

**DRAFT MINUTES
PENNINGTON COUNTY PLANNING COMMISSION
March 11, 2013 @ 9:00 a.m.**

County Commissioners' Meeting Room - Pennington County Courthouse

MEMBERS PRESENT: Sig Zvejnieks, Jim Coleman, Karen Hall, Barbara Landers, Bill McCollam, and Nancy Trautman.

STAFF PRESENT: Dan Jennissen, Kelsey Rausch, Jeri Ervin, and Patrick Grode (SAO).

ROLL CALL

1. APPROVAL OF THE FEBRUARY 25, 2013, MINUTES
Moved by Hall and seconded by Coleman to approve the February 25, 2013, Planning Commission minutes. Vote: unanimous (6 to 0).
2. APPROVAL OF THE AGENDA
Moved by Coleman and seconded by Hall to approve the March 11, 2013, Planning Commission Agenda. Vote: unanimous (6 to 0).

CONSENT CALENDAR

The following items have been placed on the Consent Calendar for action to be taken on all items in accordance with staff's recommendation by a single vote. Any item may be removed from the Consent Calendar, by any Planning Commissioner, staff member, or audience member for separate consideration. The findings of this Planning Commission are recommendations to the Pennington County Board of Commissioners who will make the final decision.

3. **CONDITIONAL USE PERMIT REVIEW / CU 85-25:** Loretta Parker. To review two mobile homes, one as a principal residence and one as a caretaker's residence, in accordance with Sections 204, 206-C-21, and 510 of the Pennington County Zoning Ordinance.

Lot 6, Hidden Springs Ranchettes, SW1/4 NW1/4, Section 6, T1N, R9E, BHM, Pennington County, South Dakota.

To recommend approval of the extension of Conditional Use Permit / CU 85-25 with the following six (6) conditions:

1. **That two (2) single-wide mobile homes be allowed on the property, one as a caretaker's residence and the other as a permanent single-family residence;**
2. **That the caretaker's residence be removed from the property when care is no longer needed or the applicant subdivides the property through the Rapid City Growth Management;**

3. That any increase in bedrooms for the caretaker's residence would require the applicant to obtain a Septic Permit to be reviewed and approved by the Environmental Planner;
4. That the applicant may not accumulate more than four (4) unlicensed vehicles on the property, as defined in Section 103 and in accordance with the allowed uses in Section 206 of the Pennington County Zoning Ordinance;
5. That the construction or placement of structures, including the addition of accessory structures (i.e., garages, sheds, etc.), be allowed through the issuance of a Building Permit which will include necessary site plans to be reviewed and approved by the Planning Director; and,
6. That this Conditional Use Permit be reviewed in four (4) years or on a complaint basis.

Vote: unanimous (6 to 0).

4. **CONDITIONAL USE PERMIT REVIEW / CU 89-36:** Clyde and Dianne Graumann. To review a roofing business as a home occupation in a Suburban Residential District in accordance with Section 208-C-6 of the Pennington County Zoning Ordinance.

Lot 5, Carlin Subdivision, Section 11, T1N, R8E, BHM, Pennington County, South Dakota.

To recommend approval of the extension of Conditional Use Permit / CU 89-36 with the following eight (8) conditions:

1. That the hours of operation be between 6:00 a.m. and 7:00 p.m.;
2. That this Conditional Use Permit be revoked when Clyde and Dianne Graumann no longer operate the business and /or sell the property;
3. That one sign may be located no closer than seventeen feet from the street right-of-way and may not be larger than four (4) square feet;
4. That no alteration to any building shall indicate from the exterior that the building is being utilized in whole or in part for any purposes other than that of a residential use;
5. That members of the family residing on the premises and no more than six additional employees shall operate the business;
6. That the applicants' one employee be allowed to park in the driveway; however, any additional employees will be required to park in the area to the

west side of the residence or the applicants will be obligated to provide screening for the parking area to the front of the residence by means of fencing or landscaping;

7. That the applicants obtain an approved Building Permit for any structure exceeding 144 square feet or located on a permanent foundation which includes the necessary site plans to be reviewed and approved by the Planning Director; and,
8. This Conditional Use Permit be reviewed in three (3) years or on a complaint basis.

Vote: unanimous (6 to 0).

5. **MINOR PLAT / PL 13-02:** Hills Septic; First Interstate Bank – Owner. To create Common Area 18 and Lot 47R of Block 1 of Canyon Springs Preserve in accordance with Section 400.3 of the Pennington County Subdivision Regulations.

EXISTING LEGAL: Lot 47, Block 1, Canyon Springs Preserve, Section 22, T2N, R6E, BHM, Pennington County, South Dakota.

PROPOSED LEGAL: Common Area 18 and Lot 47R of Block 1 of Canyon Springs Preserve, Section 22, T2N, R6E, BHM, Pennington County, South Dakota.

To recommend approval of Minor Plat / PL 13-02 with the following condition.

1. That prior to filing the plat with Register of Deeds, the note “**ENTIRE COMMON AREA 18 TO BE FOR SANITARY SEWER PURPOSES. RESIDENTIAL STRUCTURES ARE PROHIBITED**” be located on the plat.

Vote: unanimous (6 to 0).

6. **LAYOUT PLAT / PL 13-03:** David Merchen; Davis Engineering – Agent. To create Lot A Revised and Lot B Revised of Merchen Addition in accordance with Section 400.1 of the Pennington County Subdivision Regulations.

EXISTING LEGAL: Lot A and Lot B of Merchen Addition and Lot 4 of Merchen Addition #2, Section 21, T2N, R6E, BHM, Pennington County, South Dakota.

PROPOSED LEGAL: Lot A Revised and Lot B Revised of Merchen Addition, Section 21, T2N, R6E, BHM, Pennington County, South Dakota.

To recommend approval of Layout Plat / PL 13-03 with the following eleven (11) conditions:

1. That at the time of Minor Plat submittal, engineered road construction plans be submitted for Merchen Road and the Section Line ROW or a Subdivision Regulations Variance be obtained waiving this requirement;
2. That at the time of Minor Plat submittal, the applicant submits percolation tests and soil profile information for all three lots to be reviewed and approved by the Environmental Planner or obtain approval of a Subdivision Regulations Variance waiving this requirement;
3. That at the time of submittal of the Minor Plat, Section Line ROW and Merchen Road be improved to Ordinance 14 standards or a Subdivision Regulations Variance be obtained waiving this requirement;
4. That at the time of submittal of the Minor Plat, the curve data be located on the plat;
5. That at the time of submittal of the Minor Plat, the previous lot lines be labeled;
6. That the location of utility lines maintained by BHEC be located and appropriate easements created for the lines;
7. That at the time of Minor Plat submittal, the applicants submit topography at a five foot contour interval or a Subdivision Regulations Variance be obtained waiving this requirement;
8. That a Subdivision Regulations Variance be obtained waiving the number of lots located on dead end road system;
9. That prior to filing the plat with Register of Deeds, an Operating Permit be obtained for proposed Revised Lot B;
10. That the lot currently known as Lot 4 of Merchen Addition #2 be rezoned from Merchen Addition #2 Planned Unit Development to Low Density Residential District; and,
11. That approval of this Layout Plat does not constitute approval of any further applications to be submitted for the above-described property.

Vote: unanimous (6 to 0).

END OF CONSENT CALENDAR

7. COUNTY BOARD REPORT

The Board of Commissioners concurred with the Planning Commission's recommendations from the February 25, 2013, Planning Commission meeting, with the exception of Conditional Use Permit 13-02 – Dan Pulse. This item was appealed and it was denied by the Board of Commissioners.

8. ITEMS FROM THE PUBLIC

There were no items from the public.

9. ITEMS FROM THE STAFF

A. Building Permit Report. Jennissen reviewed the Building Permit Report for February 2013.

10. ITEMS FROM THE MEMBERSHIP

Commissioner Zvejnieks asked the Planning Director to review the goals submitted by the Planning Commission.

Jennissen spoke of the items the Planning Commission had brought forth to be reviewed and stated he would be preparing a memo for the Planning Commission to discuss these items at the March 25th Planning Commission meeting, with dates when they will be heard at upcoming meetings.

Discussion followed.

11. DISCUSSION ITEMS

There were no discussion items.

12. ADJOURNMENT

Moved by McCollam and seconded by Hall to adjourn.

All voting aye, the Motion carried 6 to 0.

The meeting adjourned at **9:26 a.m.**

Chairperson, Sig Zvejnieks