

BOX ELDER PLANNING & ZONING COMMISSION MEETING MINUTES FOR THE REGULAR MEETING OF MAY 9, 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, Zulsdorf & Fry

Commission Members Absent: Labine,

Staff present: Planning Director, Koan

Number of guests present: 5

Council Present: Mayor & Scott Allen

APPROVAL OF AGENDA

1. To approve the agenda for the **May 9, 2016** regular meeting.

Motion by Rick, seconded by Zulsdorf, to approve the agenda for **May 9, 2016** as presented.

Vote: Passed Unanimously

OLD BUSINESS

2. To approve the minutes of the Commission's regular meeting of **April 25, 2016**.

Motion by Zulsdorf, seconded by Irwin to approve the **April 25, 2016** Planning Commission Minutes as presented.

Vote: Passed Unanimously

NEW BUSINESS

3. Application for Annual Class Fireworks Sales License #1688 for Big Fireworks by Tom Skoog for fireworks sales located at 4501 S 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: *_Mr. Skoog was present, but there was no discussion offered.*

Motion by Rick, Seconded by Zulsdorf, to approve the Annual Class Fireworks License #1688 for Big Fireworks by Tom Skoog at 4501 South I-90 Service Road and recommend the City Council do the same.

Vote: Passed Unanimously

4. Application for Temporary Fireworks Sales License #1691 by Doug Bellinger for All American Sales Inc. to be located at 4505 S I-90 Service Road (Lot 4 of Tract D of W-Y Addition in Section 27, T2N, R8E, BHM, Box Elder, Pennington County, SD).

Motion by Zulsdorf, Seconded by Rick, to approve the Temporary Class Fireworks License #1691 for All American Sales Inc. by Doug Bellinger at 4505 South I-90 Service Road and recommend the City Council do the same.

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Discussion: Mr. Bellinger was present, however no discuss pursued.

Vote: **Passed Unanimously**

5. Application for Temporary Fireworks Sales License #1692 by Doug Bellinger for All American Sales to be located at 523 Americas Way (Lot 1 of Block 1 of Seger Crossing Subdivision in Section 27, T2N, R8E, B.H.M., Box Elder, Pennington County, SD).

Motion by Irwin, Seconded by Rick, to approve the Temporary Class Fireworks License #1692 for All American Sales Inc. by Doug Bellinger at 523 Americas Way and recommend the City Council do the same.

Vote: **Passed Unanimously**

6. Application for Annual Class Fireworks Sales License #1198 by Carolyn Haddenham for Space International/Mc Davis Inc. located at 4309 S I-90 Service Road (Lot 2 of Isis Subdivision in Section 27, T2N, R8E, B.H.M., Box Elder, Pennington County, SD).

Motion by Zulsdorf, Seconded by Irwin, to approve the Annual Class Fireworks License #1698 for Carolyn Haddenham for Space International/Mc Davis Inc. at 4309 South I-90 Service Road and recommend the City Council do the same.

Discussion: Mrs. Haddenham was not present, however no discussion was offered

Vote: **Passed Unanimously**

7. Discussion with Heath Lacey of A-1 Services Doing Business as Kube Portable Storage in regard to putting offices on the property where Kube's shipping containers are located.

Discussion: Mr. Lacey was present for the meeting and requested that he be able to again place his fifth wheel camper or an office facility at his Kube storage location on South Ellsworth Road. Mr. Lacey justified his request with the fact that he maintains and mows the property, which was not being done beforehand.

Additionally, Mr. Lacey advised it is very expensive to get a motel room during the summer months, and his business here in Box Elder does not currently generate that kind of revenue.

Chairman Hanson advised Mr. Lacey that our hands, as the City, are tied on this matter. We have adopted regulations relative to military and FAA requirements for military installations such as Ellsworth AFB. And the regulations do not permit sleeping in the area of request, because of aircraft accident potentials and noise issues.

These regulation led to the request for you to remove your camper trailer in 2015.

Planning Director Koan concurred with Mr. Hanson's explanation, however advised the City would allow Mr. Lacey to put in an office that did not include sleeping quarters.

There was additional discussion in regards to the sound attenuation zone issue and the construction requirements for the office, however, the Commission was willing to permit Mr. Lacey to not meet the standards, since the office is only occupied two or three days per month.

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Mr. Lacey was again advised he could not sleep on the property. No further discussion was pursued on this matter and no official action was taken.

MAYORS REPORT: The Mayor advised of the meeting in regards South Ellsworth Road reconstruction and the downsizing of the project to just work around the creek area to improve stream flow, concrete the roadway in the creek area, and straighten the roadway. The Mayor further explained, as part of this project, the City would install a gravel road between Creekside and Prairie View as a construction detour, however when the project is complete, the road will stay as an emergency exit from either subdivisions. Eventually the developer will be able to improve the road with paving, curb & gutter etc. during their next phase of expansion.

The Mayor advised the Northern Lights well & Tank project was nearing completion, however the tank has a small leak problem at this time. It is anticipated the well and tank will be functional and begin utilization after chlorination is completed.

The Mayor advised the City still, at this time, does not have a time for beginning repairs on Radar Hill Road, and is waiting on the State DOT for the design.

The Mayor completed his report by advising that he, staff, DOT and property owners met in regards to extending East Mall Drive and the elimination of the South I-90 Service Road. The DOT is working on Right-of-Way for the project and the City is pursuing funding thru TIF #3.

GUEST INPUT: The occupant of 244 Mockingbird Drive was present and complained about their neighbors at 100 Gumbo. She advised they have had tall grass over the last few years and don't mow.

Planning Director Koan questioned if the occupant had filed a complaint this year, she advised no, but did last year as well as Jane Maine. Koan advised the staff would look into the matter, and the occupant needs to call and file a complaint when she has an issue.

Kaon further advised this is an ongoing issue with this residence. However, the only thing the City can do is monitor the situation and require them to mow, or the City will mow the grass when it becomes more than 8" inches in height.

ADMINISTRATIVE REPORTS:

Koan advised the Commission he would be bring forward the new Subdivision Ordinance for a recommendation to the City Council to adopt the ordinance which has been reviewed and approved by the Ordinance Committee.

Koan advised that he, Bob and the Mayor attended the last Joint Land Use Study (JLUS) meeting on Friday. The formal JLUS document should be available early June. Koan advised that is the intent to utilize the document as a reference, however not formally adopt the study, as it has additional implied costs and regulation on the City and the citizens of Box Elder.

Koan advised that Boomsma's are planning to acquire property along Liberty Blvd. east of Tower and develop.

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COMMISSION INPUT:

Base Representative: Mrs. Fry briefly advised of the JLUS process.

Hanson: Nothing further to add.

Irwin: Nothing further to add.

Labine: Absent

Rick: Nothing further to add.

Zuhlsdorf: Nothing further to add.

ADJOURNMENT

Motion by Irwin, seconded by Rick, to adjourn **May 9, 2016** Planning Commission Meeting.

Vote: Passed Unanimously

The Commission meeting was adjourned at 7:21 PM.