

Crooks Planning and Zoning Commission
Regular monthly meeting minutes
November 25, 2019

At 7:00 pm, Director Richardson called the meeting to order.

Present: Commissioner Gillespie, Commissioner Glasford, Commissioner Jongewaard, Commissioner Masgai, Commissioner Hemme, Director Richardson

City staff present: Building Inspector Pearson, Finance Officer Schantz

Also present: Mayor F. Butch Oseby

Approve agenda. Motion by Jongewaard to approve posted agenda, seconded by Masgai. No discussion. All aye, motion carries.

Approve meeting minutes. Motion by Hemme to approve September 30 meeting minutes, seconded by Jongewaard. No discussion. All aye, motion carries.

Open comments. Richardson opened floor for comments from public. No comment from public. Richardson stated the changing of City ordinance permitting metal roofing will be started after looking at roof that was approved through a variance.

Public hearings. None.

Old business. None.

New business.

Review of current building permit fee resolution. Board and those present reviewed resolution. Discussion ensued about certain language in resolution. Richardson stated the language stating work performed by owner will be valued at triple the material costs, will be struck. Richardson stated recommendation will be made at next City Council meeting.

Zoning use audit. Richardson explained that the zoning use audit will be used to assess whether the existing use of the structure complies with Crooks Zoning Regulations. The intention of the zoning audit is to ensure owners/users of structure are in compliance. The goal is to have a sheet containing all uses ready by the next meeting for review by the board.

Property management code discussion. Board and those present discussed the potential adoption of a property management code. Pearson spoke in favor of adoption stating this will provide backing for City staff taking action and having the capacity to address issues.

Adjournment. Motion by Glasford to adjourn meeting at 7:22 pm, seconded by Gillespie. All aye, motion carries.

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