

**HARRISBURG PLANNING COMMISSION
DRAFT MINUTES OF THE REGULAR MEETING OF AUGUST 14, 2018
HELD AT 6:00 P.M. IN THE CITY HALL CONFERENCE ROOM**

CALL TO ORDER

Vice-Chairman Tank called the meeting to order at 6:00 p.m. Present were Commission members Bergsmith, Groen, McKeown, Schipper, and Tank as well as Council member Berg, McMahon, Brown, and four guests.

APPROVAL OF AGENDA

1. To approve the agenda for the August 14, 2018 regular meeting.

Bergsmith moved, with Schipper seconding, to approve the agenda as presented. The motion was approved by a unanimous vote.

OLD BUSINESS

2. Approval of the minutes of the Commission meeting of July 10, 2018.

Bergsmith moved, with McKeown seconding, to approve the minutes as presented. The motion was approved by a unanimous vote.

NEW BUSINESS

3. Recommendation to City Council on a Petition for Voluntary Annexation for the NE $\frac{1}{4}$ NE $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 12, T99N, R50W, 5th P.M., Lincoln County, South Dakota.

Jon Brown presented information on this annexation request. McKeown moved, with Schipper seconding, to recommend to the City Council that this annexation be approved as proposed. The motion was approved by a unanimous vote.

4. Recommendation to City Council on a Petition for Voluntary Annexation for the E $\frac{1}{2}$ SE $\frac{1}{4}$ of Section 26, T100N, R50W, 5th P.M., Lincoln County, SD except the south 530' and except the east 30 rods of the north 10 $\frac{2}{3}$ rods (2 acres) thereof.

Doug Allen was present to describe his proposed development and request approval of the annexation of his property. Schipper moved, with Groen seconding, to recommend to the City Council that this annexation be approved as presented. The motion was approved by a unanimous vote.

5. Review and recommendation to the City Council on the Plat and Pre-Annexation Agreement of Tract 1 of Hensch Addition, located in the NE $\frac{1}{4}$ of Section 33, T100N, R50W, 5th P.M., Lincoln County, SD.

McMahon presented information on this plat. Schipper moved, with McKeown seconding, to approve this plat and to recommend to the City Council that this plat and pre-annexation agreement be approved as submitted. The motion was approved by a unanimous vote.

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6. Review and recommendation to the City Council on the Plat and Pre-Annexation Agreement of Tracts 1 and 2 of CKC Addition, located in the NW¼ of Section 16, T99N, R49W, 5th P.M., Lincoln County, SD.

Carol Hamburg was present to discuss this plat and pre-annexation agreement. McKeown moved, with Schipper seconding, to approve this plat and to recommend to the City Council that this plat and pre-annexation agreement be approved. The motion was approved by a unanimous vote.

7. Sign Permit Application by CustomEyz Signs LLC to install an electronic freestanding sign at 120 N. Cliff Avenue (Lot 4 of Block 11 of the Devitt Farm Addition).

Mike VanderHull from CustomEyz Signs was present to discuss this application. The Commission extensively discussed the City's Sign Regulations with Mike. Groen moved, with Bergsmith seconding, to approve this Sign Permit. The motion was approved by a unanimous vote.

8. Application to Keep Chickens by Kari Hoffman at 508 Augustana Avenue (Lot 8 of Block 4 of Harrisburg Homesites Addition).

McKeown moved, with Groen seconding, to approve this Application. The motion was approved by a unanimous vote.

9. Recommendation to the City Council on establishment of a Sign Permit Application Fee.

The Commission reached a consensus to wait to make this recommendation until they have an opportunity to make several revisions to the City's Sign Regulations before deciding the amount of a Sign Permit Application Fee.

10. Report on Arterial Street Improvements Committee meetings.

McMahon distributed a written report and briefly discussed the research that staff is working on before the next Committee meeting.

GUEST INPUT

Craig Floyd was present to express his concerns about the petting zoo and the lack of sidewalks and required landscaping at the Air Madness property in the Industrial Park Addition.

ADMINISTRATIVE REPORTS AND COMMISSION INPUT

11. Building and development activity reports for July, 2018.

McMahon reviewed the reports with the Commission as well as plat filed in July.

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ADJOURNMENT

Bergsmith moved, with Groen seconding, to adjourn. The motion was approved by a unanimous vote. The Commission meeting adjourned at 7:10 p.m.

Respectfully submitted,

Michael McMahon
Planning & Zoning Administrator