

Revised 06/26/2023



**Spearfish Planning Commission**  
Regular Session Minutes  
June 6, 2023 at 3:00 p.m.

The Spearfish Planning Commission met in regular session on Tuesday, June 6, 2023 at 3:00 p.m. in the council chamber of city hall and via Zoom video conference. Chairman Kruskamp called the meeting to order at 3:00 p.m. Roll call was taken with the following members present: Meghan Byrum, Greg Kruskamp, Bob Meyer, and Rick Tysdal. Also present: Planning Director Marlo Kapsa, City Attorney Ashley McDonald, Mayor John Senden, and City Administrator Steve McFarland.

**APPROVAL OF MINUTES:**

**Tysdal moved, Meyer seconded and all voted to approve the minutes of the May 16, 2023 Planning Commission meeting with an amendment being made to reflect Commissioner Byrum's comments regarding possible incentives for minimum off-street parking requirements for businesses in the downtown and surrounding C-1 zoned area.**

**DECLARATIONS OF CONFLICTS OF INTEREST:**

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

- 1. Request:** Approve a Final Plat for Lots E1-C and E1-D in Section 30, T6N, R3E  
**Location:** Southeast of Intersection of Maitland Road and Christensen Drive  
**Applicant:** Eric Nies/Donald Kellogg  
**Action:** Approve Final Plat with Stipulations

Kapsa presented the final plat and staff report noting that no changes were made since Sketch Plat approval aside from the removal of floodplain being shown on the plat as requested by Planning Commission. **Tysdal moved, Byrum seconded and all voted to recommend approval of the Final Plat to City Council with the stipulations noted in the staff report.**

- 2. Request:** Approve a Sketch Plat for Lots 1-3 of X Heart Subdivision in Section 32, T7N, R2E  
**Location:** West of Intersection of Westview Drive and Old Belle Road  
**Applicant:** Mark Backens  
**Action:** Approve the Sketch Plat with Stipulations

The property owner, Mark Backens was present to give an introduction on the project. Kapsa presented the sketch plat and associated staff report. Commissioner Byrum asked a question regarding the previous location of the gravel pit on proposed Lot 3. Backens noted that the gravel pit which is no longer in service covered the majority of proposed Lot 3. Byrum asked if any environmental analysis would need to be submitted prior to development of proposed Lot 3 and Kapsa noted that a geotechnical report would be required prior to construction along with any documentation of previous site mitigation from the State. **Tysdal moved, Byrum seconded and all voted to approve the Sketch Plat with the stipulations noted in the staff report.**

**3. Items for Discussion:**

**Planning Studies – Project Updates:** Kapsa stated that the Comprehensive Plan update kickoff meeting was held last Friday and that project goals, responsibilities, and key stakeholders were discussed. She noted that more information on next steps in the comprehensive plan update process would be coming over the next few weeks.

**4. City Council Update –** Kapsa noted that an easement agreement with MDU was approved in the Sky Ridge subdivision and that the final lot transfer for Phase 1 of Sky Ridge subdivision was approved by Council.

**7. Public Comment –** No comments were provided.

**8. Adjournment –** Kruskamp adjourned the meeting at approximately 3:15 p.m.