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Planning Commission Minutes

The City of Sturgis Planning Commission held a regular meeting on Tuesday, October 3, 2017 at 5:30pm in the front conference room at Sturgis City Hall, 1040 Harley-Davidson Way, Sturgis, SD.

Present:

Chairman Judy Hughes

Commissioner John Gerberding

Commissioner Mark Norstegaard

Commissioner Suzanne Olson

Absent:

Commissioner Courtney Mack

Commissioner San Monahan

Commissioner Kyle Treloar

Also present:

Dave Smith (Planning and
Permitting Director) via
phone

Daniel Ainslie (City Manager)
via phone

Laura Abernathy (Planning
Coordinator)

Ron Waterland (City Council)

Shanon Vasknetz (Baseline
Surveying)

Michael Leveque

Terry Jensen

Matthew Shulaw

Dan Battles

Bonnie Albers

Shirley Wall

Mark Schulte

Hughes called the meeting to order at 5:37pm. Motion by Norstegaard, second by Olson to approve the minutes of the Tuesday, September 6 regular Planning Commission meeting. Motion carried.

Agenda Item #1 – Vacate – LPN Holdings

Michael Leveque of LPN Holdings is requesting to vacate the section line right-of-way on his property. The request is described as the 33' of right-of-way running north and south along Lot 2 of the NE ¼ of the NE ¼ of Section 8, T5N, R5E. This was originally presented incorrectly at the September 6 Planning Commission meeting as Tract A of the NE ¼ of the NE ¼ of Section 8-5-5. Abernathy presented the correct information provided in the report to the commissioners, and stated that the city recommended approval of the section line vacation as it no longer serves a useful purpose to the public and is unused. The applicant has turned in letters from utility companies acknowledging the vacation, and will return the portion requiring neighboring landowners' signatures.

Motion by Gerberding to recommend approval for the vacation of the section line right-of-way on the property, second by Olson. Motion carried unanimously.

The public hearing for this item will take place during the Sturgis City Council meeting on Monday, November 6 at 6:30pm at the Meade County Erskine Building located at 1300 Sherman Street.

Agenda Item #2 – Preliminary Plat – LPN Holdings

Michael Leveque of LPN Holdings is requesting to re-plat portions of his property to create Lots 1A, 1B and 1C of LPN Holdings Addition. The re-plat will involve portions of Lot 1 of the S1/2 S1/2 of Section 5-5-5, and Lots 8, 7-24 in Block 1, Lots 11-13 of Block 3, and all of Blocks 4 & 5 of Schnell's Addition. The applicant has shown the intent to annex all three lots into Sturgis city limits, and has been provided the annexation petition. The property will be designated as Highway Service once annexed.

A variance will be required for the frontage for Lot 1B, as it does not meet the 100' frontage requirement to a public right-of-way for the Highway Service zoning requirements as stated in Title 18. The variance request will be presented alongside the final plat.

Motion by Gerberding to recommend approval for the preliminary plat, second by Norstegaard. Motion carried 3-1.

The final plat and variance will be presented to the Planning Commission at a special meeting tentatively scheduled for Tuesday, October 17 at 5:30pm in the front conference room at City Hall.

Agenda Item #3 – Variance – Sturgis Motorsports

Richard Schieffer has applied for a rear setback variance for Sturgis Motorsports at 2695 Lazelle Street. The request includes a setback variance of 11.79' into the 15' rear setback to allow for an expansion of his business. The property is within a Highway Service zoning district. The expansion will include an 80' addition to the east of the existing building, and the removal of a 36'x40' building. The addition will be in line with the existing building, which is already encroaching upon the 15' rear setback. The applicant nor a representative were able to attend the meeting. Abernathy presented the information provided to the commissioners, and also stated that the railroad management company has also been notified. The railroad requests that the owner contact the management company when construction begins. **Motion by Norstegaard to recommend approval of the variance request, second by Gerberding. Motion carried unanimously.**

The public hearing for this item will take place during the Sturgis City Council meeting on Monday, October 16 at 6:30pm at the Meade County Erskine Building located at 1300 Sherman Street.

Agenda Item #4 – Use on Review – Terry Jensen

Terry Jensen of 2175 Dolan Creek Road has applied for a Use on Review to build a tiny house for a client on his property located in a Low-Density Residential housing district. Jensen is a registered contractor in the City as "The Ole Handyman." He has a custom order to build a 300-400 square foot tiny home for a client on a gravel lot on his property. The home will be moved to its new location upon completion. Abernathy presented the information provided to the commission. Jensen was present to answer questions about the project. It was discussed that if this was to be a continuing part of his business, the use would be reviewed on a yearly basis by the city and Jensen would need to reapply for a Use on Review for each project as needed. **Motion by Gerberding to recommend approval of the Use on Review, second by Olson. Motion carried unanimously.**

The public hearing for this item will take place during the Sturgis City Council meeting on Monday, October 16 at 6:30pm at the Meade County Erskine Building located at 1300 Sherman Street.

Agenda Item #5 – Zoning Amendment – Sturgis Regional Hospital

Sturgis Regional Hospital has made an application for a Zoning Amendment change for their property at 890 Lazelle Street, known as the Massa Berry Medical Clinic. The clinic will move into the new hospital addition at 949 Harmon Street. The clinic property is listed for sale. The north half of the property, known as Tract 1, is zoned as Highway Service, and is the parking lot section of the property. The south half of the property, known as Tract 2, is zoned as Medium-Density Residential Housing, and contains the building. To allow for a new type of commercial business to operate without a variance in this location, a zoning amendment would be necessary. Abernathy presented the information provided in the planning commissioner’s report, and stated that city staff recommended approval of the parcel being designated as Highway Service. Mark Schulte, Regional Health Sturgis Market President, was present as the applicant. Shirley Wall and Bonnie Albers were also present, and stated their concerns about the southern portion of the property being rezoned from a residential zoning district to a Highway Service designation. Their concerns also included a situation in which a future owner could subdivide the property, and leaving a Highway Service zone next to an existing neighborhood. City staff explained that a Highway Service district has on-site parking requirements, whereas a General Commercial district does not, which could help prevent the property from being subdivided in the future. After discussion amongst the commission and citizens, there was a **motion by Gerberding to recommend approval of the zoning amendment, second by Olson. Motion carried unanimously.**

The public hearing for this item will take place during the Sturgis City Council meeting on Monday, October 16 at 6:30pm at the Meade County Erskine Building located at 1300 Sherman Street.

Agenda Item #6 – Variance – Lifespring Wesleyan Church

Lifespring Wesleyan Church has applied for a variance at the property at 1706 Junction Avenue to allow for the installation of parking stop blocks on an asphalt parking lot in a Single-Family Residential Housing/Office Commercial zoning district. The applicant is asking for a 7’ variance to the 10’ required setback for when a parking lot abuts side lot lines to a residential zoning district, as stated in Article V, Section 5 of Title 18 of the City Ordinance. The parking lot is installed, but the applicant will need a variance to this section of the Ordinance to allow for the installation of the stop blocks for the parking spaces within the 10’ setback. Abernathy presented the information provided to the commissioners, and stated that city staff recommended approval of the variance. Matthew Shulaw and Dan Battles were present to answer questions for the commission. After discussion, there was a **motion by Gerberding to recommend approval of the variance request, second by Norstegaard. Motion carried 3-1.**

The public hearing for this item will take place during the Sturgis City Council meeting on Monday, October 16 at 6:30pm at the Meade County Erskine Building located at 1300 Sherman Street.

Agenda Items #6 and #7 – Use on Review Yearly Reviews

Lynette Mart currently has a Use on Review issued at her home at 1409 Pine View Drive to operate an in-home quilting business. Since there have been no issues reported to city staff, the city recommended approval for the use to continue for another year. **Motion by Olson to approve the Use on Review renewal, second by Gerberding. Motion carried unanimously.**

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Tom Price currently has a Use on Review issued at his home at 2003 Hurley Drive to operate an in-home firearms business. Staff recommended approval since no issues have been reported. **Motion by Norstegaard to approve the Use on Review renewal, second by Gerberding. Motion carried 3-1.**

Abernathy stated that there are plans to schedule a special meeting for Tuesday, October 17. She will send an email to the commissioners with the details and to check the commissioners' availability.

The meeting was adjourned by Hughes at 7:12pm.

A special meeting is tentatively scheduled for Tuesday, October 17, 2017. The next regular meeting will be held on Tuesday, November 7, 2017.

Respectfully submitted,

Laura Abernathy

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