced by City Water: Yes____ No____

If **NO**, is the proposed business/development serviceable by City water: Yes____ No____

If **NO**, explain: _____

If **YES**, is a main extension required to obtain service: Yes____ No____

If **YES**, a water distribution plan designed by a Professional Engineer is required, and shall be approved by the South Dakota Department of Environment and Natural Resources, and the City of Box Elder Public Works Department.

If no City water service is available to the property, describe how you plan to provide water service to the development.

Engineers Estimated Gallons Per Day use related to proposed business/development: _____

Needed water pressure at the highest developed elevation: _____p.s.i.

Needed water pressure at the lowest developed elevation: _____p.s.i.

PUBLIC WORKS COMMENTS RELATED TO WATER SERVICE

Does the current water system configuration have excess capacity to supply the needed flows to the proposed business/development: Yes____ No____

If **NO**, explain:

If **YES**, will the system be able to supply the anticipated water volume and pressure needed at the highest business/development elevation: Yes____ No____

If **NO**, what improvements are required to supply the proposed business/development: _____

Will a pressure reduction station be required to meet the anticipated water pressure at the lowest business/development elevation: Yes____ No____

If **YES**, describe: _____

Will any proposed water system components be required to be oversized: Yes____ No____

If **YES**, indicate those components required to be oversized:

Will the City be participating in the oversize costs: Yes____ No____

If **YES**, explain: _____

If **YES**, are there currently funds available for participation: Yes____ No____

If **NO**, when if at anytime will funds become available: _____

PUBLIC WORKS COMMENTS RELATED TO WATER SERVICE (Cont.)

Will additional Water Supply (i.e. wells, etc.) be needed before this development can be approved?

Yes____ No____

If **Yes**, when will additional supply be available? _____

Will Water System need to be extended outside development area: Yes ____ No ____

To what extent will the system need to be improved outside of the proposed development area?

SANITARY SEWER SERVICE

Is the existing property serviced by City Sanitary Sewer: Yes____ No____

If **NO**, is the proposed business/development serviceable by City Sanitary Sewer: Yes____ No____

If **NO**, explain: _____

If **YES**, is a main extension required to obtain service: Yes____ No____

If Yes, a sanitary sewer distribution plan designed by a Professional Engineer is required, and shall be approved by the South Dakota Department of Environment and Natural Resource, and the City of Box Elder Public Works Department.

Engineers Estimated Gallons Per Day effluent related to proposed business/development: _____

If **NO**, City sanitary sewer service is available to the property, describe how you plan to provide sanitary sewer service to the business/development: _____

PUBLIC WORKS COMMENTS RELATED TO SANITARY SEWER SERVICE

Does the current sanitary sewer system configuration have excess capacity to supply the needed flows to the proposed business/development: Yes____ No____

If **NO**, explain:

If **YES**, will the system be able to supply the anticipated service needed at the lowest business/development elevation: Yes____ No____

If **NO**, what improvements are required to supply the proposed business/development: _____

Will Sanitary Sewer System need to be extended outside development area: Yes ____ No ____

To what extent will the system need to be improved outside of the proposed development area?

STREETS

Is the current street configuration give access to the business/development: Yes____ No____

If **NO**, a detailed street plan shall be prepared by a Professional Engineer and approved by the City Public Works Department and comply with the Box Elder Master Transportation Plan.

Are there existing street lights in or near the business/development area: Yes____ No____

STREETS OUT SIDE THE CITY LIMITS

If the proposed development and street improvements are outside the City Limits, but within the City's platting jurisdiction a maintenance plan shall be prepared and approved by the Box Elder Public Works Department.

STREETS (Cont.)

Has a master street maintenance plan been developed: Yes____ No____

If **NO**, explain why: _____

If **YES**, has a formal maintenance district been established to fund the maintenance program?

Yes____ No____

If **NO**, final platting will not be approved until an entity has been created or a maintenance agreement has been created.

PUBLIC WORKS COMMENTS RELATED STREETS

Does the current street system configuration have excess capacity to supply the needed flows to the proposed business/development: Yes____ No____

If **NO**, explain: _____

If **YES**, will the system be able to supply the anticipated service level needed for the proposed business/development elevation: Yes____ No____

If **NO**, what improvements are required to supply the proposed business/development: _____

Is there adequate existing street lights in or near the business/development area:
Yes____ No____

If **NO**, what improvements are required to supply the proposed business/development: _____

Does the current street system configuration proposed for the business/development fit within the Box Elder Master Transportation Plan:

Yes____ No____

If **NO**, the elements be required to reconfigured to fit the Master Transportation Plan?

Yes____ No____

PUBLIC WORKS COMMENTS RELATED STREETS (Cont.)

If **NO**, explain:

TRAFFIC

Describe the site development, existing and proposed land uses and intensities, and the area of influence of site traffic. Describe internal circulation and available site distances at major entry points.

Provide existing or anticipated 24-hour traffic counts: _____

Provide existing or anticipated peak traffic periods in relation to proposed business/development:

PUBLIC WORKS COMMENTS ON TRAFFIC

Capacity and level of service expected for this roadway: _____

Is the current street configuration constructed to handle anticipated traffic associated with the business/development: Yes ___ No ___

If **NO**, a detailed LEVEL - _____ traffic study shall be required and prepared by a Professional Engineer and approved by the City Public Works Department and comply with the Box Elder Master Transportation Plan.

Additional Study Requirements: _____

What turning restrictions if any, will be applied to the project: _____

PUBLIC WORKS COMMENTS ON TRAFFIC

Level One - On Site Analysis:

Issues: Placement and design of internal (on site) features such as parking layout, access to public streets, site circulation, intersection sight distance, pedestrian circulation, delivery and loading area and internal public street layout.

Example: Small commercial or multi-family development, small residential subdivisions or an addition to an existing development.

Level Two - Issues: On site (Level One) plus the impact of development and its traffic on perimeter streets, adjoining developments, pedestrian and public transit facilities.

Example: Small to medium sized residential and commercial developments in new areas.

Level Three - On site analysis (Level One) plus project analysis (Level Two) plus the impact of the proposed development on larger study area and the street and highway system that is being impacted by the addition or improvement of arterial streets and by other large developments in the study area.

Example: Large commercial and residential developments.

FLOODPLAIN REVIEW INFORMATION

The proposed development is in the:

_____ Floodway _____ 100 Flood Zone _____ Floodway Fringe (500 yr.)
_____ Floodplain with no Elevations _____ Not applicable

The base flood elevation at the project site is _____

Has a professional engineer provided design calculations and certification that the proposed activity has been designed to be in compliance with the City and FEMA regulation's.

Yes _____ No _____ If no, explain: _____

CITY COMMENTS RELATED TO FLOOD PLAIN DEVELOPMENT

Minimum First Floor Elevation Required: _____

Flood Plain Development Permit Required: Yes _____ No _____

No Rise Study & Certification Required: Yes _____ No _____

FEMA Review Required: Yes _____ No _____

SD DENR Review Required: Yes _____ No _____

