

**BOX ELDER PLANNING & ZONING COMMISSION MEETING MINUTES  
FOR THE REGULAR MEETING OF APRIL 11, 2016 AT 7:00 P.M.  
TO BE HELD IN THE COUNCIL CHAMBERS OF BOX ELDER CITY HALL**

**CALL TO ORDER**

Chairman Hanson called the meeting to order at 7:00 p.m.

**ROLL CALL**

**Hanson, Irwin, Labine, Rick, Zulsdorf and Fry**

Commission Members Absent: N/A

Staff present: Planning Director, Koan

Number of guests present: 7

Council Present: Allen & Weathers

Commission Chairman Hanson read the oath of office to reappointed Commissioner Irwin, in regards to his new term ending May 1, 2020.

**APPROVAL OF AGENDA**

1. To approve the agenda for the **April 11, 2016** regular meeting.

Motion by Labine, seconded by Irwin, to approve the agenda for **April 11, 2016** as presented.

Vote: Unanimously Passed

**BOARD OF ADJUSTMENT:**

Motion by Rick, seconded by Labine, to adjourn the Planning Commission and reconvene as the Board of Adjustment. (7:02 PM)

Vote: Unanimously Passed

2. Public Hearing on application for Rezone on Zoning Amendment #160021 by Duane Kirk to rezone from Agricultural to Residential a portion of Tract 2 Revised of DeJong Subdivision (to be known in future as Lot 4 of DeJong Subdivision) located in the NE $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 25, T2N, R8E, B.H.M., Box Elder, Pennington Co., SD.

Discussion: Jane Mane questioned if livestock would be permitted on the property. Koan advised no, since it was being rezoned to Residential no livestock would be permitted, however, livestock would still be permitted on the balance of the property still zoned Agricultural.

Closed the public hearing at 7:05 PM.

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3. Recommendation to Council on application for Rezone on Zoning Amendment #160021 by Duane Kirk to rezone from Agricultural to Residential a portion of Tract 2 Revised of DeJong Subdivision (to be known in future as Lot 4 of DeJong Subdivision) located in the NE¼NE¼ of Section 25, T2N, R8E, B.H.M., Box Elder, Pennington Co., SD.

**Discussion:** No further discussion held on this matter.

Motion by Rick, Seconded by Zulsdorf, to approve Zoning Amendment Application #160021 to rezone a portion of Tract 2 Revised of DeJong Subdivision (to be known in future as Lot 4 of DeJong Subdivision) located in the NE¼NE¼ of Section 25, T2N, R8E, B.H.M., Box Elder, Pennington Co., SD, from Agricultural to Residential.

Vote: Unanimously Passed

Motion by Irwin, seconded by Rick, to adjourn the Board of Adjustment and reconvene as the Planning Commission. (7:08 PM)

Vote: Unanimously Passed

**NEW BUSINESS**

4. To approve the minutes of the Commission's regular meeting of **March 28, 2016**.

Motion by Rick, Seconded by Labine, to approve the Planning Commission minutes from **March 28, 2016** as presented.

Vote: Unanimously Passed

5. Plat Discussion with Kaz Kunishige of development and business plans at 502 Box Elder Road West.

Discussion: Planning Director Koan explained that Mr. Kunishige was planning to construct a workshop, with office and restroom at 502 Box Elder Road, which is property he currently leases from Ken Jobbins. Koan further explained the property is in the 100 year Flood Hazard area, which brings other complicaitons.

Mr. Kunshige then spoke about his project and anticipated he would have to elevate the building as much as five (5') above existing grade, and would like a variance. Koan advised that a variance in regards to flood elevation was not possible.

Mr. Kunshige was also advised that a Conditional Use Permit would need to be submitted by Ken Jobbins in order for the building to be constructed.

After further discussion it was the consensus of the Commission they would permit the new building applications if all requirements were met.

Mr. Kushinge set up a time to meet with Mr. Koan on 4/12/16.

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**MAYORS REPORT:** The mayor was not present for the meeting and did not convey any report to staff.

**GUEST INPUT:** No citizen input was provided.

**ADMINISTRATIVE REPORTS:**

As a follow up to informal discussion from the last meeting with VRC Metals, in regards to utilization of old Vandenberg School property and building. Mrs. Fry advised she had visited VRC's operations and finds that the base was no objectionable to the business being relocated to the old school building.

It was the concensus of the Commission they would approve a Conditional Use for this operation if VRC were to move forward.

Koan asked Mrs. Fry to also check if the base would continue to provide sewer and water to the facility if it was utilized as a private business. She advised she would follow up.

Koan advised he would pass the information from the meeting on to the mayor and VRC Metals.

Koan advised the Costello apartments in Northern Lights is under plan review and the overall project is estimated around 3.5 Mil.

**COMMISSION INPUT:**

**Base Representative:** No further input offered

**Hanson:** No further input offered

**Irwin:** No further input offered

**Labine:** No further input offered

**Rick:** No further input offered

**Zuhlsdorf:** No further input offered

**ADJOURNMENT**

Motion by Irwin, seconded by Rick, to adjourn **April 11, 2016 Planning Commission Meeting.**

**Vote:** Unanimously Passed

The Commission meeting was adjourned at 7:30 p.m.