

Unapproved Minutes

Vermillion Planning and Zoning Commission

Monday, June 12, 2023 Regular Planning and Zoning Commission Meeting

The regular meeting of the Vermillion Planning and Zoning Commission was called to order in the Powell Conference Room at City Hall on June 12, 2023 at 5:30 p.m.

1. Roll Call

City Planning and Zoning Commissioners Present: Wilson, O'Kelley, Fairholm, Fitzgerald, Tuve, Forseth, Steele (5:31 p.m.), Heggstad,  
City Planning and Zoning Commissioners Absent: Merrigan  
City Staff present: José Domínguez, City Engineer; Kalin Bird, Building Official; Jack Baustian, Asst. to the City Manager

2. Minutes

a. May 22, 2023 Joint Planning and Zoning Commission Meeting.

Fitzgerald stated that she was not the person that made the motion for item 6.a. Heggstad stated that she was responsible for the motion.

Moved by Commissioner Fitzgerald to adopt the May 22<sup>nd</sup> meeting minutes as corrected, seconded by O'Kelley. Motion carried 8-0.

3. Declaration of Conflict of Interest

Forseth noted that he owns investment property in lower Vermillion.

4. Adoption of the Agenda

Moved by Tuve to adopt the agenda as published, seconded by Wilson. Motion carried 8-0.

5. Visitors to be Heard

None

6. Public Hearings

None

7. Old Business

None.

8. New Business

a. Final Plat of Lot 8A and 8B, Block 7, Erickson Addition, City of Vermillion, Clay County, South Dakota.

Baustian presented to the Commission the agenda memo from the City's Planning and Zoning Commission packet. Baustian explained that the plat would split the existing Lot 8 into two lots. Lot 8B would contain the existing building and parking lot, while Lot 8A would be available for future development. Baustian also stated that the plat meets all the ordinance requirements except the fact that a utility easement is not being dedicated along the shared property line. Baustian recommended that the Commission recommend the Council approve the plat as submitted.

Discussion followed.

Moved by Tuve that the Council approve the plat as submitted, seconded by O'Kelley. Motion carried 8-0.

- b. Discussion on Boundary for the Joint Jurisdiction Zoning Area to Give Direction to Committee Working with Clay County on Amendments to the JJZA Comprehensive Plan.

Dominguez stated that at the May 4<sup>th</sup> meeting the Commission directed Staff and the delegates on possible amendments to the JJZA boundary. Dominguez reminded the Commission that the direction given at the May 4<sup>th</sup> meeting was that the new boundary should not be reduced in area, and that the boundary should be increase by an area equal to the annexations. The delegates met with the County delegates on May 25<sup>th</sup> to discuss possible changes to the boundary. Dominguez further explained that at the conclusion of the joint meeting, a boundary reducing the total area of the JJZA was tentatively agreed on. Dominguez stated that the current boundary is roughly 13,460-acres, while the one discussed was approximately 11,950-acres. Dominguez asked for further direction since the area of the discussed boundary was less than the current boundary.

Discussion followed.

The Commission recommended that the current boundary be used; however, the boundary should be increased to account for the areas annexed into the City. The Commission further directed the delegates that at no point should the new boundary be smaller than the existing boundary.

#### 9. Staff Report

Dominguez updated the Commission on the following projects: slurry seal, chip seal, miscellaneous concrete, and the Munger development.

Bird updated the Commission on the following building permits: Goodwill and Les Schwab.

#### 10. Adjourn

Moved by Fairholm to adjourn, seconded by Steele. Motion carried 8-0, Forseth declared the meeting adjourned at 6:05 p.m.