

**PLANNING COMMISSION/
BOARD OF ADJUSTMENT MEETING
CITY COMMISSION ROOM
Tuesday, July 9, 2024
7:00am**

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES: June 11, 2024, Planning Commission Minutes

APPROVAL OF MINUTES: June 11, 2024, Board of Adjustment Minutes

APPROVAL OF AGENDA:

APPEARANCES, ACKNOWLEDGEMENTS, CORRESPONDENCE: None

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

NEW BUSINESS (Board of Adjustment):

1. Hearing on Appeal No. 717 – Inter-Lakes Community Action Partnership for a variance that if granted, would permit the applicant to deviate from the on-site parking requirements, and allow 28 units in the Central Business District in lieu of the allowed 24 units at 122 SW 1st Street. The property is legally described as Lot 101 of Block 16 of the Original Plat of Madison, Lake County, South Dakota.
2. Decision on Appeal No. 717 – Inter-Lakes Community Action Partnership

NEW BUSINESS (Planning Commission): None

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
June 11, 2024
7:00 am

Chairman John Groce called the meeting to order at 7:00 am. The following members were present for roll call: Jim Iverson, Bob Maxwell, Jennifer Wolff, John Groce, Roger Olson, Jacob DeBoer and alternate Kerry Barlow. Also present were Administrative Officials Ryan Hegg, Roy Lindsay and Dan Whitlock. Jennifer Hasleton, Chad Van Den Hemel, Mark Hof, Luke Hof, Terry Schultz, Dennis Dietterle, Steven Christiansen, Robert Blom and Robert Graham were also in attendance.

Motion by Commissioner Maxwell to approve the May 14, 2024, Planning Commission Minutes. Seconded by Commissioner DeBoer. Motion carried unanimously.

Motion by Commissioner Wolff to approve the May 14, 2024, Board of Adjustment Minutes. Seconded by Commissioner DeBoer. Motion carried unanimously.

Motion by Commissioner Maxwell to approve the June 11, 2024 agenda. Seconded by Commissioner Iverson. Motion carried unanimously.

Old Business: None

Motion by Commissioner DeBoer, seconded by Commissioner Wolff to move into Board of Adjustment at 7:02 am. Motion carried unanimously.

Motion by Commissioner Olson, seconded by Commissioner DeBoer to move out of Board of Adjustment and into Planning Commission at 7:51 am. Motion carried unanimously.

New Business:

Approval of Plat of Lots 1 and 2 of Schultz's Second Addition in the NE ¼ of Section 18, Township 106 North, Range 52 West of the 5th P.M., Lake County, South Dakota. Motion to approve made by Commissioner Iverson, seconded by Commissioner Maxwell. Motion passed unanimously.

Public Input: None

Commissioner Wolff motioned to adjourn. Second by Commissioner Olson. Motion carried unanimously. Meeting adjourned at 8:03 am.

Dan Whitlock
Planning Commission

**BOARD OF ADJUSTMENT PROCEEDINGS
CITY OF MADISON
June 11, 2024**

The Planning Commission motioned to move into Board of adjustment at 7:02 am.

The following members were present for roll call: Chairman John Groce, Board Members Jim Iverson, Jennifer Wolff, Bob Maxwell, Jacob DeBoer, Roger Olson and Alternate Kerry Barlow. Absent was Donna Fawbush. Also present were Administrative Officials Ryan Hegg, Roy Lindsay and Dan Whitlock. The following people were in attendance in addition to the Board and the aforementioned individuals, Jennifer Hasleton, Chad Van Den Hemel, Luke Hof, Mark Hof, Steven Christiansen, Dennis Dietterle, Terry Schultz, Robert Blom and Robert Graham.

This being the time and place set for the hearing on variance Appeal Request No. 713 – by Steve Christiansen. Mr. Hegg went through the contents of the packet for Appeal No. 713. The applicant is requesting a variance that would permit the applicant to add a 4'x6' covered porch to the front of the house, which will encroach into the front setback at 931 N Summit Avenue. The cover will protect the front door from weather and water.

There were no additional opponents or proponents. Chairman Groce closed the public hearing and proceeded to the decision agenda item for appeal.

Motion by Ms. Wolff, second by Mr. Olson to approve Appeal No. 713. Motion carried unanimously.

This being the time and place set for the hearing on variance Appeal Request No. 714 – by Robert Blom. Mr. Hegg went through the contents of the packet for Appeal No. 714. The applicant is requesting a variance that would permit the applicant build a 12'x20' addition onto current garage at 522 N Harth Avenue. The building would continue along the property line and the overhang of the addition would encroach one foot into the adjacent property.

There were no additional opponents or proponents. Chairman Groce closed the public hearing and proceeded to the decision agenda item for appeal.

Motion by Ms. Wolff, second by Mr. Barlow to approve Appeal No. 714. Roll call vote taken. 0 – yay 7 – nay. Motion denied.

This being the time and place set for the hearing on conditional use Appeal Request No. 715 – by Hof Quality Electric. Mr. Hegg went through the contents of the packet for Appeal No. 715. The applicant is requesting a conditional use that would permit the applicant to conduct business as an Electrician Contractor shop located at 410 SE 3rd Street. Mark Hof and Luke Hof are both licensed contractors. Will not be making any changes to current structure.

There were no additional opponents or proponents. Chairman Groce closed the public hearing and proceeded to the decision agenda item for appeal.

Motion by Mr. Iverson, second by Mr. Olson to approve Appeal No. 715. Motion carried unanimously.

This being the time and place set for the hearing on variance Appeal Request No. 716 – by Robert Graham. Mr. Hegg went through the contents of the packet for Appeal No. 716. The applicant is requesting a variance that would permit the applicant to use metal material as siding along the east part of the building at 218 S Van Eps Avenue. Material will be same color as adjacent properties metal siding.

There were no additional opponents or proponents. Chairman Groce closed the public hearing and proceeded to the decision agenda item for appeal.

Motion by Mr. Iverson, second by Mr. DeBoer to approve Appeal No. 716. Motion carried unanimously.

Motion by Mr. Olson, second by Mr. DeBoer to move out of the Board of Adjustment at 7:51 am. Motion carried unanimously.

Dan Whitlock
Board of Adjustment

**CITY OF MADISON
VARIANCE APPLICATION**

APPEAL NUMBER 717

APPLICANT (PRINT): Lloyd Companies on behalf of ICAP **PHONE:** 605.275.4296

ADDRESS: 150 E 4th Pl; Sioux Falls, SD 57104

OWNER (PRINT): Inter-Lakes Community Action Partnership **PHONE:** 605.256.6518
IF DIFFERENT THAN APPLICANT

ADDRESS: PO BOX 268; Madison, SD 57042

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

LEGAL DESCRIPTION (Please print or type)

LOT 101 BLK 16 ORIGINAL PLAT TO MADISON #158M

GENERAL AREA OR STREET ADDRESS: 122 SW 1ST ST

EXISTING LAND USE: Vacant **EXISTING ZONING:** Vacant

SIZE OF PARCEL: ACRES / SQFT 0.57 ac **LOT DIMENSIONS:** WIDTH LENGTH 181' DEPTH 138'

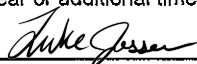
SURROUNDING LAND USE

NORTH: Daycare/Office
SOUTH: Commercial
EAST: Commercial
WEST: Garage/Storage

PLEASE PROVIDE A BRIEF STATEMENT OF THE VARIANCE DESIRED AND PLEASE STATE THE HARDSHIP REQUIRING RELIEF. (Proof of hardship is on the applicant - Hardship examples are odd size or shape of the lot, unusual topography, etc. attach a letter of explanation to document requirements necessary to approve if necessary)

The limited length of the lot limits the ability to provide the full parking requirements off-street; we request that angled off-street parking stalls be permitted to be counted as part of the project. Additionally, we are requesting a variance to allow for 28 units in the CB District as compared to the 24 that are currently allowed by the lot size.

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:

- | | |
|--|--|
| 2. 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.

****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:

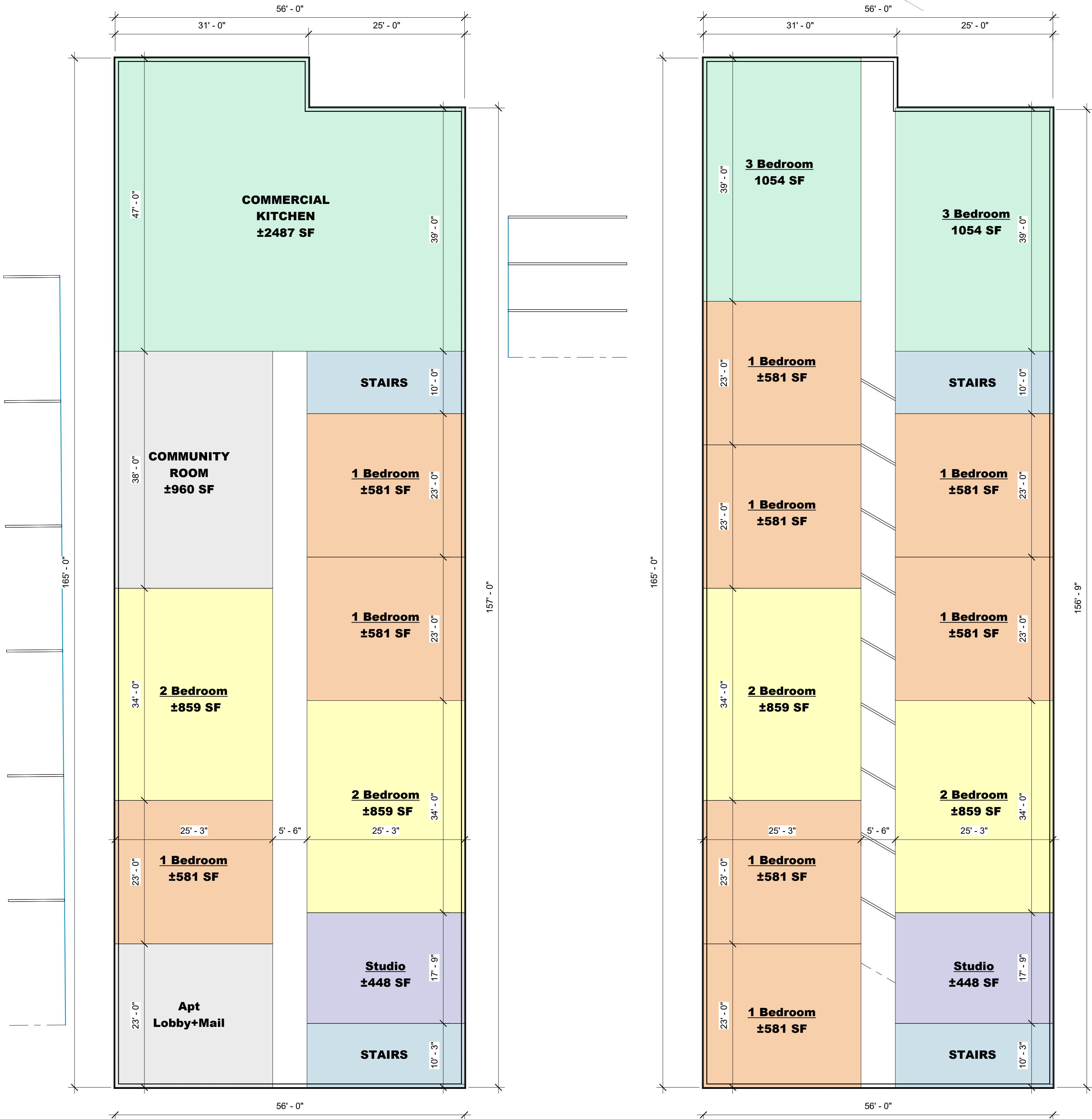


VAN EPS AVE

1 Scale: 1/16" = 1'-0"

Scale: 1/16" = 1'-0"

ALLOWABLE HEIGHT:	<u>60'-0"</u>
# OF STORIES:	<u>4 max</u>
ALLOWABLE AREA:	<u>12,000 SF</u>



1 Overall 1st Floor Plan Scale: 3/32" = 1'-0" **9,040 SF ±**

2 Overall 2nd Floor Plan (3rd Sim.) Scale: 3/32" = 1'-0" **9,040 SF ±**

Unit Mix - Building			
Label	Area	Unit Type	Count
Studio	448 SF		03
1 Bedroom	581 SF		11
1 Bedroom - Corner	581 SF		02
2 Bedroom	859 SF		06
3 Bedroom	1054 SF		04
		Total	28

Unit Mix - 1st Floor			
Label	Area	Unit Type	Count
Studio	448 SF		01
1 Bedroom	581 SF		03
2 Bedroom	859 SF		02
		Total	06

Unit Mix - 2nd Floor			
Label	Area	Unit Type	Count
Studio	448 SF		01
1 Bedroom	581 SF		05
1 Bedroom - Corner	581 SF		01
2 Bedroom	859 SF		02
3 Bedroom	1054 SF		02
		Total	11

Unit Mix - 3rd Floor			
Label	Area	Unit Type	Count
Studio	448 SF		01
1 Bedroom	581 SF		05
1 Bedroom - Corner	581 SF		01
2 Bedroom	859 SF		02
3 Bedroom	1054 SF		02
		Total	11

PRELIMINARY

NOT FOR CONSTRUCTION

VanDeWalle Architects LLC

ARCHITECTURE • PLANNING • INTERIORS

Sioux Falls, S.D. 605-339-4411

LLOYD

ICAP Mixed Use Tax Credit

Madison, SD

Floor Plans

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Project No. 24007

Date: 05.31.24

Drawn By: KLK

Revisions

A2.0