

**BOX ELDER PLANNING & ZONING COMMISSION DRAFT MEETING MINUTES
FOR THE REGULAR MEETING OF February 22 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 & Rick

Commission Members Absent: Linda Fry EAFB and Al Labine (Illness)

Staff present: Planning Director Koan

Number of guests present: 4

Council Present: Mayor, Scott Allen, Tricia Weathers & Bruce Hegel

APPROVAL OF AGENDA

1. To approve the agenda for the **February 22, 2016** regular meeting.

Motion by Rick, seconded by Irwin, to approve the agenda for **February 2, 2016** as presented.

Vote: Passed Unanimously

OLD BUSINESS

BOARD OF ADJUSTMENT

Board of Adjustment convened at 7:01 PM.

2. Public Hearing on application by Edward Taylor for Variance #160001 for an oversize garage with twelve (12) foot sidewalls at 14813 Fox Trail (Lot 1 of Block 5 of Creekside Estates Subdivision in Section 30, T2N, R9E, BHM, Box Elder, Pennington Co., SD).

DISCUSSION: Planning Director Koan explained at the current time the garage needs a variance in regards to its overall depth and 12'-0" sidewall height.

Mr. Taylor was present at the meeting and explained he needed the additional height to store a camper and other items.

No other public input was offered to the conversation.

3. Recommendation to Council on application for Variance #160001 by Brian Thomas for an oversize garage with twelve (12) foot sidewalls at 14813 Fox Trail (Lot 1 of Block 5 of Creekside Estates Subdivision in Section 30, T2N, R9E, BHM, Box Elder, Pennington Co., SD).

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DISCUSSION: No further discussion was held on this matter.

To approve Zoning Variance Application #160001 at 14813 Fox Trail.

Motion by Irwin, Seconded by Rick, to approve Zoning Variance Application #160001 at 14813 as presented, and recommend the City Council do the same.

Vote: Passed Unanimously

Board of Adjustment adjourned at 7:10 PM.

OLD BUSINESS

To approve the minutes of the Commission's regular meeting of **February 8, 2016**.

Motion by Irwin, Seconded by Rick, to approve the Planning Commission minutes from **February 8, 2016** as presented.

Vote: Passed Unanimously

NEW BUSINESS

4. N/A

MAYORS REPORT: The mayor advised there would be a progress meeting on the new well on Thursday with the hope the well is a good producer and the quality of water is good.

Advised that a City Council Committee interviewed applications for the Finance/Administrator position and has made a recommendation on the new hire. He advised that background checks need to be completed before the individual actually begins employment.

Advised that the school IT staff are working on getting information on installing WIFI in the building.

GUEST INPUT: Jane Maine questioned the WIFI as she was informed that it was security risk to have WIFI, that is the reason it was not installed when the building was constructed. Others in the audience advised that a separate modem and router would add the needed security to avoid anyone hacking into city records.

Mrs. Maine also asked about inspection on the utility work on West Sunnydale Road. Planning Director Koan advised that he believed the Public Works Department had conducted inspections, as the proper permits were obtained by the contractor. Koan advised he would follow up to assure proper procedure was followed.

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ADMINISTRATIVE REPORTS:

Koan advised that Code Enforcement is progressing well, and many notices have been sent out in the past month. In turn, most of those notices have resulted in compliance with the ordinances, however, it is an ongoing process.

Koan advised that the yellow trailer that had tipped over near the smoking gun shooting range is being taken care off and will be removed.

Koan advised the property owner of the building on Southgate Road that the roof had blown off, has acquired a contractor and will be removing the structure in the near future.

COMMISSION INPUT:

Base Representative: Not Present

Hanson: Nothing further to add.

Irwin: Nothing further to add.

Labine: Not present due to illness.

Rick: Nothing further to add.

ADJOURNMENT

Motion by Rick, seconded by Irwin, to adjourn **February 22, 2016 Planning Commission Meeting.**

Vote: Passed Unanimously

The Commission meeting was adjourned at 7:13 p.m.