

**CITY OF MITCHELL
CITY PLANNING COMMISSION MINUTES
MARCH 9, 2020**

Chairman Larson called the March 9, 2020 City Planning Commission Meeting to order at 12:00 pm (Noon) in the Council Chambers, City Hall, 612 N Main Street.

Members Present: Larson, Genzlinger, Jirsa, Osterloo, Vaux and Allen
Members Absent: Fergen and Molumby

Staff Present: Putnam, Hegg, T. Johnson, J. Johnson, Croce, London, Still, Ellwein, and Mayor Everson

Declaration of Conflicts of Interests: Vaux noted that Mr. Doer the owner of 316 N Main Street is on his board of directors.

Approval of Agenda: Motion by Genzlinger, seconded by Osterloo to approve the agenda as presented. All members present voting aye, motion carried.

Approval of Minutes: Motion by Osterloo, seconded by Jirsa to approve the minutes of the February 24, 2020 meeting. All members present voting aye, motion carried.

Schedule Next Meeting: Motion by Vaux, seconded by Jirsa to schedule the next meeting for March 23, 2020. All members present voting aye, motion carried.

Plan Approval: 316 N Main St, Central Business District. Matt Doer presented plans for the interior remodel and exterior updates of his building. Putnam has cleared the project with SHPO. The building is within the historic district; however, it is not contributing building. Hegg said the proposed plan meets the building code. Motion by Osterloo, seconded by Jirsa to approve the plan. All members present voting aye, motion carried.

Plan Approval: 1014 S Main St, Highway Oriented Business District. The plan is to connect the two buildings, which at this time have two separate owners. There will not be an additional driveway. Genzlinger asked about situations that may arise if the property would transfer after the addition is built, but there remain separate owners. Putnam was told the owner of the south building is selling the building to the north property owner. Motion by Jirsa, seconded by Genzlinger to approve the permit subject to both buildings have the same owner. All members present voting aye, motion carried.

Plat: A Plat of Sam Street, A Subdivision of Previously Platted Lot S of Maui Farms Second Addition, City of Mitchell, Davison County, South Dakota. T. Johnson informed the commission that an assessment project is to be completed this year and the calculations took into account the additional right-of-way. There was discussion on when it may be appropriate to issue building permits, especially if the street is not acceptable. Hegg mentioned that city has an ordinance that prevents construction on an unapproved road, unless permits approved by council. Motion by Osterloo, seconded by Genzlinger to approve the plat. All members present voting aye, motion carried.

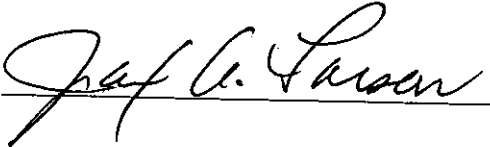
Plat: A Plat of Lot 18A in Tract L of Wild Oak Golf Club Addition in the Southwest Quarter (SE ¼) of Section 23, Township 103 North, Range 60 West of the 5th P.M., Davison County, South Dakota. J. Bathke reported the county planning commission has approved the plat and the county commissioners are hearing the plat on Tuesday, March 10, 2020. The intention of the plat is to add more square footage to the parcel so that someone may construct over the property line, as it now exists. Additionally, 18A is outside the city limits and it is not zoned residential. In order to annex and rezone a legal description has to identified, hence a plat. Larson asked about an access easement. The attorneys opined that since it will be common ownership no access would be required. Motion by Jirsa, seconded by Osterloo to approve the plat. All members present voting aye, motion carried.

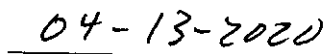
Plat: A Plat of Lot 13 of D. Odegaard's First Addition, A Subdivision of Previously Platted Lot 5 in Fiala's Addition, City of Mitchell, Davison County, South Dakota. The plat appears to follow the master plan. Motion by Osterloo, seconded by Jirsa to approve the plat. All members present voting aye, motion carried.

Conditional Use Permit: Tracy Fink has applied for a conditional use permit to operate a family residential child care center in her home located at 712 E 14th Ave, legally described as Lot 9 and E 40 feet of Lot 8, Block 4, Northridge Subdivision, City of Mitchell, Davison County, South Dakota. A childcare center had been at this location a couple years ago. Letters to the neighbors had been sent and a public notice in the legal newspaper has been submitted. No written objections have been received. Motion by Genzlinger, seconded by Vaux to recommend the Board of Adjustment approve the conditional use permit with the following conditions; 1. The permit is not transferable, 2. If the business ceases to operate for a period of six months or longer then a new permit is requirement and 3. Pass a fire inspection. All members present voting aye, motion carried.

Public Input: none

Chairman Larson adjourned the meeting at 12:28 pm.

A handwritten signature in cursive script, reading "Jeff A. Larson", written over a horizontal line.

A handwritten date "04-13-2020" written in cursive script, underlined.