



**City of Vermillion
Planning Commission Agenda**

5:30 p.m. Regular Meeting
Monday, April 28, 2014
City Hall – Large Conference Room
25 Center Street
Vermillion, SD 57069

1. Roll Call

2. Minutes

- a. April 14, 2014 Regular Meeting.

3. Adoption of the Agenda

4. Visitors To Be Heard

5. Public Hearings

- a. Zoning Ordinance Amendment – Amending Section 155.008, Definitions, and Section 155.036, GB General Business District, Providing a Definition and Regulations for Limited Production and Processing as a Conditional Use.
- b. Zoning Ordinance Amendment – Amending Section 155.032 (A), R-2 Residential District Permitted Uses, adding a provision to allow more than one (1) building per lot as a conditional use.

6. Old Business

7. New Business

- a. 2035 Comprehensive Plan Stakeholder Session – Financial institutions, local businesses and large employers.

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 April 14, 2014 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 March 24, 2014 at 5:15 p.m.

1. Roll Call

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

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

2. Minutes

a. March 24, 2014 Regular Meeting.

Moved by Tuve to approve the February 24, 2014 Regular Meeting Minutes, seconded by Gruhn. Motion carried 7-0.

3. Adoption of the Agenda

Moved by Howe to adopt the agenda as printed, seconded by Holland. Motion carried 7-0.

4. Visitors to be Heard

5. Public Hearing

6. Old Business

7. New Business

a. 2035 Comprehensive Plan Stakeholder Session - Public Agencies, University of South Dakota staff, students and faculty.

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

Kurt Hackemer, Interim Provost for USD, stated that the University struggles with candidates for jobs when it comes to affordable housing and jobs for trailing spouses. It was also stated that Bliss Pointe will address a large part of the problem with affordable housing, but more will need to be done in the future to make the town more attractive.

Kim Grieve, Dean of Students at USD, spoke on the issue of adequate and safe rental housing for students. Ms. Grieve stated that the City needs to do more to ensure rental housing is safe and attractive for students, and mentioned the possibility of USD partnering with the City to create a certification process based on inspections and records for rental properties. Roberta Ambur echoed the comments about housing for faculty and students.

Mark Froke, Superintendent of Schools for the Vermillion School District, stated that the City needs to continue to help the VCDC support local manufacturers in finding a workforce.

Steve Ward, City Alderman and USD staff member, asked if the Planning Commission has established a population goal by 2035 and felt that it is important to develop policies to get the City to that goal. Matt Fairholm asked Mr. Ward what population he would like to see Vermillion reach, with 15,000 being discussed. Steve Howe stated that it is important to get the 25 to 55-year olds to move to Vermillion.

Sharon Gray, USD staff member, stated that Vermillion is blessed to have had Hyperion pass by without being built. Ms. Gray also stated that a facility like Hyperion is the wrong kind of growth for Vermillion. Steve Howe asked Ms. Gray what the right kind of growth would be. Ms. Gray stated that businesses like Eagle Creek are a great example of what fits in Vermillion.

Kurt Hackemer stated that there are a significant percentage of students that would like to stay in Vermillion after graduating from USD, but there are few opportunities for employment.

Emily Roberson, USD student, stated that the Comprehensive Plan should address making Vermillion more bike-friendly, such as the addition of bike lanes on City streets.

Jim Wilson, Clay County Historic Preservation Commission, stated that the Comprehensive Plan needs to address historic districts in Vermillion. Mr. Wilson also stated that without a City ordinance that deals with historic preservation, there are no teeth in enforcement when properties are to be altered.

Kim Grieve stated that USD pride needs to be integrated into the community, particularly downtown.

8. Adjourn

Moved by Fairholm to adjourn, seconded by Gruhn. Motion carried 7-0.

Vice-Chairman Forseth declared the meeting adjourned at 6:45 p.m.

Planning Commission Agenda Memo

From: Andrew Colvin, Assistant City Manager

Meeting: April 28, 2014

Subject: Zoning Ordinance Amendment – Limited Production and Processing in the GB District as a Conditional Use.

Presenter: Andrew Colvin

Background: In 2011 the Planning Commission and City Council considered an ordinance to rezone a parcel of property located at 1222 W. Cherry Street from General Business to General Industrial. A business was operating at that location that did not conform to GB standards. The City Council voted against the ordinance and directed staff to come up with alternative options for allowing certain uses without rezoning. Staff developed a number of ideas to present to the City Council for discussion, but none were met with a great deal of interest to proceed with a zoning amendment. The issue was dropped and recently resurfaced with the development company, who is attempting to market to economic development prospects some older buildings in the west part of the community that would work for smaller industrial operations.

Discussion: Nate Welch and Steve Howe from the VCDC contacted staff to inquire about the possibility of allowing limited assembly and production operations in the GB District. Prior to the adoption of the 2008 Zoning Regulations, the commercial district permitted light industrial uses. When the zoning ordinance was amended, the Planning Commission and City Council felt that Cherry Street is the City's primary commercial district and is best suited for larger office, retail, and service operations. Industrial uses can potentially create noise, traffic, and other issues that may not be desirable in commercial areas of the community.

City staff worked with SECOG to develop the proposed ordinance to allow limited processing and production as a conditional use in the GB District. As a safeguard, a provision for a maximum building size is included so these types of operations don't become too large; the VCDC possesses property for larger industrial operations. Based on the definition and regulations proposed, staff feel that the proposed amendment will

not detract from the Cherry Street corridor. Additionally, the amendment will support local economic development and job growth efforts by permitting limited industrial uses in smaller, currently vacant buildings.

Compliance with Comprehensive Plan: The Comprehensive Plan encourages redevelopment, which will be permitted by this ordinance.

Conclusion/Recommendations: Nate Welch from the VCDC will be present to address the amendment and answer any specific questions about current buildings that would be affected by this ordinance. Staff would recommend approval.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF VERMILLION, SD, AMENDING THE ZONING ORDINANCE OF THE CITY OF VERMILLION BY AMENDING SECTION 155.008, DEFINITIONS, AND SECTION 155.036, GB GENERAL BUSINESS DISTRICT, PROVIDING A DEFINITION AND REGULATIONS FOR LIMITED PRODUCTION AND PROCESSING AS A CONDITIONAL USE.

BE IT ORDAINED BY THE CITY OF VERMILLION, SD:

Section 1. That Section 155.008, of the Zoning Ordinance of Vermillion, SD, is hereby amended by adding the following definition to read as follows:

LIMITED PRODUCTION/PROCESSING. Light manufacturing, fabrication, assembly, processing, packaging, research, development, or similar uses which are conducted indoors and which would not be disruptive of, or incompatible with, other office, retail, or service uses that may be in the same building or on adjacent property. Limited production/processing generally does not include industrial processing from raw materials.

Section 2. That Section 155.036, of the Zoning Ordinance of Vermillion, SD, is hereby amended by adding the following conditional use to read as follows:

Conditional Use	Applicable Standards
Limited production and processing	§§ 155.070 , 155.072 , 155.073 , 155.074 , 155.077 , 155.095(A) . Building size limited to a maximum area of 20,000 square feet.

Adopted this _____ day of _____, 2014.

John E. (Jack) Powell, Mayor

ATTEST:

Michael D. Carlson, Finance Officer

Seal

First Reading: May 19th, 2014
Second Reading: June 2nd, 2014
Publication: June 13th, 2014
Effective Date: July 3rd, 2014

Planning Commission Agenda Memo

From: Jose Dominguez, City Engineer

Meeting: April 28, 2014

Subject: Amendment to Zoning Ordinance – Amending Section 155.032 (A), R-2 Residential District Permitted Uses, adding a provision to allow more than one (1) building per lot as a conditional use.

Presenter: Jose Dominguez

Background: Several weeks ago the City received a request from a property owner along East Clark Street (between Plum and Prentis Street) to see if they could build a three unit apartment in one lot that already has a single-family dwelling. His request was denied since the current ordinance does not allow multiple buildings in one lot to be construed as multi-family.

Discussion: Currently, the R-2 zoning district does not allow for the type of development that the owner is requesting. However, the R-3 zoning district does allow it. This is due to the fact that the R-2 district functions as a step up in density, a buffer, from the less dense R-1 district to the denser R-3 district. However, there are two types of densities in play; one is a population density and another is a building density. For example, the R-2 district allows a maximum of one four-plex per lot while the same size lot the R-3 district allows up to an eight-plex (could be multiple buildings that add up to eight units). In other words, the population and building density are higher in the R-3 district as opposed to just the population density increasing in the R-2 district.

Staff recognizes that there are locations within the R-2 zoning districts that might lend themselves to have a higher building density (large lots occupied by a single house). These areas could be developed into a four-plex; which is the largest multifamily building allowed in the R-2 district. The development could occur in two ways; one, the house is demolished and a new four-plex is constructed, or, secondly, the house is saved and a separate three-plex is built on the lot. The proposed amendment would allow the developer to request a conditional use permit for the higher building density on one lot.

This would allow the City's Planning Commission an opportunity to verify that the proposed development matches what the comprehensive plan intended for that particular part of the City.

Compliance with Comprehensive Plan: The proposed amendment has the potential to encourage redevelopment and flexibility by increasing the building density.

Conclusion/Recommendations: Since the proposed amendment does have the potential to negatively impact some single family neighborhoods, staff have a few concerns with the proposed amendment. However, there are a number of lots in the community that are large and could accommodate an additional structure. Nevertheless, the conditional use permit process does provide an opportunity for neighbors to comment on any projects of this type. Staff is asking the Planning Commission to review and make a recommendation on the amendment to the City Council. The City Council is scheduled to have first reading of the ordinance on May 5.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF VERMILLION, SD, AMENDING THE ZONING ORDINANCE OF THE CITY OF VERMILLION BY AMENDING SECTION 155.032 (A), R-2 RESIDENTIAL DISTRICT, ADDING A PROVISION TO ALLOW MORE THAN ONE (1) BUILDING PER LOT AS A CONDITIONAL USE.

BE IT ORDAINED BY THE CITY OF VERMILLION, SD:

Section 1. That Section 155.032 (A), of the Zoning Ordinance of Vermillion, SD, is hereby amended by adding the following:

§ 155.032 R-2 RESIDENTIAL DISTRICT.

(A) *Permitted uses.* The purpose of this district is to provide for certain low to medium density residential areas in the city now developed primarily with single-family, 2-family, and multiple-family dwellings.

<i>Permitted Use</i>	<i>Applicable Standards</i>
Single-family detached dwellings	§§ 155.070, 155.072, 155.076, 155.077
Single-family attached (townhouses) dwellings	§§ 155.070, 155.072, 155.076, 155.077
Multiple-family (apartments and condominiums) dwellings (up to 4 dwellings) (see Note #1)	§§ 155.070, 155.072, 155.076, 155.077
Two-family attached (duplex) dwellings	§§ 155.070 , 155.072, 155.076, 155.077
Boarding and lodging house	§§ 155.070, 155.072, 155.077
Fraternities and sororities	§§ 155.070, 155.072, 155.077
Churches	All parking lots being 8 feet from all residential properties. §§ 155.070, 155.072, 155.077
Libraries	All parking lots being 8 feet from all residential properties. §§ 155.070, 155.072, 155.077
Schools	All parking lots being 8 feet from all residential properties. One of the principle frontages shall abut upon an arterial or collector street as defined by the city's major street plan map. §§ 155.070, 155.072, 155.077
Public park areas	§ 155.070
Golf course	§§ 155.070, 155.072
Hospital clinic	§§ 155.070, 155.072, 155.073, 155.077
Private club/lodge	§§ 155.070, 155.072, 155.073, 155.077

Electrical substation	An opaque screen, 6 feet in height, located at all setback lines. §§ 155.070, 155.077
Group day care	A safe pickup and drop off area must be provided for the children. All applicable dwelling standards apply.
Neighborhood utilities	§ 155.070
Group home	Structure must be a single housekeeping unit. Applicant must provide copy of state agency license. All applicable dwelling standards apply.
Railroad right-of-way	Including a strip of land with tracks and auxiliary facilities for track operation, but not including passenger stations, freight terminals, switching and classification yards, repair shops, roundhouses, power houses, interlocking towers, and fueling, sanding and watering stations.
Accessory structure (such as, garage, shed)	§§ 155.071, 155.082(A) (see definition)

Note #1: More than one building on a lot may be permitted upon approval of a Conditional Use permit, so long as the density does not exceed four dwellings.

Adopted this _____ day of _____, 2014.

John E. (Jack) Powell, Mayor

ATTEST:

Michael D. Carlson, Finance Officer

Seal

First Reading: May 5th, 2014
Second Reading: May 19th, 2014
Publication: May 30th, 2014

Effective Date: June 20th, 2014

Planning Commission Agenda Memo

From: Andrew Colvin, Assistant City Manager

Meeting: April 28, 2014

Subject: Stakeholder meeting #3 – Local businesses, major employers and financial institutions

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.

Discussion: On Monday, March 24, 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, the Planning Commission held the second stakeholder meeting, which involved public agencies in addition to the University of South Dakota staff, faculty and students. According to the sign-in sheet, 13 people attended. The meeting on April 28th will cover local businesses, major employers and financial institutions. Letters were sent to financial institutions and the top 10 large employers. The business community was notified via the Chamber of Commerce email list.

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 for the evening is to gather thoughts 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.