



**City of Vermillion  
Planning Commission Agenda**

5:30 p.m. Regular Meeting  
Monday, April 14, 2014  
Muenster University Center, Room 211  
USD Campus (Cherry Street side)  
414 East Clark Street  
Vermillion, SD 57069

1. **Roll Call**
2. **Minutes**
  - a. March 24, 2014 Regular Meeting.
3. **Adoption of the Agenda**
4. **Visitors To Be Heard**
5. **Public Hearings**
6. **Old Business**
7. **New Business**
  - a. 2035 Comprehensive Plan Stakeholder Session – Public agencies, University of South Dakota students and staff.
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  
Monday March 24, 2014 Regular Meeting

The regular meeting of the Vermillion Planning Commission was called to order in the Large Conference Room at City Hall on March 24, 2014 at 5:15 p.m.

1. Roll Call

Present: Fairholm, Forseth, Gruhn, Holland, Howe, Muenster, Tuve and Iverson. Absent: Manning.

Staff present: Andrew Colvin, Assistant City Manager and Jose Dominguez, City Engineer.

2. Minutes

a. February 24, 2014 Regular Meeting.

Moved by Muenster to approve the February 24, 2014 Regular Meeting Minutes, seconded by Holland. Motion carried 8-0.

3. Adoption of the Agenda

Moved by Holland to adopt the agenda as printed, seconded by Gruhn. Motion carried 8-0.

4. Visitors to be Heard

5. Public Hearing

a. Request for a Conditional Use Permit for a single-family dwelling for Richard Jahn for property located at 46171 Timber Road, Vermillion, South Dakota, which is Lot 1 of Parcel A N1/2 SE1/4, Section 15, T92N, R52W, 5<sup>th</sup> PM, Vermillion Township, Clay County, South Dakota.

Cindy Aden, Clay county Zoning Administrator, presented the conditional use permit application to the joint planning commissions. Cindy reported that the joint jurisdictional ordinance was amended to permit the construction of single family homes within the agricultural district by conditional use. Cindy also explained that the maximum density for the quarter-quarter section has not been reached, so the proposed application meets ordinance requirements.

Moved by Forseth to approve the conditional use permit, seconded by Gruhn. Motion carried 8-0.

Chairman Iverson declared a ten minute recess at 5:20.

Chairman Iverson reconvened the meeting at 5:30 with all members present.

6. Old Business

7. New Business

a. 2035 Comprehensive Plan Stakeholder Session - Landowners, Real Estate Agencies, Rental Property Owners, Vermillion Chamber and Development Company.

Andy Colvin provided background information on the Comprehensive Plan and revision process. Chairman Iverson asked for input from any interested persons or stakeholders present on the future of Vermillion and development of the community.

Caitlin Collier, speaking as a citizen and local attorney, stated that she would like to see Vermillion plan for the post-carbon future. Ms. Collier also stated that the federal and state governments can't be relied upon and that it will be left to local communities to plan for the future. Ms. Collier also distributed some reading material to the Planning Commission members.

Dean Spader, speaking as a citizen, discussed the need for food security and its importance as a local issue. Mr. Spader stated that it should be planned for and considered as a part of infrastructure development. Mr. Spader also stated that the future plan needs to include ecological balance and address the dangerous pesticides and chemicals used on modern lawns, instead creating an environment for native pollinators. Mr. Spader also distributed some background reading material.

Sam Heikes, speaking as a citizen and local farmer, spoke on the importance of a highly cooperative effort to work with the County on planning and zoning issues.

MichelleMaloney, speaking as a local real estate agent, stated that the City needs to address high property taxes and be cognizant of USD's future growth plans, which will take additional property off of the tax rolls. Ms. Maloney also stated that the river is an important asset for Vermillion and the surrounding area. Ms. Maloney also stated that there is a need for a central form of communication, such as a community website, to better inform citizens, visitors and newcomers of what Vermillion has to offer.

Barb Iacino, speaking as a local realtor and rental property owner, made a statement regarding the negative impact of un-grandfathering things that have been built.

Jennifer French, speaking as a citizen and on behalf of a major landowner, stated that the Prentis Park and pool plan needs financial backing to move forward.

Ted Muenster asked those present about their thoughts on the importance of historic preservation. Michelle Maloney stated that historic preservation is important, but efforts should not interfere with property owner rights and shouldn't dictate what can or can't be done. Marty Gilbertson stated that it was fun restoring an old home but will not do it again. Mr. Gilbertson also stated that the City needs to work closely with USD to find out what students need and want. Muenster also stated the need for redevelopment in parts of the community and underdeveloped property.

Dean Spader expressed a concern that growth is planned on the richest soil in the community and that urban farming would be a more viable option.

Jesse Willharm, speaking as a citizen, stated that the residential area around campus needs to be fixed up.

Dave Thiesse, speaking as a citizen and rental property owner, stated that he purchased several run-down homes and that un-grandfathering makes reinvestment cost prohibitive. Mr. Thiesse also stated that rental investments are expensive.

Greg Card, speaking as a citizen and rental property owner, stated that taking away grandfathering creates additional costs. Mr. Card stated that the City needs to address trailer homes, address future needs to blend citizen and student housing, and create more parks.

Asad Barari, speaking as a local landowner, stated that the City is missing housing for people to return to Vermillion. Steve Howe stated that developers have shown an interest in this type of housing, but there are not enough people to sustain or start such a development.

The Planning Commission discussed the need for redevelopment in certain areas of the community and received input on how best to promote and manage redevelopment activities, including public/private cooperation, focusing on quality of life, and looking to other communities for ideas.

Matt Fairholm asked those present about their thoughts on growth in Vermillion and if Vermillion is a pro-growth community. Michelle Maloney stated that the city has already made investments to grow and has set the course.

Assad Barari stated there is a need to ensure sufficient water supply and quality.

8. Adjourn

Moved by Forseth to adjourn, seconded by Manning. Motion carried 9-0.

Chairman Iverson declared the meeting adjourned at 6:50 p.m.

# *Planning Commission Agenda Memo*

**From:** Andrew Colvin, Assistant City Manager

**Meeting:** April 14, 2014

**Subject:** Stakeholder meeting #2 – Public Agencies, University of South Dakota

**Presenter:** Andrew Colvin

**Background:** In February the Planning Commission voted to move forward with stakeholder meetings in order to gather input from the community on the revision to the Comprehensive Plan. The Planning Commission met with staff and Toby Brown from SECOG to develop a set of questions to guide the discussion and identify stakeholders. Staff developed a schedule and advertised the meeting schedule to provide as much notice and information as possible. In addition, a website was created as a communication medium for the revision process.

**Discussion:** On Monday, March 24<sup>th</sup> the Planning Commission heard from landowners, real estate agents, and rental property owners. Other individuals were present to observe and share their thoughts as well. According to the sign-in sheet, 19 people attended the meeting. On April 14<sup>th</sup>, the Planning Commission will conduct the second stakeholder meeting, which will involve public agencies in addition to the University of South Dakota staff, faculty and students. Notices and invitations were sent to the Student Government Association, USD Administration, the Vermillion School District, the Clay County Commission and the Clay County Planning and Zoning Office.

**Compliance with Comprehensive Plan:** Although not required by law, meeting with stakeholders in the community is an important component of the public input and review process for the Comprehensive Plan. The goal this evening is to gather thought on where Vermillion should be headed as it pertains to growth and development.

**Conclusion/Recommendations:** Enclosed you will find the information packet that was posted on the City website and sent to stakeholder representatives. The packet contains a background of the Comprehensive Plan, a schedule of the meetings and the questions developed by the Planning Commission to guide discussion.



# **2035 Comprehensive Plan**

Stakeholder Visioning  
and  
Community Input Sessions

Spring 2014

## Overview

In September 2013 the Vermillion Planning Commission began the process to update Vermillion's Comprehensive Plan. The Comprehensive Plan is a significant land use policy document that creates a roadmap for the future development and growth of Vermillion. Up to this point, the Planning Commission has been going through the various sections of the current plan, developing the overall goals and framework for the update to take place.

In any public planning process, it is essential to gather the input of community investors, or stakeholders – citizens, businesses, public and private organizations, service clubs and employers. These groups and individuals have all made an investment in Vermillion. Encouraging investment is the key to sound community planning. The Planning Commission will be holding a series of meetings in the coming weeks and we invite you, the stakeholders, to be a part of the discussion.

Focusing primarily on land uses, the Comprehensive Plan is a policy document that provides a long-term vision for the community and the steps that need to be taken in order to accomplish that vision. The plan strives to strengthen economic viability and encourage growth in a thoughtful and planned manner. The plan provides a realistic view of where the community is, where it wants to be and a guide for achieving the community vision.

The Comprehensive Plan serves two primary purposes:

- 1) Community Building - The Comprehensive Plan shapes the community's vision into a framework that guides policy decisions and implements the City's goals.
- 2) Legal – South Dakota law grants Cities the power to adopt zoning and subdivision regulations to regulate land uses. Comprehensive Planning sets the overall mission of planning and community development to provide a sound and logical basis for growth management.

The City of Vermillion has recognized the need to develop a completely revised plan for 2035. The direction of the 2035 plan varies greatly from the 2000-2020 plan in many ways. The 2000-2020 plan focused on infrastructure and capital improvements with an emphasis on development within the City limits. The goals have been largely completed and it is time for the vision of the community to move beyond preparing for growth, into creating opportunities for growth and community development. Significant improvements have been made to the transportation network and utility system that have increased the City's capacity to serve residents, businesses and industries now and in the future. The City has also annexed land to better position itself for residential, commercial and industrial growth. Continuation of these practices along with a plan to manage growth will ensure the City's ability to serve current and future residents.

Comprehensive planning is an evolving process that must remain flexible, acknowledging that the needs of a community change over time. A comprehensive community plan must be reviewed regularly to reinforce the community's vision and ensure implementation, which is the primary determining measure of a plan's success. An adopted comprehensive plan is a key tool used by the City Council, Planning Commission, City staff and other policy bodies to make decisions and land use, facility needs, amenities, public services, economic development and many other priorities requiring public and private investment.

## Schedule

The Vermillion Planning Commission will be holding a series of meetings to gather input from citizens, businesses and other stakeholders in the community. In order to make the sessions as productive as possible, each meeting will focus a particular group to gather input on the future of Vermillion's development and growth. As these are public meetings, all citizens are invited to participate in the process and discussions.

### March 24<sup>th</sup>, 2014

**Focus:** Landowners, real estate agencies, rental property owners/managers and the Vermillion Chamber of Commerce and Development Company

**Time:** 5:30 p.m.

**Location:** Vermillion City Hall  
City Council Chambers  
25 Center Street  
Vermillion, SD 57069

### April 14<sup>th</sup>, 2014

**Focus:** Public agencies – Clay County, Vermillion School District, University of South Dakota Administration, University of South Dakota Students and Faculty

**Time:** 5:30 p.m.

**Location:** USD Campus (TBD)

### April 28<sup>th</sup>, 2014

**Focus:** Local Businesses, Major Employers, Financial Institutions, Vermillion Chamber of Commerce and Development Company

**Time:** 5:30 p.m.

**Location:** Vermillion City Hall  
City Council Chambers  
25 Center Street  
Vermillion, SD 57069

### May 12<sup>th</sup>, 2014

**Focus:** Service Clubs, Churches, Local Non-Profit Organizations

**Time:** 5:30 p.m.

**Location:** Vermillion City Hall  
City Council Chambers  
25 Center Street  
Vermillion, SD 57069

## Format & Questions

The intent of the meetings is to gather as much community input as possible. To that end, the meetings will be casual with the opportunity for anyone to speak on the topic of land use and planning for Vermillion. The Planning Commission has provided the following questions to serve as a guide for the discussions.

- *What needs to be considered in preparing for the future of Vermillion?*
- *What are the key questions or issues that you believe are facing Vermillion in general regarding the future of development?*
- *What are the unique characteristics in Vermillion that need to be understood? (social, political, economic, environmental etc.) How could the Comprehensive Plan address these issue areas more effectively?*
- *Do you have any specific expectations about this update to the Comprehensive Plan, (i.e., any specific policy or policies you think should/should not be affected?)*
- *What type of growth would you like see for Vermillion in the future?*
- *What type of projects would you like to see Vermillion undertake with development?*
- *Does your department, board, committee, organization or company have any current or anticipated needs for expansion, improvement, or change?*
- *Do any current conditions, development policies/regulations in Vermillion impact the ability of your department, board, committee, organization or company to effectively meet your/its mission/responsibilities?*
- *What land use and development changes in Vermillion would provide a clear benefit to your department, board, committee, organization or company?*
- *What do you believe are Vermillion's principal challenges with respect to growth and development?*

All meetings are open to the public, so anyone with an interest in community planning is encouraged to attend.