

City of Harrisburg Planning Commission
Draft Meeting Minutes for April 8, 2025, Meeting at 6:00 P.M.
Heritage Board Room
200 E. Willow Street, Harrisburg, SD

Call to Order and Roll Call

The regular meeting of the City of Harrisburg Planning Commission was called to order by Chairperson Bicknase at 6:00 p.m. on April 8, 2025. Commissioners Collin McKenzie, Rob Doyen, Jason Schipper, Matthew Irish, Jim Nielsen, and Chairperson Bruce Bicknase were present. Chad Huwe and Jen Cleveland were present on behalf of City Planning & Zoning, City Alderman Chris Kindt, City Alderman Pete Wodzinski and Deputy City Administrator Heath VonEye were also present. Public present were Bryce Healy with HEDC, Brian & Candace Eich, Nick Gustafson, Jason & Amanda Seykora, Mike Schlapkohl, Kyle Kelly, and Vickie Semmler.

Approval of Agenda

Chairperson Bicknase asked if there were any changes to the meeting agenda. Public Hearing item #7 and New Business items #7 and #8 were removed from the agenda. A motion was made by Commissioner Irish, seconded by Commissioner Nielsen, to approve the agenda with those revisions. A voice vote was taken. Yeas: McKenzie, Doyen, Schipper, Irish, Nielsen, Bicknase. Nays: None. Motion carried 6-0.

Approval of the Meeting Minutes

1. Approve the draft minutes of the March 11, 2025 meeting.

Chairperson Bicknase asked if there were any changes to the draft meeting minutes for March 11, 2025. No corrections were presented. A motion was made by Commissioner Nielsen, seconded by Commissioner McKenzie, to approve the meeting minutes. A voice vote was taken. Yeas: McKenzie, Doyen, Schipper, Irish, Nielsen, Bicknase. Nays: None. Motion carried 6-0.

Old Business

No old business was discussed.

Public Comment on Non-Agenda Items

No public comment was heard.

Public Hearings

1. A public hearing has been scheduled for 6:00 p.m. or shortly thereafter to accept public input regarding an application for an amendment to a Conditional Use Permit for an off-premises digital sign at 27249 SD Highway 115. (Cyclops Media)

Chairperson Bicknase opened the public hearing at 6:02 p.m. No public comment was received.

2. A public hearing has been scheduled for 6:00 p.m. or shortly thereafter to accept public input regarding a Conditional Use Permit application to allow a contractor shop(s) on the property legally described as Lot 5, Block 3, Flatiron Crossing Addition, 935 Flatiron Avenue, Parcel # 271.28.03.005 (RGDC, LLC).

Chairperson Bicknase opened the public hearing at 6:02 p.m. No public comment was received.

City of Harrisburg Planning Commission
Draft Meeting Minutes for April 8, 2025, Meeting at 6:00 P.M.
Heritage Board Room
200 E. Willow Street, Harrisburg, SD

3. A public hearing has been scheduled for 6:00 p.m. or shortly thereafter to accept public input regarding a Conditional Use Permit application to allow a contractor shop(s) on the property legally described as Lot 3, Block 3, Flatiron Crossing Addition, 919 Flatiron Avenue, Parcel # 271.28.03.003 (Grand Vision Homes).
Chairperson Bicknase opened the public hearing at 6:02 p.m. No public comment was received.
4. A public hearing has been scheduled for 6:00 p.m. or shortly thereafter to accept public input regarding a Conditional Use Permit application to allow a contractor shop(s) on the property legally described as Lot 4, Block 3, Flatiron Crossing Addition, 927 Flatiron Avenue, Parcel # 271.28.03.004 (Voegeli Construction).
Chairperson Bicknase opened the public hearing at 6:02 p.m. No public comment was received.
5. A public hearing has been scheduled for 6:00 p.m. or shortly thereafter to accept public input regarding a Conditional Use Permit application to allow a contractor shop(s) on the property legally described as Lot 6, Block 3, Flatiron Crossing Addition, 943 Flatiron Avenue, Parcel # 271.28.03.006 (Brian Eich Plumbing).
Chairperson Bicknase opened the public hearing at 6:03 p.m. No public comment was received.
6. A public hearing has been scheduled for 6:00 p.m. or shortly thereafter to accept public input regarding amendments to Section 3.5 of the City of Harrisburg Zoning Regulations.
Chairperson Bicknase opened the public hearing at 6:03 p.m. No public comment was received.
7. A public hearing has been scheduled for 6:00 p.m. or shortly thereafter to accept public input regarding amendments Amendment to the Comprehensive Plan Future Land Use Map.
Chairperson Bicknase opened the public hearing at 6:03 p.m. No public comment was received, therefore, he closed the public hearings at 6:03 p.m.

New Business

1. Review for approval an application for an amendment to a Conditional Use Permit for an off-premises digital sign at 27249 SD Highway 115. (Cyclops Media)
Eric Sivertsen presented his request for amendment to his previously approved conditional use permit to increase the allowed sign size to a 10' x 36' sign (total 360 square feet). Chad Huwe presented the staff report and staff recommended conditions for approval. Heath VonEye commented that staff is working on amendments to the zoning regulations regarding signs to include language in line with the recommended conditions to be brought forth at a future meeting.
A motion was made by Commissioner Doyen, seconded by Commissioner Nielsen, to approve the amendment to the conditional use permit allowing the sign area to be increased to the requested 10' x 36' with the following conditions:
 1. The sign shall not be located within 600' of any other off-premises freestanding sign.

City of Harrisburg Planning Commission
Draft Meeting Minutes for April 8, 2025, Meeting at 6:00 P.M.
Heritage Board Room
200 E. Willow Street, Harrisburg, SD

2. The sign height shall not exceed 40'.
3. The sign shall be located at least 10' from all property lines.
4. Light from the sign shall be shielded, shaded, or directed so that the light intensity shall not adversely affect surrounding or facing premises or safe vision of operators of vehicles on public or private roads.
5. All digital or electrical message boards shall be equipped with automatic dimming controls that automatically adjust the sign brightness in direct correlation with the ambient light conditions.
6. Electrical message boards shall be static. The frequency of message change shall be not less than six second intervals.
7. Animation, blinking, or flashing lights are prohibited.

A voice vote was taken. Yeas: McKenzie, Doyen, Irish, Nielsen, Bicknase. Nays: Schipper. Motion carried 5-1.

2. Review for approval a Conditional Use Permit application to allow a contractor shop(s) on the property legally described as Lot 5, Block 3, Flatiron Crossing Addition, 935 Flatiron Avenue, Parcel # 271.28.03.005 (RGDC, LLC).

Chad Huwe presented a summary of the application and staff report. Jason Seykora was present to speak and answer questions from the Planning Commission.

Commissioner Doyen, seconded by Commissioner Schipper, made a motion to approve the conditional use permit with the following conditions:

1. All outdoor storage shall be screened from view with opaque security fencing a minimum of six feet in height. No outdoor storage shall be allowed in the required front yard.
2. All junk, debris, and other discarded materials shall be promptly removed from the site.
3. Architectural design of structure(s) to be approved by the Planning and Zoning Administrator in conjunction with the building permit.
4. On-site lighting shall not shine or glare onto the adjacent properties or public right-of-way.
5. All parking, loading, maneuvering, and drive areas shall be hard surfaced with asphalt or concrete.
6. Contractor shops shall not be used for dwelling units or purposes.

A voice vote was taken. Yeas: McKenzie, Doyen, Schipper, Irish, Nielsen, Bicknase. Nays: None. Motion carried 6-0.

3. Review for approval a Conditional Use Permit application to allow a contractor shop(s) on the property legally described as Lot 3, Block 3, Flatiron Crossing Addition, 919 Flatiron Avenue, Parcel # 271.28.03.003 (Grand Vision Homes).

Chad Huwe presented a summary of the application and staff report. Mike Schlapkohl was present to speak and answer questions from the Planning Commission.

Commissioner Irish, seconded by Commissioner Nielsen, made a motion to approve the conditional use permit with the following conditions:

1. All outdoor storage shall be screened from view with opaque security fencing a minimum of six feet in height. No outdoor storage shall be allowed in the required front yard.

City of Harrisburg Planning Commission
Draft Meeting Minutes for April 8, 2025, Meeting at 6:00 P.M.
Heritage Board Room
200 E. Willow Street, Harrisburg, SD

2. All junk, debris, and other discarded materials shall be promptly removed from the site.
3. Architectural design of structure(s) to be approved by the Planning and Zoning Administrator in conjunction with the building permit.
4. On-site lighting shall not shine or glare onto the adjacent properties or public right-of-way.
5. All parking, loading, maneuvering, and drive areas shall be hard surfaced with asphalt or concrete.
6. Contractor shops shall not be used for dwelling units or purposes.

A voice vote was taken. Yeas: McKenzie, Doyen, Schipper, Irish, Nielsen, Bicknase. Nays: None. Motion carried 6-0.

4. Review for approval a Conditional Use Permit application to allow a contractor shop(s) on the property legally described as Lot 4, Block 3, Flatiron Crossing Addition, 927 Flatiron Avenue, Parcel # 271.28.03.004 (Voegeli Construction).

Chad Huwe presented a summary of the application and staff report. Chris Voegeli was present to speak and answer questions from the Planning Commission.

Commissioner Irish, seconded by Commissioner McKenzie, made a motion to approve the conditional use permit with the following conditions:

1. All outdoor storage shall be screened from view with opaque security fencing a minimum of six feet in height. No outdoor storage shall be allowed in the required front yard.
2. All junk, debris, and other discarded materials shall be promptly removed from the site.
3. Architectural design of structure(s) to be approved by the Planning and Zoning Administrator in conjunction with the building permit.
4. On-site lighting shall not shine or glare onto the adjacent properties or public right-of-way.
5. All parking, loading, maneuvering, and drive areas shall be hard surfaced with asphalt or concrete.
6. Contractor shops shall not be used for dwelling units or purposes.

A voice vote was taken. Yeas: McKenzie, Doyen, Schipper, Irish, Nielsen, Bicknase. Nays: None. Motion carried 6-0.

5. Review for approval a Conditional Use Permit application to allow a contractor shop(s) on the property legally described as Lot 6, Block 3, Flatiron Crossing Addition, 943 Flatiron Avenue, Parcel # 271.28.03.006 (Brian Eich Plumbing).

Chad Huwe presented a summary of the application and staff report. Brian Eich was present to speak and answer questions from the Planning Commission.

Commissioner Doyen, seconded by Commissioner Irish, made a motion to approve the conditional use permit with the following conditions:

1. All outdoor storage shall be screened from view with opaque security fencing a minimum of six feet in height. No outdoor storage shall be allowed in the required front yard.
2. All junk, debris, and other discarded materials shall be promptly removed from the site.

City of Harrisburg Planning Commission
Draft Meeting Minutes for April 8, 2025, Meeting at 6:00 P.M.
Heritage Board Room
200 E. Willow Street, Harrisburg, SD

3. Architectural design of structure(s) to be approved by the Planning and Zoning Administrator in conjunction with the building permit.
4. On-site lighting shall not shine or glare onto the adjacent properties or public right-of-way.
5. All parking, loading, maneuvering, and drive areas shall be hard surfaced with asphalt or concrete.
6. Contractor shops shall not be used for dwelling units or purposes.

A voice vote was taken. Yeas: McKenzie, Doyen, Schipper, Irish, Nielsen, Bicknase. Nays: None. Motion carried 6-0.

6. Review and recommendation to City Council amendments to Section 3.5 of the City of Harrisburg Zoning Regulations.
Chad Huwe presented the proposed changes to Section 3.5 R-2 Low Density Residential lot area and setback requirements. Heath VonEye and Alderman Kindt spoke. Discussion was had regarding limiting the density of condensed housing units in a new development. A motion was made by Commissioner Doyen, seconded by Commissioner Irish to recommend approval to City Council. A voice vote was taken. Yeas: McKenzie, Doyen, Schipper, Irish, Nielsen, Bicknase. Nays: None. Motion carried 6-0.
7. Review and recommendation to City Council regarding amendments to the Comprehensive Plan Future Land Use Map.
Item was removed from the agenda.
8. Review and recommendation to City Council the Preliminary Plan for Artesa Addition of the NW1/4, except Tract A in the SW1/4 of the NW1/4, and the SW1/4 except Tract 1 of Oppold Addition, all in Section 28, Township 100 North, Range 50 West of Lincoln County.
Item was removed from the agenda.
9. Review and recommendation to City Council the petitioned annexation of the NW1/4, except Tract A in the SW1/4 of the NW1/4, and the SW1/4 except Tract 1 of Oppold Addition, all in Section 28, Township 100 North, Range 50 West and a portion of Tract 1 of Oppold Addition in Section 28, Township 100 North, Range 50 West all of Lincoln County.
Chad Huwe presented a summary of the petition and staff report. Kyle Kelly was present on behalf of Artesa, LLC, to speak and answer questions from the Planning Commission. Heath VonEye spoke outlining the development process.
A motion was made by Commissioner Schipper, seconded by Commissioner Nielsen, to recommend approval of the petition for annexation to City Council. A voice vote was taken. Yeas: McKenzie, Doyen, Schipper, Irish, Nielsen, Bicknase. Nays: None. Motion carried 6-0.

Administrative Reports and Commission Input

1. Commission input.
Commissioner Nielsen prompted discussion regarding the Planning Commission agenda format.

City of Harrisburg Planning Commission
Draft Meeting Minutes for April 8, 2025, Meeting at 6:00 P.M.
Heritage Board Room
200 E. Willow Street, Harrisburg, SD

2. Building permit reports for March 2025.

Jen Cleveland provided a brief summary of the building permit reports.

3. Plats filed in March 2025

- Tracts 1, 2, 3, and 4 of Dakota Farms Addition

Adjournment

A motion to adjourn was made at 7:10 p.m. by Commissioner Doyen, seconded by Commissioner Schipper. A voice vote was taken. Yeas: McKenzie, Doyen, Schipper, Irish, Nielsen, Bicknase. Nays: None. Motion carried 6-0.