

**BOX ELDER PLANNING & ZONING COMMISSION MEETING MINUTES
FOR THE REGULAR MEETING OF JANUARY 8, 2018 AT 7:00 P.M.
HELD IN THE COUNCIL CHAMBERS OF BOX ELDER CITY HALL**

CALL TO ORDER

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

ROLL CALL

Hanson, Labine, Rick, Zuhlsdorf & Night

Commission Members Absent: Irwin & Base

Staff present: Planning Director Koan

Number of guests present: 4

Council Present: Scott Allen

APPROVAL OF AGENDA

1. To approve the agenda for the regular meeting of January 8, 2018.

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

Vote: Passed Unanimously

OLD BUSINESS

2. To approve the minutes of the December 26, 2017 Commission regular meeting.

Motion by Labine, seconded by Rick, to approve the agenda for December 26, 2017 as presented.

Vote: Passed Unanimously

NEW BUSINESS

3. Election of Officers

Motion by Labine nominate Mike Hanson for position of Planning Commission Chairman, seconded by Rick, and also motioned to close nominations and cast a unanimous vote.

Vote: Passed Unanimously

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Motion by Labine to nominate Wes Rick for the position of Vice-Chairman, seconded by Zuhlsdorf who also motioned to close the nominations and cast a unanimous vote.

Vote: Passed Unanimously

4. Application for Floodplain Development Permit #170224 by W. Arne Leach to place a manufactured home at 103/105 Shady Drive (The North 75' of the South 331.8' of Lot S of the NW $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 24, T2N, R8E, B.H.M., Box Elder, Pennington County, SD).

Staff Input: *Staff have no issue with issuance of a Floodplain Development permit for the above property, and would recommend approval of the proposed Floodplain Development Application.*

However, staff would like to advise the Commission, on the afternoon of December 18, 2017, Mr. Leach initially wanted a moving permit for a 1997 mobile home to be placed at the above location. We advised Mr. Leach that the moving permit could not be issued until he went through the Floodplain Development process, and he had until 1200 noon on December 24 to submit an application, to be on the December 29 Commission meeting.

Mr. Leach was advised, if he did not meet the deadline the process would begin in 2018, and because of the required Schedule, the home would be more than 20 years of age, and staff would be required to deny the moving permit on the grounds the home was 20 plus years of age.

Mr. Leach has been advised of this matter on more than four occasions since the 18th of December and did fail to meet the required deadline for 2017.

Discussion & stipulations: Mr. Labine asked if were just acting on the Floodplain Development Application tonight. Koan advised yes.

Motion by Labine, seconded by Rick 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

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ADMINISTRATIVE REPORTS:

N/A

COMMISSION INPUT:

Base Representative: Not Present

Hanson: None offered

Irwin: None offered

Labine: None offered

Rick: None offered

Zuhlsdorf: None Offered

ADJOURNMENT

*Being no further business, motion by Rick, seconded by Hanson, to adjourn
January 8, 2017 Planning Commission Meeting.*

Vote: Passed Unanimously

The Commission meeting was adjourned at 7:08 PM.