



## **Spearfish Planning Commission Agenda**

October 5, 2021 at 3:00 p.m.

**Meeting Location: City Council Chamber, 625 Fifth Street, Spearfish, SD  
And Zoom Online Meeting**

Join Zoom Meeting

<https://us02web.zoom.us/j/85631490978>

Meeting ID: 856 3149 0978

Or Dial in:

1 253 215 8782 and enter Meeting ID

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**A. Call To Order**

**B. Roll Call**

**C. Approve the Minutes from September 7, 2021**

**D. Declaration of Conflicts of Interest**

**E. Items for Action**

**F. Public Comment**

**G. City Council Update**

**1. Request:** Colorado Boulevard Land Use Plan

**Location:** East Colorado Boulevard Corridor

**Applicant:** City of Spearfish

**Action:** Provide Input

**2. Request:** Landscape Exception

**Location:** 3595 East Colorado Boulevard

**Applicant:** Shawn Darling

**Action:** Hold an on-site meeting at the above address for purposes of review and discussion. No Zoom meeting connection will be available during this discussion and no action will be taken at the on-site meeting. The public is welcome to attend.

**H. Adjournment**



**Spearfish Planning Commission**  
Regular Session Minutes  
September 7, 2021 at 3:00 p.m.

The Spearfish Planning Commission met in regular session on Tuesday, September 7, 2021 at 3:00 p.m. in the council chamber of city hall and via Zoom video conference. Chairman Bordewyk called the meeting to order at 3:00 p.m. Roll call was taken with the following members present: Toby Bordewyk, Meghan Byrum, Abe Kean, Greg Kruskamp, Bob Meyer, and Barbara Zwetzig. Absent: Larry Vavruska. Also present: City Planner Jayna Watson and Interim City Administrator Ashley McDonald.

**APPROVAL OF MINUTES:**

**Meyer moved, Byrum seconded and all voted to approve the minutes of the August 17, 2021 Planning Commission meeting.**

**DECLARATIONS OF CONFLICTS OF INTEREST:**

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

1. **Request:** Approve a C-1 Redevelopment Incentive Plan

**Location:** 140 E. Jackson Blvd.

**Applicant:** Steve Williams/Pioneer Bank & Trust

**Action:** Hold a public hearing and make a recommendation to City Council

Steve Williams provided an overview of the project. Watson presented the findings in the staff report. Bordewyk opened the public hearing. No persons offered testimony. Bordewyk closed the public hearing. **Meyer moved, Zwetzig seconded and all voted to recommend approval.**

2. **Request:** Solar Energy Conversion Facilities Code Update

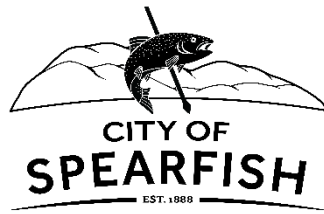
**Location:** City-wide

**Applicant:** City of Spearfish


**Action:** Hold a public hearing and make a recommendation to City Council

Watson provided an update of the changes to the proposed ordinance based on input from the August 17 meeting. Bordewyk opened the public hearing. No persons offered testimony. Bordewyk closed the public hearing. **Meyer moved, Kean seconded and all voted to recommend approval.**

3. **City Council Update** – Watson noted that paving was complete at Sky Ridge and the new roundabout on Jackson Boulevard will have the BHSU hive sculpture in place soon.
4. **Public Comment** – No comments were provided.
5. **Adjournment** - Bordewyk adjourned the meeting at 3:25 p.m.



## PLANNING COMMISSION UPDATE MEMORANDUM

DATE: 10-5-2021  
TO: Planning Commission  
FROM: Jayna Watson, City Planner   
RE: East Colorado Boulevard Corridor Study

As growth and development continue east of Maitland Road along Colorado Boulevard, an opportunity exists to define some clear planning policies so that as land use requests are presented, property owners, staff, and decision makers have guidance on the overall development goals of this area. An effort similar to this was done for both the Highway 85 and Old Belle Road corridors approximately 10 years ago.

Below is a possible scope of work and topics

- ID the study geography
- Existing environmental conditions and constraints
- Future land use and character of development
- Water and sewer system upgrades
- Pedestrian and bicycle infrastructure
- Colorado Boulevard access points and roadway improvements
- Streetscape and community aesthetics

A study group consisting of one person from each city and county governing body and planning commission is needed to help guide the study. The total time commitment over the next several months is an hourly meeting once every 3-4 weeks with a total of 4-5 meetings to review and provide input to the study document. Staff will complete all written and graphic information. The deliverable product would be a final report to be reviewed and recommended on by city/county Planning Commission and adopted by both the City and County governing bodies.

Staff seeks Planning Commission input on this effort and will be requesting a volunteer to serve on the study group.



**PLANNING COMMISSION UPDATE MEMORANDUM**

DATE: 10-5-2021  
TO: Planning Commission  
FROM: Jayna Watson, City Planner *Jayna Watson*  
RE: 3595 E Colorado Blvd/Recreation Station Landscape Exception

As part of the regular planning commission meeting on October 5, the last item on the agenda will be a site visit at the above business to review the conditions surrounding a request by the owner to reduce landscape points on this property. The owner proposes to provide 15% of the required landscape, citing that they don't have any space on the property for landscaping based on their site usage. It would be beneficial for the Commission to see the site before making a recommendation to City Council on this matter. The code provisions that guide this are on the attached page. No action will be taken on October 5<sup>th</sup>; the field trip is for the purposes of information gathering.

**Background**

Chapter 19 of city code requires landscaping on all industrial, commercial, and multi-family properties by way of a points method. The building footprint subtracted from the overall site development area to arrive at a number which the owner can then use a table to pick the types of landscape plant material they wish to install (see attached table).

**This site's landscape requirements are as follows:**

Site development area 125,700 square feet  
Building footprint - 13,000 square feet  
Required points 112,700 points

The site points are as follows:

6 existing trees x 2,000 points =	12,000
11 existing shrubs x 250 points =	2,750
<u>10 proposed new shrubs x 250 points =</u>	<u>2,500</u>
Total points provided	17,250

The owner wants to explain how the site is used and what the constraints are to provide the remaining landscape, and a field visit is the best way to accomplish this. The standards by which this request is reviewed are noted below in Section 19-106; key terms are underlined and the owners request is attached.

**Excerpts from Chapter 19 Vegetation Article III Landscape Regulations:**

Sec. 19-101. Landscaping required.

Landscaping conforming to the standards set forth in this section shall be required in the following districts:

- (1) Multiple-family residential district (R3), excepting single-family use.
- (2) All commercial districts.
- (3) All industrial districts.
- (4) Parking lots in any zoning district that are designed for fifty (50) vehicles and more. (Ord. No. 698, 3-18-91)

Sec. 19-102. Landscape requirements.

The following requirements are considered to be minimum and shall be approved on the basis of a landscape plan submitted by the applicant to the building official, accompanied, when required, by a guarantee approved by the city attorney, and installed as per the approved plan:

- (1) The amount and type of material shall be based on a point system determined by the square footage of a lot not covered by a building. In phased development, the planning commission shall determine lot area for the purpose of this article. Trees, shrubs, grass and ground cover, both existing and proposed, shall receive points towards landscape requirements according to the following table:

LANDSCAPE MATERIAL POINTS TABLE			
	New landscape material points	Existing Mature Landscape Material (Points)	
Large trees	A minimum mature spread of 45 feet. Conifers which reach a mature height over 20 feet	2000	5000
Medium trees	A minimum mature spread of 25 feet. Conifers reaching a mature height height of at least 20 feet	1000	2500
Small trees	A minimum mature spread of 15 feet. Conifers reaching a mature height of less than 3 feet	500	1500
Shrubs	A minimum mature height of 2 feet	250	500
Live ground cover	1 square yard	100	300
Grass	1 square yard	10	10
Opaque hedge	Minimum 15 lineal feet, minimum 5 feet in height	500	1000

Sec. 19-106. Exceptions. The common council, upon the recommendation of the planning commission, shall have the power to grant exceptions in special cases where there are unusual and practical difficulties or unnecessary hardships created in meeting the requirements of these regulations. The guidelines to be used in determining whether a variance should be granted are as follows:

- (1) That the hardships or difficulties of meeting the requirements of these regulations are peculiar to that property, and not general in character.
- (2) Financial hardship due to meeting the requirements of these regulations is not sufficient to show unnecessary hardship, unless the financial difficulties amount to confiscation of property.

**www.RECSTATION.net**

3595 E. Colorado Blvd.  
Spearfish, SD 57783  
(605) 717-4FUN

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8/18/21

Attn: City of Spearfish/City Council  
RE: Landscaping at Recreation Station

To Whom it May Concern:

Please see attached a (poorly-made) sketch of our lot/landscaping area. The purpose of this letter is to request consideration given to the total amount of landscaping points we are required to have, due to the following:

1. RecStation and its customers only utilize approximately 2 acres of our total 7. The rest is behind us; on a hill and out of sight. Since our dirt work has been completed in the back, it has fully grown back in with ground cover.
2. The majority of our 2-acre lot sq. footage is our building and pavement/display lot.
3. The front area from our retaining wall to E Colorado Blvd is the 80' right-of-way, which is continuously being dug up for utilities.
4. Some of the areas where we added landscaping are difficult to reach for watering; the North and South sides especially.
5. We have to contend with the Williston Basin gas pipeline easement on our South side, where we intended on doing a lot of trees. We cannot plant anything within the easement.
6. Adding trees and shrubs landscaping in the rear acreage would be useless and not worth the hassle. The plants would not be visible to the public and they will be difficult to maintain.
7. We have no more room on the East side to add trees within our lot line.
8. A boulder rock barrier was added along our West border from our trees North to the lot corner.
9. We like our faux palm trees out front and think they should be included!

What we intend on doing in the near future:

1. Watch and replace any trees that do not survive (so far, doing OK!).
2. Replace a couple of Lilacs that did not survive.
3. Replace the shrubs in the North lot with something heartier that will hopefully do better there. Quantity: 6. Type TBD by nursery.
4. Add to the number of shrubs in the right-of-way where we hopefully won't have to worry about them being dug up by utility companies. Quantity: 4.
5. Re-color/stain our concrete retaining walls.
6. Asphalt Pitch-Black re-seal in September.
7. Maintain all landscaping going into the future.

Thank you for your time and consideration. We are asking that you approve our landscaping per this letter.

Sincerely,

Shawn Darling President, Recreation Station, Inc.



-  Current Display Lot Added
-  Current retaining wall at 80' right-of-way
-  Current Plants
-  Future parking lot expansion
-  Boulder rock barrier
-  Current large trees  
Maturity coverage
-  Lilac Hedge Current
-  Williston Pipeline Easement