

City of Crooks
Planning and Zoning Commission
Unapproved regular monthly meeting minutes
05.28.2019

At 7:00 pm, Director Richardson called the meeting to order at the Crooks Community Center. Finance Officer Schantz called roll:

Present: Commissioner Hemme, Commissioner Masgai, Commissioner Gillespie

Absent: Commissioner Glasford (with notice), Commissioner Krcil (without notice)

Also present: Finance Officer Schantz, Mayor Oseby, CHRC

Approve posted agenda. Motion by Hemme to approve posted agenda, seconded by Gillespie. No further discussion. All aye, motion carries.

Approve meeting minutes. Motion by Masgai to approve meeting minutes of April 29, 2019, seconded by Hemme. No further discussion. All aye, motion carries.

Open comments. Finance Officer Schantz stated Planning and Zoning Commission should consider revising Crooks' zoning ordinance, Crooks' subdivision regulations, and Crooks' design standards ordinance.

Public hearings.

Variance hearing for the encroachment on a utility easement at 604 Hanna Cir. Richardson opened the hearing for the variance application submitted by John Graney for placement of a structure on an utility easement at 604 Hanna Cir. Graney noted a clerical error on agenda, stating it should say Hanna Cir. instead of Hanna Tr. Graney explained he petition for a variance to add fourth stall to his current garage. According to Graney, there would be a minimal encroachment on the utility easement and a minimal overlap; furthermore, Graney stated he will accept full responsibility of any of the structure will ever have to be moved due to utility work. Richardson explained the concerns with permitting a variance for encroaching on utility easement such as drainage concerns. Richardson also stated that City Engineer was not in favor of granting variances for encroachments on utility easements. Richardson explained to those present when a variance can be filed. Richardson then asked for motion from Commission. No motion was made by commission.

Rezoning application for 212 E. Main St. Richardson opened the hearing for the petition for rezoning received by Thomas Beck at 212 E. Main St. from Central Business to General Business. Richardson stated he had exchanges with Beck regarding the requirements to parking requirements. Richardson also had conversations with the City's Building Inspector, Bill Pearson, regarding other requirements that may need to be fulfilled for a rezoning such as a bathroom and additional building code requirements.

Old business. None.

New business. Review of CHRC concept plan for Sunset Development. The commissioners and Richardson reviewed the preliminary plan submitted by DGR for the second phase of the Sunset Development in Crooks. Richardson stated this is more of a concept plan rather than a preliminary

subdivision plan. Richardson also pointed towards the need to split the lots designated for twin homes. The situation of parking at Sunset Park was discussed and that the CHRC will has designated lots 57 and 56 as potential contributions for parking. Richardson will communicate his concerns with plan to CHRC and engineer.

Adjourn. Motion by Masgai to adjourn meeting at 7:31 pm, seconded by Hemme. All aye, motion carries.

Respectfully submitted,
Tobias Schantz
Municipal Finance Officer
City of Crooks, SD