

MINUTES
PENNINGTON COUNTY PLANNING COMMISSION
January 14, 2019 @ 9:00 a.m.

County Commissioners' Meeting Room - Pennington County Administration Building

MEMBERS PRESENT: Travis Lassetter, Jim Coleman, Kathy Johnson, Rich Marsh, Sonny Rivers, Sandra Runde, and Deb Hadcock.

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

ROLL CALL

1. APPROVAL OF THE DECEMBER 17, 2018, MINUTES
Moved by Runde and seconded by Rivers to approve the Minutes of the December 17, 2018, Planning Commission meeting. Vote: unanimous 7 to 0.

2. APPROVAL OF THE AGENDA
Moved by Johnson and seconded by Marsh to approve the Agenda of the January 14, 2019, Planning Commission meeting. Vote: unanimous 7 to 0.

Moved by Marsh and seconded by Runde to approve the Consent Agenda of the January 14, 2019, Planning Commission meeting, with the removal of Items #3 and #12. Vote: unanimous 7 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.

4. **CONDITIONAL USE PERMIT REVIEW / CU 17-30:** Daniel Johnson, Highmark Properties, LLC. To review a multi-family residence to be used as a Vacation Home Rental in a General Agriculture District in accordance with Sections 205 and 510 of the Pennington County Zoning Ordinance.

Lot A of Lot 1 less of Highway 385, Walker Placer MS 551, Section 12, T2S, R4E, BHM, Pennington County, South Dakota.

(Continued from the November 26, 2018, Planning Commission meeting.)

To continue the review of Conditional Use Permit / CU 17-30 to the February 11, 2019, Planning Commission meeting with one (1) condition.

Vote: unanimous 7 to 0.

5. **LAYOUT PLAT / PL 17-38:** Dorothy Johnson Estate; Great Western Bank - Personal Representative for Dorothy Johnson Estate. To create Lots A, B, C, and D of Johnson Estates Subdivision in accordance with Section 400.1 of the Pennington County Subdivision Regulations.

EXISTING LEGAL: Balance of Lot 1 of the NW1/4NW1/4, Section 9, T1N, R6E, BHM, Pennington County, South Dakota.

PROPOSED LEGAL: Lots A, B, C, and D of Johnson Estates Subdivision, Section 9, T1N, R6E, BHM, Pennington County, South Dakota.

(Continued from the December 3, 2018, Planning Commission meeting.)

To continue Layout Plat / PL 17-38 to the February 11, 2019, Planning Commission meeting with the following one (1) condition:

1. **That the applicant pay a \$100.00 continuation fee prior to February 5, 2019, as required in Section 511(X) or the request will automatically end.**

Vote: unanimous 7 to 0.

6. **REZONE / RZ 17-10 AND COMPREHENSIVE PLAN AMENDMENT / CA 17-09:** Dorothy Johnson Estate; Great Western Bank - Personal Representative for Dorothy Johnson Estate. To rezone 21.39 acres from Limited Agriculture District to Suburban Residential District and to amend the Pennington County Comprehensive Plan to change the Future Land Use from PUD Sensitive to Suburban Residential District in accordance with Sections 206, 208, and 508 of the Pennington County Subdivision Regulations.

Balance of Lot 1 of NW1/4NW1/4, Section 9, T1N, R6E, BHM, Pennington County, South Dakota.

(Continued from the December 3, 2018, Planning Commission meeting.)

To recommend to continue Rezone / RZ 17-10 and Comprehensive Plan Amendment / CA 17-09 to the February 11, 2019, Planning Commission meeting with the following one (1) condition:

1. **That the applicant pay a \$100.00 continuation fee prior to February 5, 2019, as required in Section 511(X) or the request will automatically end.**

Vote: unanimous 7 to 0.

7. **CONSTRUCTION PERMIT REVIEW / CP 18-01:** R.C.S Construction, Inc. To review the installation of a 33-inch trunk sanitary sewer line from Southside Drive north along Reservoir Road.

Sections 22 and 23, all located in T1N, R8E, BHM, Pennington County, South Dakota.

To continue the review of Construction Permit / CP 18-01 to the May 28, 2019, Planning Commission meeting.

Vote: unanimous 7 to 0.

8. **ROAD NAMING:** Schriener Investments / Shane Schriener. To name a proposed 40-foot-wide access easement providing access to property located in Section 32, T1S, R6E, BHM, Pennington County, South Dakota, to Rockets Court.

To recommend approval of the Road Naming of Rockets Court.

Vote: unanimous 7 to 0.

9. **ROAD NAMING:** Schriener Investments / Shane Schriener. To name a proposed 40-foot-wide access easement providing access to property located in Section 32, T1S, R6E, BHM, Pennington County, South Dakota, to Warriors Drive.

To recommend approval of the Road Naming of Warriors Drive.

Vote: unanimous 7 to 0.

10. **ROAD NAMING:** Schriener Investments / Shane Schriener. To name a proposed 40-foot-wide access easement providing access to property located in Section 32, T1S, R6E, BHM, Pennington County, South Dakota, to Jazz Drive.

To recommend approval of the Road Naming of Jazz Drive.

Vote: unanimous 7 to 0.

11. **ROAD NAMING:** Schriener Investments / Shane Schriener. To name a proposed 40-foot-wide access easement providing access to property located in Section 32, T1S, R6E, BHM, Pennington County, South Dakota, to Bulls Court.

To recommend approval of the Road Naming of Bulls Court.

Vote: unanimous 7 to 0.

13. **MINOR PLANNED UNIT DEVELOPMENT AMENDMENT REVIEW / PU 17-12:** Jeremy Cummings. To review a gunsmithing business in a Planned Unit Development in accordance with Section 213 of the Pennington County Zoning Ordinance.

Lot 1, Block 3, Prairiefire Subdivision, Section 26, T1N, R8E, BHM, Pennington County, South Dakota.

To continue the review of Minor Planned Unit Development Amendment / PU 17-12 to the February 11, 2019, Planning Commission meeting, with the applicant's concurrence.

Vote: unanimous 7 to 0.

14. **CONDITIONAL USE PERMIT / CU 18-46:** Brady and Liana Wolfe. To allow an existing structure to be used as a Guest House on the subject property in a Low Density Residential District in accordance with Sections 207, 318, and 510 of the Pennington County Zoning Ordinance.

Lot A Revised, Woodland Valley Subdivision, Section 15, T2N, R6E, BHM, Pennington County, South Dakota.

To approve of Conditional Use Permit / CU 18-46 with the following eleven (11) conditions:

1. **That prior to issuance of the Building Permit for the Guest House, the applicant record a deed restriction with the Register of Deeds stating the regulations applicable to the Guest House, including that the Guest House shall not be separately rented or leased from the main residence, in accordance with Pennington County Zoning Ordinance (PCZO) § 318(B)(13);**
2. **The addition, removal, or relocation of the Guest House requires additional permits issued by the Planning Department;**
3. **That the rental or lease of the Guest House or the use of the Guest House as a permanent residence for a second family on the premises shall be prohibited;**
4. **That the Guest House shall not be used for more than 180 days per calendar year;**
5. **That the primary dwelling be continually classified as owner-occupied and proof of status be provided to the Planning Department upon request, in accordance with PCZO § 318(B)(10);**
6. **That all necessary utilities for the Guest House shall be extended from the primary dwelling unit's services. No separate meters for the Guest House shall be allowed, unless required by the utility service provider;**

7. That prior to any Building Permit for the Guest House being applied for, any On-site Wastewater Treatment System must be in compliance with PCZO §318 and §204 (J), and be approved by the Pennington County Environmental Planner;
8. That both the addresses assigned for the primary residence and the Guest House be posted so they are clearly visible from Potter Road, in accordance with Pennington County Ordinance #20;
9. That the Guest House be continually utilized and maintained in accordance with all requirements of the PCZO, with emphasis on § 318, or a Variance(s) be obtained and approved to waive any requirements;
10. That a Building Permit be obtained for any structure exceeding 144 square feet or permanently anchored to the ground, which will require a site plan to be reviewed and approved by the Planning Director;
11. That this Conditional Use Permit be reviewed in one (1) year, on a complaint basis, or as directed by the Pennington County Planning Commission or Board of Commissioners to verify that all Conditions of Approval are being met.

Vote: unanimous 7 to 0.

15. **CONDITIONAL USE PERMIT / CU 18-47:** Kevin and Crystal McKinstry. To allow a secondary structure to be used as living quarters prior to a primary residence in a Suburban Residential District in accordance with Sections 208 and 510 of the Pennington County Zoning Ordinance.

Lot 20, Block 1, Mesa View Estates Subdivision #1, Section 12, T1N, R8E, BHM, Pennington County, South Dakota.

To approve of Conditional Use Permit / CU 18-47 with the following nine (9) conditions:

1. 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;
2. That the address is clearly posted on the temporary residence and transferred to the new residence, once inhabitable, so that it is visible from both directions of Cobblestone Court, in accordance with Pennington County's Ordinance #20;
3. That the subject property not contain more than one (1) residential structure (i.e. single-family residence or living quarters);

4. That the minimum setback requirements of a Suburban Residential District be continually maintained on the property or the appropriate Setback Variance(s) be obtained;
5. That an onsite wastewater treatment system is installed and connected to the temporary living quarters, prior to occupancy, and, once the single-family residence is constructed and habitable, the onsite wastewater treatment system is connected to the residence and disconnected from the temporary living quarters;
6. That the temporary living quarters is removed from the shop building once the single-family residence is habitable;
7. That the subject property remains free of debris and junk vehicles;
8. That prior to the approval of a Building Permit for living quarters in the accessory structure, the existing single-wide mobile home and all additions must be demolished and/or removed; and,
9. That this Conditional Use Permit be reviewed in one (1) year, 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 7 to 0.

16. **CONDITIONAL USE PERMIT / CU 18-48**: Robert Pace. To allow a pole barn as a primary structure on the subject property in a General Agriculture District in accordance with Sections 205 and 510 of the Pennington County Zoning Ordinance.

NE1/4 Less W1/2W1/2NE1/4 and Less W1/2W1/2W1/2W1/2E1/2W1/2NE1/4 and Less ROW, Section 33, T2N, R11E, BHM, Pennington County, South Dakota.

To approve of Conditional Use Permit / CU 18-48 with the following twelve (12) conditions:

1. That an approved On-Site Wastewater Construction Permit be obtained prior to the installation of an On-Site Wastewater Treatment System on the property;
2. That an approved Building Permit be obtained for the proposed pole barn prior to any construction, which requires a site plan to be reviewed and approved by the Planning Director;
3. That a Building Permit be obtained for any structures 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 if any plumbing is to be installed in the accessory structure, the pole barn, it be hooked into an approved means of wastewater disposal;
5. That the proposed pole barn be used for personal use only and no commercial-type uses;
6. That all the natural drainage paths be maintained;
7. That the minimum setback requirements of a General Agriculture District be maintained on the property or the appropriate Variance(s) be obtained;
8. That either an approved Construction Permit or an approved Building Permit be obtained prior to improvement of the road on the property, per Pennington County Zoning Ordinance (PCZO) § 507(A) and 511(C)(1);
9. That the address, once assigned, be posted during the construction of the pole barn and at the end of the driveway off of Highway 1416, so it is visible from both directions of travel on Highway 1416, in accordance with Pennington County's Ordinance #20;
10. That the applicant relocate the existing field entrance in accordance with the approved Approach Permit 12/3/18-3;
11. That the applicant adhere to PCZO § 510(E) regarding the time limit on Conditional Use Permit established uses; and,
12. That this Conditional Use Permit be reviewed in one (1) year, 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 7 to 0.

END OF CONSENT AGENDA

3. CONDITIONAL USE PERMIT REVIEW / CU 10-03: Michael Howe. To review a dog/cat boarding kennel in a Limited Agriculture District in accordance with Sections 206 and 510 of the Pennington County Zoning Ordinance.

Lot 1, Engesser Subdivision, Section 24, T1N, R8E, BHM, Pennington County, South Dakota.

Mr. Michael Howe asked to have this Item removed from the Consent Agenda to discuss amending language in the Conditions of Approval.

Staff recommended approval of the extension of Conditional Use Permit / CU 10-03 with eleven (11) conditions.

Discussion followed.

Moved by Marsh and seconded by Johnson to continue the review of Conditional Use Permit / CU 10-03 to the March 11, 2019, Planning Commission meeting to allow the applicant time to meet with the Humane Society and Planning Staff.

All voting aye, the Motion carried 7 to 0.

12. MAJOR PLANNED UNIT DEVELOPMENT AMENDMENT REVIEW / PU 17-04: Kelly Development / Ryan Kelly. To review the existing Planned Unit Development in accordance with Section 213 of the Pennington County Zoning Ordinance.

Lots 3-6, Block, 4, Sheridan Lake Highlands, Section 4, T1S, R6E, BHM, Pennington County, South Dakota.

(Continued from the December 17, 2018, Planning Commission meeting.)

Commissioner Johnson asked to have this Item removed from the Consent Agenda for discussion.

Staff recommended approval of the extension of Major Planned Unit Development Amendment / PU 17-04 with twenty-one (21) conditions.

Discussion followed.

Moved by Hadcock and seconded by Marsh to continue the review of Major Planned Unit Development Amendment to the February 25, 2019, Planning Commission meeting.

All voting aye, the Motion carried 7 to 0.

17. LAYOUT PLAT / PL 18-49: Carol Layton. To combine two lots to create Lot A of Layton Subdivision in accordance with Section 400.1 of the Pennington County Subdivision Regulations.

EXISTING LEGAL: Lot 1 of Tract B Less Schroeder Road; S1/2 Vacated Collins Road Lying Adjacent to Said Lot 1, Section 35, T2N, R6E, BHM, Pennington County, South Dakota.

PROPOSED LEGAL: Lot A of Layton Subdivision, Section 35, T2N, R6E, BHM, Pennington County, South Dakota.

Proietti reviewed the Staff Report indicating the applicant has applied for a Layout Plat to combine two lots to create Lot A of Layton Subdivision.

Staff recommended approval of Layout Plat / PL 18-49 with the following six (6) conditions:

1. That at the time of Minor Plat submittal, eight (8) foot Minor Drainage Easements to 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 the Minor Plat submittal, the proposed Plat be prepared by a Registered Land Surveyor;
3. That prior to the Plat being recorded with the Register of Deeds, the plat meets all requirements of Pennington County Subdivision Regulations, or approved Subdivision Regulations Variance(s) be obtained waiving any of these requirements that are not met. Subdivision Regulations shall be submitted per Section 700 of Pennington County Subdivision Regulations;
4. That the applicant ensures that all natural drainage ways are maintained and are not blocked;
5. 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; and,
6. 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 Marsh and seconded by Rivers to approve of Layout Plat / PL 18-49 with the following six (6) conditions:

- 1. That at the time of Minor Plat submittal, eight (8) foot Minor Drainage Easements to 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 the Minor Plat submittal, the proposed Plat be prepared by a Registered Land Surveyor;**
- 3. That prior to the Plat being recorded with the Register of Deeds, the plat meets all requirements of Pennington County Subdivision Regulations, or approved Subdivision Regulations Variance(s) be obtained waiving any of these requirements that are not met. Subdivision Regulations shall be submitted per Section 700 of Pennington County Subdivision Regulations;**
- 4. That the applicant ensures that all natural drainage ways are maintained and are not blocked;**

5. 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; and,
6. 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 7 to 0.

18. REZONE / RZ 18-10 AND COMPREHENSIVE PLAN AMENDMENT / CA 18-09: Rustlers Ranch, LLC; Davis Engineering – Agent. To rezone 10.00 acres from General Agriculture District to Limited Agriculture District and to amend the Comprehensive Plan to change the Future Land Use from Planned Unit Development Sensitive to Limited Agriculture District in accordance with Sections 205, 206, and 508 of the Pennington County Zoning Ordinance.

Located on the following metes and bounds description: Beginning at the South 1/4 corner of Section 8, T1N, R9E, BHM, which is a 3 1/4" Brass Cap marked for the common corner to Sections 8 and 17, T1N, R4E, BHM, and the TRUE POINT OF BEGINNING; Thence, N 00 deg 22 min 25 sec W 733.46 ft, to a rebar with survey cap marked "DAVIS ENG RLS 3095"; Thence, S 51 deg 41 min 18 sec E 41.97 ft, to a rebar with survey cap marked "DAVIS ENG RLS 3095"; Thence, 99.37 ft along a curve concave to the south with a radius of 362.87 ft, a chord distance of 99.06 ft and a chord bearing of S 59 deg 32 min 01 sec E, to a rebar with survey cap marked "DAVIS ENG RLS 3095"; Thence, S 67 deg 22 min 45 sec E 78.88 ft, to a rebar with survey cap marked "DAVIS ENG RLS 3095"; Thence, 140.15 ft along a curve concave to the south with a radius of 158.92 ft, a chord distance of 135.61 ft, and a chord bearing of N 87 deg 20 min 22 sec E, to a rebar with survey cap marked "DAVIS ENG RLS 3095"; Thence, N 62 deg 05 min 37 sec E 34.30 ft, to a rebar with survey cap marked "DAVIS ENG RLS 3095"; Thence, S 89 deg 23 min 39 sec E 33.07 ft, to a rebar with survey cap marked "DAVIS ENG RLS 3095"; Thence, S 0 deg 00 min 00 sec E 323.08 ft, to a rebar with survey cap marked "DAVIS ENG RLS 3095"; Thence, N 89 deg 58 min 08 sec E 567.02 ft, to a rebar with survey cap marked "DAVIS ENG RLS 3095"; Thence, S 00 deg 05 min 36 sec E 324.48 ft, to a rebar with survey cap marked "DAVIS ENG RLS 3095"; Thence, S 89 deg 54 min 24 sec E 952.78 ft, along the south section line of said section 8 to the TRUE POINT OF BEGINNING Containing 10.00 acres "more or less" and located in the S1/2 of E1/4 of Section 8, T1N, R4E, BHM, Pennington County, South Dakota.

Conover reviewed the Staff Report indicating the applicant has applied for a Rezone to rezone 10.00 acres from General Agriculture District to Limited Agriculture District and to amend the Comprehensive Plan to change the Future Land Use from Planned Unit Development Sensitive to Limited Agriculture District.

Staff recommended approval of Rezone / RZ 18-10 and Comprehensive Plan Amendment / CA 18-09.

Discussion followed.

Moved by Johnson and seconded by Marsh to approve of Rezone / RZ 18-10 and Comprehensive Plan Amendment / CA 18-09.

All voting aye, the Motion carried 7 to 0.

19. SUBDIVISION REGULATIONS VARIANCE / SV 18-15: Schriener Investments / Shane Schriener. To waive platting requirements to create Lots 1-8 of Keystone Wye Subdivision in accordance with Section 700.1 of the Pennington County Subdivision Regulations.

EXISTING LEGAL: All of Crown Point Lode MS 1258; All of Bay Horse Lode MS 1258; All of Buffalo Fraction Lode MS 1258; and All of Bellevue Lode MS 1258, all located in Section 32, T1S, R6E, BHM, Pennington County, South Dakota.

PROPOSED LEGAL: Lots 1-8 of Keystone Wye Subdivision, Section 32, T1S, R6E, BHM, Pennington County, South Dakota.

Bolstad reviewed the Staff Report indicating the applicant has applied for a Subdivision Regulations Variance to waive submittal of platting requirements to create Lots 1-8 of Keystone Wye Subdivision.

Staff recommended approval of Subdivision Regulations Variance / SV 18-15 to waive the following platting requirements:

1. To allow the use of a 40-foot-wide easement in lieu of a 66-foot-wide Right-of-Way;
2. To allow the maximum grade of a road to be 15% for approximately 900 feet;
3. To allow an exception to not install guardrail on slopes with a slope greater than 4:1;
4. To allow the angle between road intersections to be less than 75 degrees and allow a tangent between intersections to be less than 100 feet;
5. To allow vertical curves to be less than 100 feet; and,
6. To not perform percolation tests and provide soil profile hole information before platting.

Discussion followed.

Commissioner Hadcock left the meeting at 10:17 a.m.

Commissioner Hadcock returned to the meeting at 10:18 a.m.

Moved by Johnson and seconded by Runde to approve of Subdivision Regulations Variance / SV 18-15.

SUBSTITUTE MOTION: Moved by Hadcock and seconded by Coleman to continue Subdivision Regulations Variance / SV 18-15 to the February 25, 2019, Planning Commission meeting.

All voting, the Substitute Motion carried 5 to 2. Commissioners Marsh, Rivers, Coleman, Lasseter, and Hadcock voted yes. Commissioners Johnson and Runde voted no.

20. REZONE / RZ 18-11 AND COMPREHENSIVE PLAN AMENDMENT / CA 18-10: Schriener Investments / Shane Schriener. To rezone 29.02 acres from General Agriculture District to Low Density Residential District and to amend the Comprehensive Plan to change the Future Land Use from Planned Unit Development Sensitive to Low Density Residential District in accordance with Sections 205, 207, and 508 of the Pennington County Zoning Ordinance.

All of Crown Point Lode MS 1258; All of Bay Horse Lode MS 1258; All of Buffalo Fraction Lode MS 1258; and All of Bellevue Lode MS 1258, all located in Section 32, T1S, R6E, BHM, Pennington County, South Dakota.

Moved by Hadcock and seconded by Coleman to continue Rezone / RZ 18-11 and Comprehensive Plan Amendment / CA 18-10 to the February 25, 2019, Planning Commission meeting.

Bolstad reviewed the Staff Report indicating the applicant has applied for a Rezone to rezone 29.02 acres from General Agriculture District to Low Density Residential District and to amend the Comprehensive Plan to change the Future Land Use from Planned Unit Development Sensitive to Low Density Residential District.

Discussion followed.

Commission Runde left the meeting at 10:36 a.m. meeting.
Commissioner Runde returned to the meeting at 10:37 a.m.

All voting, the Motion carried 5 to 2. Commissioners Marsh, Rivers, Coleman, Lasseter, and Hadcock voted yes. Commissioners Johnson and Runde voted no.

21. MOTION TO SCHEDULE SPECIAL PLANNING COMMISSION MEETING(S) REGARDING CROELL, INC.'S APPLICATIONS FOR MINING AND CONSTRUCTION PERMITS.

Chairman Lasseter discussed the rescheduling of the Special Planning Commission meeting to hear Croell, Inc.'s applications for Construction and Mining Permits.

Discussion followed.

Moved by Lasseter and seconded by Runde to hold a Special Planning Commission meeting on March 14, 2019, from 3:00 p.m. to 7:00 p.m., and, if necessary, the hearing may be continued for further public comment and vote on March 15, 2019, at 9:00 a.m. The tentatively scheduled March 15th meeting will be held only in the event the Planning Commission does not make a decision on the applications at the scheduled March 14th meeting.

All voting aye, the Motion carried 7 to 0.

22. COUNTY BOARD REPORT

The Board of Commissioners concurred with the Planning Commission's recommendations from the December 17, 2018, Planning Commission meeting.

23. ITEMS FROM THE PUBLIC

No motions or actions were taken at this time.

24. ITEMS FROM THE STAFF

- A. Building Permit Report. Conover reviewed the Building Permit Report for December 2018.
- B. Comprehensive Plan – 01-28-19 PC Meeting. Conover reminded the Planning Commission that the Draft Comprehensive Plan will be heard at the January 28th Planning Commission meeting.
- C. Ordinance Officer. Bolstad introduced Amanda Lopez as the new Ordinance Officer for the Planning Department.

25. ITEMS FROM THE MEMBERSHIP

Commissioner Runde spoke of Croell, Inc.'s Mining and Construction Permits.

26. ADJOURNMENT

Moved by Marsh and seconded by Runde to adjourn.

All voting aye, the Motion carried 7 to 0.

The meeting adjourned at 10:59 a.m.

Travis Lasseter, Chairperson