

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

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**Thursday, January 23<sup>rd</sup>, 2020**

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

Call to Order

Roll Call

1. Invitation for Public Comment Participants Submittal
2. Approval of Agenda
3. Approval of Minutes from the January 9<sup>th</sup> meeting
4. Commission Consideration of Resolution No. 2020-02, a Zoning Text Amendment to Chapter 21.76 Campgrounds of the Revised Ordinances of the City of Watertown.
  - a. Public Hearing
  - b. Commission Action
5. Open Public Comment
6. New Business
7. Old Business
  - a. C-L Lake Commercial District Committee Update
8. Executive Session
9. Motion to Adjourn

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**COMMISSION MEMBERS:**

Please notify Lori at 882-6202 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 9, 2020**

Members Present: Oletzke, Kays, Culhane, Stein, Brink, & Hanson  
Absent: Ford, Dargatz-Johnson, Dahle  
Also Present: Brandi Hanten, Mayor Caron, Heath VonEye, Ken Bucholz, Matt Roby, Chip Premus

**Invitation for Public Comment Participants Submittal:**

None

**Approval of Agenda:**

Motion was made by Brink, seconded by Culhane. Motion carried unanimously.

**Approval of the November 21st Minutes:** Culhane made a motion to approve. Hanson seconded. Motion carried 5-0.

**Approval of the December 5<sup>th</sup> Minutes:** Motion to approve minutes by Brink, seconded by Hanson. Motion carried 5-0.

**Approval of the December 19<sup>th</sup> Minutes:** Motion to approve by Oletzke, seconded by Brink. Motion passed 5-0.

**Commission Consideration of Resolution No. 2020-01, a Zoning Text Amendment Adding Chapter 21.81 Firework Activities to the Revised Ordinances of the City of Watertown and Amending Chapter 21.32 I-1 Light Industrial District, Chapter 21.36 I-2 Heavy Industrial District, Chapter 13.03 Public Safety, and Chapter 21.80 Signs and Outdoor Advertising of the Revised Ordinances of the City of Watertown**

The proposed ordinance amendments all pertain to fireworks and allowing such a use within city limits as it currently is not. Such uses will be conditional uses in the I-1 Light Industrial and I-2 Heavy Industrial Districts with specific standards for Firework Activities proposed to be added to the ordinance in Chapter 21.81. These standards specify what class of firework can be warehoused, packaged or sold, minimum lot area, setback requirements, distances from existing residential districts, signage, etc. Since fireworks can be dangerous, having such standards was important to protect the public safety, health and welfare.

I-1 Light Industrial Districts, by conditional use, can warehouse and sell Class 1.4G Fireworks while I-2 Heavy Industrial Districts, by conditional use, can warehouse, sell, *and package* Class 1.3G and Class 1.4G Fireworks. "1.3" and "1.4" are Hazard Divisions in the explosives Class 1 and the "G" is the Compatibility Group. The large professional fireworks are in the 1.3 hazard division while the smaller consumer fireworks are in the 1.4 hazard division.

Hanten presented a map to the board depicting the locations of the I-1 and I-2 zoning districts with in the city. There is currently a fireworks business adjacent to an I-1 and I-2 district that is considering annexation to the city. Fire Marshal, Chip Premus, explained that when they started looking at this ordinance the biggest concern was if every store in town would be able to sell fireworks. By making it a conditional use, and requiring the business to be 100 % fireworks sales, the fire department felt very comfortable on the ability to manage the health and safety of the public. Brink also pointed out this ordinance is very similar to the one written in 2013 and passed by the Plan Commission. It did not pass City Council because they wanted to first adopt a joint jurisdiction ordinance. Kays felt this ordinance was written to be very restrictive in regards to the locations in the city that fireworks sales would be allowed. Motion to approve made by Brink. Seconded by Kays. Motion passed 5-0.

**Discussion Items**

None

**New Business**

**Campgrounds**

Hanten presented the current ordinance in regards to the number of days a person or persons can occupy a campground. Currently, there is a limit of 30 days in one calendar year. There was discussion regarding if the ordinance should be written differently for public or private campgrounds. Hanten proposed keeping the 30 day limit, with the exception of April 1<sup>st</sup> to October 30<sup>th</sup>. This would allow campers to stay for the season, but would prevent someone from being able to live at a campground. This would also allow

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

**January 9, 2020**

someone to stay at the campground as a supervisor for the season. There was discussion regarding storing a camper at campground year round. There was also discussion about the number of campers allowed to stay at one camp site. Hanten also brought up the idea if there should be a requirement to have campgrounds staffed 24 hrs. Jason Hanson felt we need to at least have the ability to review the conditional use permit a year or so after being granted to ensure the neighbors' concerns are being met.

Kays questioned if the size of the campsites should be addressed. Hanten replied there are minimums in place. Hanson questioned Chip Premus if there were concerns about the size of the camp sites. Premus stated at this time he has no concerns, but he would review that with each conditional use permit. Kays felt staff should look into storm shelter concerns, Hanten said she will do some research on what other communities do.

**Old Business**

**C-L Lake Commercial District**

The sub-committee met Wednesday to start discussion on the C-L zone. The permitted uses were the first item discussed. The committee discussed moving hotels and motels from a permitted use to a conditional use. Storage units and Automobile parking lots would also move to a conditional use. The group plans to meet again next week to go over more aspects of this zone. Premus would also like to see storage shops be a conditional use for fire safety.

**Executive Session**

None.

**Motion to Adjourn**

Motion to adjourn was made by Brink, seconded by Hanson. Motion carried unanimously.

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Mark Stein, Vice Chairman  
Watertown Plan Commission

## Request for Plan Commission Action

**TO:** Watertown Plan Commission  
**FROM:** Brandi Hanten, CFM, Urban Planner  
**MEETING DATE:** January 23<sup>rd</sup>, 2020

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**Subject:**

Commission Consideration of Resolution No. 2020-02, a Zoning Text Amendment to Chapter 21.76 Campgrounds of the Revised Ordinances of the City of Watertown.

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**Background:**

At the December 19<sup>th</sup>, 2019 Plan Commission meeting, a community member approached the board and asked them to look into the current campground ordinance that limits the number of days a person can occupy a campsite. The Plan Commission initiated staff to research this topic. Staff presented at the January 9<sup>th</sup>, 2020 Plan Commission meeting, suggesting to keep the maximum 30 day language unless between the dates of April 1<sup>st</sup> to October 30<sup>th</sup> to allow for private campgrounds to have extended reservations through the typical camping months.

After doing further research, staff is presenting the following ordinance amendment to accommodate for extended stays, up to 120 days or 4 months, but not specifying the allowable months. The proposed ordinance states: "Campsites shall be used by the same persons as temporary/seasonal stays, only, and no stay shall exceed one hundred and twenty (120) days in any one calendar year." This ensures someone cannot utilize a campground as his or her permanent residence. This also allows campground operators to decide how they want to manage their individual campgrounds. City Park complies with the current ordinance by only allowing a 30-day stay, which can continue by policy to allow for public availability.

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**Suggested Motion:**

I Move to Recommend Resolution No. 2020-02, a Zoning Text Amendment to Chapter 21.76 Campgrounds of the Revised Ordinances of the City of Watertown.

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**Staff Reference:**

Heath VonEye, M.S.E., P.E., Public Works Director/City Engineer

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**Attachments:**

Illustration to Resolution No. 2020-02  
PC Resolution No. 2020-02 (Ordinance Amendment)

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**History:**

01/23/20 Plan Commission Public Hearing (Ordinance Amendment)  
02/03/20 City Council First Reading (Ordinance Amendment)  
02/18/20 City Council Public Hearing & Action (Ordinance Amendment)  
02/22/20 Published *if approved*  
03/13/20 Effective *if approved*

## ILLUSTRATION TO ORDINANCE NO. 2020-02

### Chapter 21.76 CAMPGROUNDS

#### Section

21.7601 Campgrounds

[\(back to Title contents\)](#)

#### 21.7601: CAMPGROUNDS

1. Each campsite shall contain at least two thousand (2,000) square feet.
2. The campgrounds shall be supplied with a water supply and sewage disposal facilities, including washing, toilets, and similar facilities, all of which meet all applicable city codes and regulations.
3. A side yard of fifty (50) feet and a front yard of one hundred (100) feet shall be maintained on the campground; provided, however, that the one hundred (100) foot front yard requirement may be waived if the front yard abuts on a public street which has a right-of-way width of two hundred (200) feet or more.
4. The access to public roads and highways shall be paved or surfaced in a similar manner to the adjacent public roads, and shall be approved by the City.
5. Access roads shall be provided to each campsite and all access roads shall have a minimum unobstructed width of fourteen (14) feet for all one-way roads, and twenty (20) feet for all two-way roads.
6. Campsites shall be used by the same persons as temporary/seasonal stays, only, and no stay shall exceed one hundred and twenty (120) days in any one calendar year.
- ~~6. No campground may be occupied by the same person or persons for more than thirty (30) days in one calendar year.~~
7. No manufactured homes or house trailers shall be located in any campground except that one shall be permitted as an office for the campground.
8. All special permits issued under this section are temporary and valid only during the period that the campground and associated facilities comply with the provisions of this title and all other applicable ordinances and regulations.
9. All campground operators shall keep accurate records as to the length of time a person stays in the campground, and shall make said records available to any city official upon request.

**Report and Recommendation of City Plan Commission**

**To the City Council of the City of Watertown, Codington County, South Dakota:**

The undersigned hereby certifies that the following is a true, correct and complete copy of a Resolution introduced, fully discussed, and approved and adopted during the duly called meeting of the City Plan Commission held on the 23<sup>rd</sup> day of January 2020:

**RESOLUTION NO. 2020-02**

**A RESOLUTION AMENDING CHAPTER 21.76 CAMPGROUNDS OF THE REVISED  
ORDINANCES OF THE CITY OF WATERTOWN**

**BE IT RESOLVED** by the Plan Commission of the City of Watertown, South Dakota, that an amendment to Section 21.7601 of the Revised Ordinances of the City of Watertown as follows:

**21.7601: CAMPGROUNDS**

6. Campsites shall be used by the same persons as temporary/seasonal stays, only, and no stay shall exceed one hundred and twenty (120) days in any one calendar year.

I hereby certify that the above Resolution No. 2020-02 was duly adopted by the City Plan Commission of the City of Watertown.

Dated this 23<sup>rd</sup> day of January 2020.

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Blake Dahle, Chairman  
City Plan Commission

**Chapter 21.29**  
**C-L LAKE COMMERCIAL DISTRICT**

**Section**

[\(back to Title contents\)](#)

- [21.2901 Purpose](#)
- [21.2902 Permitted Uses](#)
- [21.2903 Conditional Uses](#)
- [21.2904 Area and Bulk Requirements](#)
- [21.2905 Design Standards](#)

**21.2801: PURPOSE**

[\(back to Chapter contents\)](#)

1. To establish appropriate locations ~~adjacent~~ \*boundary map to Lake Kampeska and Lake Pelican that are conducive to lake commercial activity.
2. To permit development of service/retail centers complimentary to lake recreation and living adjacent to Lake Kampeska or Lake Pelican as shown in the Comprehensive Land Use Plan. (Ord 04-04; Rev 03-26-04)

**21.2802: PERMITTED USES**

[\(back to Chapter contents\)](#)

1. Retail establishments.
2. Service Establishments.
- ~~3.1. Motels and Hotels. (Ord 04-04; Rev 03-26-04)~~
- ~~4.3. Restaurants.~~
- ~~5.1. Automobile parking lot.~~
- ~~6.4. Recreational Use. (Ord. 19-04; Rev 05-31-19)~~
- ~~7.5. Campground. (Ord 04-04; Rev 03-26-04).~~
- ~~8.1. Storage Units.~~
- ~~9.6. Storage Shops.~~
- ~~10.7. Apartments using the upper floors of commercial buildings.~~
- ~~11.8. Recreation Facility (Ord. 19-08; Rev 08-10-19)~~

**21.2803: CONDITIONAL USES**

[\(back to Chapter contents\)](#)

1. Car Wash (automatic or semi-automatic).
- ~~2. Resorts???~~
- ~~2. Motels and Hotels. (Ord 04-04; Rev 03-26-04)~~
- ~~3. Automobile parking lot.~~
- ~~4. Storage Units.~~
- ~~5.~~
- ~~3.6. Office (Building).~~
- ~~4. Financial institutions.~~
- ~~5.7. Apartments.~~
- ~~6.8. Bar or Tavern.~~
- ~~7.9. Truck or Bus Terminal. Transit Station~~
- ~~8. Wholesale establishment or warehouse in a completely enclosed building.~~
- ~~9. Other uses which in the opinion of the Board of Adjustment are of the same general character as those enumerated in the C-L District.~~

**21.2804: AREA AND BULK REQUIREMENTS**

[\(back to Chapter contents\)](#)

See [21.10, "Summary of District Regulations,"](#) limiting the height and bulk of buildings, the minimum size of lot permitted by land use, and maximum density permitted, and providing minimum lot requirements; and [21.6301, "Off-Street Parking."](#) (Ord 04-04; Rev 03-26-04)

**21.2805: DESIGN STANDARDS**

[\(back to Chapter contents\)](#)

1. Structure
  - a. Impervious area shall not exceed fifty percent (~~50~~60%) of the total lot area.
  - b. All exterior walls facing and immediately adjacent to a property zoned R-1 Single Family Residential shall be finished with the following materials or similar faux material, or a combination of the following materials:

- i. Face brick
- ii. Natural stone; Manufactured stone provided it replicate the appearance of natural stone, not concrete block
- iii. Tile (masonry, stone or clay)
- iv. Precast concrete panels or units, the surfaces of which have been integrally treated with an applied decorative material or texture
- v. Stucco or similar cement based material;
- vi. Architectural metal panels which cover a wall- i.e., copper, aluminum composite metal panels (ACM), metal plate wall panels
- vii. Transparent glass/spandrel glass
- viii. Wood, consisting of horizontal lap siding, rain screen siding or wood shakes; surfaces must be painted or finished
- ix. Decorate block
- ~~x. Metal siding – i.e., lap seam metal panels or sheet or corrugated panels are allowed as follows:~~
  - ~~1. On any wall facing a rear yard~~
  - ~~2.x. On any wall facing a front or side yard~~ if used as an accent to include not more than twenty (20) percent of said wall
- c. The exterior of the building shall have varied and interesting detailing. Large unadorned walls shall be prohibited (50' or more). All large walls facing a public right-of-way or residentially zoned property must be relieved by architectural detailing such as change in materials, change in color, offsets, or other significant visual relief provided in a manner or at intervals in keeping with the size, mass and scale of the wall.

2. Outside Storage Display and Screening

- a. Storage or display is limited to items related to items sold or rented of similar to items sold within the primary structure.
- b. Outside storage or display shall not be allowed on any regular parking spaces.
- c. Storage of excess inventory shall be screened by means of an opaque fence, plant materials, walls or earth berms.
- d. Where groupings of conifers and deciduous shade trees are utilized for screening, in order to provide year-round screening, a minimum of fifty percent (50%) of the trees shall be coniferous.

~~e.~~

~~2. Outside Storage~~

- ~~a. No outdoor storage shall be allowed on the property.~~
- ~~b. Refuse areas shall be located in the rear yards and screened.~~

3. Add transitional yard green space requirements similar to GT-1 Overlay District- 15' transitional yard for side yard setbacks.

**Chapter 21.90  
DEFINTIONS**

**Storage Shops:** a building(s) for personal use only as a storage facility. Each structure is allowed to have water and sewer utilities. Commercial uses and living quarters are prohibited. ~~No commercial use of any kind is allowed.~~

Car wash: A place or building where vehicles or equipment are cleaned.

Transit Station: An area or building used for the transporting of people or goods by vehicle from one place to another.