

Unapproved Minutes

Vermillion Planning Commission

Monday, February 24, 2020 Joint Planning Commission Meeting with Clay County

The joint meeting of the Vermillion Planning and Zoning Commission and Clay County Planning Commission was called to order in the Council Chambers at City Hall on February 24, 2020 at 5:30 p.m.

1. Roll Call

City Planning and Zoning Commissioners Present: Fairholm, Forseth, Tuve, Wilson (speaker phone), Iverson.

City Planning and Zoning Commissioners Absent: Kleeman, Manning, Gestring, Muenster

City Staff present: José Domínguez, City Engineer; James Purdy, Assistant City Manager

County Planning Commissioners Present: Bottolfson, Prentice, Mockler, Gilbertson, Hubert.

County Planning Commissioners Absent: None

County Staff present: Drew Gunderson, Clay County Zoning Administrator

2. Minutes

a. January 27, 2020 Joint Meeting.

Moved by Commissioner Fairholm to adopt January 27, 2020 joint meeting minutes, seconded by Tuve. Motion carried 5-0, (Fairholm - Yes, Forseth - Yes, Tuve - Yes, Wilson - Yes, Iverson - Yes).

3. Declaration of Conflict of Interest

Forseth noted that he owns investment property.

4. Adoption of the Agenda

Moved by Tuve to adopt the agenda as printed, seconded by Forseth. Motion carried 5-0, (Fairholm - Yes, Forseth - Yes, Tuve - Yes, Wilson - Yes, Iverson - Yes).

5. Visitors to be Heard

Dominguez stated that Commissioner Mike Manning resigned from the City's Planning and Zoning Commission.

Dominguez stated that five of the City's Commissioners (Forseth, Manning, Muenster, Tuve, and Wilson) are up for reappointment this year. Staff will be notifying the Commissioner's in May. The Council would make the appointments at their first meeting in July.

6. Public Hearings

a. Request for a Conditional Use Permit to Construct, and Operate, a Campground (RV park with nine RV sites) at Lot B-1 Replat of Lot B EXC W 135-feet of Lot B-1 SW $\frac{1}{4}$ NE $\frac{1}{4}$ 14-92-52, and Lot A-1 and Lot A-3 Replat of Lot A-2 SW $\frac{1}{4}$ NE $\frac{1}{4}$ 14-92-52, Miscellaneous, City of Vermillion, Clay County, South Dakota.

Jose Dominguez, City Engineer, stated that the City received an application from Circle 13 LLC for a Conditional Use permit to construct, and operate, a campground consisting of nine RV parking spots within the property owned by the applicant at 1313 West Cherry Street. The campground would occupy part of the parcel where the existing motel sits. Dominguez also stated that the proposed campground would be located within the GB-General Business zoning district, and that campgrounds are allowed as a conditional use within that district.

Dominguez stated that SDCL 11-4-4.1 requires that the City consider the City's zoning ordinance and comprehensive plan when making a decision regarding conditional uses. Section 155.095 of the City's Code of Ordinances lays out the process that needs to be followed by the City when considering a conditional use permit.

Dominguez recommended that the Commission take public comment and either grant, grant with conditions, or deny the conditional use permit application. Dominguez recommended granting the conditional use with no conditions, as the proposed use fits within the existing zoning district; the proposed use matches with the future uses proposed in the City's comprehensive plan Future Land Use map; and because no issues are expected regarding health, safety, and general welfare.

Iverson opened the floor for public comment.

Forseth asked Dominguez how the proposed RV site would affect the City's RV parking sites on Lions Park. Dominguez responded that the proposed RV sites will not negatively impact the City's sites.

Fairholm asked Dominguez if the Code has a length of stay requirement. Dominguez stated that the Code does have a length of stay and that it is approximately 3-months.

Fairholm asked Dominguez if all of the access to the RV sites would be off the internal roads, or if they could also be accessed off Allison Street. Dominguez stated that the plan is to have access off the internal roadways, but that the sites might also be accessed (or exited) off Allison Street. Regardless, the circulation within the RV campground would not change.

Forseth moved to grant the conditional use permit without any conditions. Seconded by Tuve. Commission voted as follows: Fairholm - Yes, Forseth - Yes, Tuve - Yes, Wilson - Yes, Iverson - Yes. Motion carried 5 to 0.

Iverson moved to recess until the County's Planning Commission arrives at 5:40 p.m.

Iverson moved to come out of recess at 6:14 p.m.

7. Old Business

None

8. New Business

a. Discussion with Clay County Planning Commission to Discuss the Draft of Chapter 1: Introduction of the Proposed Comprehensive Plan for the Joint Jurisdictional Zoning Area.

Jose Dominguez, City Engineer, explained that at the joint meeting on January 27, City and County staff were directed to develop a schedule with the goal of having a final comprehensive plan for the joint jurisdictional zoning area ready to be presented to the respective governing bodies within roughly a year's time. Staff was also directed to work with the South Eastern Council of Governments (SECOG) when developing the drafts to be presented to the Commissions. The meeting dates in the schedule serve as a guide, and can be moved depending on how the process to develop the plan is going.

Dominguez stated that the draft of Chapter 1: Introduction addresses the basics of the proposed comprehensive plan. This chapter would provide the reader with the intent of the document and what to expect. Dominguez also stated that there are three sections in this chapter that need to be considered more thoroughly by the Commissions. Those sections are the Vision section, the Public Involvement section, and the Area of Planning Jurisdiction.

Dominguez also mentioned that the City's Commission needs to consider the City's 2035 Comprehensive Plan when developing the new comprehensive plan for the joint jurisdictional zoning area.

Dominguez recommended that the City's Commission review the draft of Chapter 1 provided by SECOG.

Drew Gunderson, Clay County Zoning Administrator, mentioned that some of the dates will have to be changed due to spring planting, or fall harvest. Commissioner Hubert also mentioned that the March 9th meeting might not be possible for several commissioners due to other conflicts. Dominguez stated that the dates can be moved to accommodate any conflicts.

Fairholm asked how the Vision section was supposed to be developed. Dominguez replied that the intent was that the Commissions would discuss the item and develop the verbiage for the section. Dominguez offered that the City's and County's staff can develop bullet points to aid in the Commission's development of the Vision statement.

Commissioner Bottolfson asked if it would be possible for City and County staff to discuss the items that will be presented to the Commissions prior to the meeting. This would hopefully speed up the discussion process. Dominguez stated that he has no issues discussing items with Gunderson before the meetings with the Commissions.

9. Staff Report

None

10. Adjourn

Moved by Forseth to adjourn, seconded by Fairholm. Motion carried 5-0 (Fairholm - Yes, Forseth - Yes, Tuve - Yes, Wilson - Yes, Iverson - Yes). Iverson declared the meeting adjourned at 6:26 p.m.