

**CITY OF MITCHELL
CITY PLANNING COMMISSION MINUTES
May 28, 2019**

Chairman Larson called to order the May 28, 2019 City Planning Commission meeting at 12:00 pm in the Council Chambers, City Hall, 612 N Main St, Mitchell, South Dakota

Members Present: Larson, Genzlinger, Osterloo, Jirsa, and Molumby

Members Absent: Fergen and Allen

Staff Present: Putnam, Ellwein, Croce, London, J. Johnson, Sandoval

Declaration of Conflicts of Interest: none

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

Approval of Minutes: Motion by Genzlinger, seconded by Osterloo to approve the minutes of the 5/13/2019 meeting with the addition of the paragraph referencing the Plat of Lot 7, Block 9 of Westwood Addition and the action to approve the plat. All members present voting aye, motion carried.

Schedule Next Meeting: Motion by Osterloo, seconded by Molumby to schedule the next meeting for June 10, 2019. All members present voting aye, motion carried.

Conditional Use Permit: Tabled from last meeting. Carlos and Alayna Reyes have applied for a conditional use permit to operate a family residential child care center in their residence located at 412 E 12th Ave, legally described as Lot 11, Block 1, Frosts Addition, City of Mitchell, Davison County, South Dakota. The applicant was present to answer questions. No one testified in opposition. This was tabled from last meeting as a neighbor inquired about the applicants' hours. The applicant said her hours would be 6:00 am to 5:30 pm. She has talked with the neighbor that had the concern. Letters to the neighbors were sent May 2, 2019 and May 14, 2019. The public notice was published on May 2 & May 9, 2019. Sandoval reported that she passed a fire inspection. Motion by Genzlinger, seconded by Jirsa to approve the conditional use with two conditions; the permit is not transferable and if they cease to operate for a period of six months or longer then a new permit would be required. All members present voting aye, motion carried.

Plan Approval: 201 E 2nd Ave, (Tabled from last meeting), CB District. Jeremy Gunkel new owner was present to explain his project. He is renovating the interior to accommodate a new retail business. He is restoring the original windows. He has been in contact with the Office of History in regards to possible funding. He mentioned that his insurance company requires compliance with various fire and building codes. He answered questions about exits. Gunkel also indicated that he does not plan on too much work on the second floor. Motion by Jirsa, seconded by Osterloo to approve the plan. All members present voting aye, motion carried.

Conditional Use Permit: Kimberly Kluth has applied for a conditional use permit to operate a massage business (home occupation) at her residence at 1106 W 6th Ave, legally described as W ½ of Lot 6, Block 3 of Bracy's Addition, City of Mitchell, Davison County, South Dakota. Ms. Kluth was present. No one testified in opposition. No neighbors objected. Letters to the neighbors were send March 14, 2019 and the public notice was published on May 16 & May 23. She mentioned that only one or two cars would be at her place at a time. Hours will be 9 am to 8 Pm and Saturday by appointment only. Motion by Genzlinger, seconded by Molumby to recommend approval of the conditional use permit. All members present voting aye.

Plat: A Plat of Lot 3, Block 5 of the Woods First Addition, A Subdivision of the East ½ of the SW ¼ of Section 23, T 103 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota. The plat appears to follow the master plan. Motion by Molumby, seconded by Osterloo to approve the plat. All members present voting aye, motion carried.

Plan Approval: 300 W Havens, HB District. Ralph Kiner, Mitchell Realty Building Owner, was present to explain his project to install a storage building on his property. Motion by Osterloo, seconded by Molumby to approve the plan. All members present voting aye, motion carried.

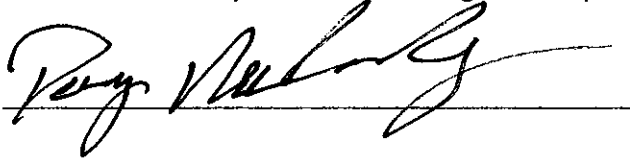
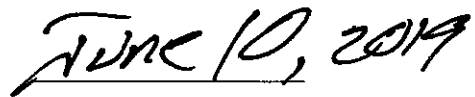
Plan Approval: The Lake House, 2700 N Main St, HB District. No one was present to explain this project. It was unclear what the property owner is requesting. Motion by Genzlinger, seconded by Osterloo to table the action on this plan to next meeting. All members present voting aye, motion carried.

Plan Approval: Unclaimed Freight Furniture, 1500 N Main St, HB District. The commission reviewed the plan and noted it is primarily exterior and façade updates. Motion by Genzlinger, seconded by Jirsa to approve the plan.

Other Business: The commission noted the passing of fellow commissioner Harlan Quenzer. Putnam said Jan Quenzer told him that Harlan really enjoyed the commission and she appreciated the support she has received.

Public Input: none

Chairman Larson adjourned the meeting at 12:25 pm.

A handwritten signature in black ink, appearing to read "Ray Molumby", written over a horizontal line.A handwritten date in black ink, "JUNE 10, 2019", written over a horizontal line.