

**PLANNING COMMISSION/
BOARD OF ADJUSTMENT MEETING
CITY COMMISSION ROOM
Tuesday, October 10, 2023
7:00am**

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES: October 3, 2023, Board of Adjustments

APPROVAL OF MINUTES: October 3, 2023, Planning Commission

APPROVAL OF AGENDA: October 10, 2023

APPEARANCES, ACKNOWLEDGEMENTS, CORRESPONDENCE: None.

OLD BUSINESS (Planning Commission and Board of Adjustment): None.

NEW BUSINESS (Board of Adjustment):

1. Hearing on Appeal No. 696 – Woodbury Estates, for a conditional use application that, if granted, will permit the applicant move in a 1978 16’x80’ mobile home into Lot #115 at 602 NW 9th Street.
2. Decision on Appeal No. 696 – Woodbury Estates.
3. Hearing on Appeal No. 699 – Woodbury Estates, for a conditional use application that, if granted, will permit the applicant move in a 2007 16’ x 70’ mobile home into Lot #209 at 602 NW 9th Street.
4. Decision on Appeal No. 699 – Woodbury Estates.
5. Hearing on Appeal No. 701 – Crystal Aldana, for a conditional use application that, if granted, will permit the applicant to build a 30’ x 36’ structure to 414 NW 2nd Street with a three-foot side setback on the West.
6. Decision on Appeal No. 701 - Crystal Aldana
7. Hearing on Appeal No. 702 – Crystal Aldana, for a conditional use application that, if granted, will permit the applicant move in a 30’ x 36’ structure to 400 SW 4th Street. This item of business is contingent on the results of Appeal No. 701.
8. Decision on Appeal No. 702 - Crystal Aldana

NEW BUSINESS (Planning Commission):

1. Hearing on appeal No. 700 – Monica & Bill Pickard requesting a change of zoning that, if granted, will change the zoning at 211 SE 4th Street from General Business (GB) to Multiple Family, 2000 Square Foot District (R-20). The property is legally described as: Lot 1 of County Auditor's Third Addition to Madison, Lake County, South Dakota
2. Decision on Appeal No. 700 – Monica & Bill Pickard

PUBLIC INPUT:

ADJOURNMENT:

Any person with a disability wishing to attend any board meeting who may require special arrangements may contact the Finance Office at 256-7500 and all attempts shall be made to accommodate those requests.

**PLANNING COMMISSION PROCEEDINGS
CITY OF MADISON
October 4, 2023
7:00 am**

Jim Iverson acting as Chairperson called the meeting to order at 7:00 am.

The following members were present for roll call: Jim Iverson, Bob Maxwell, Roger Olson, Donna Fawbush, Michael Johnson, Jeremiah Corbin and alternate Jacob DeBoer. Absent were Jennifer Wolff and John Groce. Also present was Administrative Official Ryan Hegg and Roy Lindsay. Dan Whitlock, Jennifer Hasleton, Randy Schaefer, Gary Zay, Brooke Rollag and Chad Van Den Hemel were also in attendance.

Motion by Commissioner Olson to approve the September 26, 2023, Planning Commission minutes, seconded by Commissioner Johnson. Motion carried unanimously.

Motion by Commissioner Maxwell to approve the October 4, 2023, agenda. Seconded by Commissioner DeBoer. Motion carried unanimously.

Motion by Commissioner Fawbush, seconded by Commissioner Maxwell to move into Board of Adjustment at 7:01 am. Motion carried unanimously.

Motion by Commissioner Olson, seconded by Commissioner Fawbush to move out of Board of Adjustment and into Planning Commission at 7:32 am. Motion carried unanimously.

Plat Approval – Tract A of Lot 3 of Block 1 DSU Foundation Addition to the City of Madison, Lake County South Dakota.

Discussion regarding Plat of Tract A of Lot 3 of Block 1 DSU Foundation. Motion to approve made by Commissioner Olson. Seconded by Commissioner DeBoer. Motion carried unanimously.

Public Input: None

Commissioner Olson motioned to adjourn the meeting. Seconded by Commissioner Johnson. Meeting adjourned at 7:34 am.

**BOARD OF ADJUSTMENT PROCEEDINGS
CITY OF MADISON
October 4, 2023**

The Planning Commission motioned to move into Board of adjustment at 7:01 am.

The following members were present for roll call: Board Members Jim Iverson, Roger Olson, Bob Maxwell, Donna Fawbush, Michael Johnson, Jeremiah Corbin and Jacob Deboer. Also present were Administrative Officials Ryan Hegg and Dan Whitlock. Absent was John Groce and Jennifer Wolff.

The following people were in attendance in addition to the Board and the aforementioned individuals, Gary Zay, Jennifer Hasleton, Chad Van Den Hemel, Brooke Rollag, Roy Lindsay and Randy Schaefer.

This being the time and place set for the hearing on Conditional Use Appeal Request No. 698 – Randy Schaefer for a conditional use that will permit the applicant to build contractor shops consisting of 19 rental units in one approximately 578' x 60' building. Mr. Hegg went through the contents of the packet discussing the building's use. Mr. Schaefer explained the possible uses for building. Ms. Rollag described ordinances and covenants in place would require tenants to keep a clean and kept exterior.

There were no additional opponents or proponents. Mr. Iverson closed the public hearing and proceeded to the decision agenda item for appeal. Motion by Mr. Maxwell, second by Ms. Fawbush to approve Appeal No. 698. Roll call vote 7-0 in favor. Motion carried unanimously.

Motion by Mr. Olson, second by Ms. Fawbush to move out of the Board of Adjustment at 7:32 am. Motion carried unanimously.

Dan Whitlock
Board of Adjustment

2000 38610

10/29/2009

CITY OF MADISON
CONDITIONAL USE APPLICATION

APPEAL NUMBER 696

APPLICANT (PRINT): Woodbury Estates PHONE: 605-695-6144

ADDRESS: 602 NW 9th St

OWNER (PRINT): Allen Austheim PHONE: ↓
IF DIFFERENT THAN APPLICANT

ADDRESS: 1222 Western Ave Brookings SD 57006

I/WE, THE UNDERSIGNED, DO HEREBY PETITION THE BOARD OF ADJUSTMENT OF THE CITY OF MADISON SOUTH DAKOTA, TO ISSUE A CONDITIONAL USE PERMIT FOR THE PROPERTY DESCRIBED AS:

LEGAL DESCRIPTION (Please print or type)

Lot 115 1978 16x80 mobile home ≈ 50'x100' Lot Size
Lot 209 2002 10x80 mobile home ≈ 45'x100' Lot Size
LOTS 3 & 4 & 7 EXC W 132' S 113' 13" ALLOT 8 TO ADD SUBDIVISION E 1/2 E 1/2 NW 1/4 SE 1/4

GENERAL AREA OR STREET ADDRESS:

EXISTING LAND USE: EXISTING ZONING:

SIZE OF PARCEL: ACRES / SQFT LOT DIMENSIONS: WIDTH 50 LENGTH 100 DEPTH

SURROUNDING LAND USE

NORTH: AG
SOUTH: RES
EAST: RES
WEST: RES

PLEASE DESCRIBE WHAT YOU PROPOSE TO DO AND WHY YOU ARE SEEKING A CONDITIONAL USE PERMIT (attach a separate letter of explanation if necessary)

We are filling in empty lots in Woodbury Estates Mt Park
We have bought in 5 brand new homes, but would like to add
a couple used ones that we were able to find.

I (we) further state that if this request is granted, I (we) will proceed with the actual construction in accordance with the plans herewith submitted within one year or additional time as extended from the effective date of the appeal.

SIGNATURE OF APPLICANT [Signature]

SIGNATURE OF OWNER (IF DIFFERENT THAN APPLICANT) _____

NOTE: A SKETCH OF PROPOSED PROPERTY SHALL ACCOMPANY THIS APPLICATION, SHOWING THE FOLLOWING:

1. NORTH DIRECTION
2. DIMENSIONS OF PROPOSED STRUCTURE
3. STREET NAMES
4. OTHER INFORMATION AS MAY BE REQUESTED
5. LOCATION OF PROPOSED STRUCTURE ON LOT
6. DIMENSIONS OF FRONT AND SIDE SET BACKS
7. LOCATION OF ADJACENT EXISTING BUILDINGS

THE BOARD OF ADJUSTMENT MAY REQUIRE THAT SUCH PLANS BE PREPARED BY A REGISTERED ENGINEER OR LAND SURVEYOR.

**PLEASE USE THE ATTACHED SKETCH INSTRUCTION SHEET FOR AN EXAMPLE.

FOR OFFICIAL USE ONLY

DATE FILED WITH ADMINISTRATIVE OFFICIAL: _____
FEE PAID (NON-REFUNDABLE): _____ YES _____ NO
DATE OF HEARING: _____
ACTION BY BOARD OF ADJUSTMENT: _____

2000 38611

10/29/2009

CITY OF MADISON
CONDITIONAL USE APPLICATION

APPEAL NUMBER 699

APPLICANT (PRINT): Woodbury Estates PHONE: 605-685-0141

ADDRESS: 602 NW 2nd St

OWNER (PRINT): Allen Austheim PHONE: _____
IF DIFFERENT THAN APPLICANT

ADDRESS: 1222 Western Ave Brookings SD 57006

I/WE, THE UNDERSIGNED, DO HEREBY PETITION THE BOARD OF ADJUSTMENT OF THE CITY OF MADISON SOUTH DAKOTA, TO ISSUE A CONDITIONAL USE PERMIT FOR THE PROPERTY DESCRIBED AS:

LEGAL DESCRIPTION (Please print or type)

Lot 209 (2007) 16x70 mobile Home 45'x100' Lot size
Lots 354 57 Exc W130' S1131' 5' ALN LOT 8 CO. AND SUBDIVISION E1/2 EX2 NW 1/4 SEC 16

GENERAL AREA OR STREET ADDRESS: _____

EXISTING LAND USE: RESIDENTIAL EXISTING ZONING: PM MANUFACTURED HOUSING RES

SIZE OF PARCEL: ACRES / SQFT _____ LOT DIMENSIONS: WIDTH 50 LENGTH 100 DEPTH _____

SURROUNDING LAND USE

NORTH: RESIDENTIAL
SOUTH: RESIDENTIAL
EAST: RESIDENTIAL
WEST: RESIDENTIAL

PLEASE DESCRIBE WHAT YOU PROPOSE TO DO AND WHY YOU ARE SEEKING A CONDITIONAL USE PERMIT (attach a separate letter of explanation if necessary)

Filling empty lots in Woodbury Estates MH Park
We have bought in 5 new homes + would like to add
a couple used ones that we are able to find.

I (we) further state that if this request is granted, I (we) will proceed with the actual construction in accordance with the plans herewith submitted within one year or additional time as extended from the effective date of the appeal.

SIGNATURE OF APPLICANT _____

SIGNATURE OF OWNER (IF DIFFERENT THAN APPLICANT) _____

NOTE: A SKETCH OF PROPOSED PROPERTY SHALL ACCOMPANY THIS APPLICATION, SHOWING THE FOLLOWING:

1. NORTH DIRECTION
2. DIMENSIONS OF PROPOSED STRUCTURE
3. STREET NAMES
4. OTHER INFORMATION AS MAY BE REQUESTED
5. LOCATION OF PROPOSED STRUCTURE ON LOT
6. DIMENSIONS OF FRONT AND SIDE SET BACKS
7. LOCATION OF ADJACENT EXISTING BUILDINGS

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DATE FILED WITH ADMINISTRATIVE OFFICIAL: _____
FEE PAID (NON-REFUNDABLE): _____ YES _____ NO
DATE OF HEARING: _____
ACTION BY BOARD OF ADJUSTMENT: _____

1978



1978





UNKNOWN

UNION AVE

2007





2000 39056

10/29/2009

CITY OF MADISON
CONDITIONAL USE APPLICATION

APPEAL NUMBER 701

APPLICANT (PRINT): Crystal Aldana PHONE: 605-270-2437

ADDRESS: 418 NW 2nd St Madison SD 57042

OWNER (PRINT): _____ PHONE: _____
IF DIFFERENT THAN APPLICANT

ADDRESS: _____

I/WE, THE UNDERSIGNED, DO HEREBY PETITION THE BOARD OF ADJUSTMENT OF THE CITY OF MADISON SOUTH DAKOTA, TO ISSUE A CONDITIONAL USE PERMIT FOR THE PROPERTY DESCRIBED AS:

LEGAL DESCRIPTION (Please print or type)

30x36 Morton building - Lot 29 Blk 3 Town's Prop 1st

GENERAL AREA OR STREET ADDRESS: 414 NW 2nd St

EXISTING LAND USE: NB / RES EXISTING ZONING: NB / RESIDENTIAL

SIZE OF PARCEL: ACRES / SQFT _____ LOT DIMENSIONS: WIDTH 50 LENGTH 138 DEPTH _____

SURROUNDING LAND USE

NORTH: RESIDENTIAL
SOUTH: NB
EAST: RESIDENTIAL
WEST: RESIDENTIAL

PLEASE DESCRIBE WHAT YOU PROPOSE TO DO AND WHY YOU ARE SEEKING A CONDITIONAL USE PERMIT (attach a separate letter of explanation if necessary)

I want to move a morton building 30x36 from 610 SW 4th st. to 414 NW 2nd St. west side 3ft side setback.

I (we) further state that if this request is granted, I (we) will proceed with the actual construction in accordance with the plans herewith submitted within one year or additional time as extended from the effective date of the appeal.

SIGNATURE OF APPLICANT C Aldana

SIGNATURE OF OWNER (IF DIFFERENT THAN APPLICANT) _____

NOTE: A SKETCH OF PROPOSED PROPERTY SHALL ACCOMPANY THIS APPLICATION, SHOWING THE FOLLOWING:

1. NORTH DIRECTION
2. DIMENSIONS OF PROPOSED STRUCTURE
3. STREET NAMES
4. OTHER INFORMATION AS MAY BE REQUESTED
5. LOCATION OF PROPOSED STRUCTURE ON LOT
6. DIMENSIONS OF FRONT AND SIDE SET BACKS
7. LOCATION OF ADJACENT EXISTING BUILDINGS

THE BOARD OF ADJUSTMENT MAY REQUIRE THAT SUCH PLANS BE PREPARED BY A REGISTERED ENGINEER OR LAND SURVEYOR.

**PLEASE USE THE ATTACHED SKETCH INSTRUCTION SHEET FOR AN EXAMPLE.

FOR OFFICIAL USE ONLY

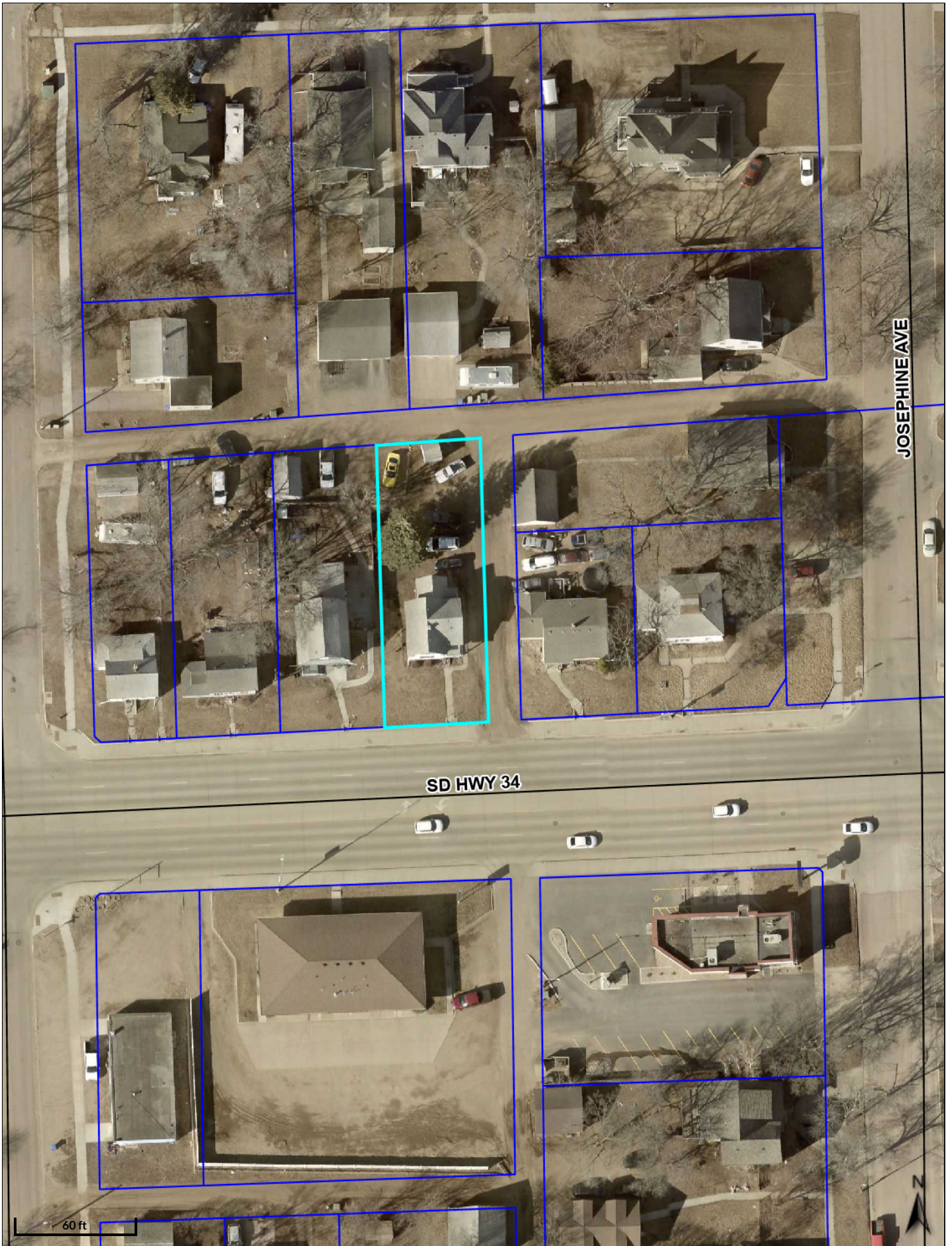
DATE FILED WITH ADMINISTRATIVE OFFICIAL: _____

FEE PAID (NON-REFUNDABLE): _____ YES _____ NO

DATE OF HEARING: _____

ACTION BY BOARD OF ADJUSTMENT: _____





2006 39057

10/29/2009

CITY OF MADISON
CONDITIONAL USE APPLICATION

APPEAL NUMBER 702

APPLICANT (PRINT): Crystal Aldana PHONE: 605-270-2437

ADDRESS: 418 NW 2nd St. Madison SD

OWNER (PRINT): _____ PHONE: _____
IF DIFFERENT THAN APPLICANT

ADDRESS: 400 SW 4th St. West half lot 10 and lot 11 block 6
town prop 3rd.

I/WE, THE UNDERSIGNED, DO HEREBY PETITION THE BOARD OF ADJUSTMENT OF THE CITY OF MADISON SOUTH DAKOTA, TO ISSUE A CONDITIONAL USE PERMIT FOR THE PROPERTY DESCRIBED AS:

LEGAL DESCRIPTION (Please print or type)

30x36 morton building ~~lots 13-14 Blk 6 TOWN PROP 3RD~~
W 1/2 Lot 10 & Lot 11 Blk 6 TOWN PROP 3RD Addition

GENERAL AREA OR STREET ADDRESS: _____

EXISTING LAND USE: EMPTY LOT EXISTING ZONING: R-100

SIZE OF PARCEL: ACRES / SQFT _____ LOT DIMENSIONS: WIDTH 75 LENGTH 136 DEPTH _____

SURROUNDING LAND USE

NORTH: LIGHT MANUFACTURING
SOUTH: GARDEN PLOTS
EAST: RESIDENTIAL
WEST: RESIDENTIAL

PLEASE DESCRIBE WHAT YOU PROPOSE TO DO AND WHY YOU ARE SEEKING A CONDITIONAL USE PERMIT (attach a separate letter of explanation if necessary)

move a 30x36 morton building to this lot if not able to
move it to NW 2nd. would raise to appropriate height for flood zones.

I (we) further state that if this request is granted, I (we) will proceed with the actual construction in accordance with the plans herewith submitted within one year or additional time as extended from the effective date of the appeal.

SIGNATURE OF APPLICANT C Aldana

SIGNATURE OF OWNER (IF DIFFERENT THAN APPLICANT) _____

NOTE: A SKETCH OF PROPOSED PROPERTY SHALL ACCOMPANY THIS APPLICATION, SHOWING THE FOLLOWING:

- | | |
|--|--|
| 1. NORTH DIRECTION | 5. LOCATION OF PROPOSED STRUCTURE ON LOT |
| 2. DIMENSIONS OF PROPOSED STRUCTURE | 6. DIMENSIONS OF FRONT AND SIDE SET BACKS |
| 3. STREET NAMES | 7. LOCATION OF ADJACENT EXISTING BUILDINGS |
| 4. OTHER INFORMATION AS MAY BE REQUESTED | |

THE BOARD OF ADJUSTMENT MAY REQUIRE THAT SUCH PLANS BE PREPARED BY A REGISTERED ENGINEER OR LAND SURVEYOR.

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FEE PAID (NON-REFUNDABLE): _____ YES _____ NO
DATE OF HEARING: _____
ACTION BY BOARD OF ADJUSTMENT: _____

Union

Union

-- proposed
— existing

Electric
Stuff

Electric
Buildings

Steel
Buildings

Fence

My
House

400 S
4th St

Steel
Buildings

Steel
Building

Lot My

150 ft

Building
+
20 ft

Lot My

Lot Com

Metallurgy

Community Gardens
No Homes

4th St SW

Gate

75 ft

20 ft

Open

Open

Open



CITY OF MADISON
PETITION FOR A CHANGE IN ZONING CLASSIFICATION

APPEAL NUMBER 700

Receipt P00038748
10/29/09
9/11/23

APPLICANT (PRINT): Monica + Bill Pickard PHONE: 605.291.6264

ADDRESS: 106 Ramm Heights Dr. - Madison

OWNER (PRINT): _____ PHONE: _____

IF DIFFERENT THAN APPLICANT

ADDRESS: _____

I/WE, THE UNDERSIGNED, DO HEREBY PETITION THE CITY COMMISSION OF THE CITY OF MADISON, SOUTH DAKOTA, TO ISSUE A CHANGE IN ZONING CLASSIFICATION FOR THE PROPERTY DESCRIBED AS:

LEGAL DESCRIPTION (Please print or type)

211 SE 4th St; Lot 1 Co And 3rd Add #2176M

GENERAL AREA OR STREET ADDRESS: 211 SE 4th St. - Madison (Garfield)

EXISTING LAND USE: apartments EXISTING ZONING: Gen Business / Egan overlay and school apartment variance

SIZE OF PARCEL: ACRES / SQFT _____ LOT DIMENSIONS: WIDTH _____ LENGTH _____ DEPTH _____

SURROUNDING LAND USE/ZONING NORTH: All single home residential
SOUTH: _____
EAST: _____
WEST: _____

PLEASE DESCRIBE WHAT YOU PROPOSE TO DO AND WHY YOU ARE SEEKING A CHANGE IN ZONING CLASSIFICATION INCLUDING DISCUSSION ON WHAT CHANGE OR CHANGING CONDITIONS MAKE THE PASSAGE OF THIS AMENDMENT NECESSARY (attach a separate sheet of paper if necessary)

We are seeking R-20 (Gen. residence, 2000 sq. ft) zoning to allow for multiple/ congregate family dwellings. This change will allow us to build mid-range units to address critical housing shortages. It is crucial for Madison to be able to provide housing for families, and this complex has the perfect location to enhance the neighborhood + community.

SIGNATURE OF APPLICANT Monica Pickard

SIGNATURE OF OWNER (IF DIFFERENT THAN APPLICANT) _____

NOTE: A SKETCH OF PROPOSED PROPERTY SHALL ACCOMPANY THIS APPLICATION, SHOWING THE FOLLOWING:

1. NORTH DIRECTION
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FEE PAID (NON-REFUNDABLE): _____ YES _____ NO
DATE OF HEARING: _____
ACTION BY BOARD OF ADJUSTMENT: _____

N

211 SE 4th St.

(Garfield School - block)

Garfield school would be
torn down and replaced.

Existing
examples:
of
proposal: Tower Apartments, Heritage

street parking

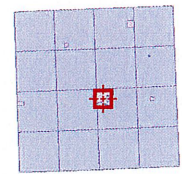
A family friendly complex
with 2-3 bdr. units would be
built. These mid-range units
would be surrounded by beautiful
landscaping, ample parking, and
meet critical housing needs in a
quiet, central location.

underground parking

Dimensions: TBD - will comply with setbacks



Overview



Legend

-  Parcels
-  Roads
-  Corporate Limits
-  Political Townships

Date created: 9/26/2023
Last Data Uploaded: 9/26/2023 8:02:43 AM

Developed by  **Schneider**
GEOSPATIAL











