

**MINUTES**  
**PENNINGTON COUNTY PLANNING COMMISSION**  
**January 12, 2015 @ 9:00 a.m.**

County Commissioners' Meeting Room - Pennington County Administration Building

- MEMBERS PRESENT: Sig Zvejnieks, Karen Hall, Jim Coleman, Barbara Landers, and Deb Hadcock.
- STAFF PRESENT: PJ Conover, Brittney Molitor, Jeri Ervin, Colin Hensely, TJ Doreff, and Kinsley Groote (SAO)

ROLL CALL

1. APPROVAL OF THE DECEMBER 8, 2014, MINUTES  
**Moved by Hall and seconded by Landers to approve the minutes of the December 8, 2014, Planning Commission Meeting. Vote: unanimous (5 to 0).**
  
2. APPROVAL OF THE AGENDA  
**Moved by Hall and seconded by Coleman to approve the Agenda of the January 12, 2015, Planning Commission Meeting, including the Consent Calendar, with the removal of Items #4 and #7. Vote: unanimous (5 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. **PLANNED UNIT DEVELOPMENT REVIEW / PU 06-07:** Black Hills Resorts, Inc. (Cimarron Park). To review a Planned Unit Development to allow a mobile home park in accordance with Section 213 of the Pennington County Zoning Ordinance.

Tract C of Lot B of NE1/4 NW1/4 less Pengra Subdivision, Section 17, T2N, R7E, BHM, Pennington County, South Dakota.

(Continued from the October 27, 2014, Planning Commission meeting.)

**To recommend to continue the review of Planned Unit Development / PU 06-07 to the March 23, 2015, Planning Commission meeting.**

**Vote: unanimous (5 to 0).**

5. **VACATION OF PLAT / VP 14-02:** Schurgerland, LLC. To vacate that part of Lots 10, 11, and 12 located in Pennington County of Pathfinder 1 Subdivision in a Low Density Residential District in accordance with Sections 207 and 510 of the Pennington County Zoning Ordinance.

EXISTING LEGAL: Lots 1-12 of Pathfinder 1 Subdivision, all located in the SE1/4, Section 9, T2N, R9E, BHM, Meade County and Pennington County.

PROPOSED LEGAL: W1/2SE1/4 and SE1/4SE1/4, Section 9, T2N, R9E, BHM, Meade County and Pennington County.

(Continued from the November 24, 2014, Planning Commission meeting.)

**To recommend to continue the review of Vacation of Plat / VP 14-02 to the February 23, 2015, Planning Commission meeting.**

**Vote: unanimous (5 to 0).**

6. **PLANNED UNIT DEVELOPMENT REVIEW / PU 02-04:** Deerfield Park Condominiums. To review an existing Planned Unit Development in accordance with Section 213 of the Pennington County Zoning Ordinance.

Deerfield Park Condominium Units 1 through 10, Section 2, T1S, R3E, BHM, Pennington County, South Dakota.

(Continued from the December 8, 2014, Planning Commission meeting.)

**To recommend to continue the review of Planned Unit Development / PU 02-04 to the February 23, 2015, Planning Commission meeting.**

**Vote: unanimous (5 to 0).**

## **END OF CONSENT CALENDAR**

4. **MINOR PLAT / PL 14-33 AND SUBDIVISION REGULATIONS VARIANCE / SV 14-16:** Bonnie Arend: To combine two lots to create Lot 1R1 of Koupal Subdivision and to waive platting requirements in accordance with Sections 400.3 and 700.1 of the Pennington County Subdivision Regulations.

EXISTING LEGAL: Lots 1R and 2R, Koupal Subdivision, Section 25, T2N, R3E, BHM, Pennington County, South Dakota.

PROPOSED LEGAL: Lot 1R1, Koupal Subdivision, Section 25, T2N, R3E, BHM, Pennington County, South Dakota.

Commissioner Landers asked to have this item removed from the Consent Calendar.

Molitor reviewed the Staff Report indicating the applicant is requesting to create Lot 1R1 of Koupal Subdivision from two existing lots: Lots 1R and 2R of Koupal Subdivision. The applicant has also submitted a Subdivision Regulations Variance request to waive submittal of the following: (1) To reduce the minimum width of the Right-of-Way from 66-feet to 30-feet; (2) Percolation test and soil profile hole information on Lot 1R1; (3) Topographical information at five (5) foot contour intervals; and (4) To use existing 8 to 10-foot-wide gravel road surface for Bloody Gulch Road in lieu of improving road to a 24-foot-wide road with gravel driving surface.

Staff recommended approval of Subdivision Regulations Variance / SV 14-16 to waive (1.) The minimum width of the Right-of-Way from 66-feet to 30-feet, (2.) To waive submittal of percolation test and soil profile hole information on proposed Lot 2, (3.) To waive submittal of topographical information at five (5) foot contour intervals, and waive (4.) To waive the required road improvement of Bloody Gulch Road to a 24-foot wide road with gravel driving surface; and approval of Minor Plat / PL 14-33 with no conditions.

Discussion followed.

**Moved by Hall and seconded by Landers to approval of Subdivision Regulations Variance / SV 14-16 to waive submittal of the following: (1.) The minimum width of the Right-of-Way from 66-feet to 30-feet, (2.) Percolation test and soil profile hole information on proposed Lot 2, (3.) Topographical information at five (5) foot contour intervals, and (4.) Required road improvement of Bloody Gulch Road to a 24-foot wide road with gravel driving surface; and approval of Minor Plat / PL 14-33 with no conditions.**

**All voting aye, the Motion carried 5 to 0.**

7. MINOR PLAT / PL 14-31: John and Jenny Boland. To create Lot 1 of Boland Subdivision in accordance with Section 400.3 of the Pennington County Subdivision Regulations.

EXISTING LEGAL: Government Lots 10-11, Section 31, T1S, R6E, BHM, Pennington County, South Dakota.

PROPOSED LEGAL: Lot 1 of Boland Subdivision and unplatted balance of Government Lot 11, Section 31, T1S, R6E, BHM, Pennington County, South Dakota.

Commissioner Landers asked to have this item removed from the Consent Calendar.

Conover reviewed the Staff Report indicating the applicants have applied to create Lot 1 of Boland Subdivision.

Staff recommended approval of Minor Plat / PL 14-31 with the following condition:

1. That prior to filing the plat with Register of Deeds, an Operating Permit be obtained for proposed Lot 1.

Discussion followed.

**Moved by Hall and seconded by Coleman to approve of Minor Plat / PL 14-31 with the following condition:**

1. **That prior to filing the plat with Register of Deeds, an Operating Permit be obtained for proposed Lot 1.**

**All voting aye, the Motion carried 5 to 0.**

8. MINOR PLAT / PL 14-34 AND SUBDIVISION REGULATIONS VARIANCE / SV 14-17: David and Elisa Lynde. To create Lots 5A and 5B, J-K Subdivision and to waive platting requirements in accordance with Sections 400.3 and 700.1 of the Pennington County Subdivision Regulations.

EXISTING LEGAL: Lot 5, J-K Subdivision, Section 15, T2N, R6E, BHM, Pennington County, South Dakota.

PROPOSED LEGAL: Lots 5A and 5B, J-K Subdivision, Section 15, T2N, R6E, BHM, Pennington County, South Dakota.

Conover reviewed the Staff Report indicating the applicants have applied to create Lots 5A and 5B of J-K Subdivision and they have also submitted a Subdivision Regulations Variance request to waive platting requirements.

Staff recommended approval of a portion of Subdivision Regulations Variance 14-17 to waive the minimum width of Right-of-Way to be less than 66 feet; to waive submittal of percolation tests and soil profile information; to waive submittal of topographical information; and to waive the minimum driving surface width to be 24 feet.

Staff recommended denial of a portion of Subdivision Regulations Variance 14-17 to waive the minimum diameter of Turnaround Right-of Way to be less than 110 feet and denial of the minimum driving surface turnaround diameter to be less than 96 feet.

Staff recommended approval of Minor Plat 14-34 with the following four (4) conditions:

1. That prior to filing the plat at Register of Deeds, the applicants apply for a Building Permit for the pole barn / garage for which penalty fees will be assessed;
2. That at the time a Building Permit is applied for, proposed Lot 5B, an address will be assigned and said lot address shall be posted so they are clearly visible at all times in accordance with Pennington County's Ordinance #20;

3. That a Building Permit be obtained for any structure exceeding 144 square feet or located on a permanent foundation, which requires a site plan to be reviewed and approved by the Planning Director; and,
4. That following platting of the proposed lots, any on-site wastewater treatment system be subject to the requirements of Section 204-J of the Pennington County Zoning Ordinance, including the requirement to obtain an Operating Permit.

Discussion followed.

Conover clarified staff's recommendation to waive a portion of the Subdivision Regulations Variance.

Moved by Hall to approve of a portion of Subdivision Regulations Variance 14-17 to waive the minimum width of Right-of-Way to be less than 66 feet; to waive submittal of percolation tests and soil profile information; to waive submittal of topographical information; and to waive the minimum driving surface width to be 24 feet.

Motion died for lack of a second.

Discussion followed.

Conover noted that the applicant has obtained the Building Permit for the pole barn / garage and Condition #1 can be removed. He further asked to include a condition noting that all the Subdivision Regulations Variances be adhered to.

**SUBSTITUTE MOTION: Moved by Hall and seconded by Hadcock to deny Subdivision Regulations Variance / SV 14-17 request to waive the minimum width of Right-of-Way to be less than 66 feet; to deny submittal of percolation tests and soil profile information; to deny submittal of topographical information; to deny waiving the minimum driving surface width to be 24 feet; to deny waiving the minimum diameter of Turnaround Right-of-Way to be less than 110 feet and denial of the minimum driving surface turnaround diameter to be less than 96 feet; and approval of Minor Plat / PL 14-34 with the following four (4) conditions:**

1. That at the time a Building Permit is applied for, proposed Lot 5B, an address will be assigned and said lot address shall be posted so they are clearly visible at all times in accordance with Pennington County's Ordinance #20;
2. That a Building Permit be obtained for any structure exceeding 144 square feet or located on a permanent foundation, which requires a site plan to be reviewed and approved by the Planning Director; and,
3. That following platting of the proposed lots, any on-site wastewater treatment system be subject to the requirements of Section 204-J of the Pennington County Zoning Ordinance, including the requirement to obtain an Operating Permit; and,

**4. That the applicant meets all the required Subdivision Regulations.**

**All voting aye, the Motion carried 5 to 0.**

9. MINOR PLANNED UNIT DEVELOPMENT AMENDMENT / PU 14-05: Joni Peterson. To amend the existing Trailwood Planned Unit Development to allow for a home occupation, a salon business in the basement of the residence, on the subject property in accordance with Sections 213 of the Pennington County Zoning Ordinance.

Lot 17, Block 21, Trailwood Village, Section 10, T1N, R8E, BHM, Pennington County, South Dakota.

Conover reviewed the Staff Report indicating the applicant has applied to amend the existing Trailwood Planned Unit Development to allow for a home occupation, a salon business in the basement of the residence, on the subject property.

Staff recommended approval of Minor Planned Unit Development / PU 14-05 with the following eight (8) conditions.

1. That a Building Permit be obtained for structures exceeding 144 square feet or located on a permanent foundation which will require a site plan to be reviewed and approved by the Planning Director;
2. That no off-premise signs be allowed within the Planned Unit Development;
3. That hours of operation will be Monday through Friday 8 a.m. to 5 p.m., and 8 a.m. to 4 p.m. on every other Saturday, with an occasional late appointment after hours;
4. That there will be only one (1) additional full-time employee;
5. That there be a minimum of two (2) off street parking spaces available at all times;
6. That applicant will adhere to all requirements of the South Dakota Cosmetology Commission and County requirements, including all Planned Unit Development requirements, and maintains the necessary permits to conduct the business;
7. That if the amount of waste generated from salon exceeds 10,000 gallons per month, Rapid Valley Sanitary District and City of Rapid City must be notified. Any pretreatment required by above agencies must be adhered to; and,
8. That the Planned Unit Development be reviewed in one (1) year, on a complaint basis, or as deemed necessary by the Pennington County Planning Commission or County Board.

Discussion followed.

**Moved by Landers and seconded by Hall to approve of Minor Planned Unit Development / PU 14-05 with the following eight (8) conditions.**

- 1. That a Building Permit be obtained for structures exceeding 144 square feet or located on a permanent foundation which will require a site plan to be reviewed and approved by the Planning Director;**
- 2. That no off-premise signs be allowed within the Planned Unit Development;**
- 3. That hours of operation will be Monday through Friday 8 a.m. to 5 p.m., and 8 a.m. to 4 p.m. on every other Saturday, with an occasional late appointment after hours;**
- 4. That there will be only one (1) additional full-time employee;**
- 5. That there be a minimum of two (2) off street parking spaces available at all times;**
- 6. That applicant will adhere to all requirements of the South Dakota Cosmetology Commission and County requirements, including all Planned Unit Development requirements, and maintains the necessary permits to conduct the business;**
- 7. That if the amount of waste generated from salon exceeds 10,000 gallons per month, Rapid Valley Sanitary District and City of Rapid City must be notified. Any pretreatment required by above agencies must be adhered to; and,**
- 8. That the Planned Unit Development be reviewed in one (1) year, on a complaint basis, or as deemed necessary by the Pennington County Planning Commission or County Board.**

**All voting aye, the Motion carried 5 to 0.**

10. CONDITIONAL USE PERMIT / CU 14-33: Lenora and Larry Ruland. To allow a single-wide mobile home to be used as a permanent residence in a General Agriculture District in accordance with Sections 205 and 510 of the Pennington County Zoning Ordinance.

W1/2SE1/4, Section 24, T1S, R16E, BHM, Pennington County, South Dakota.

Conover reviewed the Staff Report indicating the applicants have applied for a Conditional Use Permit to allow for a single-wide mobile home to be used as a permanent residence in a General Agriculture District.

Conover further explained the applicants had received prior approval of the Conditional Use Permit, from the Board of Commissioners, on December 2, 2014, as the applicants were not able to meet the deadline to appear in front of the Planning Commission at their December 8, 2014, Planning Commission meeting.

Staff recommended approval of Conditional Use Permit / CU 14-33 with the following seven (7) conditions:

1. That a Building Permit be obtained for any structures over 144 square feet or placed on a permanent foundation on the property;
2. That the new lot address be clearly posted, so as to be visible from both directions on 239<sup>th</sup> Street in accordance with Pennington County's Ordinance #20;
3. That the subject property remains free of debris and junk vehicles;
4. That the mobile home installed on the property have peaked non-reflective type roofs and wood or simulated wood-type siding that are continually maintained;
5. That the minimum setback requirements of a General Agriculture District be continually maintained on the property;
6. That two (2) off-street parking spaces be continually provided on the subject property, in accordance with Section 310 of the Pennington County Zoning Ordinance; and,
7. That this Conditional Use Permit be reviewed in one (1) year, on a complaint basis, or as directed by the Pennington County Planning Board of Commissioners and/or County Planning Commission to verify that all conditions of approval are being met.

Discussion followed.

**Moved by Hadcock and seconded by Landers to approve of Conditional Use Permit / CU 14-33 with the following seven (7) conditions:**

- 1. That a Building Permit be obtained for any structures over 144 square feet or placed on a permanent foundation on the property;**
- 2. That the new lot address be clearly posted, so as to be visible from both directions on 239<sup>th</sup> Street in accordance with Pennington County's Ordinance #20;**
- 3. That the subject property remains free of debris and junk vehicles;**
- 4. That the mobile home installed on the property have peaked non-reflective type roofs and wood or simulated wood-type siding that are continually maintained;**
- 5. That the minimum setback requirements of a General Agriculture District be continually maintained on the property;**



6. **That two (2) off-street parking spaces be continually provided on the subject property, in accordance with Section 310 of the Pennington County Zoning Ordinance; and,**
7. **That this Conditional Use Permit be reviewed in one (1) year, on a complaint basis, or as directed by the Pennington County Planning Board of Commissioners and/or County Planning Commission to verify that all conditions of approval are being met.**

**All voting aye, the Motion carried 5 to 0.**

11. CONDITIONAL USE PERMIT / CU 14-34: James and Ethel Witcher. To allow a single-wide mobile home to be used as a permanent residence in a General Agriculture District in accordance with Sections 205 and 510 of the Pennington County Zoning Ordinance.

All Less RR ROW, less Lot H1 of NE1/4, less Lot H1 of NW1/4 and less Hwy Row, Section 7, T4S, R15E, BHM, Pennington County, South Dakota.

Conover reviewed the Staff Report Conover indicating the applicants have applied for a Conditional Use Permit to allow for a single-wide mobile home to be used as a permanent residence in a General Agriculture District.

Conover further explained the applicants had received prior approval of the Conditional Use Permit, from the Board of Commissioners, on December 16, 2014, as the applicants were not able to meet the deadline to appear in front of the Planning Commission at their December 8, 2014, Planning Commission meeting.

Staff recommended approval of Conditional Use Permit / CU 14-34 with the following seven (7) conditions:

1. That a Building Permit be obtained for the new single-wide mobile home before it is moved onto the property;
2. That the lot address be clearly posted, so as to be visible from both directions on 185<sup>th</sup> Ave in accordance with Pennington County's Ordinance #20;
3. That the subject property remains free of debris and junk vehicles;
4. That the mobile home installed on the property have peaked non-reflective type roofs and wood or simulated wood-type siding that are continually maintained;
5. That the minimum setback requirements of a General Agriculture District be continually maintained on the property;
6. That two (2) off-street parking spaces be continually provided on the subject property, in accordance with Section 310 of the Pennington County Zoning Ordinance; and,

7. That this Conditional Use Permit be reviewed in one (1) year, on a complaint basis, or as directed by the Pennington County Planning Board of Commissioners and/or County Planning Commission to verify that all conditions of approval are being met.

Discussion followed.

**Moved by Landers and seconded by Hall to approve of Conditional Use Permit / CU 14-34 with the following seven (7) conditions:**

1. That a Building Permit be obtained for the new single-wide mobile home before it is moved onto the property;
2. That the lot address be clearly posted, so as to be visible from both directions on 185<sup>th</sup> Ave in accordance with Pennington County's Ordinance #20;
3. That the subject property remains free of debris and junk vehicles;
4. That the mobile home installed on the property have peaked non-reflective type roofs and wood or simulated wood-type siding that are continually maintained;
5. That the minimum setback requirements of a General Agriculture District be continually maintained on the property;
6. That two (2) off-street parking spaces be continually provided on the subject property, in accordance with Section 310 of the Pennington County Zoning Ordinance; and,
7. That this Conditional Use Permit be reviewed in one (1) year, on a complaint basis, or as directed by the Pennington County Planning Board of Commissioners and/or County Planning Commission to verify that all conditions of approval are being met.

**All voting aye, the Motion carried 5 to 0.**

12. MINOR PLAT / PL 14-35 AND SUBDIVISION REGULATIONS VARIANCE / SV 14-18: Kevin and Heather McNitt. To create Lots 1 and 2, King Ranch Subdivision and to waive platting requirements in accordance with Sections 400.3 and 700.1 of the Pennington County Subdivision Regulations.

EXISTING LEGAL: That PT of SW1/4SW1/4 Lying North of Deerfield Road less Hwy Lots, Section 26, T1N, R3E, BHM, Pennington County, South Dakota.

PROPOSED LEGAL: Lots 1 and 2, King Ranch Subdivision, Section 26, T1N, R3E, BHM, Pennington County, South Dakota.

Molitor reviewed the Staff Report indicating the applicants have applied to create Lots 1 and 2 of King Ranch Subdivision and they have also submitted a Subdivision Regulations Variance request to waive submittal of the following: (1.) Right-of-Way easement improvements; (2.) percolation test and soil profile hole information on proposed Lot 2; (3.) topographical information at five (5) foot contour intervals; (4) Section Line Right-of-Way improvements; and (5.) submittal of Engineered road construction plans.

Staff recommended approval of Subdivision Regulations Variance / SV 14-18 to waive submittal of the following: (1.) Right-of-Way easement improvements; (2.) percolation test and soil profile hole information on proposed Lot 2; (3.) topographical information at five (5) foot contour intervals; (4) Section Line Right-of-Way improvements; and (5.) submittal of engineered road construction plans; and approval of Minor Plat / PL 14-35 with one (1) condition.

1. That Proposed Lot 1 and Proposed Lot 2 of King Ranch Subdivision are either rezoned or lot size variances are obtained prior to filing the Plat with the Register of Deeds.

Discussion followed.

**Moved by Hadcock and seconded by Hall to approve of Subdivision Regulations Variance / SV 14-18 to waive submittal of the following: (1.) Right-of-Way easement improvements; (2.) percolation test and soil profile hole information on proposed Lot 2; (3.) topographical information at five (5) foot contour intervals; (4) Section Line Right-of-Way improvements; and (5.) submittal of engineered road construction plans; and approval of Minor Plat / PL 14-35 with the following one (1) condition.**

- 1. That Proposed Lot 1 and Proposed Lot 2 of King Ranch Subdivision are either rezoned or lot size variances are obtained prior to filing the Plat with the Register of Deeds.**

**All voting aye, the Motion carried 5 to 0.**

Planning Commission took a five minute recess.  
Planning Commission reconvened.

13. CONDITIONAL USE PERMIT / CU 14-35: Brad Nible. To allow a multiple-family dwelling in a Suburban Residential District, to rent out the home/basement, in accordance with Sections 208 and 510 of the Pennington County Zoning Ordinance.

Lot 19, Block 1, Harney Peak View Addition, Section 9, T1N, R8E, BHM, Pennington County, South Dakota.

Conover reviewed the Staff Report indicating the applicant has applied for a Conditional Use Permit to allow a multiple-family dwelling in a Suburban Residential District, to rent out the home/basement, on the subject property.

Staff recommends continuing Conditional Use Permit / Cu 14-35 to the January 26, 2015, Planning Commission meeting so that it can be determined exactly what the applicant is building.

If the Planning Commission chooses to approve Conditional Use Permit / CU 14-35, staff recommends the following seven (7) conditions be included as Conditions of Approval:

- 1 That a minimum of six (6) off-street parking spaces be provided on-site, each measuring a minimum of nine (9) feet x eighteen (18) feet with gravel, concrete or asphalt, and maintained in a dust-free manner;
- 2 That the applicant obtains a Building Permit for the basement finish of the structure for which penalty fees will be assessed;
- 3 That the property be kept free of debris and junk vehicles;
- 4 That the residence and the addresses of each unit be properly posted so they are visible from School Drive in accordance with Pennington County Ordinance #20;
- 5 That smoke alarms be installed and/or properly maintained in working order in each unit; and,
- 6 That a Building Permit be obtained for any structures over 144 square feet or placed on a permanent foundation on the property, which requires a site plan to be reviewed and approved by the Planning Director;
- 7 That this Conditional Use Permit be reviewed in one (1) year, on a complaint basis or as deemed necessary by either the Pennington County Board of Commissioners and/or Planning Commission to verify that all conditions are being met.

Conover explained that the applicant further noted that the basement will include two apartments, but the upper level will only contain one living area with bedrooms.

Conover also recommended amending Condition #2, as the applicant has not finished the basement of the structure.

Discussion followed.

**Moved by Hall and seconded by Landers to approve of Conditional Use Permit / CU 14-35, with the following seven (7) conditions:**

- 1 That a minimum of six (6) off-street parking spaces be provided on-site, each measuring a minimum of nine (9) feet x eighteen (18) feet with gravel, concrete or asphalt, and maintained in a dust-free manner;**
- 2 That the applicant obtains a Building Permit for the basement finish of the structure;**

- 3 That the property be kept free of debris and junk vehicles;
- 4 That the residence and the addresses of each unit be properly posted so they are visible from School Drive in accordance with Pennington County Ordinance #20;
- 5 That smoke alarms be installed and/or properly maintained in working order in each unit; and,
- 6 That a Building Permit be obtained for any structures over 144 square feet or placed on a permanent foundation on the property, which requires a site plan to be reviewed and approved by the Planning Director;
- 7 That this Conditional Use Permit be reviewed in one (1) year, on a complaint basis or as deemed necessary by either the Pennington County Board of Commissioners and/or Planning Commission to verify that all conditions are being met.

A member of the public appeared and spoke of concerns with drainage on School Drive, indicating it has become a problem.

Molitor responded and explained that she did speak with the County Highway Engineer and this project will not interfere with the drainage issue in the area. Molitor also spoke of staff receiving several complaints in regards to drainage in the area and staff will be checking into this.

Discussion followed.

**All voting aye, the Motion carried 5 to 0.**

14. DISCUSSION OF VIOLATIONS TO BE CLEARED BEFORE OBTAINING APPROVAL THROUGH PLANNING COMMISSION OR BOARD OF COMMISSIONERS.

Chairman Zvejnieks spoke of violation(s) to be cleared before the item is heard in front of the Planning Commission and Board of Commissioners.

Discussion followed.

15. DISCUSSION OF VACATION HOME RENTAL ORDINANCE.

Conover informed the Planning Commission that members of the public expressed concern with the current Vacation Home Rental Ordinance, specifically to allow them in Suburban Residential Zoning Districts, and the Board of Commissioners are looking into forming another committee to review the existing Ordinance.

16. DISCUSSION OF DECEMBER PLANNING COMMISSION MEETINGS.

Conover discussed adding another Planning Commission meeting in December. Conover explained that with only one meeting being held, items that are submitted after this date will not be heard until the first meeting in January.

Discussion followed.

Chairman Zvejnieks recommended staff meet and bring back options to the next scheduled meeting.

17. COUNTY BOARD REPORT

The Board of Commissioners concurred with the Planning Commission's recommendations from the December 8, 2014, Planning Commission meeting.

18. ITEMS FROM THE PUBLIC

There were no items from staff.

19. ITEMS FROM THE STAFF

A. Building Permit Report. Conover reviewed the Building Permit Report for December 2014.

B. New Employee Announcements. Conover introduced Colin Hensley as the new Planner I.

20. ITEMS FROM THE MEMBERSHIP

There were no items from the membership.

21. ADJOURNMENT

**Moved by Hall and seconded by Landers to adjourn.**

**All voting aye, the Motion carried 5 to 0.**

The meeting adjourned at **10:31 a.m.**

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Sig Zvejnieks, Chairperson