

**CITY OF MITCHELL
CITY PLANNING COMMISSION MINUTES
June 25, 2018**

APPROVED

Chairman Larson called the June 25, 2018 City Planning Commission to order at 12:00 pm, in the Council Chambers, 612 N Main St, Mitchell, SD.

Members Present: Larson, Everson, Griffith, Fergen, Jirsa, Molumby, Quenzer, and Allen

Staff Present: Putnam, Hegg, London, J. Johnson, T. Johnson, Croce, Elllwein, Laursen

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

Approval of Minutes: Motion by Molumby, seconded by Griffith to approve the minutes of the May 29, 2018 meeting. All members present voting aye, motion carried.

Schedule the Next Meeting: Motion by Everson, seconded by Molumby to schedule the next meeting for July 9, 2018. All members present voting aye, motion carried.

Larson asked if there are any conflicts that need to be disclosed. No conflicts were declared.

Conditional Use Permit: Laura Picek has made an application for a home occupation/conditional use permit to operate a family residential child care center in her home located at 1033 E 1st Ave, legally described as Lot 2, Block 3, Driving Park Addition, City of Mitchell, Davison County. The property is zoned R3 Medium Density Residential District.

No one was present to testified in regards to the application. No written objections were received.

Letters to the neighboring property owners were sent on June 13, 2018 and the public notice was published in the *Mitchell Daily Republic* on June 14 & June 21, 2018.

The fire marshal has inspected the property, no issues. Putnam noted that the applicant has been operating a day care at a different location. She is moving to this new location.

Motion by Molumby, seconded by Everson to recommend the Board of Adjustment approve the conditional use permit with two conditions 1) the permit is not transferable and 2) if the business ceases for a period of six months or longer a new permit would be required. All members present voting aye, motion carried.


Plat: A Plat of Lot 1 of Peters Addition in the SW ¼ of Section 10, T 103 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota. A representative of the owner indicated this plat is to match the existing fence line. Motion Molumby, seconded by Jirsa to approve the plat. All members present voting aye, motion carried.

Plat: A Plat of Lot 2-B, A Subdivision of Lots 1 & 2 of Skyline Estates in the South 100 Acres in the NW ¼ of Section 14, T 103 N, R 60 W of the 5th P.M., Davison County, South Dakota. Putnam indicated the purpose of plat is to correct the property line to address encroachments. Motion by Everson, seconded by Griffith to approve the plat. All members present voting aye, motion carried.

Discussion: Putnam is preparing an update to the sign ordinance. The ordinance needs a review to address some findings of court cases, new technology, compatibility to other ordinances, and various new construction projects, which have adjusted and identified property lines. Representatives of the SD DOT were on hand to answer questions and provide comments. Putnam solicited comments from the commission. The sign ordinance is not part of the zoning code. Jirsa provided some comments about signs that do not accurately represent the existing owner or occupant. He has suggested addressing the sign's size in relation to the wall area. T. Johnson reviewed the recent south Burr street project and noted the change in property lines. Ellwein and the DOT reminded the commission that some landscaping and other attractive amenities will be added to this area in the near future. The commission discussion alignment and spacing of signs along commercial areas. No action was taken.

Recognition of commission members leaving the planning commission: Larson and the commission recognized the service of Larry Griffith and Bob Everson (Mayor-Elect) to the city planning commission and their service to the City of Mitchell.

Chairman Larson adjourned the meeting at 12:55 pm.


Chairman

07-09-18
Date