

**BOX ELDER PLANNING & ZONING COMMISSION MEETING MINUTES
FOR THE REGULAR MEETING OF JUNE 13, 2016 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 p.m.

ROLL CALL

Irwin, Labine, Rick, Zulsdorf

Commission Members Absent: Hanson and Fry

Staff present: Planning Director Kaon

Number of guests present: 6

Council Present: Allen and Weathers

APPROVAL OF AGENDA

1. To approve the agenda for the **June 13, 2016** regular meeting.

*Motion by Labine, seconded by Irwin, to approve the agenda for **June 13, 2016** as presented.*

Vote: Passed Unanimously

OLD BUSINESS

2. To approve the minutes of the Commission's regular meeting of **May 9, 2016**.

*Motion by Zulsdorf, seconded by Irwin to approve the **May 9, 2016** Planning Commission Minutes as presented.*

Vote: Passed Unanimously

NEW BUSINESS

3. Application for Layout Plat #160062 by Jaennis LLC for proposed Liberty Park Subdivision to be located in the NW $\frac{1}{4}$ SE $\frac{1}{4}$ Less Lot h1 and NE $\frac{1}{4}$ SE $\frac{1}{4}$ Less ROW and Less Lot H1 in Section 17, T2N, R9E, B.H.M., Box Elder, Pennington County, SD.

Discussion: Planning Director Koan advised the Moomsma's were intending on conducting a phased development north of Liberty and east of Tower. Koan further advised that Liberty Blvd. was a limited access roadway. Daene Boomsma was present and presented the proposed development, which currently is two phases, with a future expansion area.

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Mr. Boomsma had added a cul-de-sac as required by Public Works.

Motion by Irwin, Seconded by Labine, to approve the Layout Plat #160062 by Jaennis LLC for proposed Liberty Park Subdivision, and recommend the City Council do the same.

Vote: Passed Unanimously

4. Application for Sign Permit #160065 for Big Fireworks for a 10' x 10' ground sign, and building signs sized 3' x 19' and 8' x 8' at 4501 South I-90 Service Road (Lot 1 of Tract D of W-Y Addition in Section 27, T2N, R8E, B.H.M., Box Elder, Pennington County, SD).

Discussion: Koan advised the applicant plans to remove the existing pole sign and replace structure with the 10' X 10' sign, and then add wall signs to the building.

Motion by Labine, Seconded by Zulsdorf, to approve Sign Permit #160065 for Big Fireworks for a 10' x 10' ground sign, and building signs sized 3' x 19' and 8' x 8' at 4501 South I-90 Service Road, and recommend the City Council do the same.

Vote: Passed Unanimously

5. Application for Floodplain Development Permit #160066 by Thunderbird Realty LLC for a residence at 112 Maxwell Drive (Lot 6 of Block 16 of Thunderbird Subdivision in Section 24, T2N, R8E, B.H.M., Box Elder, Pennington County, SD).

Discussion: Koan advised the proposed home will be a slab on grade structure with the floor elevated 2' feet above the BFE. Additionally, the City has received the pre-construction Elevation Certificate. Koan further advised that this particularly property will eventually later this year be taken out of the Flood Hazard area with a Letter of Map Revision that has been applied for by Thunderbird Realty.

Motion by Zulsdorf, Seconded by Labine, to approve Floodplain Development Permit #160066 by Thunderbird Realty LLC for a residence at 112 Maxwell Drive, and recommend the City Council do the same.

Vote: Passed Unanimously

6. Application for Floodplain Development Permit #160067 by the City of Box Elder for the South Ellsworth Road Project for road reconstruction between intersections with Ruhe Lane and Highway 1416.

Discussion: Koan advised the City is currently bidding for reconstruction of a portion South Ellsworth Road, which will include additional work in Box Elder Creek and the addition of more culverts to improve the drainage. The project is within a Designated

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Floodway, and a No Rise study has been performed and submitted to FEMA, however not yet approved by FEMA. A flood Plain Development Permit is required for this project to proceed.

Motion by Zulsdorf, Seconded by Labine, to approve Floodplain Development Permit #160067 by the City of Box Elder for the South Ellsworth Road Project, and recommend the City Council do the same.

Vote: Passed Unanimously

7. Discussion and Recommendation to Council on Ordinance to adopt Title 152, Subdivision Regulations.

Discussion: Koan asked if there were any questions or comments in regards to the proposed ordinance, and that Ordinance Committee had reviewed and approved the ordinance. Koan advised it was the intent to present this ordinance to the Council on June 21. No comments were offered.

Motion by Labine, Seconded by Irwin, to Recommend the City Council adopt Ordinance Title 152, revising “**Subdivision Regulations**”.

Vote: Passed Unanimously

MAYORS REPORT: Mayor was absent from the meeting.

GUEST INPUT: Jane Maine asked about the condition of the Church on Box Elder Road that burned. Koan advised he believed it was going to be demolished at the pasture had inquired, but nothing yet. Koan advised he would follow up to see what the intentions are and to have them clean up the property, mow grass, etc.

ADMINISTRATIVE REPORTS:

Koan advised there was some inquiry today in regards to citizens coming to City Hall for tornado shelter due to the warning in Rapid City area.

Koan advised the building does not meet the tornado shelter requirements of FEMA and for everyone to pass along that they should not anticipate the use City Hall for protection for a sever thunderstorm.

COMMISSION INPUT:

Base Representative: Not Present

Hanson: Not Present

Irwin: No input offered

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Labine: No input offered

Rick: No input offered

Zuhlsdorf: No input offered

ADJOURNMENT

Motion by **Irwin**, seconded by **Zulsdorf**, to adjourn **June 13, 2016 Planning Commission Meeting**.

Vote: **Passed Unanimously**

The Commission meeting was adjourned at **7:25** PM.