

**MINUTES**  
**PENNINGTON COUNTY PLANNING COMMISSION**

**September 24, 2018 @ 9:00 a.m.**

County Commissioners' Meeting Room - Pennington County Administration Building

MEMBERS PRESENT: Travis Lasseter, Rich Marsh, Jim Coleman, Sonny Rivers, Sandra Runde; and Deb Hadcock.

STAFF PRESENT: PJ Conover, Brittney Molitor, Cassie Bolstad, and Michaele Hoffmann (SAO) and Jeri Ervin

ROLL CALL

1. APPROVAL OF THE SEPTEMBER 10, 2018, MINUTES  
**Moved by Marsh and seconded by Runde to approve the Minutes of the September 10, 2018, Planning Commission meeting. Vote: unanimous 6 to 0.**

2. APPROVAL OF THE AGENDA  
**Moved by Runde and seconded by Rivers to approve the Agenda of the September 24, 2018, Planning Commission meeting. Vote: unanimous 6 to 0.**

**Moved by Marsh and seconded by Runde to approve the Consent Calendar of the September 24, 2018, Planning Commission meeting. Vote: unanimous 6 to 0.**

**CONSENT AGENDA**

The following items have been placed on the Consent Agenda 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 Agenda, 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 92-42:** Sunnyside Mobile Home Court. To review a mobile home park in a Suburban Residential District in accordance with Sections 208-C-2 and 510 of the Pennington County Zoning Ordinance.

Lot B of Lot 1 of Lot B less N600.236 feet in W1/2NE1/4; Lot A of Lot 1 of Lot B in W1/2NE1/4; Lot A of Lot 2 of Lot B less N600.236 feet in W1/2NE1/4; Tract 2 of Lot 2 of Lot B in SW1/4NE1/4; SE1/4NE1/4 including the private lane in the SE1/4NE1/4 and NE1/4SE1/4 less Lot A of SE1/4NE1/4 and NE1/4SE1/4 and Less L.

(Continued from the June 25, 2018, Planning Commission meeting.)

**To continue the review of Conditional Use Permit / CU 92-42 to the December 17, 2018, Planning Commission meeting to allow staff and the property manager time to meet to bring the property into compliance.**

**Vote: unanimous 6 to 0.**

4. **CONDITIONAL USE PERMIT REVIEW / CU 10-38:** Robert Mills. To review a home occupation, an auto restoration shop, in a Suburban Residential District in accordance with Sections 208 and 510 of the Pennington County Zoning Ordinance.

The N1/2 Lot E of E1/2SE1/4, Section 9, T1N, R8E, BHM, Pennington County, South Dakota.

(Continued from the August 27, 2018, Planning Commission meeting.)

**To approve of the extension of Conditional Use Permit / CU 10-38 with the following ten (10) conditions:**

1. **That a Building Permit be obtained for any structure exceeding 144 square feet or permanently anchored to the ground, which requires a site plan to be reviewed and approved by the Planning Director;**
2. **That the applicant adheres to all necessary County, State, and Federal regulations, and maintains the necessary permits to conduct the business;**
3. **That there is no more than one (1) additional employee, excluding family members;**
4. **That there is a minimum of three (3) off-street parking spaces available at all times;**
5. **That all aspects of the business be conducted entirely within an enclosed structure (structure being building) and no stock in trade shall be displayed outside the enclosed structure;**
6. **That the hours of operation will be conducted between the hours of 7:00 a.m. and 6:00 p.m.;**
7. **That if the amount of waste generated from the restoration shop and disposed of in the sanitary sewer exceeds 10,000 gallons per month, Rapid Valley Sanitary District and City of Rapid City must be notified and pretreatment (i.e. sand filter) implemented prior to disposal;**
8. **That the address continues to be posted on the shop building in accordance with Ordinance #20;**
9. **That this Conditional Use Permit be reviewed in three (3) years or on a complaint basis to verify that all conditions of approval are being met, or as directed by the Pennington County Planning Commission or the Board of Commissioners to verify that all Conditions of Approval are being met; and,**
10. **That historic auto restoration be defined as working on motor vehicles 20 years or older.**

**Vote: unanimous 6 to 0.**

5. **CONDITIONAL USE PERMIT REVIEW / CU 13-21:** Aaron Olson. To review a Vacation Home Rental in a Suburban Residential District in accordance with Sections 208, 319, and 510 of the Pennington County Zoning Ordinance.

Lot 8 of Tract A, Sunnyside Acres Subdivision, Section 25, T2N, R4E, BHM, Pennington County, South Dakota.

**To continue the review of Conditional Use Permit / CU 13-21 to the October 8, 2018, Planning Commission meeting.**

**Vote: unanimous 6 to 0.**

6. **CONDITIONAL USE PERMIT REVIEW / CU 16-20:** Perry and Vicky Van Newkirk. To review a pole barn constructed prior to a residential structure on the subject property in a Low Density Residential District in accordance with Sections 207 and 510 of the Pennington County Zoning Ordinance.

Lot 48 (includes 48A), Burns Placer 697, Section 14, T1S, R4E, BHM, Pennington County, South Dakota.

(Continued from the July 23, 2018, Planning Commission meeting.)

**To continue the review of Conditional Use Permit / CU 16-20 to the December 17, 2018, Planning Commission meeting to allow the applicant time to proceed with the replatting process to combine both lots into one.**

**Vote: unanimous 6 to 0.**

7. **CONDITIONAL USE PERMIT REVIEW / CU 17-27:** Beverly Sears. To review an existing 12' x 12' structure to be used as a single-family residence in a Suburban Residential District in accordance with Sections 204, 208, and 510 of the Pennington County Zoning Ordinance.

Lots 22-23, Block, 8, Silver City Subdivision, Section 31, T2N, R5E, BHM, Pennington County, South Dakota.

**To continue the review of Conditional Use Permit / CU 17-27 to the October 22, 2018, Planning Commission meeting.**

**Vote: unanimous 6 to 0.**

8. **CONDITIONAL USE PERMIT REVIEW / CU 17-34:** Sherri Wilkie. To review a single-wide mobile home to be used as a permanent, single-family residence on the subject property in a Suburban Residential District in accordance with Sections 208 and 510 of the Pennington County Zoning Ordinance.

Lot A of Lot 10, Block 8, Eastern Acres Subdivision, Section 11, T1N, R8E, BHM, Pennington County, South Dakota

**To approve of the extension of Conditional Use Permit / CU 17-34 with the following seven (7) conditions:**

1. **That the applicant continues to utilize the existing approach off of Corbin Drive and no new approaches be constructed without prior approval from the County Highway Department;**
2. **That the minimum setback requirements of a Suburban Residential District be continually maintained on the property, or a variance obtained;**
3. **That the subject property remains free of debris and junk vehicles;**
4. **That the single-wide mobile home installed on the property have a peaked, non-reflective type roof and wood or simulated wood-type siding that is continually maintained, and be provided with skirting from the bottom of the walls to the ground; and that the address is clearly posted so that it is visible from both directions of Corbin Drive, and in accordance with Pennington County's Ordinance #20;**
5. **That an approved Building Permit be obtained for any structure exceeding 144 square feet or permanently anchored to the ground, which requires a site plan to be reviewed and approved by the Planning Director;**
6. **That the applicant sign a Statement of Understanding at the Planning Office within ten (10) business days of approval of Conditional Use Permit / CU 17-34; and,**
7. **That this Conditional Use Permit be reviewed in two (2) years, on a complaint basis, or as directed by the Planning Commission or Board of Commissioners to verify that all Conditions of Approval are being met.**

**Vote: unanimous 6 to 0.**

9. **CONDITIONAL USE PERMIT REVIEW / CU 17-35:** Carolyn Hunt. To review a single-wide mobile to be used as a single-family residence on the subject property in a Suburban Residential District in accordance with Sections 208, 304 and 510 of the Pennington County Zoning Ordinance.

Lot C, Block 1, Sathe Subdivision, Section 15, T2N, R08E, BHM, Pennington County, South Dakota.

To approve of the extension of Conditional Use Permit / CU 17-35 with the following six (6) conditions:

1. That the minimum setback requirements of a Suburban Residential District be continually maintained on the property or the appropriate setback variance be obtained;
2. That the subject property remains free of debris and junk vehicles;
3. That the single-wide mobile home installed on the property continue to have a peaked, non-reflective type roof and wood or simulated wood-type siding that is continually maintained;
4. That an approved Building Permit be obtained for any structure exceeding 144 square feet or permanently anchored to the ground, which requires a site plan to be reviewed and approved by the Planning Director;
5. That the address is clearly posted on the residence and so that it is visible from both directions of travel on Bennett Road in accordance with Pennington County's Ordinance #20; and,
6. That this Conditional Use Permit be reviewed in three (3) years, on a complaint basis, or as directed by the Planning Commission and/or Board of Commissioners to verify that all Conditions of Approval are being met.

**Vote: unanimous 6 to 0.**

10. **CONDITIONAL USE PERMIT REVIEW / CU 17-47:** Harriet Kelley. To review a Recreational Vehicle to be used as temporary living quarters on the subject property, during the summer months, in a Low Density Residential District in accordance with Sections 207 and 510 of the Pennington County Zoning Ordinance.

Lot 1 of Lot A of Government Lot 2 of the NW1/4NE1/4, Section 2, T2S, R5E, BHM, Pennington County, South Dakota.

(Continued from the July 25, 2018, Planning Commission meeting.)

**To continue the review of Conditional Use Permit / CU 17-47 to the October 22, 2018, Planning Commission meeting.**

**Vote: unanimous 6 to 0.**

11. **CONDITIONAL USE PERMIT / CU 18-31:** A&O Enterprises; David Finneman. To allow an existing Recreational Vehicle to be used as temporary living quarters to allow the applicant time to place a governor's home on the property in a General Agriculture District in accordance with Sections 205 and 510 of the Pennington County Zoning Ordinance.

NW1/4, S1/2 less ROW, Section 20, T2N, R17E, BHM, Pennington County, South Dakota.

(Continued from the September 10, 2018, Planning Commission meeting.)

**To withdraw Conditional Use Permit / CU 18-31, per the applicant's request.**

**Vote: unanimous 6 to 0.**

12. **CONDITIONAL USE PERMIT / CU 18-34:** Doug and Vicky Dahl. To allow for a second ranch hand's residence on the subject property in a General Agriculture District in accordance with Sections 205 and 510 of the Pennington County Zoning Ordinance.

The SE1/4, Section 30, T3N, R16E, BHM, Pennington County, South Dakota.

**To approve of Conditional Use Permit / CU 18-34 with the following eleven (11) conditions:**

1. **That the addresses for both the existing house and ranch hand's residence and the proposed ranch hand's residence be posted, in accordance with Pennington County's Ordinance #20;**
2. **That prior to the submittal of the Building Permit for the second ranch hand's residence, a Building Permit is obtained for the existing 16' x 76' single-wide mobile home;**
3. **That an approved Building Permit be obtained for the new ranch hand's residence and any structure(s) exceeding 144 square feet or permanently anchored to the ground, which requires a site plan to be reviewed and approved by the Planning Director;**
4. **That the applicant sign a "Ranch Hand's Statement" verifying he is directly engaged in the operation of the farm or ranch located on the property, at the time of application for the Building Permit for the proposed residence;**
5. **That the minimum setback requirements of a General Agriculture District be continually maintained on the property;**
6. **That the subject property remains free of debris and junk vehicles;**
7. **That an On-Site Wastewater Construction Permit be obtained for the new second ranch hand's residence prior to obtaining a Building Permit and that all rules of Pennington County Zoning Ordinance Section 204-J be met;**
8. **That prior to approval of the Building Permit for the existing 16' x 76' single-wide mobile home, the onsite wastewater treatment system (OSWTS) is verified to be sized correctly;**

9. That the residence be occupied by a ranch hand or used as housing for daily help at all times, and not be used as a rental by someone not engaged in the operating of the farm or ranch located on the subject property;
10. That the landowner sign the Statement of Understanding within ten (10) business days of approval of Conditional Use Permit / CU 18-34, which is available at the Planning Office; and,
11. That this Conditional Use Permit be reviewed in one (1) year, on a complaint basis, or as deemed necessary by the Pennington County Planning Commission or Board of Commissioners to verify that all Conditions of Approval are being met.

**Vote: unanimous 6 to 0.**

13. **MAJOR PLANNED UNIT DEVELOPMENT AMENDMENT REVIEW / PU 17-07:** Donna and Lyle Hartshorn. To review an existing Planned Unit Development to allow a Resort Development and events, and to allow a farmer's market to include a maximum of 60 vendors, on the subject properties in accordance with Section 213 of the Pennington County Zoning Ordinance.

Lot 4 of Tract E of Government Lot 2 of NW1/4SE1/4, NE1/4SW1/4 and SW1/4SE1/4; and NE1/4SE1/4 less Lot 1, Tract D of NW1/4SE1/4 less Lot 1, all located in Section 3, T1S, R7E, BHM, Pennington County, South Dakota.

**To recommend approval of the extension of Major Planned Unit Development Amendment / PU 17-07 with the following twenty-seven (27) conditions:**

1. That the purpose of this Planned Unit Development be to allow a Resort Development and events, such as: weddings; wedding receptions; Chapel use for occasional weddings, funerals and services; birthday parties; reunions; picnics; small gatherings; school tours; wagon rides; pony rides; horse stabling; pasturing of cattle, bulls, calves and other livestock; on-premise signage; beer and wine sales; single-family residence with outbuildings; single-wide mobile home as ranch-hand's residence; farmer's market; pumpkin patch; corn maze; sunflower farm and/or maze; outdoor/indoor riding arena; rodeos; and, other types of small gatherings similar in nature;
2. That the number of guests be limited up to a maximum of 300 at any one-time;
3. That the Planned Unit Development be considered an overlay zoning district whereby the provisions of the underlying General Agriculture District and Limited Agriculture District still apply and, if the property is no longer utilized in accordance with Planned Unit Development / PUD 17-07, the zoning reverts back to General Agriculture District and Limited Agriculture District assuming the same lot configuration;

4. That the applicant notify the Planning Director prior to transferring ownership of the property so that the Planned Unit Development / PUD 17-07, may be brought forth for review;
5. That any changes to an the emergency plan be discussed with the Pennington County Fire Coordinator and submitted to Planning Director;
6. That prior to starting any outdoor fires, the applicant must obtain a Fire Permit from the SD Wildland Fire Division. Further, the owners are responsible for knowing when the County's Burn Ordinance is in effect;
7. Grass/weeds and other vegetation must be cut short so as to reduce the possibility of a fire;
8. That the west parking area be large enough for a minimum of ninety-one (91) parking spaces and the arena parking area be large enough for a minimum of sixty-seven (67) parking spaces and each parking space shall measure a minimum of 9 feet by 18 feet, with travel lanes measuring at a minimum eighteen (18) feet wide between rows of parking spaces and each parking lot shall be maintained in a dust-free manner, and in accordance with Section 310 of the Pennington County Zoning Ordinance;
9. That the internal driveway continue to be eighteen (18) feet wide;
10. That the days of operation for the Farmer's Market; Pumpkin Patch; Corn Maze; and, Sunflower Farm and/or Maze, be allowed seven (7) days each week, and the hours of operation, for the above-mentioned, shall be between 10 a.m. and 10 p.m. only; and that any music being provided for any activities be shut down by 10 p.m.;
11. That the applicant maintain directional signs along the interior driveway to direct visitors;
12. That temporary structures, such as tents and port-o-potties, only be erected when needed and not on a permanent basis;
13. That all lighting be installed and maintained so as to minimize spillage of light outside of the sign face so as not to create a nuisance and the sign must be effectively shielded to prevent beams or rays from being directed toward any portion of the traveled ways, and must not be of such intensity or brilliance to cause glare or impair the vision of the driver of any motor vehicle or otherwise interfere with any driver's operation of a motor vehicle;
14. That the applicant maintain all necessary permits from other governing bodies for the operation, including, but not limited to, South Dakota Department of Health and a sales tax license from the South Dakota Department of Revenue;



15. That a portable fire extinguisher with a minimum 2 A-BC rating shall be placed in each structure so it is accessible at all times and the fire extinguisher shall be inspected and tagged annually;
16. That the physical address for both existing residences and any future addresses that are assigned, be posted in accordance with Pennington County Ordinance #20;
17. That prior to the installation of any on-site wastewater system or alteration to the existing on-site wastewater system the landowner shall meet with the appropriate County and/or City staff;
18. If another well is to be dug on the property, that it be continually tested and monitored per South Dakota regulations;
19. That port-o-potties may be utilized by the guests of the events for wastewater disposal, but any other means of wastewater disposal will require proper permitting and review of the system by the City of Rapid City and the Pennington County Planning Department;
20. That prior to the placement of any on-premise signs, the applicant must adhere to Section 312 of the Pennington County Zoning Ordinance;
21. That the applicant ensure the residential and agricultural character of the property is maintained;
22. That an approved Building Permit be obtained for any structure exceeding 144 square feet or permanently anchored to the ground, which requires a site plan to be reviewed and approved by the Planning Director;
23. That the applicant obtain a Building Permit for an existing shed structure by October 31, 2018;
24. That the Planning Director may allow additional development or construction, which is consistent with the existing development on this property. Significant changes in the use or impacts on adjacent land, uses as determined by the Planning Director, shall require an amendment to this Planned Unit Development;
25. That the operation be conducted by members of the family residing on the premises and event staff, as necessary;
26. That the applicant signs the Statement of Understanding within ten (10) business days of approval of the extension of Major Planned Unit Development Amendment/ PU 17/07, which is available at the Planning Office; and,

- 27. That Planned Unit Development / PUD 17-07, be reviewed in two (2) years, on a complaint basis, or as directed by the Pennington County Planning Commission and/or Board of Commissioners to verify that all Conditions of Approval are being met.**

**Vote: unanimous 6 to 0.**

**END OF CONSENT AGENDA**

14. LAYOUT PLAT / PL 18-27: Paul and Carol Niemann. To combine two lots in order to create Niemann Trust Land Tract in accordance with Section 400.1 of the Pennington County Subdivision Regulations.

EXISTING LEGAL: Lot O of SE1/4SE1/4; Lot A of SE1/4SE1/4, Section 15, T1N, R5E, BHM, Pennington County, South Dakota.

PROPOSED LEGAL: Niemann Trust Land Tract, Section 15, T1N, R5E, BHM, Pennington County, South Dakota.

Conover reviewed the Staff Report indicating the applicants have applied for a Layout Plat in order to combine two lots to create Niemann Trust Land Tract.

Staff had originally recommended approval of Layout Plat / PL 18-27 with twelve (12) conditions, but now are recommending approval with eleven (11) conditions, having removed Condition #3:

Discussion followed.

**Moved by Marsh and seconded by Rivers to approve of Layout Plat / PL 18-27 with the following eleven (11) conditions:**

- 1. That prior to filing the Plat with the Register of Deeds, the proposed lot obtain an approved Lot Size Variance or be Rezoned appropriately;**
- 2. That at the time of new Plat submittal, the required changes are made to the proposed Plat, if necessary, per comments from the Department of Equalization and the Register of Deeds;**
- 3. That at the time of new Plat submittal, eight (8) foot Minor Drainage and Utility Easements be dedicated on the interior sides of all lot lines, or an approved Subdivision Regulations Variance be obtained waiving this requirement;**

4. That at the time of new Plat submittal, the plat meets all requirements of § 400.3 of the Pennington County Subdivision Regulations, or an approved Subdivision Regulations Variance be obtained waiving any of these requirements that are not met;
5. That the Certifications on the plat be in accordance with § 400.3(1)(n) of the Pennington County Subdivision Regulations or an approved Subdivision Regulations Variance be obtained waiving any of these requirements that are not met;
6. That at the time of new Plat submittal, the plat meets all requirements of § 500.4 of the Pennington County Subdivision Regulations, or an approved Subdivision Regulations Variance be obtained waiving any of these requirements that are not met;
7. That the applicant ensures that all natural drainage ways are maintained and are not blocked;
8. That following platting of the proposed lots, any on-site wastewater treatment system(s) be subject to the requirements of § 204(J) of the Pennington County Zoning Ordinance, including the requirement to obtain an Operating Permit;
9. That at the time of new Plat submittal, percolation test and soil profile information is provided for proposed Niemann Trust Land Tract, or an approved Subdivision Regulations Variance be obtained waiving this requirement;
10. That the applicant signs the Statement of Understanding within ten (10) business days of approval of Layout Plat / PL 18-27, which is available at the Planning Office; and,
11. That approval of this Layout Plat does not constitute approval of any further applications to be submitted for the above-described property.

**All voting aye, the Motion carried 6 to 0.**

15. LAYOUT PLAT / PL 18-28: Gerald and Judith Schmidt. To combine two lots in order to create Lot 1 of Schmidt Subdivision in accordance with Section 400.1 of the Pennington County Subdivision Regulations.

EXISTING LEGAL: Bertha Lode and Aurora Lode Patented Mining Claims (also in Section 19 and 20), Section 29, T2N, R6E, BHM, Pennington County, South Dakota.

PROPOSED LEGAL: Lot 1 of Schmidt Subdivision, Section 29, T2N, R6E, BHM, Pennington County, South Dakota.

Conover reviewed the Staff Report indicating the applicants have applied for a Layout Plat in order to combine two lots to create Lot 1 of Schmidt Subdivision.

Staff recommended approval of Layout Plat / PL 18-28 with the following nine (9) conditions:

1. That at the time of new Plat submittal, eight (8) foot Minor Drainage and Utility Easements be dedicated on the interior sides of all lot lines, or an approved Subdivision Regulations Variance be obtained waiving this requirement;
2. That at the time of new Plat submittal, the plat meets all requirements of § 400.3 of the Pennington County Subdivision Regulations, or an approved Subdivision Regulations Variance be obtained waiving any of these requirements that are not met;
3. That the Certifications on the plat be in accordance with § 400.3(1)(n) of the Pennington County Subdivision Regulations or an approved Subdivision Regulations Variance be obtained waiving any of these requirements that are not met;
4. That at the time of new Plat submittal, the plat meets all requirements of § 500.4 of the Pennington County Subdivision Regulations, or an approved Subdivision Regulations Variance be obtained waiving any of these requirements that are not met;
5. That the applicant ensures that all natural drainage ways are maintained and are not blocked;
6. That following platting of the proposed lots, any on-site wastewater treatment system(s) be subject to the requirements of § 204(J) of the Pennington County Zoning Ordinance, including the requirement to obtain an Operating Permit;
7. That at the time of new Plat submittal, percolation test and soil profile information is provided for the proposed consolidated lot, or an approved Subdivision Regulations Variance be obtained waiving this requirement;
8. That the applicant signs the Statement of Understanding within ten (10) business days of approval of Layout Plat / PL 18-28, which is available at the Planning Office; and,
9. That approval of this Layout Plat does not constitute approval of any further applications to be submitted for the above-described property.

Discussion followed.

**Moved by Runde and seconded by Marsh to approve of Layout Plat / PL 18-28 with the following nine (9) conditions:**

1. That at the time of new Plat submittal, eight (8) foot Minor Drainage and Utility Easements be dedicated on the interior sides of all lot lines, or an approved Subdivision Regulations Variance be obtained waiving this requirement;
2. That at the time of new Plat submittal, the plat meets all requirements of § 400.3 of the Pennington County Subdivision Regulations, or an approved Subdivision Regulations Variance be obtained waiving any of these requirements that are not met;
3. That the Certifications on the plat be in accordance with § 400.3(1)(n) of the Pennington County Subdivision Regulations or an approved Subdivision Regulations Variance be obtained waiving any of these requirements that are not met;
4. That at the time of new Plat submittal, the plat meets all requirements of § 500.4 of the Pennington County Subdivision Regulations, or an approved Subdivision Regulations Variance be obtained waiving any of these requirements that are not met;
5. That the applicant ensures that all natural drainage ways are maintained and are not blocked;
6. That following platting of the proposed lots, any on-site wastewater treatment system(s) be subject to the requirements of § 204(J) of the Pennington County Zoning Ordinance, including the requirement to obtain an Operating Permit;
7. That at the time of new Plat submittal, percolation test and soil profile information is provided for the proposed consolidated lot, or an approved Subdivision Regulations Variance be obtained waiving this requirement;
8. That the applicant signs the Statement of Understanding within ten (10) business days of approval of Layout Plat / PL 18-28, which is available at the Planning Office; and,
9. That approval of this Layout Plat does not constitute approval of any further applications to be submitted for the above-described property.

All voting aye, the Motion carried 6 to 0.

16. COUNTY BOARD REPORT

The Board of Commissioners concurred with the Planning Commission's recommendations from the September 10, 2018, Planning Commission meeting, with the exception of the Major Planned Unit Development Amendment for Catherine Sopinski. The Board of Commissioners approved the First Reading and the Second Reading is scheduled for October 2<sup>nd</sup>.

17. ITEMS FROM THE PUBLIC

No motions or actions were taken at this time.

18. ITEMS FROM THE STAFF

- A. Building Permit Report. Conover reviewed the Building Permit Report for August 2018.
- B. Update – Planned Unit Development 16-03 (Dan & Nancy Evangelisto). Conover provided an update regarding the review of this Item, stating it was approved and extended at the September 18<sup>th</sup> Board of Commissioner’s meeting.
- C. Update – Section 204-G Special Animal Keeping Committee – Draft Ordinance. Conover stated the Committee has approved a Draft Ordinance that is available for review.
- D. Comprehensive Plan – Public Review. Conover stated the Draft Comprehensive Plan is on the website for public view and comment.

19. ITEMS FROM THE MEMBERSHIP

Commissioner Coleman will not be at the October 8<sup>th</sup> Planning Commission meeting. Commissioner Marsh stated he has jury duty in October and will keep everyone updated. Commissioner Runde also stated she has jury duty in November.

20. ADJOURNMENT

**Moved by Coleman and seconded by Marsh to adjourn.**

**All voting aye, the Motion carried 6 to 0.**

**The meeting adjourned at 9:21 a.m.**

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Travis Lasseter, Chairperson