



Revised - 6/6/2023

Spearfish Planning Commission
Regular Session Minutes
May 16, 2023 at 3:00 p.m.

The Spearfish Planning Commission met in regular session on Tuesday, May 16th at 3:00 p.m. in the council chamber of city hall and via Zoom video conference. Chair Greg 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 Megan Byrum, Commissioner Toby Bordewyk, Commissioner Rick Tysdal, Commissioner Larry Vavruska, and Commissioner Bob Meyer. Also present: Planning Director Marlo Kapsa, Assistant Planning Director Jennifer Bergstrom, City Manager Steve McFarland, and City Attorney Ashley McDonald.

APPROVAL OF MINUTES:

Vavruska moved, Tysdal seconded, and all voted to approve the minutes of the May 2nd, 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 Sketch Plat for Lots E1-C and E1-D in Section 30, T6N, R3E
Location: Southeast of the Intersection of Maitland Road and Christensen Drive; Within 3-Mile Extraterritorial Jurisdiction Area
Applicant: Eric Nies/Donald Kellogg
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 split the existing Tract E-1B Revised into two lots: Lot E1-C (2.54 acres) and Lot E1-D (44.90 acres). Kapsa stated that the proposed lots will both access off of Maitland Road, which is classified as an Arterial on the City's Major Street Plan, requiring an 80-foot right-of-way. An additional 7 feet of right-of-way will be required to be dedicated and all right-of-way will need to be platted out of the proposed lots.

Vavruska moved, Tysdal seconded, and all voted to approve the sketch plat with the stipulations listed in the staff report, with the exception that Stipulation #2 be changed to not require the 100-year floodplain area to be shaded on the plat.
- Request:** Approve an amendment to the Revised Ordinances of the City of Spearfish, Appendix A Zoning, Article V. Supplementary Regulations, Section 3. Minimum Off-Street Parking Requirements
Location: City of Spearfish
Applicant: City of Spearfish
Action: Hold a public hearing and make recommendation to City Council

Kruskamp opened the public hearing and Kapsa presented a proposed amendment to the Minimum Off-Street Parking Requirements section of the City's zoning code. She explained that clarification is needed to more accurately identify how the parking requirement for a hospital use is calculated, as well as other uses not expressly identified within the zoning code. She stated the amendment would add the specific parking requirement for hospitals and would also add language allowing the Planning Director to determine the parking requirement for other uses not listed in the code, based upon International Code Council requirements. Kruskamp opened the public hearing to public comment and Byrum stated that in the future if a public transit system is put in place, the off-street parking requirements will need to be reviewed again at that time.

Additionally, Byrum discussed possible incentives for minimum off-street parking requirements

for businesses in the downtown and surrounding C-1 zoned area. There was no comment from the public.

Bordewyk moved, Meyer seconded, and all voted to recommend approval.

3. Items for Discussion:

Corridor Studies – Project Updates: Kapsa stated that there are no major updates at this time.

Hill Street Apartments Annexation/Rezone: Kapsa stated that the City has received an application for rezone and annexation for apartments to be built off of Hill Street. This request will be presented at a future meeting.

4. City Council Update –

Kapsa stated that at the City Council meeting held on May 15, 2023, the City Council approved the final plat of Lots 1R, 2A, and 2B of Gengler Subdivision. She said they also approved the transfer of six lots at Sky Ridge to Spearfish Economic Development Corporation.

5. Public Comment – City Attorney Ashley McDonald stated a reminder that any correspondence involving a quorum of the Planning Commission constitutes an official meeting, including email correspondence. No public comments were provided.

6. Adjournment - Kruskamp adjourned the meeting at 3:16 p.m.