

MINUTES
ABERDEEN CITY PLANNING COMMISSION
March 18, 2014

The City Planning Commission was called to order by Chairman Mike Jung. Members present at roll call were Kezar, Lien, Jung, Johnson, Rivett, and Papousek. Woodward was absent. Also present were Brett Bill, Planning & Zoning Director, Ken Hubbard, City Planner, Chris Witzel, City Planner, Chad Nilson, Building Inspector, and Paula Nelson Planning Commission Secretary.

Johnson moved and Papousek seconded to approve the minutes of February 18, 2014, all members voting aye, the motion carried.

There being no old business Chairman Jung began with new business as follows:

- 1) A preliminary and final plat described as “Plat of Central Villas First Addition to Aberdeen in the West ½ of NE ¼ of Section 30, T123N-R63W of the 5th P.M., Brown County, South Dakota,” (a.k.a. 1813, 1821, 1907, & 1925 Merton St S) was submitted by Housing and Redevelopment Commission of the City of Aberdeen. Ken Hubbard stated that the petitioner is requesting this preliminary and final plat in order to combine four adjacent parcels with the intention of constructing a multi-family housing development. Following discussion Kezar moved and Lien seconded to approve, all members voting aye, the motion carried.
- 2) A petition from (I-2) Unrestricted Industrial District and (R-3) High Density Residential District to (I-2) Unrestricted Industrial District for property described as “Lot 1, UPS Addition to Aberdeen, in the NW ¼ of Section 24, T123N-R64W, Brown County, South Dakota,” (a.k.a. 932 Fourth St S) was submitted by UPS and BTOH, LLC. Ken Hubbard stated that on July 11, 2013, the Aberdeen Board of Zoning Adjustment granted a setback variance to construct an addition to the existing UPS facility. At this time the zoning board stipulated that the two properties owned by UPS be platted into one parcel. A portion of this property was found to be zoned (R-3) High Density Residential, thus a petition to rezone is necessary to eliminate the split zoning of the newly platted property. Following discussion Papousek moved and Rivett seconded, all members voting aye, the motion carried.
- 3) A petition to rezone from (C-2) Highway Commercial District to (R-3) High Density Residential District for property described as “Lot 379 and the South 17’ of Lot 380, Morning Heights Addition,” (a.k.a. 615 Merton St S) was submitted by Craig and Colleen Trego. Ken Hubbard stated that the applicant is requesting this petition to rezone in order to bring the zoning designation into compliance with the current use of the property as a single family residence. The applicant has filed this petition in order to facilitate the sale and financing of the property. Following discussion Johnson moved and Rivett seconded to approve, all members voting aye, the motion carried.

- 4) A petition to rezone from (C-3/R-4) Central Business District/Special Density Residential District to (R-3) High Density Residential District for property described as “The South 50’ of Lots 1-2, Block 40, Second Addition to Aberdeen, Brown County, South Dakota,” (a.k.a. 610 Washington St S) was submitted by Terry Jordre, for the estate of Audrey Smith. Ken Hubbard stated that the applicant is requesting this petition to rezone in order to bring the zoning designation into compliance with the current use of the property as a single family residence. The applicant has filed this petition in order to facilitate the sale and financing of the property. Following discussion Papousek moved and Kezar seconded to approve, all members voting aye, the motion carried.
- 5) A petition to construct a new retail and mini-storage facility in a (C-1) Neighborhood Commercial District for property described as “Lot 1, T&S Jones Consolidation Subdivision in Aberdeen, South Dakota,” (a.k.a. 1122 Main St S) was submitted by Sarah Jones. Sarah Jones and Terry Dohn were present to represent the property. Ken Hubbard stated that the petitioner is requesting to permit the construction of retail and mini-storage facilities in a (C-1) Neighborhood Commercial District, which requires prior approval from the Planning Commission. Mini-storage facilities are not a permitted use or special exception in this district, therefore, the applicant will also need to appeal the city zoning ordinance to the Board of Zoning Adjustment. In addition, the plan will require at least one setback variance in order to construct the building that they are requesting. The applicant has not provided a full site plan of the property including parking, setbacks, landscaping and other requirements which are required to be provided to the Planning Commission by city ordinance. Following discussion Kezar moved and Rivett seconded to deny. Following further discussion Papousek moved and Rivett seconded to postpone definitely until April 15, 2014. Upon roll call, all members voting aye, the motion carried.
- 6) Permission to replace a wall sign in an (I-1) Industrial Park District for property described as “Lot 3, Safeguard/ADC Subdivision in the NE ¼ of Section 17, T123N-R63W of the 5th P.M., Aberdeen, Brown County, South Dakota,” (a.k.a. 2914 Industrial Ave NE) was submitted by Hub City, Inc. Ken Hubbard stated that the petitioner is requesting to replace an existing wall sign in the Industrial Park District, which requires preapproval by the Planning Commission. Following discussion Kezar moved and Johnson seconded to approve, all members voting aye, the motion carried.
- 7) A preliminary and final plat described as “Plat of Heritage Estates Addition to the City of Aberdeen, in the SW ¼ of Section 7, T123N-R63W of the 5th P.M., Brown County, South Dakota,” (a.k.a. 821 Kettering St N) was submitted by Frost Development, Inc. Chris Frost and Attorney Jay Gellhaus were present to represent the property. Ken Hubbard stated that the petitioner is requesting this preliminary and final plat in order to create 28 lots for single family residential construction and one lot to provide for storm water retention in the development. Following discussion Johnson moved and Papousek seconded to approve with the stipulation that a secondary means of ingress and egress to the subdivision is planned and approved prior to filing the plat with the register of deeds office. Upon roll call, all members voting aye, the motion carried.

- 8) Tax Increment Finance District No. 21 was submitted by Frost Development, Inc. Chis Frost and Attorney Jay Gellhaus were present to represent the property. Ken Hubbard stated that the petitioners are requesting this Tax Increment Finance District (TIF) with the intention of creating a new subdivision suited for single family home construction. The purpose of the TIF request is to fund the necessary installation of water, sewer, curb and gutter, asphalt streets and sidewalks. These improvements will serve a residential development consisting of 28 lots for proposed construction of new single family homes. Each lot will have the required curb, gutter, street, sidewalk, landscaping, as well as water, sewer and all other city utilities. This TIF project plan has been previously reviewed by the City Finance Officer and has been given his tentative approval. The TIF #21 Project Plan proposal appears to meet the requirements set forth by South Dakota Codified Law. Following discussion Papousek moved and Lien seconded to approve with the stipulation that a secondary point of ingress/egress shall be planned and the appropriate cost included in the project plan prior to final approval by the city council. Upon roll call, all members voting aye, the motion carried.

There being no further business before the Commission, Kezar moved and Johnson seconded to adjourn the meeting.

Submitted by,

Paula Nelson
Planning Commission Secretary