



## **Spearfish Planning Commission**

Regular Session Minutes **as amended at the 2-4-2020 Planning Commission meeting**

January 21<sup>st</sup>, 2020

The Spearfish Planning Commission met in regular session on Tuesday, January 21<sup>th</sup>, 2020 at 3:00 pm in the council chambers at Spearfish City Hall. Chairman Kruskamp called the meeting to order at 3:00 pm. Roll call was taken with the following members present: Toby Bordewyk, Barbara Zwetzig, Greg Kruskamp, Meghan Byrum, Drew Skjoldal, and Bob Meyer. Absent: Larry Vavruska. Also present: City Planner Jayna Watson, Assistant City Planner Daniel Van Holland, and City Attorney Ashley McDonald.

### **APPROVAL OF MINUTES:**

**Zwetzig moved, Skjoldal seconded and all voted to approve the minutes of the Planning Commission meeting of Tuesday January 7<sup>th</sup>, 2020 as presented.**

### **DECLARATIONS OF CONFLICTS OF INTEREST:**

Kruskamp called for any potential conflicts of interest to be identified. No conflicts were expressed.

- 1. Request: Approve an update to Appendix A Zoning, Article V. Section 6. Sign Regulations**  
**Location: City-wide**  
**Applicant: City of Spearfish**

Watson provided an overview of the proposed sign regulations and presented changes to the proposal from the previous meeting. Watson presented concerns and recommendations brought by the Business Community from a January 15<sup>th</sup> input session. Minor language changes and specific regulations for signs posted by new subdivisions were requested by the Commissioners. Meyer expressed concern regarding interior signs placed in windows and viewable from outside. Chair Kruskamp opened the floor for public discussion at 3:20 p.m. no comment was provided and the public hearing closed at 3:21 p.m. **Bordewyk moved, Zwetzig seconded and the Planning Commission voted 5-1 (Meyer dissenting, citing an exemption of the regulations regarding signs placed behind windows) to recommend approval including a new regulation allowing 2 signs at 20 square feet with no lighting to be allowed at the entrance of a subdivision with a sign permit and revising the word “advertising” to “information” in D.6.d.(2).**

- 2. Request: Amend the C-1 Central Commercial parking requirements**  
**Location: C-1 zoning districts**  
**Applicant: City of Spearfish**

Watson explained the purpose behind the proposed changes to parking regulations within the C-1 zoning district and gave an overview of the changes, the design guidelines, and the proposed review process. Discussion was held on the following topics: 1.) the use of County assessed values for the mandatory criteria; 2.) the impact of parking on surrounding residential neighborhoods; 3.) holding a public hearing with the Planning Commission for C-1 redevelopment plans; 4.) creating criteria for energy efficiency; 5.) and making the improvements to the right-of-way a mandatory criteria. Chair Kruskamp opened the floor for public discussion. The following persons provided comment: Jessica Dale, Jared Capp, John Dale, and Dr. Rachel Headley.

- 3. Request: Approve a voluntary annexation and change of zoning**  
**Location: 6025 E Colorado Boulevard**  
**Applicant: John Bartleson**

Jerry Myrtle son spoke for John Bartleson, who was not present, and discussed the applicant’s interest in being annexed. Watson explained staff analysis and recommended the Planning Commission set a public hearing for February 4<sup>th</sup>, 2020. **Meyer moved, Zwetzig seconded and all voted to set a public hearing for February 4<sup>th</sup>, 2020.**

**ELECTION FOR CHAIR AND VICE CHAIR**

Skjodal nominated Kruskamp for chair, Zwetzig seconded and all voted aye.  
Zwetzig nominated Skjodal for vice chair, Byrum seconded and all voted aye.

**CITY COUNCIL UPDATE:**

Watson reported on the items that were scheduled to go before the City Council on Tuesday January 21th, 2020, following the Planning Commission meeting.

**PUBLIC COMMENT**

Joe Jorgenson provided his input on Commission procedure, a difficulty in hearing the proceedings over the PA system, the sign ordinance update, the annexation of the Bartelson property and the C-1 parking requirements.

**ADJOURNMENT:**

There being no further business to come before the commission, Kruskamp adjourned the meeting at approximately 4:20 p.m.