

BOX ELDER PLANNING & ZONING COMMISSION MEETING MINUTES FOR THE REGULAR MEETING OF MARCH 7, 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

Commission Present: Hanson, Irwin, Labine, Rick and Mrs. Fry

Staff Present: Planning Director Koan

Number of Guests: 4

City Council Present: Scott Allen & Mayor Larson

APPROVAL OF AGENDA

1. To approve the agenda for the March 7, 2016 regular meeting.

*Motion by Labine, seconded by Irwin, to approve the agenda for **March 7, 2016** as presented.*

Vote: Passed Unanimously

OLD BUSINESS

2. To approve the minutes of the Commission's regular meeting of February 22, 2016.

*Motion by Rick, second by Labine, to approve the Planning Commission minutes from **February 22, 2016** meeting as presented.*

Vote: Passed Unanimously

NEW BUSINESS

3. Application for Approach Permit #160008 by Glen Olson of GLO Rentals for a proposed approach on radar Hill Road for 22810 Radar Hill Road (Lot AR 1 Less Lot H2 of Strobel Subdivision in Section 31, T2N, R9E, B.H.M., Box Elder, Pennington County, SD).

Motion by Irwin, second by Rick, to approve the Approach Permit #160008 for Glen Olson to be installed at 22810 Radar Hill Road.

Vote: Passed Unanimously

MAYOR'S REPORT

The mayor spoke in regards to the progress with Well #5 (Northern Lights), and that it appears the well will be a good producer, however the final test results are not yet complete, or the water quality tests have not been received.

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

The mayor further advised that it is the intent to hire a new Public Works Director and Finance Officer at the next council meeting, if the background checks are completed at that time.

Commissioner Rick asked the mayor when he would be filling the vacant Planning Commission seat. The mayor advised there are three applicants, and he will present them to the Council at the next meeting and let them choose.

GUEST INPUT

There was no guest input offered.

ADMINISTRATIVE REPORTS

- A. Distribution of February 2016 Building & Moving Permit and License Reports.
- B. Distribution of January 2016 Building Inspection Reports.
- C. Distribution of February 2016 Building Inspection Reports.

Planning Director Koan advised that he would be attending a planning meeting at the DOT office tomorrow (3/7/2016) in regards to awarding the contract to study the Exit 61-67 I-90 corridor.

Koan advised there is a meeting with Pennington County, DOT and City of Box Elder next Thursday in regards to moving forward with Highway 1416.

Koan advised America's Mailbox project is moving forward. The campground expansion with the new building expansion will add around four (4) million dollars to the valuation of TIF #3.

Koan advised his last discussion with Costello in regards to Northern Lights Apartments, indicated they plan to start construction around the first part of April..

Koan advised that Savvy Storage project was moving along, and they likely will be open for service around the first of May.

Koan advised that Code enforcement is moving forward, and further advised that Dave St. Pierre, (Contract Inspector) will be retiring from inspections at the end of March, however he will be continuing with plan review. Koan advised that Mr. Walker is advancing quickly in regards to knowledge of the community and the code, and has been motoring with Mr. St. Pierre. Mr. Walker will pick up inspections beginning April 1.

COMMISSION INPUT

Commission Chairman Hanson discussed the possibility of going to one meeting a month, since the agendas items are reduced.

After some discussion, the commission decided to continue to schedule two meetings each month, however, if there were no pressing items on the agenda, the meeting could be canceled and moved to the following meeting.

Commissioner Labine asked if there had been any further movement or information on the Pat Hall sign. Koan advised he had not heard anything, and would follow up on the matter. No other commissioner input was offered.

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

ADJOURNMENT

Motion by **Rick**, seconded by **Irwin**, to adjourn the March 7, 2016 Planning Commission Meeting.

Vote: Passed Unanimously

The Commission meeting was adjourned at **7:08** P.M.