



Spearfish Planning Commission
Regular Session Minutes
April 18, 2023 at 3:00 p.m.

The Spearfish Planning Commission met in regular session on Tuesday, April 18, 2023 at 3:00 p.m. in the council chamber of city hall and via Zoom video conference. Acting Chair Toby Bordewyk called the meeting to order at 3:00 p.m. Roll call was taken with the following members present: Acting Chair Toby Bordewyk, Commissioner Rick Tysdal, Commissioner Larry Vavruska, 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:

Tysdal moved, Vavruska seconded, and all voted to approve the minutes of the April 4, 2023 Planning Commission meeting.

DECLARATIONS OF CONFLICTS OF INTEREST:

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

- Request:** Approve a Final Plat for Tracts JL-1 and JL-2 of Section 36, T6N, R3E
Location: Southeast of the intersection of SD Hwy 85 and Crook City Road; Within 3-Mile Extraterritorial Jurisdiction Area
Applicant: Interstate Engineering
Action: Approve Final Plat

Kapsa presented the final plat, which 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 JL-1 will be 24.9 acres in size, and the proposed Tract JL-2 will be 54.42 acres in size. The Lawrence County Planning & Zoning Department has agreed to allow Tract JL-1 to be under the 40-acre minimum size requirement of the A-1 (General Agriculture) zoning district, since the adjacent property is under the same family ownership. Kapsa explained that this plat is a result of a judgement on an adverse possession case in which a survey was ordered by the court. She stated that all stipulations of the sketch plat approval have been met and that a surveyor's note was added to the plat referencing a document providing access to the property on which the proposed Tract JL-1 will be located.

Tysdal moved, Vavruska seconded, and all voted to approve the final plat.

- Request:** Approve a Sketch Plat for Lots 1R, 2A, and 2B of Gengler Subdivision in Section 7, T6N, R2E
Location: Southwest of the intersection of Higgins Gulch Road and Hillview Road; Within 3-Mile Extraterritorial Jurisdiction Area
Applicant: Professional Mapping and Surveying, LLC
Action: Approve Sketch Plat with Stipulations

Kapsa presented the sketch plat, which is a minor plat within the 3-Mile Extraterritorial Jurisdiction area with Lawrence County. This plat would subdivide existing Lots 1 and 2 of Gengler Subdivision into 3 lots: Lot 1R (2.003 acres), Lot 2A (3.05 acres), and Lot 2B (12.58 acres). These proposed lots are within Lawrence County's Park Forest zoning district, and the proposed lot sizes meet all associated minimum zoning requirements. Kapsa explained that there are existing residences on the proposed Lots 1R and 2B, each with its own individual well and on-site wastewater system. The proposed Lot 2A meets the minimum South Dakota Department of Agriculture and Natural Resources (DANR) standards to support its own individual well and on-site wastewater system. She pointed out that a portion of the drainfield of the on-site wastewater system for the proposed Lot 1R is located on the proposed Lot 2B, and

that DANR regulations require a 10-foot separation between the system and property lines. Kapsa stated that 33 feet of dedicated public right of way along Higgins Gulch Road should be platted out of the proposed Lots 1R & 2B, in line with the City's Major Street Plan.

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

Request: Recommend Comprehensive Plan Proposal for City Council Approval
Location: City of Spearfish
Applicant: N/A
Action: Recommend Selection Committee's Highest Scoring Proposal

Kapsa explained that the Request for Proposals to the update to the City's Comprehensive Plan closed on April 3, 2023, and the City received 5 proposals. These proposals were reviewed by a selection committee, who used a scoring matrix to review the proposals based on key criteria. They were also sent to the Planning Commission members for review. She stated the proposal submitted by SE Group, out of Frisco, Colorado, received the highest score from the selection committee.

Vavruska moved, Meyer seconded, and all voted to recommend the selection of SE Group's comprehensive plan proposal to City Council.

2. Items for Discussion:

Corridor Studies – Project Updates: Kapsa stated that the public hearing for the Spearfish Rest Area/Welcome Center Corridor Study will be held on April 27th at 5:30 pm at Spearfish City Hall.

Three-Mile Extraterritorial Jurisdiction Ordinance Updates: Kapsa presented the background of the existing Three-Mile Extraterritorial Jurisdiction Ordinance #571 and explained the importance of updating this ordinance to better reflect today's development and growth needs. Staff will present proposed policies to the Lawrence County Commission for input and then will draft an ordinance based on City Council and County Commission comments. This draft ordinance will then be reviewed by the County before it is presented to the City Council for approval.

Elevate Rapid City – Virtual Small Scale Development Lecture April 20, 2023

Kapsa stated that Elevate Rapid City is hosting a virtual lecture on Small Scale Development on April 20, 2023 from 3:30-5:30 p.m.

3. City Council Update –

Kapsa stated that at the City Council meeting held on April 17, 2023, the City Council authorized additional funding for a new water supply well and water storage tank to be constructed near I-90 Exit 17 to serve the East-Low Zone.

4. Public Comment – No comments were provided.

5. Adjournment – Bordewyk adjourned the meeting at 3:54 p.m.