



Spearfish Planning Commission
Regular Session Minutes
February 21, 2023 at 3:00 p.m.

The Spearfish Planning Commission met in regular session on Tuesday, February 21, 2023 at 3:00 p.m. in the council chamber of city hall and via Zoom video conference. Chair Kruskamp called the meeting to order at 3:00 p.m. Roll call was taken with the following members present: Chair Greg Kruskamp, Vice Chair Meghan Byrum, Commissioner Toby Bordewyk, and Commissioner Bob Meyer. Also present: Planning Director Marlo Kapsa, Assistant Planning Director Jennifer Bergstrom, City Attorney Ashley McDonald, and City Administrator Steve McFarland.

APPROVAL OF MINUTES:

Meyer moved, Byrum seconded, and all voted to approve the minutes of the February 7, 2023 Planning Commission meeting.

DECLARATIONS OF CONFLICTS OF INTEREST:

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

- Request:** Approve a Final Plat for Lots 13 and 10A of the Meadows of Higgins Gulch
Location: Southwest of Hillsview Rd.; Within 3-Mile Extraterritorial Jurisdiction Area
Applicant: Ponderosa Land Surveys, LLC
Action: Approve with Stipulations

Kapsa presented the final plat and explained that this is a minor plat within the 3-Mile Extraterritorial Jurisdiction area with Lawrence County. The sketch plat was approved at the February 7, 2023 Planning Commission meeting. She stated that this plat will combine a portion of Tract A with Lot 10 to create Lot 10A, which will be 4.557 acres in size, and the remainder of Tract A will become Lot 13, which will be 21.995 acres in size. She stated that there is an existing home and well on the proposed Lot 10A, and both lots are large enough to support their own well and on-site septic system. Access to both lots is provided from Higgins Gulch Rd., and the right-of-way has already been dedicated along the frontage of both lots. Kapsa stated that a portion of the proposed Lot 10A is within the 100-year floodplain area, which is now shown on the plat.

Meyer moved, Byrum seconded, and all voted to approve the final plat with the stipulations listed in the staff report.

- Request:** Hold a Public Hearing to Approve a Final Plat for Lots 2R-2A & 2R-2B of Block 17 of Sandstone Hills Addition
Location: Northeast of the intersection of Hamster Hill Place and Paramount Drive; Within City Limits
Applicant: Renner Associates, LLC
Action: Approve with Stipulations

Kruskamp opened the public hearing and Kapsa presented the final plat and explained it is a minor plat within the city limits of the City of Spearfish. This plat will split the existing Lot 2R-2 into two lots: Lot 2R-2A, which will be 2.217 acres, and Lot 2R-2B, which will be 1.328 acres. She explained that future plans for the subject property include two apartment buildings, with one building to be constructed on each lot. She stated that will be a shared approach from Paramount Drive, which is classified as a collector street on the City's Major Street Plan, requiring a minimum right-of-way of 66 feet. Therefore, an additional 8 feet of right-of-way must be dedicated as part of this plat. Also, a shared ownership and maintenance agreement will be required to be recorded immediately after recording of the final plat. Jason Buxton, an owner representative of the property, was present and discussed some details of the project.

Meyer moved, Byrum seconded, and all voted to approve the final plat with the stipulations listed in the staff report.

3. **Request:** Approve a Sketch Plat for Tract S & Tract M of Section 9, T6N, R3E
Location: Northeast of the intersection of N Rainbow Road and Turtle Lane; Within 3-Mile Extraterritorial Jurisdiction Area
Applicant: Interstate Engineering
Action: Approve with Stipulations

Kapsa presented the sketch plat and explained that this is a minor plat within the 3-Mile Extraterritorial Jurisdiction area with Lawrence County. This property is currently unplatted and this plat will create two new lots. The proposed Tract M will be 2.25 acres, which will leave a 117.5 unplatted remainder. The proposed Tract S will be 8.9 acres, leaving a 71.1 acre unplatted remainder. Kapsa stated that both lots are large enough to support their own well and on-site septic system. She said that Tract M will access directly off of N. Rainbow Road, and Tract S will be accessed by a 30-foot private access easement, partially following an existing driveway. N. Rainbow Rd. is identified as an arterial street on the City's Major Street Plan, requiring a minimum 80-foot right-of-way. Therefore, the dedication of a minimum 40-foot right of way (including the 33-foot section line right-of-way) will need to be shown on the final plat.

Bordewyk moved, Byrum seconded, and all voted to approve the sketch plat with the stipulations listed in the staff report.

4. **Request:** Approve a Sketch Plat for Lots 1A Revised and Lot 1A1 of Lot 1A Revised in Section 6, T6N, R2E
Location: West of intersection of Hillview Road and Ridge Road; Within 3-Mile Extraterritorial Jurisdiction Area
Applicant: All Aspects Inc.
Action: Approve with Stipulations

Matt Stevens with All Aspects Inc. presented the sketch plat, which is a minor plat in the 3-Mile Extraterritorial Jurisdiction area with Lawrence County. He explained that this plat will split a 2-acre lot (Lot 1A1 of Lot 1A Revised) from the existing Lot 1A Revised, which is currently 21.147 acres in size. He said that the two lots will have a shared access and well, both located on Lot 1A Revised, and a well share agreement is being drafted. Kapsa stated that access is provided off of Hillview Road, which is classified as an arterial on the City's Major Street Plan, requiring a minimum right-of-way width of 100 feet. A 50-foot right-of-way will be required to be dedicated on this plat.

Byrum moved, Bordewyk seconded, and all voted to approve the sketch plat with the stipulations listed in the staff report.

5. **Items for Discussion:**

Vice Chair Byrum to Serve on Study Advisory Team for Spearfish Rest Area: Kapsa informed the Planning Commission that Byrum will be serving as a member of the Study Advisory Team for the Spearfish Rest Area.

Corridor Studies – Project Updates: Kapsa provided an update on the progress of the corridor studies that are in process. She stated that Bordewyk will be serving on the Study Advisory Team

for the Highway 85 Corridor Study and Byrum will be serving as a member of the Study Advisory Team for the Spearfish Rest Area. Data received at the public stakeholder meeting for the Colorado Boulevard Corridor Study, held on February 2, 2023, is being analyzed.

6. **City Council Update** – Kapsa noted that since the City Council approved the reallocation of funds for the strategic plan update towards a comprehensive plan update, she is working on the RFP for this project. Items on the February 21st City Council meeting include the first reading of Ordinance 1377, amending regulations for the administrative approval of plats, as well as the dedication and acceptance of public improvements for the Elkhorn Ridge Phase 5 plat.
7. **Public Comment** – No comments were provided.
8. **Adjournment** - Kruskamp adjourned the meeting at 3:37 PM.