

**Proposed Agenda  
WATERTOWN CITY PLAN COMMISSION  
City Council Chambers  
23 Second Street NE**

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**Thursday, January 18<sup>th</sup>, 2018**

**4:15 pm**  
(Immediately following the  
Board of Adjustment Meeting)

Call to Order

Roll Call

1. Approval of Agenda
2. Approval of Minutes from the January 4<sup>th</sup>, 2018 meeting
3. Plat of River Ridge Park Addition – *Postponed at January 4<sup>th</sup>, 2018 meeting*
4. New Business
  - a. Meeting Procedures & Due Process Communications Training (Cont.)—Luke Muller
5. Old Business
6. Executive Session
7. Motion to Adjourn

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**COMMISSION MEMBERS:**

Please notify Lori at 882-6202 X 3549 or email: [lmarscheider@watertownsd.us](mailto:lmarscheider@watertownsd.us)  
as soon as possible upon receipt of this Agenda if you will **not** be able to attend the meeting.

**OFFICIAL PROCEEDINGS  
PLAN COMMISSION  
CITY OF WATERTOWN, SD**

**January 4<sup>th</sup>, 2018**

Members Present: Kays, Culhane, Hanson, Olson, Stein

Absent: Stonebarger, Dahle

Also Present: Mayor Caron, Shane Waterman, Jill Steiner, Pete Boyle, Brandi Hanten, Mark Meier

**Approval of Agenda:**

Motion was made by Olson and seconded by Culhane to approve the agenda.

**Approval of Minutes from the January 4<sup>th</sup>, 2018 meeting:**

Motion was made by Olson and seconded by Culhane to approve the agenda. Motion carried unanimously.

**Plat of River Ridge Park Addition**

Brandi Hanten, Urban Planner, introduced the background to the proposed plat. Greg Hoftiezer is the applicant and acting agent for High Plains Development Corporation, Inc. and the owner of the property. The Park Board met and approved the park proposals presented by High Plains Development Corp. on April 25<sup>th</sup>, 2017. In a letter of assurance, Greg Hoftiezer guaranteed to plat and dedicate to the City of Watertown, SD the ~8.62 acre park area. This plat is following through with that agreement. The letter of assurance was also presented and accepted at the June 8<sup>th</sup>, 2017 Plan Commission meeting.

The area encompassed within the Plat of River Ridge Park Addition is currently zoned A-1 Agricultural District and will remain within that zoning designation. The plat will also formally dedicate the land to the City of Watertown as well as the public right-of-way extending to the centerline of 26<sup>th</sup> Ave N. Hanten noted that after discussion with the developer about infrastructure improvements to the right of ways that would be dedicated per this plat, staff recommended Plan Commission table the item until more details are worked out before the plat and development agreement would be heard by City Council.

Stein asked what the issues were that arose with this plat. Hanten informed the board the Plat of River Ridge Park Addition has some challenges because it is not adjacent to other subdivided portions of the development creating an access issue, has a large expanse of right of way that would require improvements to City standards, and the prior assurance to dedicate such park land to the City by December 31<sup>st</sup>, 2017. Kays asked what the past policy of the City has been for the dedication of parks and infrastructure improvements. Hanten informed that the infrastructure improvements are solely on the developer to be completed or a development agreement signed before the recording of a plat with right of way dedication to the City. Kays also asked what the current policy is for the City for annexations next to townships or county roads and only taking half streets. Kays suggested that in going forward, the City should consider annexing the entire right of way to avoid improving half streets during development as well as maintenance confusion. Sarah Caron, Mayor, explained that in the past the City has tried to annex the full width whenever it is possible. Caron agreed that annexing the entire right of way is the best policy so that there is no confusion on who's responsible for the right of way. Kays asked if that policy had been explored on 26<sup>th</sup> Ave. Shane Waterman, City Engineer, explained that there are H lots involved with the right of way of 26<sup>th</sup> Ave. that the City has recently acquired from the DOT after the North Bypass project has been postponed. Waterman explained the direction for going forward in which the developer will have to explore other, more feasible options, for the park. If a better option is found, the Park & Recreation Board would have to approve the new park location with an updated preliminary plan being brought to the Plan Commission. Kays made a motion to postpone Resolution 2018-01 until the next scheduled meeting, seconded by Culhane. Motion carried unanimously.

**OFFICIAL PROCEEDINGS  
PLAN COMMISSION  
CITY OF WATERTOWN, SD**

**January 4<sup>th</sup>, 2018**

**New Business**

Hanten gave the Plan Commission an update on where staff is on the request to explore adding Resorts as a conditional use to the R-1 Single Family District. Staff has formed a list for the subcommittee and plans to be in contact with them to discuss draft language for the ordinance amendment.

Luke Muller, Senior Planner, 1<sup>st</sup> District Association of Local Governments, gave a presentation related to Board of Adjustment procedure.

**Old Business:**

Hanten gave an update on Pheasant Lane and that staff sent letters to property owners adjacent to Pheasant Lane before the holidays and are gathering that information as it received to see if there is a general consensus with intentions on property use that can be moved forward.

**Executive Session:**

Not held

Motion to adjourn was made by Kays and seconded by Culhane. Motion carried unanimously.

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Mark Stein, Acting Chairman  
Watertown Plan Commission