

## Planning Commission Minutes

The City of Sturgis Planning Commission held a regular meeting on Wednesday, July 5, 2017 at 5:30pm in the front conference room at Sturgis City Hall, 1040 Harley-Davidson Way, Sturgis, SD.

### Present:

Chairman Judy Hughes

Commissioner Courtney Mack

Commissioner Mark Norstegaard

Commissioner Suzanne Olson

Commissioner Kyle Treloar

### Absent:

Commissioner John Gerberding

Commissioner San Monahan

### Also present:

Dave Smith (Planning and Permitting Director)

Laura Abernathy (Planning Coordinator)

Ron Waterland (City Council)

Bryan Vansickle

Shanon Vasknetz (Baseline Surveying)

Mike Leveque

Jeffrey Lucas

Theresa Jaramillo

Jim Allison

Bonnie Alberts

Hughes called the meeting to order at 5:34pm. Motion by Treloar, second by Norstegaard to approve the minutes of the Tuesday, June 6, 2017 regular Planning Commission meeting. Motion carried.

### Agenda Item #1: Variance – Bryan Vansickle

Bryan Vansickle has applied for a front and side setback variance for his property at 3128 Vanocker Drive (described as Lot 7, Block 2 of Pine Acres Subdivision) in order to install a 24'x40' garage. The garage will be installed on the 100-year floodplain, and the applicant is requesting the variance due to the floodway running through the property. Abernathy reviewed the information provided in the staff report, which detailed the site location in relation to the floodplain. **Motion by Olson, seconded by Mack to approve the variance. Motion carried with 4 voting yes, and 1 abstaining.**

The public hearing for this item is scheduled for the City Council meeting on Monday, July 17, 2017 at 6:30pm in the Commissioner's Room at the Erskine Building at 1300 Sherman Street, Sturgis, SD.

### Agenda Item #2: Variance – Jeffrey Lucas

Jeffrey Lucas of 1945 Lazelle Street (described as Lots 1-3 of Block 15 of Ash's Extension) would like to construct a 26'x36' garage on his property, and has applied for a side setback variance of five feet. The majority of the property is considered to be in the AO flood zone, or 100-year floodplain, and the applicant would be required to build the garage to FEMA standards. The applicant is also required to

install the minimum requirement of 400 square feet of hard surfacing for parking. Olson questioned what the purpose of the variance request was, and Lucas replied that there is a telephone pole in the alley right-of-way that would interfere with parking. **Motion by Mack, seconded by Olson to approve the variance request. Motion carried unanimously.**

The public hearing for this item is scheduled for the City Council meeting on Monday, July 17, 2017 at 6:30pm in the Commissioner's Room at the Erskine Building at 1300 Sherman Street, Sturgis, SD.

**Agenda Item #3: Use on Review – Theresa Jaramillo**

Theresa Jaramillo of 821 10th Street (described as the south 52' of Lots 1-4 of Block 9 of Comstock Addition) is applying for a Use on Review to operate an in-home daycare at this location. The applicant will be state-certified and will have no more than six children in her care, which includes three of her own. The owner of the property, Bonnie Alberts, was present to voice her support of the daycare. **Motion by Mack to approve the Use on Review, seconded by Treloar. Motion carried unanimously.**

The public hearing for this item is scheduled for the City Council meeting on Monday, July 17, 2017 at 6:30pm in the Commissioner's Room at the Erskine Building at 1300 Sherman Street, Sturgis, SD.

**Agenda Items #4 and #5: Plats – Jim Allison**

Jim Allison has submitted two plat applications to subdivide portions of Tract A in Vernon Heights Estates II. The re-plat would create two new lots, Lot 15 and Lot 17, both located in Block 4 of Vernon Heights Estates II. The plats were reviewed by the commission with no objections. **Motion by Mack to approve the plats, seconded by Treloar. Motion carried unanimously.**

The plats will be approved via resolution at the Monday, July 17 City Council Meeting.

**Agenda Item #6 – Vacate (Streets & Alleys) – LPN Holdings**

LPN Holdings, LLC has requested to vacate the street and alley right-of-ways located in the property described as Lots 11-14 of Block 3, Lots 1-24 of Block 4, and Lots 1-24 of Block 5 of Schnell's Addition. The vacation includes portions of Hill Street, 15th Street, 16th Street and alleyways lying within Blocks 3, 4, and 5 of Schnell's Addition. The property is located just outside of Sturgis city limits but is within the 3-mile platting jurisdiction. The vacation of the streets and alleys may be vacated by the City of Sturgis upon approval of the Meade County commissioners, per South Dakota Codified Law Chapter 9-45-13.1. The Meade County Commission public hearing date is currently pending.

The applicant has submitted a petition containing the signatures of the adjacent landowners and has submitted letters to utility companies of the vacation request. City staff also recommended that the property be voluntarily annexed into Sturgis city limits.

**Motion by Treloar to recommend approval, contingent on the approval of the Meade County Commission and approval of the notified utility companies. Seconded by Olson. Motion carried unanimously.**

This item is tentatively scheduled to be presented to the Sturgis City Council on Monday, July 31, 2017 at 6:30pm in the Commissioner's Room at the Erskine Building at 1300 Sherman Street, Sturgis, SD.

**Agenda Item #6 – Vacate (Sectionline) – LPN Holdings**

LPN Holdings, LLC has requested to vacate a section line right-of-way running through the property described as Lots 11-14 of Block 3, Lots 1-24 of Block 4, and Lots 1-24 of Block 5 of Schnell's Addition, and adjacent to the property described as Lot 1 of the S1/2 S1/2 of Section 5, T5N, R5E, Meade County, South Dakota. This item will also be presented to the Meade County Commission as portions of the 60' right-of-way lie within Meade County jurisdiction, including that portion within Schnell's Addition and along the southern edge of Lot 1. The public hearing date for the Meade County Commission is currently pending. The city will work in collaboration with the Meade County Commission to get the section line right-of-way vacated.

The applicant has filled out the petition that requires the signatures of adjacent landowners and will also be required to notify utility companies of the vacation.

**Motion by Treloar to recommend approval, contingent on the approval of the Meade County Commission and approval of the notified utility companies. Seconded by Olson. Motion carried unanimously.**

Pending the approval of the Meade County Commission, the public hearing for this item is currently scheduled for July 31, 2017 at 6:30pm in the Commissioner's Room at the Erskine Building at 1300 Sherman Street, Sturgis, SD.

**Agenda Item #8 – Re-Plat and PUD Revision – Dream Design International, Inc.**

Dream Design International, Inc. has applied to re-plat several lots in the Canyon View Estates subdivision. The application reflects the re-plat of eight townhome lots into six single-family lots. If the plat is approved, Canyon View Estates will be developed into 6 townhome units and 11 single-family residential structures. The original plat filed in December of 2015 reflected 14 townhome lots and 5 single-family lots. The Canyon View Estates subdivision is zoned as a Planned Unit Development, so an amendment to the Purchase and Developmental agreement was presented to the commission that reflects the new plans in development. The agreement will need to be signed between the developer and the city before its presentation to the City Council.

**Motion by Mack to approve the plat and amendment to the Purchase and Developmental agreement, seconded by Norstegaard. Motion carried with 4 voting yes, and 1 abstaining.**

This item will be presented to the Sturgis City Council on Monday, July 17, 2017 at 6:30pm in the Commissioner's Room at the Erskine Building at 1300 Sherman Street, Sturgis, SD.

Abernathy updated the commission on planning commission items that were presented to council on June 19.

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A special Planning Commission meeting will be scheduled on Tuesday, July 18, 2017 at 5:30pm in the front conference room at City Hall to review the Planned Unit Development agreement for the Francis Case Development.

No other matters came before the Planning and Zoning Commission. Meeting was adjourned by Hughes at 6:13pm.

Respectfully submitted,

Laura Abernathy

*\*Minutes are not considered official until approved by the Planning Commission*