

## *Planning Commission Minutes*

The City of Sturgis Planning Commission held a meeting on Tuesday, November 3, 2015 at 5:30 p.m. in the front conference room at Sturgis City Hall, 1040 Harley-Davidson Way, Sturgis SD.

Present: Commissioners Gerberding, Mack, Hughes, Treloar, Monahan, Norstegaard and Olson.

City Council Liaison: Jason Anderson

Staff: City Manager, Planning Coordinator and Code Enforcement Officer

5:30 Call to order by Chairman Hughes

The Commission approved the Minutes from the October 6, 2015 meeting.

### **1. Variance – Brad Ware**

Request for a variance to the side setback for property located at 1617 Elk Court. Applicants were present. Following discussion and review of Building Inspector report, a motion was made by Mack, 2<sup>nd</sup> by Gerberding to deny the request. Vote = All in favor of the motion. Recommendation to City Council = Deny the request due to the concerns raised by the Fire Department and the likelihood that the adjoining shed would remain in its present location for many years to come.

### **2. Variance – Ricky Engle**

Request a variance to the side setback for property located at 1227 Boulevard. Applicant was not present. Following a review of the application and photos provided, the Commission requested more information regarding the building plans. Motion by Olson to Table, 2<sup>nd</sup> Norstegaard. Motion tabled pending additional information.

### **3. Request to Vacate/Re-Plat – Steve DeRouchey/Maverik**

Consider petition to vacate a portion of alley located between Anna Street and Glover Street including re-plat to consolidate all lots into one. (Tract A). Applicants were not present. An overview was given by Steele and Ainslie. The plat including the area of vacate was reviewed. Discussion regarding notification to neighboring landowners in all future development areas was discussed. City agreed to notify land owners within 200' of the parcels of this development. Commissioners stated that they would provide to Steele their recommendation for distance and triggers for notification by the end of the week for an Ordinance change. Motion by Treloar to approve both the

request for vacate and re-plat with a public easement through Lot C. 2<sup>nd</sup> by Monahan. Vote = All approving the motion as stated.

**Discussion item only – Variance & Re-Plat of Phil-Town Inn (Guy Edwards)**

Update from Mr. Edwards regarding his plans for a re-plat of property located at 2431 Junction. Mr. Edwards gave a brief overview of completed items and Mr. Ainslie went through the list of requirements to be fulfilled prior to approval. Still outstanding is a signed agreement with MUB, a full site plan including parking plan and access agreement, installation of the fire doors and grease interceptor equipment, and tractor trailer sign to be removed. Commissioners were satisfied with progress and looking forward to receiving remaining documentation and final plat.

**Discussion item only – Update on International Property Maintenance Code**

Update from Sturgis Code Enforcement Officer regarding adoption of IPM Code. This is still in the works. If the City adopts an ordinance for this they will need to adopt the 2015 version. This is on the list of consideration of the City Council. Mr. Smith will send out a copy via email to all Commissioners for their review.

There were no other items brought before the Planning & Zoning Commission by the public.

Meeting adjourned at 6:50.

*Minutes are not considered official until approved by the Planning Commission.*