



**City of Vermillion**  
**Planning Commission Agenda**  
5:30 p.m. Regular Meeting  
Monday, December 12, 2016  
Large Conference Room – 2<sup>nd</sup> Floor  
City Hall  
25 Center Street  
Vermillion, SD 57069

1. **Roll Call**
2. **Minutes**
  - a. November 14, 2016 Regular Meeting
3. **Adoption of the Agenda**
4. **Visitors to Be Heard**
5. **Public Hearings**
  - a. Spady Planned Development District – Final Development Plan, Phase 1
6. **Old Business**
7. **New Business**
8. **Adjourn**

**WELCOME TO YOUR PLANNING COMMISSION MEETING**

If you wish to participate in the discussion, the meeting provides several opportunities. After the minutes are approved, the Chairperson will ask if any visitors wish to be heard. Any item not on the agenda may be discussed. During the discussion of agenda topics, anyone may comment. The Chairperson will recognize you if you raise your hand. Please introduce yourself with your name and address when addressing the Planning Commission. Discussion occurs before motions are made and seconded. Discussion also occurs after the motion is seconded and before the vote. You may participate each time if you wish. Your suggestions and ideas are welcome. The best decisions are made when everyone participates and provides information.

**Meeting Assistance:** The City of Vermillion fully subscribes to the provisions of the Americans with Disabilities Act of 1990. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Manager's Office at 677-7050 at least 3 working days prior to the meeting so appropriate auxiliary aids and services can be made available.

Unapproved Minutes  
Vermillion Planning Commission  
Tuesday, November 14, 2016 Regular Meeting

The regular meeting of the Vermillion Planning Commission was called to order by Vice Chairman Forseth in the Large Conference Room at City Hall on November 14, 2016 at 5:30 p.m.

1. Roll Call

Present: Forseth, Gruhn, Manning, Muenster, Oehler, Tuve and Iverson.  
Absent: Fairholm and Wilson

Staff present: Jose Dominguez, City Engineer

2. Minutes

a. October 11, 2016 Regular Meeting.

Moved by Muenster to approve the September 26, 2016 Regular Meeting Minutes, seconded by Oehler. Motion carried 7-0.

3. Adoption of the Agenda

Moved by Manning to adopt the agenda, seconded by Forseth. Motion carried 7-0.

4. Visitors to be Heard

5. Public Hearing

a. Request for Conditional Use Permit to utilize the existing structure located at 104 North University Street as a Sorority House.

Bob Iverson opened the public hearing.

Martha Fagg of 26 N. University was concerned with preserving the historical appearance of the neighborhood. She asked when the permit expires will it go back to a duplex, and the renovations being done won't qualify it to be another fraternity or sorority.

Jose Dominguez responded that the conditional use permit, if approved, would only be for this sorority and the use requested and that City staff recommend an expiration date of the permit.

Tim Shumaker of 18 N. University asked for clarification regarding the eight parking stalls.

Jose Dominguez responded that eight stalls would be the maximum allowed on the property. The property owners are going to be expanding the area of concrete and are working with the City at balancing the needs of parking and not impacting the neighborhood appearance by putting in a large parking lot.

Tim Shumaker asked if the wording could be changed from "a total of 8-parking stalls may be constructed" to "up to a total of 8-parking...".

Teresa Gilbertson, property owner of 104 N. University, stated the construction has started for the parking area. The only renovation would be to create a doorway in a wall so the house mother has access to the other rooms without going outside and around the building. After they (sorority Board tenants) leave, that opening/doorway will be filled back in.

Mary Duncan of 305 Prentis #204, President for the Alpha Xi Delta Corporation Board, clarified there would not be any house meetings held there where 100 girls would be present.

Ted Muenster suggested adding fraternity to the condition wording.

Discussion followed.

Moved by Forseth to approve the Request for Conditional Use Permit to utilize the existing structure located at 104 North University Street as a Sorority House with the following conditions: the permit should expire on December 31, 2019, that up to eight (8) parking stalls may be constructed at 104 N. University with the rest of the parking off-street and at a different location and the applicant provide the City with documentation that they are allowed to park on some other property, and that the permit to use this structure as a sorority would be voided if a different sorority/fraternity uses the building at 104 North University, Seconded by Oehler. Motion carried 7-0.

## 7. New Business

- a. Final Plat of Lots 5 and 6, Block 4, Brooks Industrial Park Addition, in the SW  $\frac{1}{4}$  of the NE  $\frac{1}{4}$  of Section 18, T92N, R51W of the 5th P.M., City of Vermillion, Clay County, South Dakota.

Jose Dominguez elaborated on the plat that land will be traded between owner Dave Hertz and Mr. Wieman of Might Mo, Corporation. That the plat request complies with all code provisions and requirements. All easements being vacated during the replat will be redrawn through this plat.

Moved by Manning to approve the Final Plat of Lots 5 and 6, Block 4, Brooks Industrial Park Addition, in the SW  $\frac{1}{4}$  of the NE  $\frac{1}{4}$  of Section 18, T92N, R51W of the 5th P.M., City of Vermillion, Clay County, South Dakota, Tuve seconded. Motion carried 7-0.

- b. Final Plat of Lots 5, 6, 7, 8A, 9A, 10A and 14A, Block 1, Bliss Pointe Addition, to the City of Vermillion in the S  $\frac{1}{2}$  of Section 14, T92N, R52W of the 5<sup>th</sup> P.M., Clay County, South Dakota.

Jose Dominguez elaborated on the item that when Bliss Point was originally platted the Vermillion Chamber and Development Company (VCDC) platted the areas as blocks. Since the original platting the VCDC has sold some of the lots and they have now agreed to give some of the additional land to the property owners which would be the new plat part of the request extending the line back and the replat would be the new areas of the existing lots.

Moved by Muenster to approve the final Plat of Lots 5, 6, 7, 8A, 9A, 10A and 14A, Block 1, Bliss Pointe Addition, to the City of Vermillion in the S ½ of Section 14, T92N, R52W of the 5<sup>th</sup> P.M., Clay County, South Dakota, Forseth seconded. Motion carried 7-0.

8. Adjourn

Moved by Muenster to adjourn, seconded by Wilson. Motion carried 7-0. Forseth declared the meeting adjourned at 6:04 p.m.

# *Planning Commission Agenda Memo*

**From:** Jose Dominguez, City Engineer

**Meeting:** December 12, 2016

**Subject:** Spady Planned Development District – Final Development Plan, Phase 1

**Presenter:** Jose Dominguez

**Background:** The City Council adopted an ordinance on November 7, 2016 creating the Spady Planned Development District. This district is bounded by East Cherry Street on the south and North Norbeck Street on the west. The district is bordered by commercial lots on the north and residential uses on the east and south and was created to allow the development of multifamily residences within a large lot.

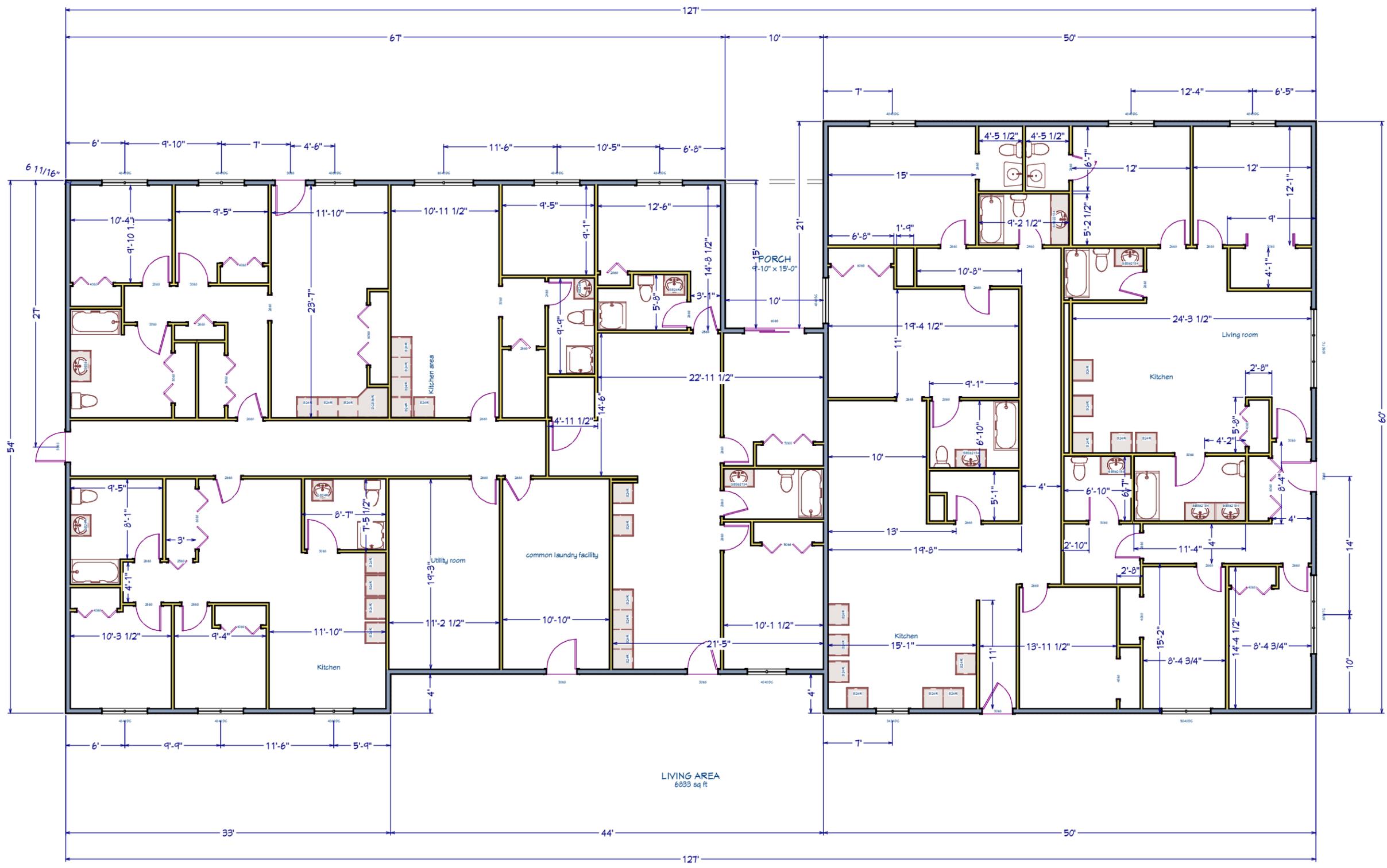
**Discussion:** The Planning Commission is being asked to consider and approve a final development plan for the proposed uses. The proposed plan will be for the renovation of the existing building directly fronting North Norbeck Street. The existing building would be renovated into a four-plex and a two-plex. The four-plex and two-plex would be separated by a Code required fire rated wall. There would be a total of eight bedrooms within the four-plex and seven bedrooms in the two-plex.

This will be the first phase. The other phases will develop the balance of Lot G-2 east of the existing building.

Signs were posted on the property to notify the neighborhood that a final development plan is being considered. The Planning Commission can take public comment on the proposed plan. At the time the memo was written Staff had only been contacted by one of the neighbors. The person did not have any concerns with the project and just had general questions about what might occur in the parcel.

**Compliance with Comprehensive Plan:** The Comprehensive Plan encourages redevelopment and investment in the community. This final development plan will accomplish both of these goals by redeveloping an area that has been unused for several years.

**Conclusion/Recommendations:** The Planning Commission is asked to offer comments and approve the final development plan.



project: spady  
 revision: 5.1  
 Date: 11-21-16  
 drawn by: Randy

building contractor/homeowner to  
 verify all dimensions structural details,  
 building codes and grade requirements  
 prior to construction.  
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**AMS building services**

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building contractor/homeowner to verify all dimensions structural details, building codes and grade requirements prior to construction.

project: spady  
revision: 5.1  
Date: 11-21-16  
drawn by: Randy

page#  
**2**

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project: spady  
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LOT 8 OF BLOCK 1 OF BROOKS INDUSTRIAL PARK SUB.  
N.A.P.

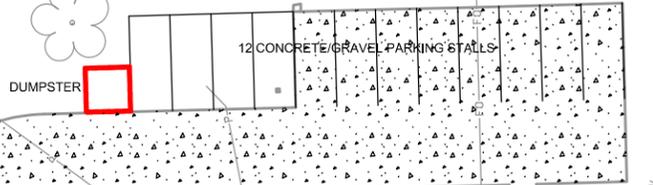
**SPADY PLANNED DEVELOPMENT DISTRICT  
PHASE 1**

1.34 ACRES

NORBECK STREET

BALANCE OF LOT G-2

4.63 ACRES



**LEGEND OF SURVEY**

- WATERMAIN DOMESTIC
- GATE VALVE/CURB STOP
- MANHOLE WATER/SEWER
- SANITARY SEWER LINE
- STORM SEWER LINE
- PROPERTY MONUMENT FOUND
- PROPERTY MONUMENT SET
- GUY WIRE TO POWER POLE
- CONCRETE DRIVEWAY OR WALK
- ELECTRICAL TRANSFORMER
- PHONE JUNCTION BOX
- CTV JUNCTION BOX
- DITCH FLOW DIRECTION
- HANDICAPPED PARKING
- LIGHT POLE
- LAWN SPRINKLER HEAD
- LIGHT ON POLE
- FOUND/SET PK NAIL
- SATELLITE DISH
- TREE LINE
- BUILDING
- POWER POLE/LIGHT POLE
- OVERHEAD POWER LINE
- UNDERGROUND ELECTRICAL
- UNDERGROUND TELEPHONE
- UNDERGROUND CABLE TV
- UNDERGROUND FIBER OPTIC CABLE
- EDGE OF GRAVEL
- EDGE OF ASPHALT
- EDGE OF CONCRETE
- CENTERLINE OF DITCH
- CENTERLINE OF ROAD
- FENCE
- CHAIN LINK FENCE
- TREE CONIFEROUS
- TREE DECIDUOUS
- BORING HOLE
- BENCH MARK
- SIGN
- FIRE HYDRANT
- LIGHT POLE

NOTE ON SPADY FIRST ADDITION: A HOUSING DEVELOPMENT 2016

LEGAL DESCRIPTION:  
LOT 1, SPADY FIRST ADDITION, CITY OF VERMILION, CLAY COUNTY, SD

SITE ACCESS: ENTER OFF NORBECK STREET

FUTURE ROADS: TO BE DETERMINED

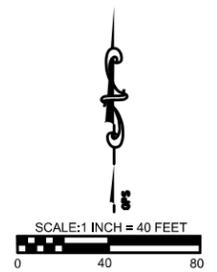
SITE TERRAIN: FLAT, NATURAL GRASSES, SOME SCRUB TREES

SITE UTILITIES:  
A. SANITARY SEWER - 8" VCP/SMH ON SITE  
B. WATERMAN - 8" NORBECK STREET TIE IN  
C. STORM SEWER - TO BE DETERMINED  
D. PARKING - EXISTING CONCRETE SURFACING

EXISTING ZONING: SPADY PDD

OPEN SPACE: APPROXIMATELY 0.79 ACRES

STRUCTURE:  
A. NUMBER OF STRUCTURES: 1 EXISTING STRUCTURE (6 UNITS)  
B. TOTAL STRUCTURE FLOOR AREA: MAIN FLOOR 7,050 SF  
C. INDIVIDUAL UNIT FLOOR AREA: VARIES  
D. STRUCTURE HEIGHT: EXISTING  
E. PARKING STALLS REQUIRED: (1 Unit X 15 Bedrooms x 1 = 15 Garage Stalls)  
F. PARKING STALLS PROVIDED:  
G. TRASH SERVICE: OWNER SUPPLIED  
H. OUTDOOR LIGHTING TYPE: EXISTING  
I. DRIVEWAY MAINTENANCE: OWNER SUPPLIED  
J. GRASS MAINTENANCE: OWNER SUPPLIED



File Location: L:\01216\020 Spady Development\Verillion\Bases\Spady VNR Phase 1 Submittal 12-08-2016.dgn  
 Plot Time: 4:46:09 PM 12/8/2016

**McLaury Engineering, Inc.**  
Eik Point, South Dakota

SPADY PLANNED DEVELOPMENT DISTRICT 2016

PHASE 1 SITE PLAN SUBMITTAL

SCALE: 1" = 40' DATE: 12/08/2016

DRAWN BY: KLM APPROVED BY: KLM SHEET 1 OF 1

LOT 8 OF BLOCK 1 OF BROOKS INDUSTRIAL PARK SUB. N.A.P.

LOT 9 OF BLOCK 1 OF BROOKS INDUSTRIAL PARK SUB. N.A.P.

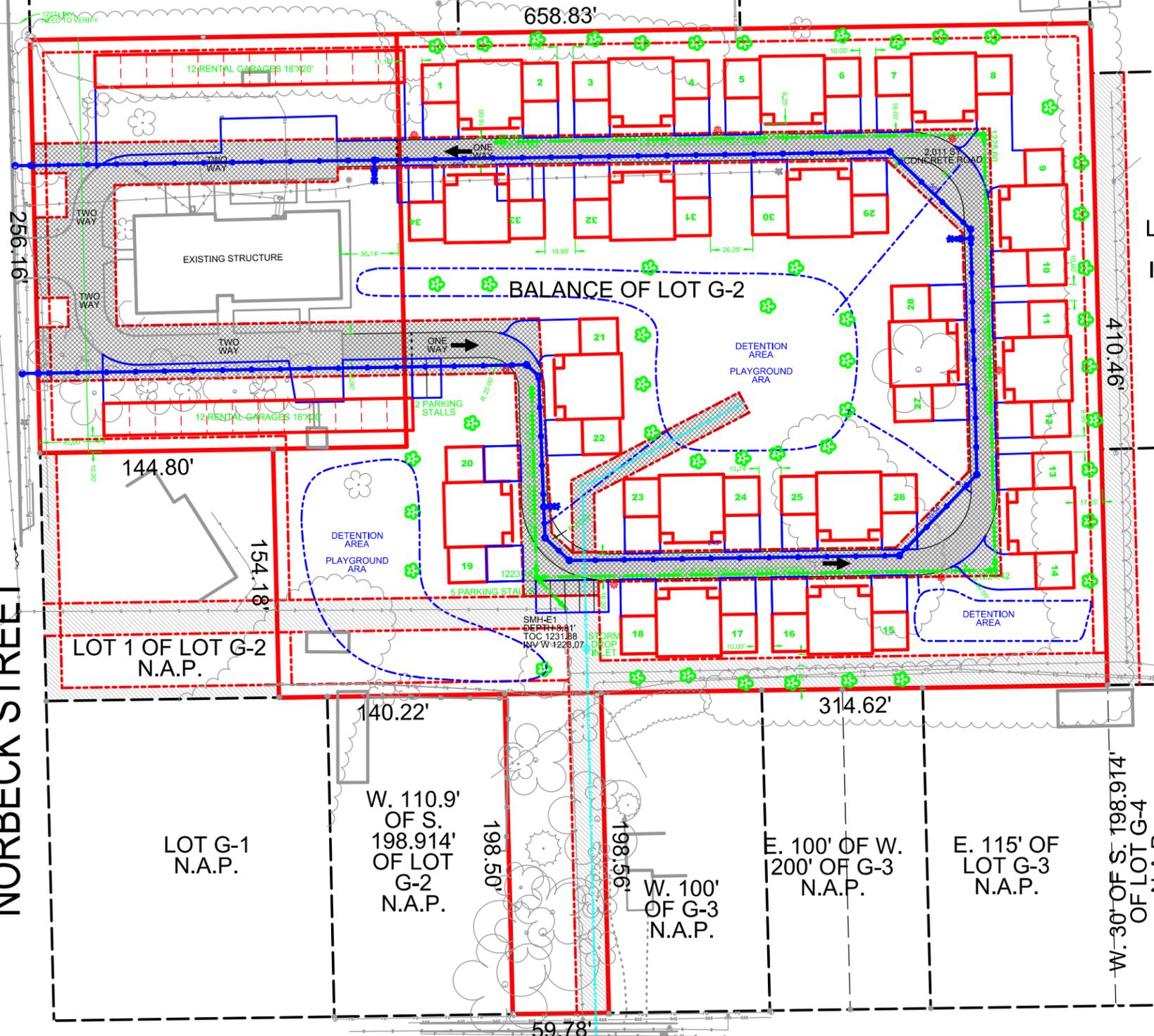
LOT 3 OF BLOCK 1 OF BROOKS INDUSTRIAL PARK SUB. N.A.P.

LOT 2-G OF BLOCK 1 OF BROOKS INDUSTRIAL PARK SUB. N.A.P.

BALANCE OF LOT G-4 N.A.P.

NORBECK STREET

CHERRY STREET



LEGEND OF SURVEY

- WATERMAIN DOMESTIC
- GATE VALVE/CURB STOP
- MANHOLE WATER/SEWER
- SANITARY SEWER LINE
- STORM SEWER LINE
- PROPERTY MONUMENT FOUND
- PROPERTY MONUMENT SET
- GUY WIRE TO POWER POLE
- CONCRETE DRIVEWAY OR WALK
- ELECTRICAL TRANSFORMER
- PHONE JUNCTION BOX
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- CENTERLINE OF DITCH
- CENTERLINE OF ROAD
- FENCE
- CHAIN LINK FENCE
- TREE CONIFEROUS
- TREE DECIDUOUS
- BORING HOLE
- BENCH MARK
- SIGN
- FIRE HYDRANT
- LIGHT POLE

NOTE ON SPADY FIRST ADDITION: A HOUSING DEVELOPMENT 2016

LEGAL DESCRIPTION  
 Lot G-2, except the W170.9' of the S 198.91' thereof, in the SW 1/4 SE 1/4 and SE 1/4 SE 1/4, and inclusive of lot 1 of G-2, Section 18, Township 92 North, Range 51 West to the City of Vermilion, Clay County, South Dakota, 5.97 acres more or less.

SITE ACCESS: ENTER OFF NORBECK STREET, 2-WAY AT ENTRANCES UP TO APARTMENT, ONE WAY EAST

FUTURE ROADS: 16' WIDE 6" CONCRETE.

SITE TERRAIN: FLAT, NATURAL GRASSES, SOME SCRUB TREES

SITE UTILITIES:  
 A. SANITARY SEWER - 8" VCP/SMH ON SITE  
 B. WATERMAIN - 8" NORBECK STREET TIE IN  
 C. STORM SEWER - TWO DETENTION BASINS ACROSS SITE, TIE IN ON CHERRY STREET  
 D. PARKING - PROVIDED IN DOUBLE CAR DRIVEWAY, CONSTRUCT 24 GARAGES - RENTALS

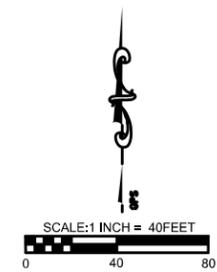
EXISTING ZONING: R-2

OPEN SPACE: APPROXIMATELY 0.94 ACRES - 16% NOT INCLUDING EASEMENT AREA

17 DUPLEXES WITH 2-CAR GARAGE

LIGHTING SPACING ± 200'

STRUCTURE  
 A. NUMBER OF STRUCTURES: 17 DUPLEXES (34 UNITS)  
 B. TOTAL STRUCTURE FLOOR AREA: MAIN FLOOR 1,468 SF, UPPER LEVEL 1,349 SF  
 C. INDIVIDUAL UNIT FLOOR AREA: MAIN FLOOR 734 SF, UPPER LEVEL 675 SF  
 D. STRUCTURE HEIGHT: 28' (TOP OF ROOF PEAK)  
 E. PARKING STALLS REQUIRED: 75 (34 Units x 3 Bedrooms x 1.4 - 68 Garage Stalls)  
 F. PARKING STALLS PROVIDED: 68 + 7 OFF STREET  
 G. TRASH SERVICE: WOWNER SUPPLIED  
 H. OUTDOOR LIGHTING TYPE: 14 DECORATIVE LIGHT POLE @ 200'  
 I. DRIVEWAY MAINTENANCE: OWNER SUPPLIED  
 J. GRASS MAINTENANCE: WOWNER SUPPLIED



**McLaury Engineering, Inc.**  
 Elk Point, South Dakota

SPADY DEVELOPMENT 2016  
 SPADY PLANNED DEVELOPMENT DISTRICT FIRST ADDITION  
 SCALE: 1" = 40' DATE: 10/07/2016  
 DRAWN BY: KLM APPROVED BY: KLM SHEET 1 OF 1

Half Scale Drawing