

**BOX ELDER PLANNING & ZONING COMMISSION MEETING MINUTES
FOR THE REGULAR MEETING OF JANUARY 29, 2018 AT 7:00 P.M.
TO BE HELD IN THE COUNCIL CHAMBERS OF BOX ELDER CITY HALL**

CALL TO ORDER

Vice Chairman Rick called the meeting to order at 7:00 PM.

ROLL CALL

Irwin, Labine, Rick, Zuhlsdorf, Knight & Base

Commission Members Absent: Hanson

Staff present: Planning Director Koan

Number of guests present: 4

Council Present: Allen

APPROVAL OF AGENDA

1. To approve the agenda for the regular meeting of January 29, 2018.

Motion by Labine, seconded by Irwin, to approve the agenda for January 29, 2018 as presented.

Vote: Passed Unanimously

Motion by Zuhlsdorf, seconded by Labine to convene as the Board of Adjustment.

Vote: Passed Unanimously Time: 7:01 PM

BOARD OF ADJUSTMENT

2. Public Hearing on application for Rezone #180006 by Charles Hume on behalf of Americas Development LLC, Americas Best Insurance LLC, AM Development LLC, and Americas Way Development LLC to rezone 468 and 487 – 534 Americas Way (Lots 1 & 2 of Block 1 and Lots 1-3 of Block 2 of Seger Crossing Subdivision in Section 27, T2N, R8E, B.H.M., Box Elder, Pennington County, SD) from Commercial to Highway Service.

Planning Director Koan explained the rezoning and that the proposed change was in line with the Comprehensive Plan overall concept of the region where America's Mailbox is located.

No Public input was offered.

PUBLIC HEARING CLOSED AT: TIME: 7:02 PM

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3. Recommendation to Council on application for Rezone #180006 by Charles Hume on behalf of Americas Development LLC, Americas Best Insurance LLC, AM Development LLC, and Americas Way Development LLC to rezone 468 and 487 – 534 Americas Way (Lots 1 & 2 of Block 1 and Lots 1-3 of Block 2 of Seger Crossing Subdivision in Section 27, T2N, R8E, B.H.M., Box Elder, Pennington County, SD) from Commercial to Highway Service.

Motion by Labine, seconded by Irwin to approve Zoning application #180006 as presented, and recommend the City Council do the same.

Vote: Passed Unanimously

Motion by Irwin, seconded by Zuhlsdorf to adjourn the Board of Adjustment and convene as the Planning Commission.

Vote: Passed Unanimously

Time: 7:04 PM

OLD BUSINESS

4. To approve the minutes of the January 8, 2018 Commission regular meeting.

Motion by Labine, seconded by Zuhlsdorf, to approve the agenda for January 8, 2018 as presented.

Vote: Passed Unanimously

NEW BUSINESS

5. Application for Floodplain Development Permit #180012 by Jason Jeffery for a fence at 200 Box Elder Road West (Lot 6 of Happy Acres Subdivision in Section 19, T2N, R9E, B.H.M., Box Elder, Pennington County, SD).

Discussion & stipulations: *Koan advised Mr. Jeffery had purchased 200 Box Elder Road unknowing the property was in the Floodway. Mr. Jeffery's constructed a fence, and staff became aware of the situation and required he obtain engineering and No-Rise Certification or remove the fence.*

Mr. Jeffery did employ an engineer and acquired the required information needed to satisfy an No-Rise and the Flood Plain Development application is in order.

Mr. Jeffery's spoke briefly about the modifications that will be required to be made to the fence to come into compliance with the City and FEMA regulations.

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Motion by Zuhlsdorf, seconded by Irwin, to approve Floodplain Development Permit #1800012 as presented and recommend City Council do the same.

Vote: Passed Unanimously

6. Application for Preliminary Plan #180015 by Pulis Construction to subdivide into 7 lots the parcel currently known as Lot C-1 of Thunderbird Subdivision in Section 24, T2N, R8E, B.H.M., Pennington County, SD.

Discussion & stipulations: Koan advised Mr. Pulis layout meets City Ordinance regulations for the area, and plans to create a Governors home affordable housing area. Koan further explained Mr. Pulis has submitted several conceptual plans of the past couple of years for this property, and this plan appears to be the best fit and use.

Motion by Labine, seconded by Irwin to approve Floodplain Development Application #170224, and recommend the City Council do the same.

Vote: Passed Unanimously

MAYORS REPORT: N/A

GUEST INPUT: None Offered

ADMINISTRATIVE REPORTS:

COMMISSION INPUT:

Base Representative: None offered

Hanson: N/A

Irwin: None offered

Labine: None offered

Rick: None offered

Zuhlsdorf: None offered

ADJOURNMENT

Being no further business, motion by Irwin, seconded by Zuhlsdorf, to adjourn **January 29, 2018 Planning Commission Meeting.**

Vote: Passed Unanimously The Commission meeting was adjourned at **7:13 PM.**