



Spearfish Planning Commission
Regular Session Minutes
August 15, 2023 at 3:00 p.m.

The Spearfish Planning Commission met in regular session on Tuesday, August 15, 2023 at 3:00 p.m. in the council chamber of city hall and via Zoom video conference. Commissioner Kruskmap called the meeting to order at 3:17 p.m. Roll call was taken with the following members present: Amy Davison, Bob Meyer, Greg Kruskmap, Toby Bordewyk, Meghan Byrum, Rick Tysdal Also present: Mayor John Senden, Planning Director Marlo Kapsa, City Attorney Ashley McDonald, Assistant Planning Director Jaymia Ecker.

APPROVAL OF AGENDA:

Kapsa informed the commission that item E3, F1, and F2 would need to be moved to the next meeting's agenda and recommended that "approval of agenda" be added as an item to this meeting and all future meetings. Meyer moved, Tysdal seconded, all voted to approve the amended agenda.

APPROVAL OF MINUTES:

Tysdal moved, Myer seconded, and all voted to approve the minutes of the August 1, 2023 Planning Commission meeting with the following correction: "Bordewyk adorned the meeting at 3:22 pm".

DECLARATIONS OF CONFLICTS OF INTEREST:

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

Items for Action

- 1. Request:** Conditional Use Permit to operate a new church and school in an existing building within the C-3 Office Commercial District
Location: C1300 N Avenue Spearfish, SD
Applicant: Michael Greslin/Jason Boke

Action: Approve the Conditional Use Permit with Stipulations

Applicant was present at the meeting. Kapsa summarized the staff report noting that the permit application generally met the criteria evaluated including allowed uses, parking requirements, appropriate public services and utilities and the proposed uses do not pose any new safety concerns. The stipulations require that broken fencing be repaired and that pick ups and drop offs take place in the parking lot located on the south side of the property and not from Polley Drive. Three property owners reached out with comments related to increased traffic and parking along Polley Drive, located along the eastern boundary of the property. Kapsa concluded that staff recommend approval. The applicant addressed a question raised by Meyer related to increased rate of traffic on North Avenue at specific times explaining that there are a limited number of students, and the anticipated vehicle traffic is less than was generated by the former tenant. It was noted that if traffic posed a safety concern, the issue would be revisited. Public hearing was closed with no additional comments. Meyer recommended approval with stated stipulations, Bordewyk seconded, all voted to approve the Conditional Use Permit with Stipulations.

- 2. Request:** Concept Plan and Final Plan to allow construction of two new mixed use structures in a DRD zoning district
Location: Lot 2 of Lot 1R Block 3 of Della Vecchia Addition otherwise known as The Village at Creekside
Applicant: Williams & Associates Architecture Inc.
Action: Set a Public Hearing for September 5, 2023

Kapsa summarized the staff report noting that the proposed plans meets or exceeds all of the requirements evaluated including conformance with permitted uses, building design, parking requirements, landscaping, open space, aesthetic considerations, and does not pose any unusual safety concerns. Kapsa concluded that staff recommend setting a public hearing for September 5, 2023 to approve the plans. Davison inquired about the intended use of the buildings. The applicant explained that the buildings were designed to accommodate both retail and residential uses to be determined depending on the ultimate occupancy. Future tenants will be required to obtain a building permit prior to building out the internal portion of the buildings for the intended use. In response to a question from the commission related to parking, it was noted that there is a shared parking agreement at The Village at Creekside allowing shared and sufficient parking for all businesses. Bordwyk moved, Myer seconded, and all voted to approve the motion to set a public hearing for September 5, 2023.

Items for Discussion

1. Planning Studies – Project update

Colorado Boulevard Study next public meeting is set for Thursday, August 24 from 5-7 PM at The Heritage Center

2. Comprehensive Plan

The first in person visit and round of public engagement visit is scheduled during the week of October 16, 2023, SE group will be present during the planning and council meetings and there will be a public meeting held on Wednesday, October 18, 2023. First advisory committee meeting is scheduled for August 31, 2023.

3. Planning Commission Updates

All the commissioners present at the meeting confirmed their intent attend the next committee meeting on September 5, 2023. Any Davison was introduced and welcomed as a new commission member.

4. City Council Updates

Kapsa noted that there are two upcoming housing infrastructure applications that the city intends to apply for as well as a sign easement, and infrastructure dedication.

Public Comment – No comments were provided.

Adjournment - Kruskmap adjourned the meeting at 3:47 PM