

City of Crooks
City Council
Special meeting
Agenda

Date: 09/18/2023

Time: 6:00pm

Location: Crooks Community Center (701 S West Ave, Crooks, SD, 57020)

- 1) Call to order / Roll call
- 2) Approve Agenda
- 3) Public hearing (jointly with the Planning and Zoning Commission):
 - a) Preliminary subdivision plan – Willow Creek Ridge / Applicant: DWBP, LLC
 - b) Petition to rezone – Willow Creek Ridge / Applicant: DWBP, LLC
- 4) Open comments
- 5) First reading of Ordinance #334: Petition to rezone
- 6) Second reading of Ordinance #332: FY 2024 Appropriations
- 7) 2023 slurry seal – Corrected 1st Pay application
- 8) Temporary interfund loan
- 9) Adjourn



City of Crooks
Planning and Zoning Commission & Crooks City Council
Notice of Joint Hearing regarding a preliminary subdivision plan

Notice is hereby given that the Crooks Planning and Zoning Commission and Crooks City Council will meet at 6pm on the 18th day of September, 2023 in the Crooks Community Center (701 S West Ave, Crooks, SD) to hold a joint hearing regarding a preliminary subdivision plan submitted by DWBP, LLC for a parcel of land (Legal description: A portion of Tract 1 of Benson's 3rd Addition (Except Lot 1 & Tract 1 Tri-Valley Addition, Except Lot H-1, Lot H-2, & Lot H-4), lying east of S. Hanna Trail, in the NE1/4 and SE1/4 of Sec. 10-T102N-R50W of the 5TH P.M., Minnehaha County, South Dakota, containing 16.2± acres).

Notice is further given that at the time and place of aforesaid any person may appear and be heard upon all matters pertaining to said application. Interested parties may appear personally or through their designated agent(s), attorney(s), or representative(s). Anyone unable to attend may submit written comments prior to the hearing to the Crooks Municipal Office (701 S West Ave, Crooks, SD) by 5pm on the day of the hearing.

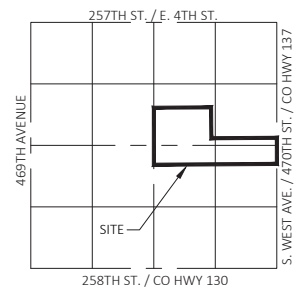
In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this hearing, please contact the Crooks Municipal Office at (605) 543-5238. Anyone who is deaf, hard-of-hearing or speech-disabled may utilize Relay South Dakota at (800) 877-1113 (TTY/Voice). Notification two (2) business days prior to the hearing will enable the City to make reasonable arrangements to ensure accessibility to this hearing.

Scott Richardson
Planning & Zoning Director
City of Crooks, SD

Tobias Schantz
City Administrator
City of Crooks, SD

Published:

Published once at the approximate cost of: \$



VICINITY MAP
SEC 10, T102N, R50W

OWNER / DEVELOPER: DWBP, LLC
PO BOX 1030, ABERDEEN, SD 57401
CONTACT: MARWIN HOFER
PHONE: (605) 380-8877
EMAIL: 63marwin@gmail.com

CIVIL ENGINEER: JSA CONSULTING ENGINEERS & LAND SURVEYORS, INC.
6810 S. LYNCREST AVE, SUITE 101
SIOUX FALLS, SOUTH DAKOTA 57108
CONTACT: PATRICK SCHWEBACH
PHONE: (605) 367-1036 CELL: (605) 261-0166
EMAIL: pat@jsaengineers.biz

INDEX OF SHEETS:

SHEET P-1:	TITLE SHEET
SHEET P-2:	LEGEND OF SYMBOLS
SHEET P-3:	GENERAL NOTES
SHEET P-4:	TYPICAL SECTIONS
SHEET P-5:	EXISTING CONDITIONS
SHEET P-6:	LAND USE/ZONING LAYOUT
SHEET P-7:	PHASING LAYOUT
SHEET P-8:	LOT LAYOUT
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CURRENT LEGAL DESCRIPTION:

TRACT 1 OF BENSON'S 3RD ADDITION IN THE NE1/4 AND SE1/4 OF SEC. 10-T102N-R50W OF THE 5TH P.M., MINNEHAHA COUNTY, SOUTH DAKOTA. CONTAINING: 49.3± ACRES

TO BE PLATTED AS:

LOTS 1-5, BLOCK 1, LOT 1, BLOCK 2, LOTS 1-31, BLOCK 3, LOTS 1-27, BLOCK 4, AND LOTS 1-15, BLOCK 5, WILLOW CREEK RIDGE ADDITION TO THE CITY OF CROOKS, MINNEHAHA COUNTY, SOUTH DAKOTA. CONTAINING: 49.3± ACRES

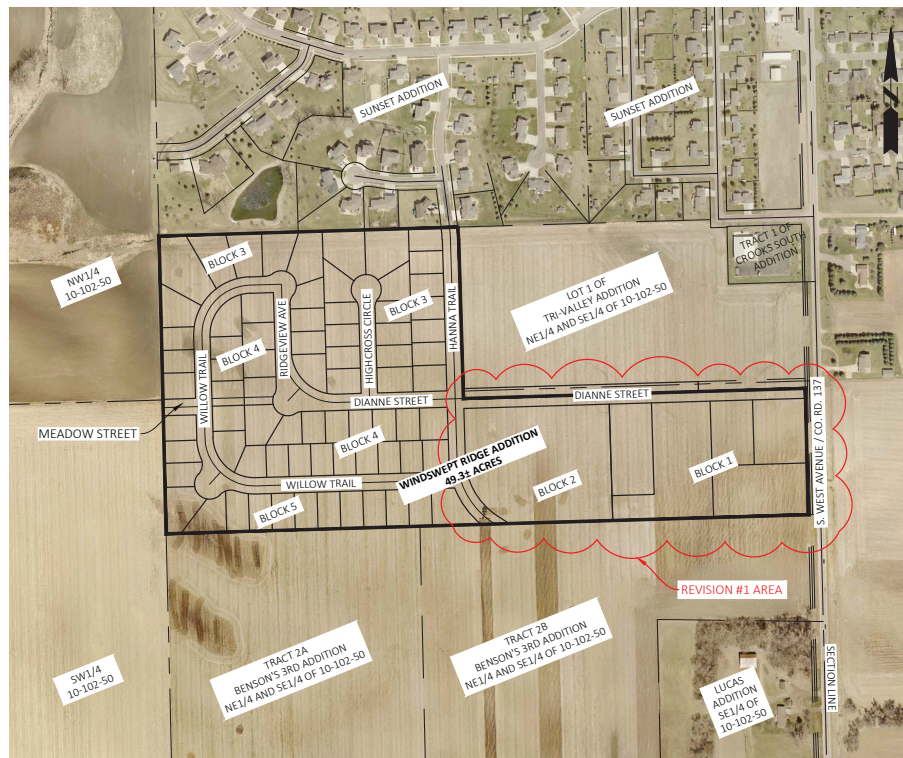
BENCHMARKS:

TOP OF FIRE HYDRANT 60'± SOUTH OF THE INTERSECTION OF HANNA TRAIL AND HANNA CIRCLE ON THE EAST SIDE.
NAVD 88 ELEV. = 1568.08

REVISION 1 - PRELIMINARY SUBDIVISION PLANS FOR

WILLOW CREEK RIDGE ADDITION

TO THE CITY OF CROOKS, SOUTH DAKOTA



VICINITY MAP

Scale 1" = 500'

ENGINEER'S CERTIFICATE

I, THE UNDERSIGNED, HEREBY CERTIFY THAT THESE PLANS WERE PREPARED BY ME, OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED ENGINEER UNDER THE LAWS OF THE STATE OF SOUTH DAKOTA.

By _____

Date _____

CITY COUNCIL APPROVAL

Be it resolved by the City Council of the City of Crooks, that the preliminary plan of Windswept Ridge Addition to the City of Crooks is hereby approved and that the Finance Officer of the City of Crooks is hereby directed to endorse on such plan a copy of this resolution and certify the same thereon.
Adopted this _____ day of _____, _____.

Mayor, City of Crooks, South Dakota

Attest: _____
City Finance Officer

State of South Dakota)
SS
County of _____

I, _____, the duly appointed, qualified and acting City Finance Officer of the City of Crooks, South Dakota, hereby certify that the above resolution is a true and correct copy of the resolution adopted by the City Council of the City of Crooks, at a meeting held on the _____ day of _____, _____.

Witness my hand as City Finance Officer and the official seal of the City of Crooks, South Dakota.

City Finance Officer, City of Crooks, South Dakota

CITY ENGINEER APPROVAL

I, _____, City Engineer of the City of Crooks, do hereby certify that I did duly review and recommend approval of this preliminary plan on this _____ day of _____, _____.

City Engineer, City of Crooks, South Dakota

AUTHORIZED OFFICIAL APPROVAL

I, _____, Authorized Official of the City of Crooks, do hereby certify that I did duly review and recommend approval of this preliminary plan.

Signed on this _____ Day of _____, _____.

Authorized Official, City of Crooks, South Dakota














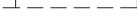
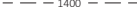
CITY PLANNING COMMISSION APPROVAL

The City Planning Commission of the City of Crooks approves the preliminary plan of _____ to the City of Crooks and the same is recommended to the City Council of the City of Crooks for approval.

Chair, City Planning Commission

REVISION #1



	EXISTING FIRE HYDRANT
	EXISTING VALVE & BOX
	EXISTING TEE
	EXISTING REDUCER
	EXISTING SLEEVE
	EXISTING CROSS
	EXISTING WATER MANHOLE
	EXISTING SANITARY MANHOLE
	EXISTING SANITARY LAMPHOLE
	EXISTING JUNCTION BOX
	EXISTING APPROACH
	EXISTING SIDEWALK
	EXISTING DROP INLET
	EXISTING CULVERT
	EXISTING CONTOURS
MATERIAL FOR LINES:	
VCP	VITRIFIED CLAY PIPE
PVC	SOLID WALL POLYVINYL CHLORIDE PIPE
PVC TRUSS	POLYVINYL CHLORIDE TRUSS COMPOSITE PIPE
ABS TRUSS	ACRYLONITRILE-BUTADIENNE-STYRENE COMPOSITE
PVC CP	CLOSED PROFILE WALL POLYVINYL CHLORIDE PIPE
DIP	DUCTILE IRON PIPE
RCP	REINFORCED CONCRETE PIPE
CIP	CAST IRON PIPE
CIPP	CURED IN PLACE PIPE
PE	POLYETHYLENE PIPE

MATERIAL FOR LINES:

VCP	VITRIFIED CLAY PIPE
PVC	SOLID WALL POLYVINYL CHLORIDE PIPE
PVC TRUSS	POLYVINYL CHLORIDE TRUSS COMPOSITE PIPE
ABS TRUSS	ACRYLONITRILE-BUTADIENNE-STYRENE COMPOSITE
PVC CP	CLOSED PROFILE WALL POLYVINYL CHLORIDE PIPE
DIP	DUCTILE IRON PIPE
RCP	REINFORCED CONCRETE PIPE
CIP	CAST IRON PIPE
CIPP	CURED IN PLACE PIPE
PE	POLYETHYLENE PIPE
	EXISTING WATER MAIN & SIZE
	EXISTING STORM SEWER & SIZE

	GRAVITY SANITARY SEWER (TYPE/SIZE)
	FORCE MAIN SANITARY SEWER
	COMBINED SEWER
	WATER SHUTOFF
	CLEAN OUT
	CAP END
	GAS MAIN & SIZE
	UNDERGROUND TELEPHONE
	OVERHEAD TELEPHONE
	UNDERGROUND POWER
	OVERHEAD POWER
	FIBER OPTIC
	UNDERGROUND CABLE TV
	OVERHEAD CABLE TV
	TRAFFIC
	INDUSTRIAL WASTE
	PROPOSED STORM STRUCTURE
	PROPOSED VALVE & BOX
	PROPOSED FIRE HYDRANT
	PROPOSED SANITARY MANHOLE
	PROPOSED STORM SEWER & SIZE
	PROPOSED SANITARY SEWER & SIZE
	PROPOSED WATER & SIZE
	LAWN SPRINKLER LINE
	WOOD FENCE
	CHAIN LINK FENCE
	BARBED WIRE FENCE
	CENTERLINE
	PROPERTY LINE
	CONC. CURB & GUTTER
	PROPOSED APPROACH
	PROPOSED SIDEWALK

	PROPOSED CONTOURS
	WATER
	WELL
	TEST HOLE AND NUMBER
	STREET LIGHT
	TRAFFIC SIGNAL LIGHT
	PEDESTRIAN SIGNAL LIGHT
	GUY ANCHOR
	POWER POLE
	UTILITY CLOSURE
	SIGN
	SPRINKLER HEAD
	GAS METER
	MAILBOX
	HEDGE, BRUSH, SHRUBS, WOODS
	DECIDUOUS TREE & SIZE
	CONIFEROUS TREE & SIZE

REVISION #1

WILLOW CREEK RIDGE ADDITION
PRELIMINARY SUBDIVISION PLANS
CROOK, SOUTH DAKOTA

REVISIONS

REVISION 1:	DATE:
REVISION 2:	DATE:
REVISION 3:	DATE:
REVISION 4:	DATE:
REVISION 5:	DATE:

LEGEND OF SYMBOLS

DESIGNED BY:	TVV
DRAWN BY:	TVV
CHECKED BY:	TVV
APPROVED BY:	TVV
DATE:	9-7-2021



SHEET NO.

P-2

SUPPLEMENTAL PROVISIONS:
CURRENT CITY OF CROOKS DESIGN STANDARDS FOR PUBLIC IMPROVEMENTS SHALL BE IMPLEMENTED INTO THIS PROJECT. SUPPLEMENTAL PROVISIONS OR DEVIATIONS ARE NOT ANTICIPATED.

EXPECTATIONS FOR COST RECOVERIES:
PROPERTY IS SUBJECT TO THE BASIN "A" LIFT STATION AND SANITARY TRUNK SEWER COST RECOVERY CONTAINED.

OWNERSHIP AND MAINTENANCE OF IMPROVEMENTS:
IT IS ANTICIPATED THAT THE CITY OF CROOKS WILL OWN AND MAINTAIN ALL PUBLIC STREETS, SEWERS, WATER MAINS, STORM SEWER SYSTEMS, AND PUBLIC SPACE INCLUDED IN THIS PLAN UNLESS OTHERWISE NOTED.

WETLAND MITIGATION:
THERE ARE NO WETLANDS ON THIS PROPERTY.

IMPACTS TO FLOOD PLAIN:
SUBJECT PROPERTY FALLS WITHIN ZONE AE, AREAS DETERMINED TO BE OUTSIDE THE 1.0% ANNUAL CHANCE FLOODPLAIN, AS EVIDENCED BY FEMA MAP NUMBERS: 46099C0275D & 46099C0270E.

STORMWATER QUANTITY CONTROL:
IT IS ANTICIPATED THAT DETENTION IS REQUIRED TO REDUCE DEVELOPED FLOW RATES TO SINGLE FAMILY FLOW RATES.

STORMWATER QUALITY CONTROL:
STORMWATER QUALITY TREATMENT FOR THE DEVELOPMENT IS ANTICIPATED TO NOT BE REQUIRED.

ROADWAY ASSESSMENTS:
ANY ASSESSMENTS FOR HWY 137 WILL BE ADMINISTERED BY THE MINNEHAHA COUNTY.

ACCESS RESTRICTIONS:
AN ACCESS PERMIT FOR DIANNE STREET HAS BEEN GRANTED.

CROOKS BASIN "A" LIFT STATION:
THE CITY OF CROOKS IS PLANNING A PROPOSED LIFT STATION AND TRUNK SEWER PROJECT TO SERVE WINDSWEPT RIDGE ADDITION. ANTICIPATED CONSTRUCTION OF LIFT STATION TO BE IN SUMMER OF 2021. DEVELOPER ACKNOWLEDGES THAT THERE WILL BE AN ASSESSED COST RECOVERY FOR THE CONSTRUCTION OF THE LIFT STATION AND TRUNK SEWER.

REVISION #1



SHEET NO.
P-3

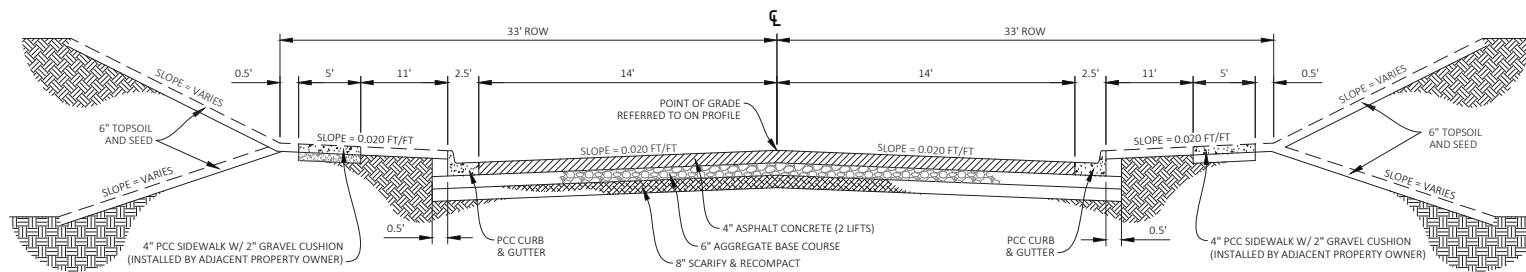
GENERAL NOTES

DESIGNED BY: TVV
DRAWN BY: TVV
CHECKED BY: JES
ACAD FILE: 70133 - Title Sheet
DATE: 9-7-2021

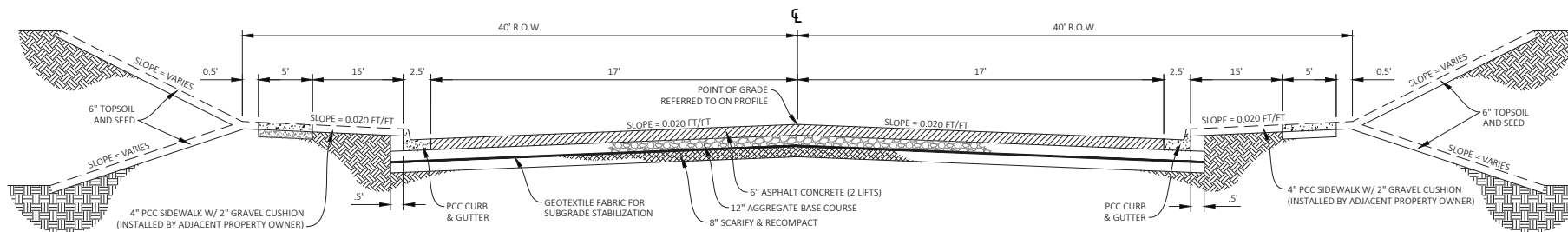
REVISIONS

REVISION 1:	BY:	DATE:
REVISION 2:	BY:	DATE:
REVISION 3:	BY:	DATE:
REVISION 4:	BY:	DATE:
REVISION 5:	BY:	DATE:

WILLOW CREEK RIDGE ADDITION
PRELIMINARY SUBDIVISION PLANS
CROOKS, SOUTH DAKOTA



66' R.O.W. WITH 33' BACK OF CURB TO BACK OF CURB (LOCAL STREET)
(HANNA TRAIL, WINDSWEPT TRAIL, WINDSWEPT CIRCLE, & HIGHCROSS STREET)
NOT TO SCALE



80' R.O.W. WITH 39' BACK OF CURB TO BACK OF CURB (COLLECTOR)
(DIANE STREET)
NOT TO SCALE

WILLOW CREEK RIDGE ADDITION
PRELIMINARY SUBDIVISION PLANS
CROOK, SOUTH DAKOTA

REVISIONS

REVISION	BY	DATE
1	TVV	
2	TVV	
3	TVV	
4	TVV	
5	TVV	

TYPICAL SECTIONS

DESIGNED BY:	TVV
DRAWN BY:	TVV
CHECKED BY:	TVV
ACAD FILE:	70143 - This Sheet
DATE:	9-7-2021



SHEET NO.

P-4

REVISION #1

LEGEND:
 --- 1460 --- EXISTING 1 FOOT CONTOURS (NAVD 88)
 ————— EXISTING DRAINAGE BASIN
 → EXISTING DIRECTION OF DRAINAGE



WILLOW CREEK RIDGE ADDITION
 PRELIMINARY SUBDIVISION PLANS
 CROOKS, SOUTH DAKOTA

REVISIONS

REVISION 1:	DATE:
BY:	
REVISION 2:	DATE:
BY:	
REVISION 3:	DATE:
BY:	
REVISION 4:	DATE:
BY:	
REVISION 5:	DATE:
BY:	

EXISTING CONDITIONS

DESIGNED BY:	TVV
DRAWN BY:	TVV
CHECKED BY:	TVV
IN CHARGE:	TVV
ACAD FILE:	P-5 EXISTING CONDITIONS
DATE:	8-7-2021



P-5

LEGEND

- = R-1 - SINGLE FAMILY RESIDENTIAL
- = R-2 - MULTI-FAMILY RESIDENTIAL
- = GB - GENERAL BUSINESS

ZONE	PREVIOUS	CURRENT	DIFFERENCE
R-1	33.1	33.1	0.0
R-2	11.8	7.0	-4.8
GB	4.3	9.1	+4.8

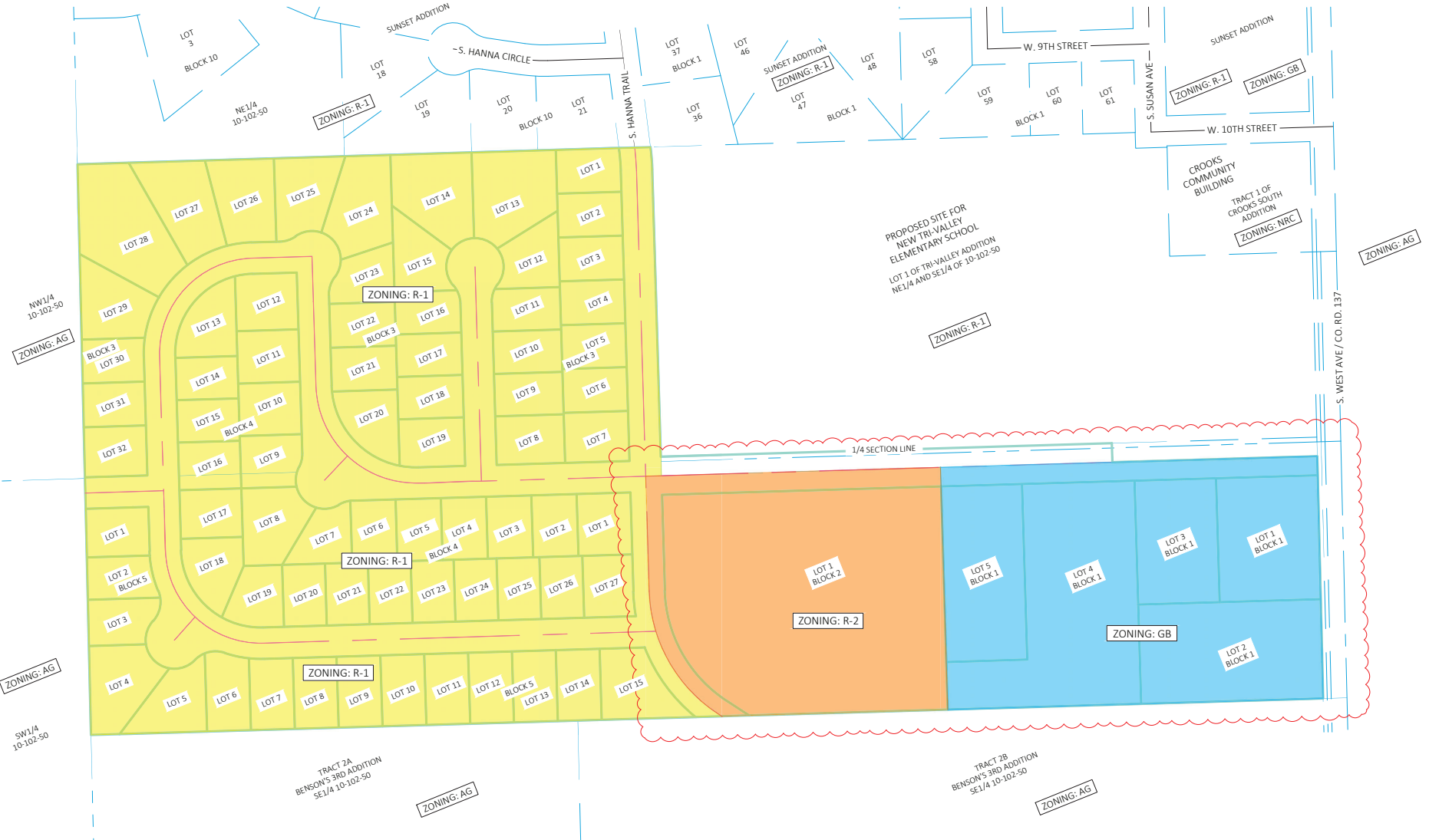
CURRENT LEGAL DESCRIPTION:

TRACT 1 OF BENSON'S 3RD ADDITION IN THE NE1/4 AND SE1/4 OF SEC. 10-T102N-R50W OF THE 5TH P.M., MINNEHAHA COUNTY, SOUTH DAKOTA. CONTAINING: 49.3± ACRES

TO BE PLATTED AS:

LOTS 1-5, BLOCK 1, LOT 1, BLOCK 2, LOTS 1-31, BLOCK 3, LOTS 1-27, BLOCK 4, AND LOTS 1-15, BLOCK 5, WILLOW CREEK RIDGE ADDITION TO THE CITY OF CROOKS, MINNEHAHA COUNTY, SOUTH DAKOTA.

REVISION #1



**WILLOW CREEK RIDGE ADDITION
PRELIMINARY SUBDIVISION PLANS
CROOKS, SOUTH DAKOTA**

REVISIONS

REVISION	DATE	BY
REVISION 1:		
REVISION 2:		
REVISION 3:		
REVISION 4:		
REVISION 5:		

LAND USE/ZONING LAYOUT

DESIGNED BY:	TJV
DRAWN BY:	TJV
CHECKED BY:	PS
ACAD FILE:	P4 Land Use & Zoning Layout
DATE:	8-7-2021



SHEET NO.

P-6

- LEGEND**
- = PHASE 1 CONSTRUCTION (STREETS IN 2022)
(LOTS STARTING IN 2023 - UNDETERMINED)
 - = PHASE 2 CONSTRUCTION (2023 - 2024)
 - = PHASE 3 CONSTRUCTION (2024 - 2026)
 - = PHASE 4 CONSTRUCTION (2024 - UNDETERMINED)

*ESTIMATED TIMELINES



WILLOW CREEK RIDGE ADDITION PRELIMINARY SUBDIVISION PLANS CROOKS, SOUTH DAKOTA

REVISIONS

REVISION	DATE	BY
1		
2		
3		
4		
5		

PHASING LAYOUT

DESIGNED BY:	TVV
DRAWN BY:	TVV
CHECKED BY:	TVV
IN CHARGE:	TVV
DATE:	9-7-2021



SHEET NO.

P-7

LEGEND	
10' UE	UTILITY EASEMENT (ADJACENT TO ALL PUBLIC ROW)
STE & DE	STORM SEWER & DRAINAGE EASEMENT (SUBDIVISION FACILITY)
DE	DRAINAGE EASEMENT
SSE	SANITARY SEWER EASEMENT (PUBLIC)
SSE & WME	SANITARY SEWER AND WATER MAIN EASEMENT (PUBLIC)
MAE	MUTUAL ACCESS EASEMENT
	PROJECT LIMITS

NOTES:

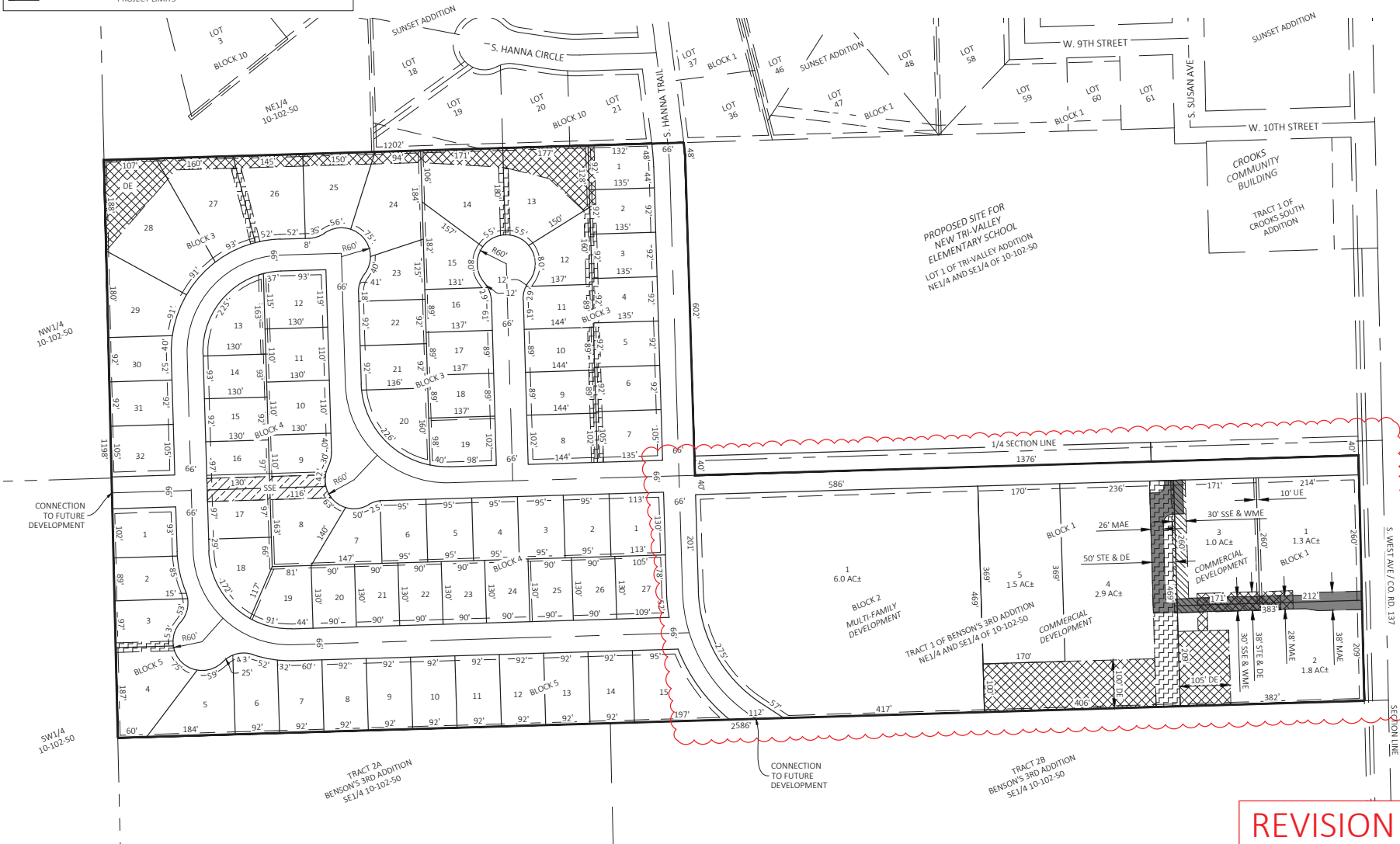
- 1 THERE SHALL BE A 10' UTILITY EASEMENT ADJACENT TO ALL ABUTTING PUBLIC STREET R.O.W
- 2 THERE SHALL BE A 5' WIDE UTILITY EASEMENT ALONG ALL ABUTTING BACK/REAR SINGLE FAMILY PROPERTY LINES

CURRENT LEGAL DESCRIPTION:

TRACT 1 OF BENSON'S 3RD ADDITION IN THE NE1/4 AND SE1/4 OF SEC. 10-T102N-R50W OF THE 5TH P.M., MINNEHAHA COUNTY, SOUTH DAKOTA. CONTAINING: 49.3± ACRES

TO BE PLATTED AS:

LOTS 1-5, BLOCK 1, LOT 1, BLOCK 2, LOTS 1-32, BLOCK 3, LOTS 1-27, BLOCK 4, AND LOTS 1-15, BLOCK 5, WILLOW CREEK RIDGE ADDITION TO THE CITY OF CROOKS, MINNEHAHA COUNTY, SOUTH DAKOTA. CONTAINING: 49.3± ACRES



REVISION #1

WILLOW CREEK RIDGE ADDITION PRELIMINARY SUBDIVISION PLANS CROOKS, SOUTH DAKOTA

REVISIONS

REVISION	DATE	BY
1		
2		
3		
4		
5		



LOT LAYOUT

DESIGNED BY:	TVV
DRAWN BY:	TVV
CHECKED BY:	PGS
ACAD FILE:	P-8 Lot Layout
DATE:	9-7-2021



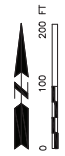
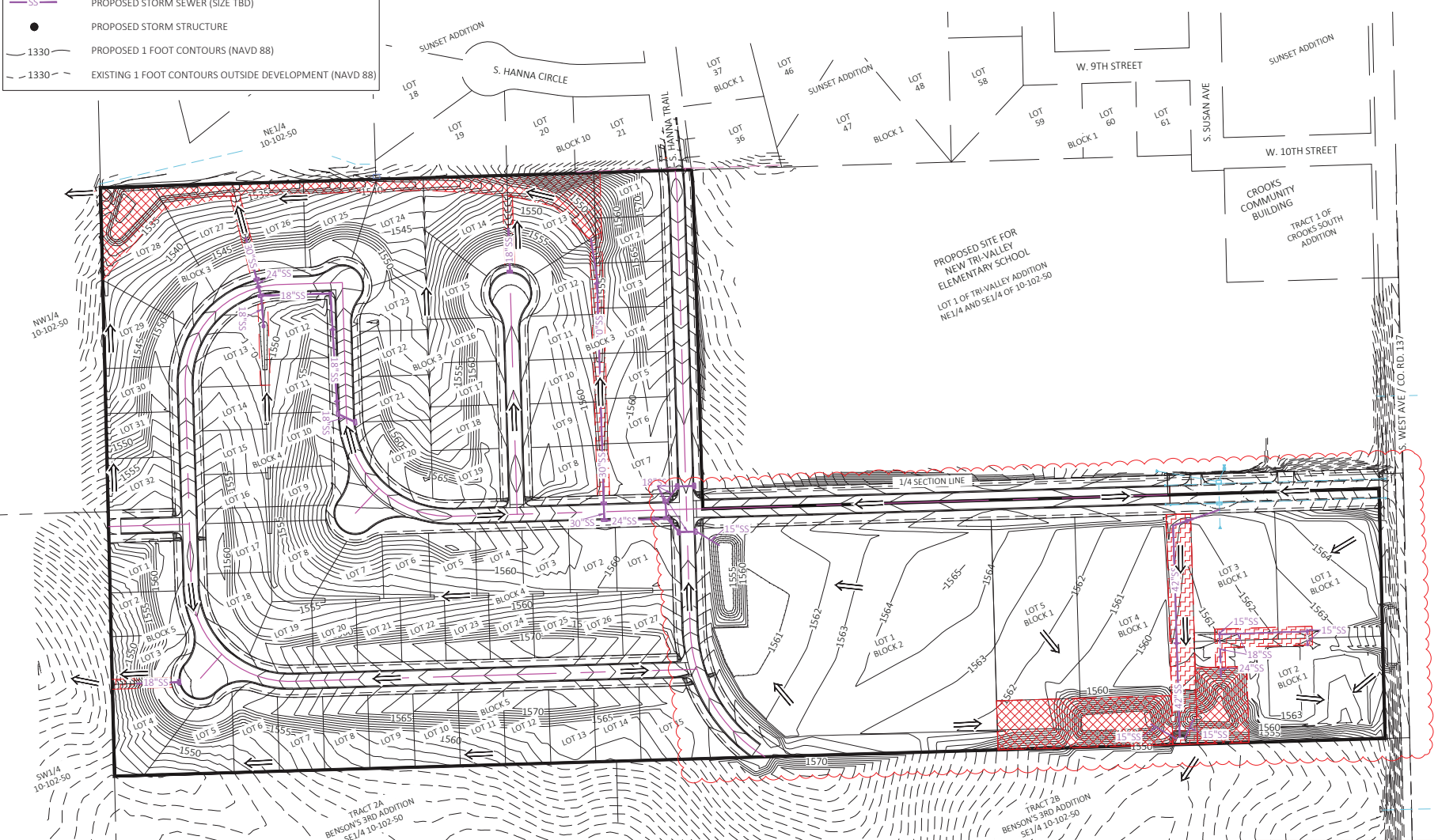
P-8

LEGEND:

- ➔ PROPOSED DIRECTION OF DRAINAGE
-  PROPOSED STORM SEWER & DRAINAGE EASEMENT
-  PROPOSED DRAINAGE EASEMENT
- SS PROPOSED STORM SEWER (SIZE TBD)
- PROPOSED STORM STRUCTURE
- 1330 PROPOSED 1 FOOT CONTOURS (NAVD 88)
- 1330- EXISTING 1 FOOT CONTOURS OUTSIDE DEVELOPMENT (NAVD 88)

NOTES:

1. SUMP PUMP COLLECTION SYSTEM TO BE INCLUDED WITH ALL SINGLE FAMILY LOTS AND SHOWN ON ENGINEERING SUBMITTALS.



REVISION #1

WILLOW CREEK RIDGE ADDITION
PRELIMINARY SUBDIVISION PLANS
 CROOKS, SOUTH DAKOTA

REVISIONS

REVISION 1:	BY:	DATE:
REVISION 2:	BY:	DATE:
REVISION 3:	BY:	DATE:
REVISION 4:	BY:	DATE:
REVISION 5:	BY:	DATE:

PROPOSED DRAINAGE LAYOUT

DESIGNED BY: TVV
 DRAWN BY: TVV
 CHECKED BY: TVV
 APPROVED BY: TVV
 DATE: 8-7-2021



LEGEND

- SANITARY SEWER STRUCTURE
- S- SANITARY SEWER PIPE
- ➔ SEWER FLOW DIRECTION



REVISION #1

WILLOW CREEK RIDGE ADDITION
PRELIMINARY SUBDIVISION PLANS
CROOKS, SOUTH DAKOTA

REVISIONS

REVISION	DATE	BY
REVISION 1		
REVISION 2		
REVISION 3		
REVISION 4		
REVISION 5		

SANITARY SEWER LAYOUT

DESIGNED BY: T.V.
DRAWN BY: T.V.
CHECKED BY: T.V.
ACAD FILE: P:\00\Utility Layout
DATE: 8-7-2021

SHEET NO.

P-10

LEGEND

⊕ WATER FIRE HYDRANT

⊖ WATER VALVE

— 8"W — WATER MAIN PIPE



REVISION #1

WILLOW CREEK RIDGE ADDITION
PRELIMINARY SUBDIVISION PLANS
 CROOKS, SOUTH DAKOTA

REVISIONS

REVISION 1:	DATE:
REVISION 2:	DATE:
REVISION 3:	DATE:
REVISION 4:	DATE:
REVISION 5:	DATE:

WATER DISTRIBUTION LAYOUT

DESIGNED BY:	TVV
DRAWN BY:	TVV
CHECKED BY:	TVV
DATE:	9-7-2021



SHEET NO.

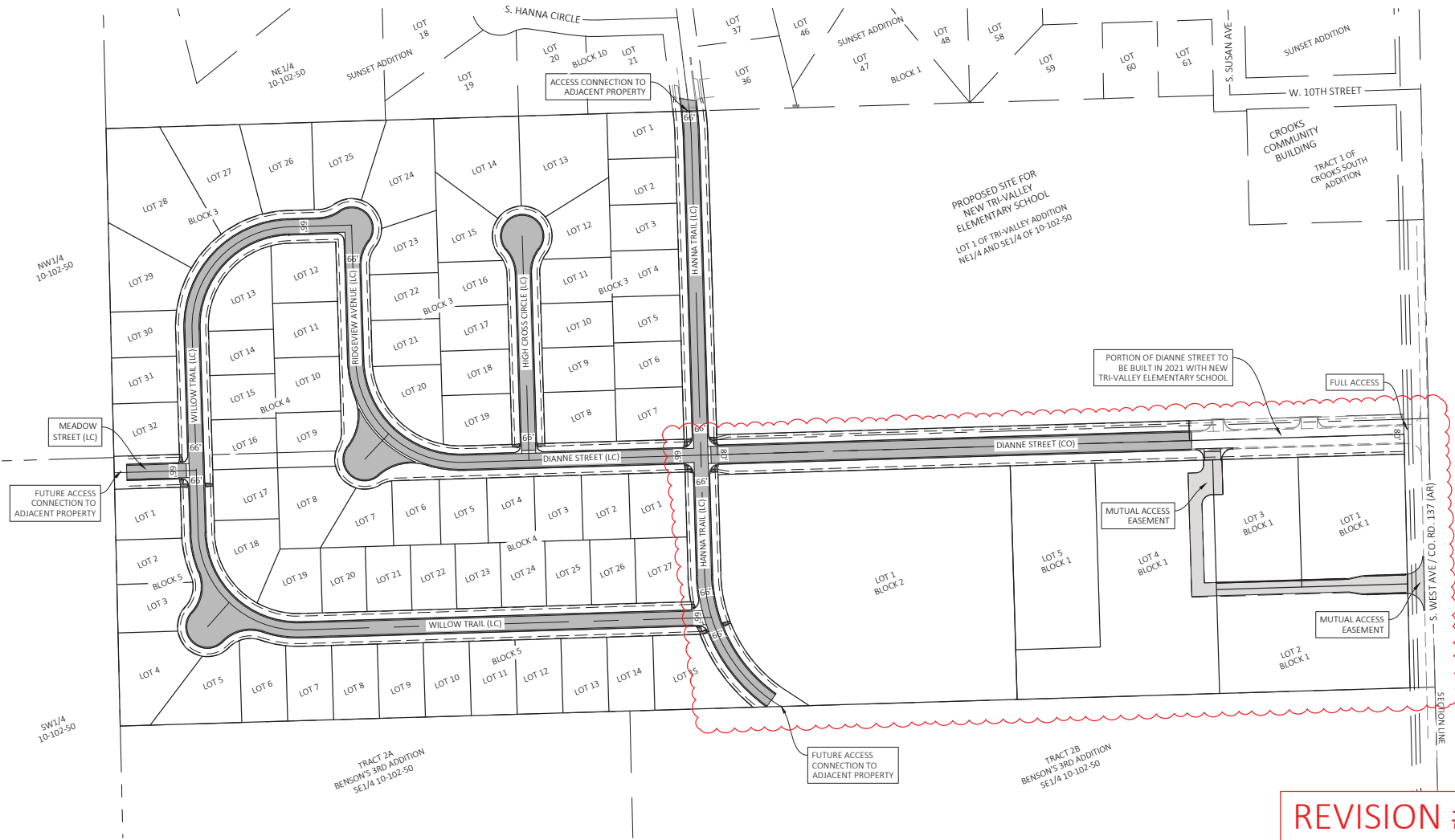
P-11

STREET CLASSIFICATION

CODE	TYPE OF STREET	ROW WIDTH	STREET WIDTH	PEDESTRIAN ACCESS
LC	LOCAL STREET	66' ROW	33' BF-BF	4' WIDE SIDEWALK
CO	COLLECTOR STREET	80' ROW	39' BF-BF	5' WIDE SIDEWALK
AR	ARTERIAL STREET	100' ROW	65' OR MORE BF-BF	5' WIDE SIDEWALK

NOTES:

1. SIDEWALK SHALL BE INSTALLED BY THE ADJACENT LAND OWNER.



REVISION #1

WILLOW CREEK RIDGE ADDITION PRELIMINARY SUBDIVISION PLANS CROOKS, SOUTH DAKOTA

REVISIONS

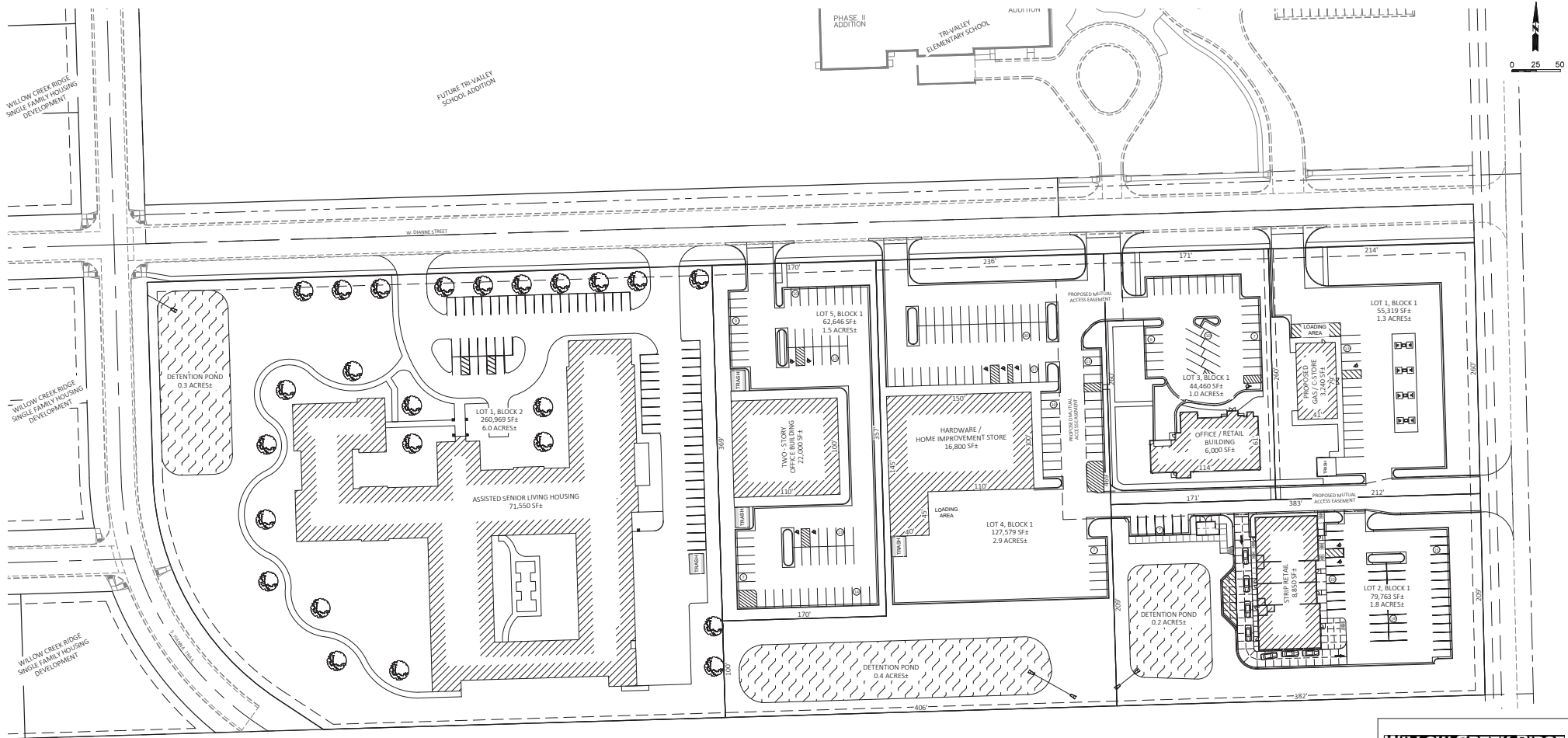
REVISION	DATE	BY
1		
2		
3		
4		
5		

ACCESS LAYOUT

DESIGNED BY:	TJV
DRAWN BY:	TJV
CHECKED BY:	TJV
DATE:	9-7-2021



P-12



WILLOW CREEK RIDGE Addition



WILLOW CREEK RIDGE ADDITION
CROOKS, SD

ASSISTED SENIOR LIVING HOUSING,
OFFICE AND COMMERCIAL CONCEPT PLAN

COPYRIGHT 2021 ©
This plan is copyrighted and shall be used only for the site
shown and is not to be copied or reproduced without written
permission from JSA Consulting Engineers/Land Surveyors Inc.

Project No.	Revisions
70143	
Date:	8-22-2023
Drawn By:	TVV

C1.0

City of Crooks
Crooks Planning and Zoning Commission & Crooks City Council
Notice of Joint Hearing Petition for Zone Change

Notice is hereby given that the Crooks Planning and Zoning Commission and Crooks City Council will meet at 6pm on the 18th day of September, 2023, in the Crooks Community Center (701 S West Ave, Crooks, SD). At such time and place the Crooks Planning and Zoning Commission and Crooks City Council will hear, consider, and act upon an application submitted by DWBP, LLC for a proposal to rezone sections of the following real property from Multi-family residential (R-2) to General Business (GB) as identified in the submitted exhibit:

A portion of Tract 1 of Benson's 3rd Addition (Except Lot 1 & Tract 1 Tri-Valley Addition, Except Lot H-1, Lot H-2, & Lot H-4), lying east of S. Hanna Trail, in the NE1/4 and SE1/4 of Sec. 10-T102N-R50W of the 5TH P.M., Minnehaha County, South Dakota, containing 16.2± acres.

Notice is further given that at the time and place of aforesaid any person may appear and be heard upon all matters pertaining to said application. Interested parties may appear personally or through their designated agent(s), attorney(s), or representative(s). Anyone unable to attend may submit written comments prior to the hearing to the Crooks Municipal Office (701 S West Ave, Crooks, SD) by 5pm on the day of the hearing.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this hearing, please contact the Crooks Municipal Office at (605) 543-5238. Anyone who is deaf, hard-of-hearing or speech-disabled may utilize Relay South Dakota at (800) 877-1113 (TTY/Voice). Notification two (2) business days prior to the hearing will enable the City to make reasonable arrangements to ensure accessibility to this hearing.

Scott Richardson
Planning & Zoning Director
City of Crooks, SD

Tobias Schantz
City Administrator
City of Crooks, SD

Published:

Published once at the approximate cost of: \$

CITY OF CROOKS

Please check appropriate box

(Print or Type

APPLICATION #:

NAME:

DWBP, LLC

ADDRESS:

204 W St Andrews Dr, SF, SD 57108

DAYTIME PHONE#:

605-380-8877

PROPERTY ADDRESS:

CONDITIONAL USE ☐

REZONING ☒

VARIANCE ☐

LEGAL:

Lots 1-5, Block 1 and Lot 1, Block 2

DATE OF BUILDING PERMIT REQUEST:

NA

DATE OF DENIAL:

NA

REASON FOR BUILDING PERMIT DENIAL:

NA

EXISTING USE OF PROPERTY:

Undeveloped

PRESENT ZONING CLASSIFICATION

R-2

PROPOSED ZONING CLASSIFICATION

GB

SECTION OF CODE

NA

REASON FOR REQUEST:

Rezone 4.2 acres of R-2 property to GB Zoned property

LIST SPECIFIC HARDSHIPS:

NA

Applications for Conditional Use Permits and/or Rezoning Requests will not be accepted until the following information has been provided by the applicant:

- A) Detailed Site Plan (Refer to handout)
- B) Location and Use of Adjacent Structures
- C) Application Fee

SCHEDULED FOR PLANNING COMMISSION ACTION (Date):

SCHEDULED FOR BOARD OF ADJUSTMENT ACTION (Date):

*TENTATIVE DATE (IF APPEALED): Final date announced at Planning Commission Meeting:

APPLICATION FEE:

CHECK #:

RECEIPT #:

The undersigned acknowledges/declares that all the facts and representations stated in this application are true and by signing, acknowledges the cost and the procedure for the processing of the application and certifies that the property described by the provided legal description, is not tax delinquent.

Name of Applicant/Owner

Date

Signature of Applicant/Owner

Date

City of Crooks – 701 S West Ave, Crooks, SD, 57020 – PO Box 785

Site plan for variance / conditional use / rezoning application / building permit

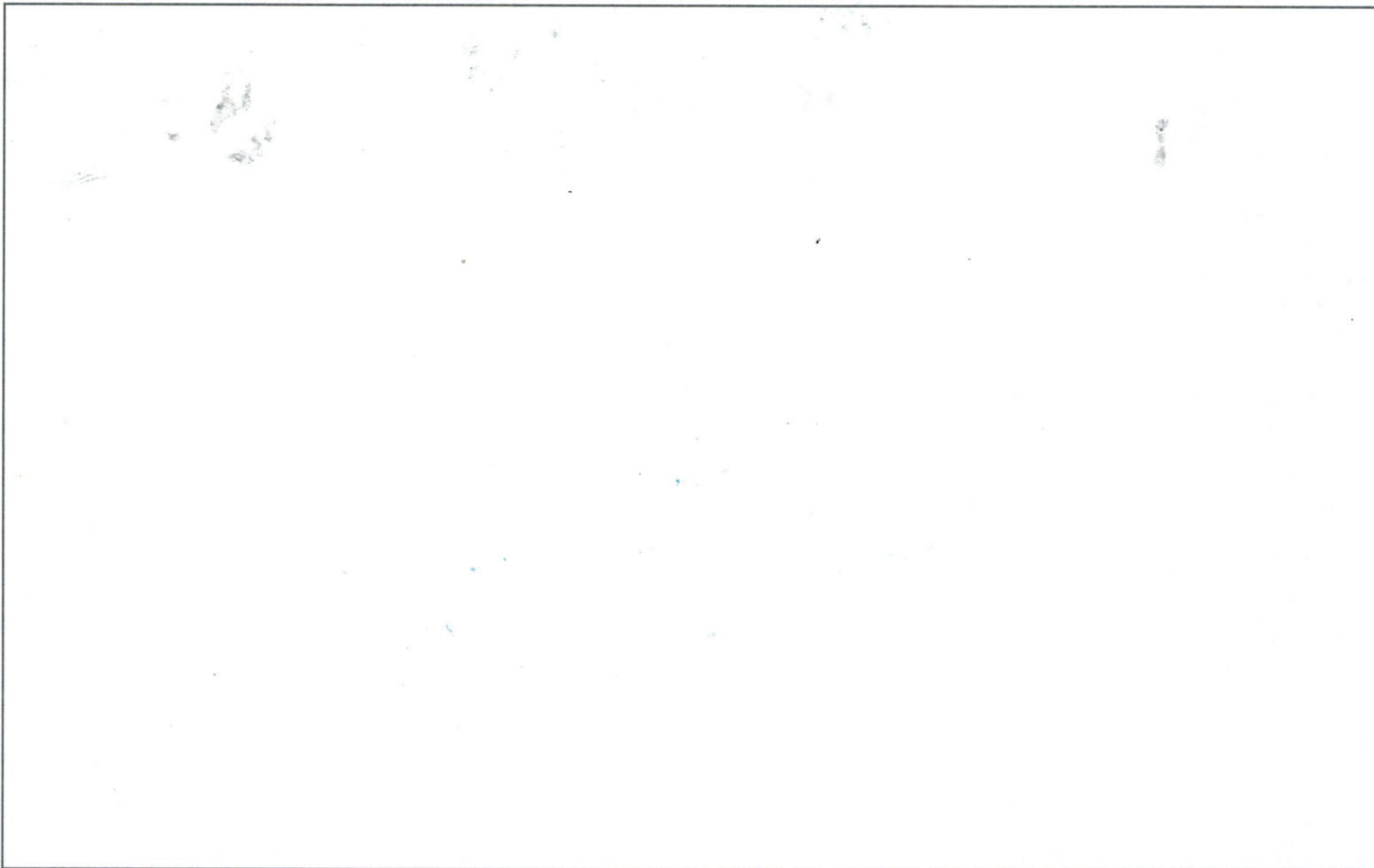
Dear applicant:

Please provide a drawing of your anticipated project you have submitted for your variance/conditional use/rezoning/building permit application. The drawing needs to identify the project and provide an idea/concept of the project.

--

Crooks Planning and Zoning
Crooks Building Inspection

Site plan

A large empty rectangular box with a thin black border, intended for the applicant to draw their site plan. The box is currently blank.

Location and use of adjacent structures (not applicable for building permits):

MN/

8/29/23



Signature applicant

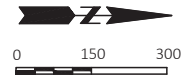
Date

DWBP LLC
Marwin Hoyer, member

Name applicant

LEGEND

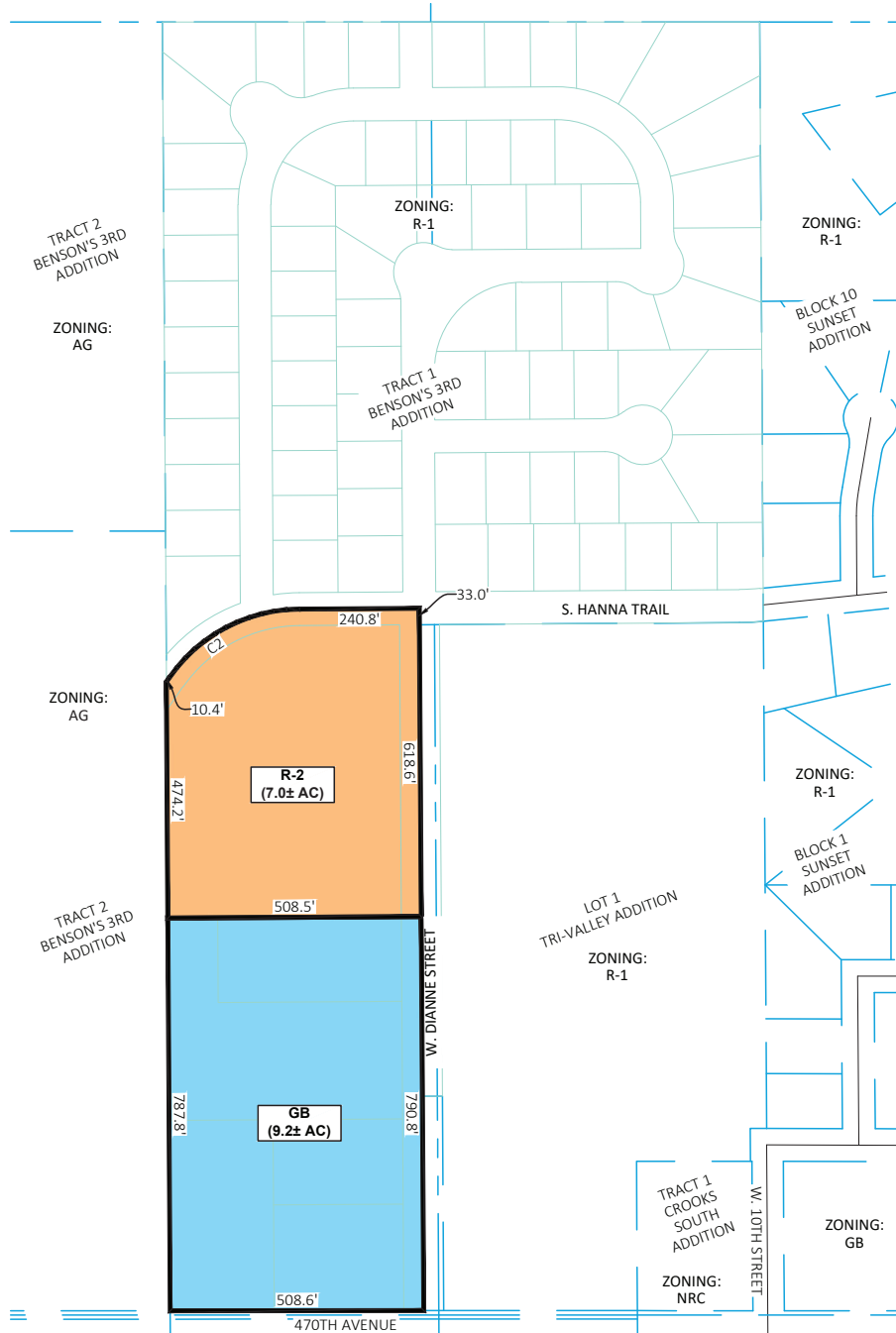
-  = REZONE FROM AG TO R-2 - MULTI-FAMILY RESIDENTIAL (7.0± ACRES)
-  = REZONE FROM AG TO GB - GENERAL BUSINESS (9.2± ACRES)



ZONE	PREVIOUS	CURRENT	DIFFERENCE
R-2	11.2	7.0	- 4.2
GB	5.0	9.2	+ 4.2

CURRENT LEGAL DESCRIPTION:

A PORTION OF TRACT 1 OF BENSON'S 3RD ADDITION (EXCEPT LOT 1 & TRACT 1 TRI-VALLEY ADDITION, EXCEPT LOT H-1, LOT H-2, & LOT H-4), LYING EAST OF S. HANNA TRAIL, IN THE NE1/4 AND SE1/4 OF SEC. 10-T102N-R50W OF THE 5TH P.M., MINNEHAHA COUNTY, SOUTH DAKOTA, CONTAINING 16.2± ACRES.



Sheet No.
A

REZONE EXHIBIT
TRACT 1 BENSON'S 3RD ADDITION
WILLOW CREEK RIDGE ADDITION
CROOKS, MINNEHAHA COUNTY, SD



PROJECT: 70143
DATE: 8-30-23
DESIGNED BY: TVV
DRAWN BY: TVV
CHECKED BY: PGS
DRAWING: 70143/Design/Zoning

**CITY OF CROOKS
ORDINANCE #334**

AN ORDINANCE OF THE CITY OF CROOKS, SOUTH DAKOTA, PROVIDING THAT CERTAIN REAL PROPERTY WITHIN THE CITY OF CROOKS, SOUTH DAKOTA, BE REZONED.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CROOKS, SOUTH DAKOTA, THAT:

A portion of Tract 1 of Benson's 3rd Addition (Except Lot 1 & Tract 1 Tri-Valley Addition, Except Lot H-1, Lot H-2, & Lot H-4), lying east of S. Hanna Trail, in the NE1/4 and SE1/4 of Sec. 10-T102N-R50W of the 5TH P.M., Minnehaha County, South Dakota, containing 16.2± acres be rezoned from Multi-Family Residential (R-2) to General Business (GB) pursuant to the exhibit submitted.

Ayes:

Nays:

Abstain:

Adopted this ____th day of _____, 202__

F. Butch Oseby, Mayor

ATTEST:

Tobias Schantz,
Municipal Finance Officer

(MUNICIPAL SEAL)

Legislative History:

Public hearing:

First reading:

Second reading:

Amendment:

Additional reading due to substantial amendment:

Passage & adoption:

Publication date:

Effective date:

Published once at the approximate cost of:

Ordinance #332
2024 Appropriations Ordinance

Be it ordained by the City of Crooks, South Dakota, that the following sums are appropriated to meet the obligations of the municipality for the for the fiscal year beginning January 1, 2024 and ending December 31, 2024.

Section 1.

	General Fund 101	Liquor, Lodging, Dining Fund 211	Special Maintenance Fund 220	Tax Increment Financing #1 Fund 291	Total Governmental Funds
Governmental Funds					
410 General Government					
411 Legislative	\$ 25,981				\$ 25,981
412 Contingency	\$ 10,000				\$ 10,000
412 Executive	\$ 27,637				\$ 27,637
413 Elections	\$ 2,070				\$ 2,070
414 Financial Administration	\$ 65,617				\$ 65,617
419 Other	\$ 66,930				\$ 66,930
Total General Government	\$ 198,235				\$ 198,235
420 Public Safety					
421 Police	\$ 54,535				\$ 54,535
422 Fire	\$ 40,000				\$ 40,000
423 Protective Inspection	\$ 40,105				\$ 40,105
429 Other Protection	\$ 900				\$ 900
Total Public Safety	\$ 135,540				\$ 135,540
430 Public Works					
431 Highway and Streets	\$ 238,350		\$ 96,615		\$ 334,965
432 Sanitation	\$ 19,063				\$ 19,063
Total Public Works	\$ 257,413		\$ 96,615		\$ 354,028

440 Health and Welfare					
441 Health	\$ 11,486				\$ 11,486
444 Humane Society	\$ 1,500				\$ 1,500
446 Ambulance	\$ 10,000				\$ 10,000
Total Health and Welfare	<u>\$ 22,986</u>				<u>\$ 22,986</u>
450 Culture and Recreation					
451 Recreation	\$ 151,180				\$ 151,180
452 Parks	\$ 101,721				\$ 101,721
Total Culture and Recreation	<u>\$ 252,901</u>				<u>\$ 252,901</u>
460 Conservation and Development					
463 Urban Redevelopment and Housing				\$ 40,563	\$ 40,563
465 Economic Development and Assist.	\$ 1,000	\$ 12,500			\$ 13,500
Total Conservation and Development	<u>\$ 1,000</u>	<u>\$ 12,500</u>		<u>\$ 40,563</u>	<u>\$ 54,063</u>
470 Debt Service					
441 Principal	\$ 68,602				\$ 68,602
442 Interest	\$ 14,286				\$ 14,286
Total Debt Service	<u>\$ 82,888</u>				<u>\$ 82,888</u>
Total Appropriations and Accumulations	<u><u>\$ 950,963</u></u>	<u><u>\$ 12,500</u></u>	<u><u>\$ 96,615</u></u>	<u><u>\$ 40,563</u></u>	<u><u>\$ 1,100,641</u></u>

The following designates the fund or funds that money derived from the following sources is applied to.

Section 2.

Governmental Funds	General Fund 101	Liquor, Lodging, Dining Fund 211	Special Maintenance Fund 220	Tax Increment Financing #1 Fund 291	Total Governmental Funds
Unassigned Fund Balance	\$ 166,090				\$ 166,090
310 Taxes	\$ 519,892	\$ 12,500.00		\$ 40,563	\$ 572,955
320 Licenses and Permits	\$ 36,500				\$ 36,500
330 Intergovernmental Revenue	\$ 110,690				\$ 110,690
340 Charges for Goods and Services	\$ -				\$ -
350 Fines and Forfeits	\$ -				\$ -
360 Miscellaneous Revenue	\$ 14,550		\$ 96,615		\$ 111,165
390 Other Sources	\$ 103,241				\$ 103,241
Total Means of Finance	\$ 950,963	\$ 12,500	\$ 96,615	\$ 40,563	\$ 1,100,641

Section 3.

	Water Fund 602	Sewer Fund 604	Natural Gas Fund 617
Proprietary and Fiduciary Funds			
Beginning Unrestricted Cash	\$ 28,598	\$ 235,057	\$ 384,426
Estimated Revenue	\$ 410,218	\$ 400,460	\$ 938,393
Total Available	<u>\$ 438,816</u>	<u>\$ 635,517</u>	<u>\$ 1,322,819</u>
Less Appropriations (Expenses)	\$ 438,816	\$ 635,517	\$ 1,322,819
Estimated Surplus			
Less Depreciation Reserve	\$ -	\$ -	\$ -
Less Estimated Surplus Retained	\$ -	\$ -	\$ -
Estimated Surplus to be transferred to Governmental Funds	\$ -	\$ -	\$ -
Estimated Net Position Retained	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Section 4.

The finance officer is directed to certify the following dollar amount of tax levies made in this ordinance to the County Auditor.

General Fund Property Tax request of \$303,192.00

Adopted this ____ day of _____, 2023

Attest

F. Butch Oseby, Mayor (Seal)

Tobias Schantz, Finance Officer

First reading: 08/23/2023

Second reading:

Amendment:

Additional reading due to substantial amendment:

Adoption:

Effective:

Publication:

Published once at the approximate cost of \$ _____

Date: 09/15/2023

Prepared by: Tobias Schantz, City Administrator/Finance Officer

Agenda item: 7) 2023 Slurry Seal – Corrected 1st Pay application

Narrative:

At the September 11 regular monthly meeting the Crooks City Council approved a disbursement of 90% of the pay application as submitted by ASCO for the 2023 slurry seal project. A revised and corrected application was submitted by ASCO on September 13, adjusting the amount for item 2 (see pay application for reference) to \$67,078 from the previous amount of \$50,263.40.

Previous Council action:

Approved previously submitted pay application with 90% disbursement and 10% retainage withheld.

Possible actions:

- 1) Approve submitted pay application.
- 2) Approve submitted pay application at Council determined percentage with retainage amount.
- 3) Deny submitted pay application.
- 4) No action.

Staff recommendation:

Staff recommends payment of pay application with retainage percentage of 10%. This approval would mean a disbursement of \$67,099.25 with \$7,455.47 withheld until punch list items are completed.

Misc. comment:

Pay application is included in packet.



APPLICATION

NUMBER: 1

CONTRACT
DATE:

AMANDA PAINTER
NOTARY PUBLIC
SOUTH DAKOTA

Date:

CHANGE ORDER SUMMARY	Additions	Deductions
Total approved this month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Orders		\$0.00

Job #	23803	Job Name Crooks Slurry							
Item #	Description	ORIGINAL CONTRACT				Billing Quantities			
		Qty	UM	Unit Price	Extension	Qty	UM	Unit Price	Extension
1	Mobilization	0.05	LS	\$ 50,000.00	\$ 2,500.00	0.05	LS	\$ 50,000.00	\$ 2,500.00
2	Polymer Modified Slurry Seal, Type II	30490	SY	\$ 2.20	\$ 67,078.00	30490	SY	\$ 2.20	\$ 67,078.00
13	Epoxy Pavement Marking Paint, Area	88	SF	\$ 6.75	\$ 594.00	88	SF	\$ 6.75	\$ 594.00
18	Traffic Control Signs	120	SF	\$ 0.58	\$ 69.60	160	SF	\$ 0.58	\$ 92.80
22	Traffic Control, Miscellaneous - Crooks	1	LS	\$ 4,200.00	\$ 4,200.00	1	LS	\$ 4,200.00	\$ 4,200.00
30	Type 3 Barricade, 8' Double Sided	36	EACH	\$ 5.62	\$ 202.32	16	EACH	\$ 5.62	\$ 89.92
					\$ 74,643.92				

Date: 09/15/2023

Prepared by: Tobias Schantz, City Administrator/Finance Officer

Agenda item: 8) Temporary interfund loan

Narrative:

The present cash balance of the Special Maintenance Fund (220) is lower than the cash disbursement needed for the slurry seal pay application, if approved. At present the cash balance is \$56,612.84 and contingent upon the action taken of the City Council on the pay application, an authorized amount of up to \$17,941.88 would be needed to defray the expenditure. The reason for the loan is attributable to fact that the 2nd portion of the street maintenance assessment fee has not been received, as it is collected concurrently with property tax payments. The City Council motioned an interfund loan for this item last year as well.

Previous Council action:

None.

Possible actions:

- 1) Approve interfund loan.
- 2) Deny interfund loan.
- 3) No action.

Staff recommendation:

Staff recommends an interfund loan, pursuant to SDCL 9-22-24 be made, loaning unrestricted cash from the Natural Gas Fund (617) to the Special Maintenance Fund (220), to be immediately repaid upon receipt of the street maintenance assessment fee; furthermore, to authorize the finance officer to make such transfer on the accounting records of the municipality.

Misc. comment:

N/A.