



Planning Commission 7-28-25 Agenda
City Council Chambers, City Hall, 612 N. Main Street
July 28, 2025

- 1. 12:00 PM Call to Order**
- 2. Roll Call**
- 3. Declaration Of Conflicts Of Interests**
- 4. Approve Agenda**
- 5. Approval of Previous Minutes: July 14, 2025**
- 6. Schedule Next Meeting: August 11, 2025**
- 7. Variance Permit: James Bauder**

James Bauder has applied for a Variance Permit for a rear yard setback of 14' vs 25' for an attached accessory building. This is located at 700 W Norway Ave, legally described as Lot E, Block 43, University Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R2 Single-family Residential District.
- 8. Variance Permit: Mitchell Telecom**

Mitchell Telecom has applied for a Variance Permit for a front yard setback of 25' vs 30' for an attached accessory building. This is located at 1524 Commerce St, legally described as S 166' of Lot 2, Block 4, Westwood First Addition, City of Mitchell, Davison County, South Dakota. The property is zoned HB Highway Oriented Business District.
- 9. Hearing and Recommendation on Ordinance #O2025-10-Amending Title 10 Zoning Regulations: 10-6A-3-Neighborhood Shopping Conditional Use Permit-Alcohol Sales (on-sale)**
- 10. Other Business:**
- 11. Public Input:**

If you need to address the Board on an item that was not on the agenda, excluding personnel items, please come forward to the podium and state your name and your concern. Presentations are limited to three minutes. Items will be considered but no action will be taken at this time.
- 12. Adjourn**

Individuals with disabilities who require special assistance to take part in this meeting may contact one of the following at City Hall (605) 995-8420 at least 24 hours prior to the meeting with requests for assistance: Human Resources Officer or the City Administrator.



Planning Commission 7-14-25
City Council Chambers, City Hall, 612 N. Main Street
July 14, 2025

1. Call to Order

Jenniges called the July 14, 2025 City Planning Commission Meeting to order at 12:00 P.M. noon in the Council Chambers, City Hall, 612 N Main Street.

2. Roll Call

Quorum is met, simple majority vote required for all items.

Present: Bathke, Gunkel, Havlik, Osterloo, Schmitz, Schreurs.

Absent: Genzlinger, Sonne.

Staff Present: Boehmer, Mayor Hanson, Hegg, Jenniges, J Johnson, Schroeder.

3. Election of Officers

Election of Chairperson for a 1-year term from July 2025 to June 2026.

Motion by Schmitz, seconded by Osterloo to nominate Genzlinger as Chairperson.

There being no other nominations, motion by Osterloo, seconded by Havlik, that nominations cease, and a unanimous ballot be cast. All present voting aye; motion carried.

Election of Vice-Chairperson for a 1-year term from July 2025 to June 2026.

Motion by Osterloo, seconded by Havlik to nominate Schmitz as Vice-Chairperson.

There being no other nominations, motion by Schreurs, seconded by Havlik, that nominations cease, and a unanimous ballot be cast. All present voting aye; motion carried.

4. Declaration Of Conflicts Of Interests

None.

5. Approve Agenda

Motion by Havlik, seconded by Schmitz to approve the proposed agenda. All present voting aye; motion carried.

6. Approval of Previous Minutes: June 23, 2025

Motion by Osterloo, seconded by Scheurs to approve the proposed minutes of the June 23, 2025 Planning Commission Meeting. All present voting aye; motion carried.

7. Schedule Next Meeting: July 28, 2025

Motion by Schmitz, seconded by Osterloo to set the date for the next Planning Commission Meeting for July 28, 2025. All present voting aye; motion carried.

8. Plat: CJM Consulting Inc

Plat of Lot 11, Block 1 of Westwood First Addition, a subdivision of SW 1/4 of Section 16, T 103 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota.

Jenniges gave an overview of the area using GIS. He noted the parcel to the north had been platted a few months ago and has some structures being built on it. This plat follows zoning ordinances. The applicant was present to answer questions.

Motion by Osterloo, seconded by Schmitz to approve the plat. All present voting aye; motion carried.

9. Other Business:

None.

10. Public Input:

None.

11. Adjourn

Jenniges adjourned the meeting at 12:05 P.M.

Jon Schmitz
Planning Commission Vice-Chairperson



TO: THE MITCHELL PLANNING COMMISSION AND CITY COUNCIL OR BOARD OF ADJUSTMENT, THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA.

The undersigned applicant(s) and owner(s) is hereby making an application pursuant to the provisions of the City of Mitchell Zoning Code.

The names and addresses of the current property owners within one hundred and forty feet (140') of the applicant's property (excluding streets and alleys) will be notified upon the filing of this application, plats being the exception.

Applicant(s) request that dates be set for public hearings before the Mitchell Planning Commission and City Council or City Board of Adjustment. Furthermore, the applicant(s) request the City of Mitchell to publish the appropriate notice(s) in accordance with the City of Mitchell's Ordinances.

☐ **Rezoning** *\$250 application due with the application.*

- Applicant is request to rezone property from [Click or tap here to enter text.](#) District to [Click or tap here to enter text.](#) District.

☒ **Variance** *\$150 application fee due with application.*

- Description of Variance: Rear yard setback of 14' vs 25' for an attached garage
- Description of Hardship: Has an existing single stahl detached garage on a corner lot and would like to remove and put an attached 30' wide x 34' deep. House is already set back from the center of the lot so rear yard setback for the house is already under the required 25'.

☐ **Conditional Use Permit** *\$150 application fee due with application*

- Description of Conditional Use: [Click or tap here to enter text.](#)

☐ **Plat Application** *\$100 application fee due with application*

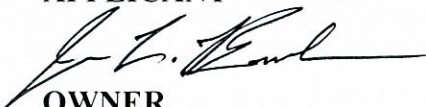
This Application is for the following described real property:

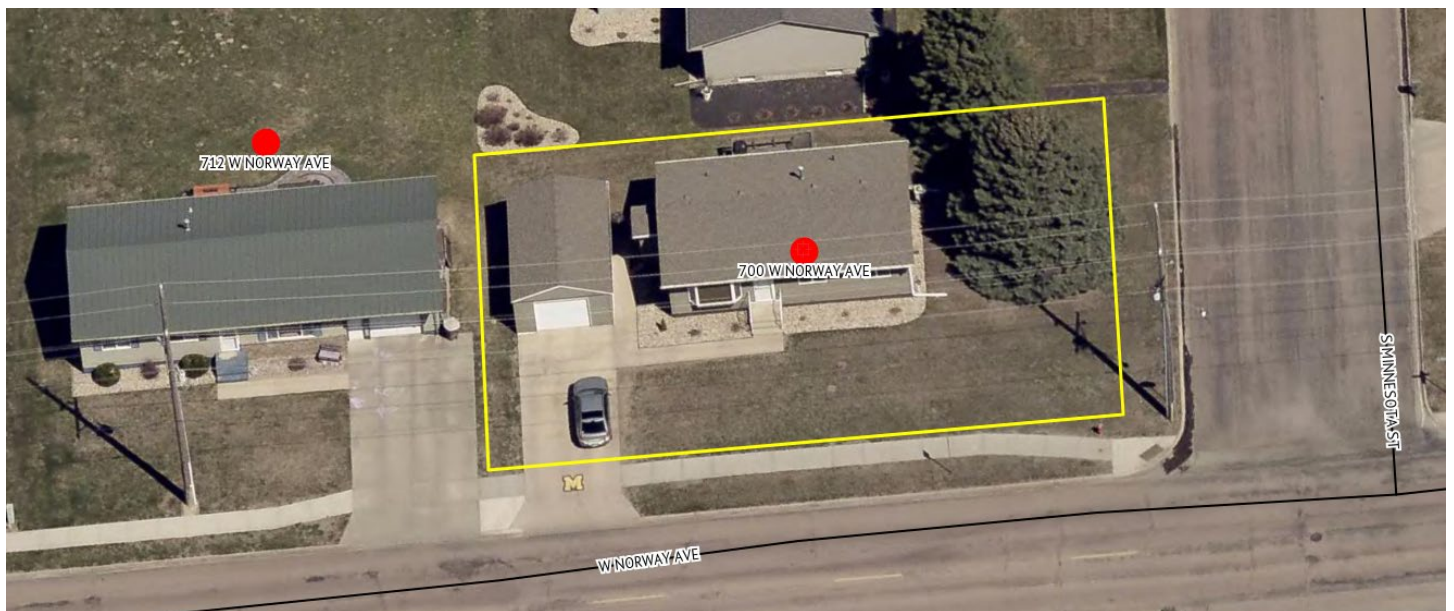
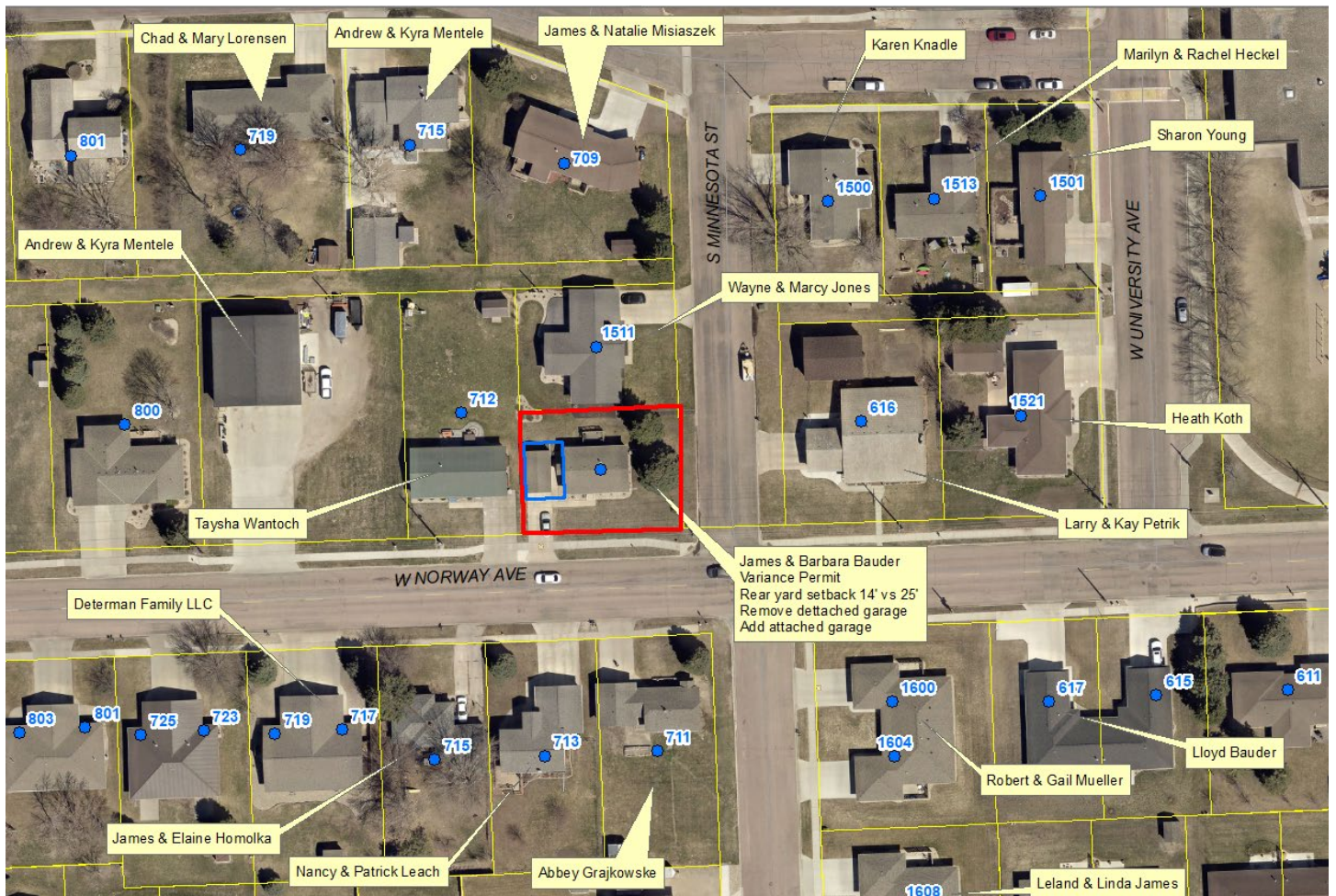
Legal Description: **Lot E, Block 43, University Addition, City of Mitchell, Davison County, South Dakota**

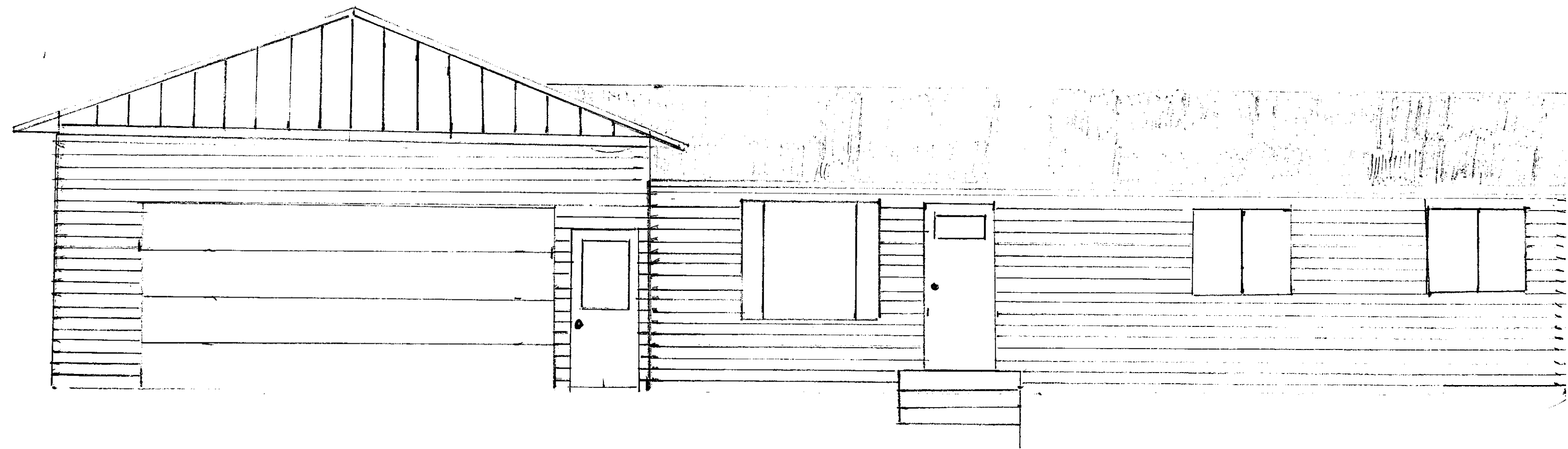
Property Address: **700 W Norway Ave**

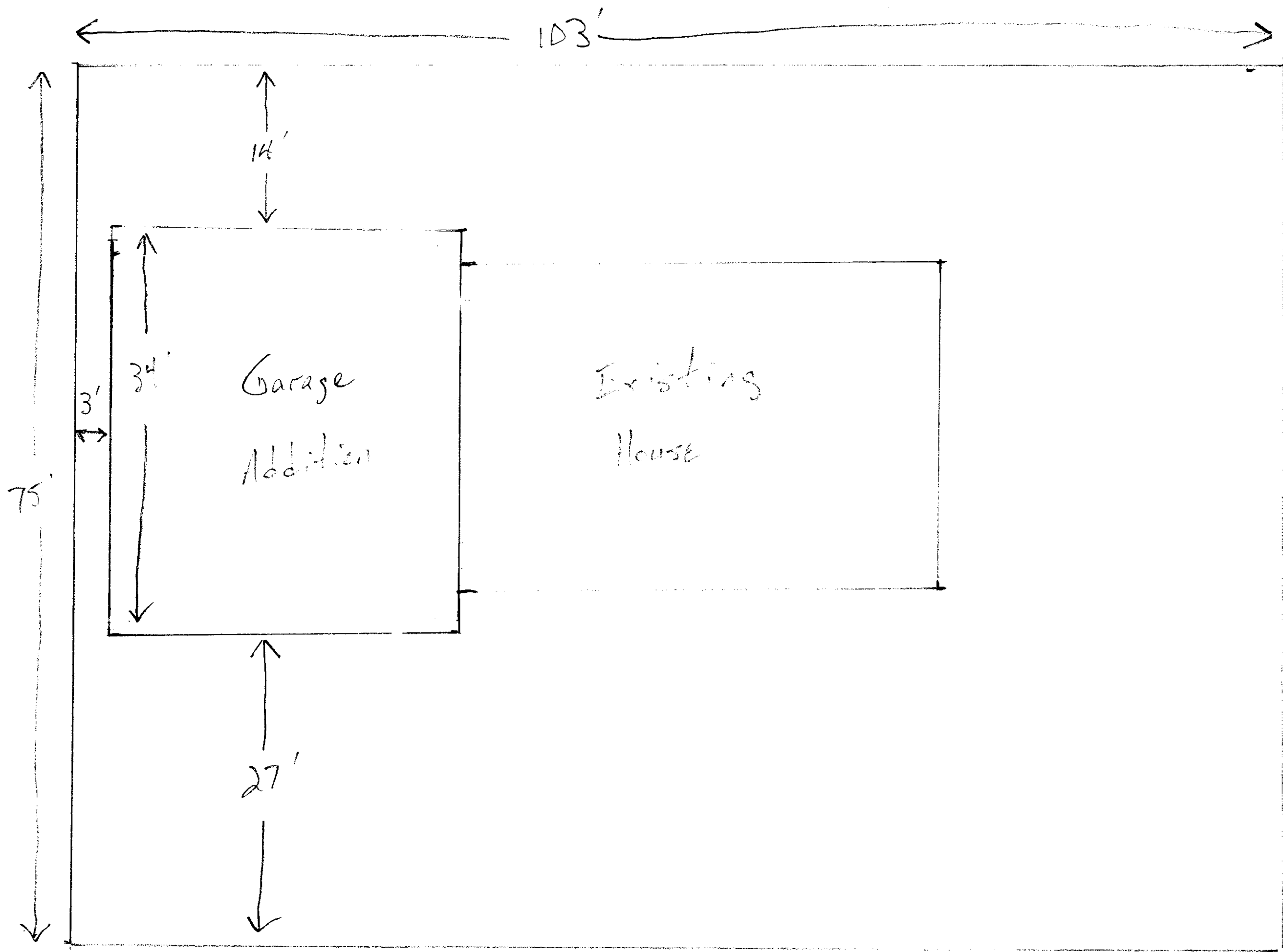
Dated this 26 of June , 2025.

James Bauder
APPLICANT


OWNER







NOTICE OF HEARING

To: The Planning Commission, Board of Adjustment of the City of Mitchell, Mitchell South Dakota, and to the general public:

YOU ARE HEREBY NOTIFIED that James Bauder has applied for a Variance Permit for a rear yard setback of 14' vs 25' for an attached accessory building. This is located at 700 W Norway Ave, legally described as Lot E, Block 43, University Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R2 Single-family Residential District.

YOU ARE FURTHER NOTIFIED, that public hearings will be held by the City Planning Commission on Monday, July 28, 2025, 12:00 P.M. (Noon) and the Board of Adjustment on Monday, August 4, 2025 at 6:00 P.M., at the Council Chambers, Mitchell City Hall, 612 N Main St. All interested parties may attend the public hearings and provide comments in regards to the applicant's request.

Dated this 10th day of July, 2025.

Michelle Bathke

FINANCE OFFICER

Publish once: 16th day of July, 2025

Approximate Cost:

James & Barbara Bauder
700 W Norway Ave
Mitchell, SD 57301

Chad & Mary Lorensen
719 Kynette Pl
Mitchell, SD 57301

Andrew & Kyra Mentele
715 Kynette Pl
Mitchell, SD 57301

James & Natalie Misiaszek
709 Kynette Pl
Mitchell, SD 57301

Karen Knadle
1500 S Minnesota St
Mitchell, SD 57301

Marilyn & Rachel Heckel
1513 Mitchell Blvd
Mitchell, SD 57301

Sharon Young
1501 W University Ave
Mitchell, SD 57301

Taysha Wantoch
712 W Norway Ave
Mitchell, SD 57301

Wayne & Marcy Jones
Joint Revocable Trust
1511 N Minnesota St
Mitchell, SD 57301

Larry & Kay Petrik
616 W Norway Ave
Mitchell, SD 57301

Heath Koth
1521 W University Ave
Mitchell, SD 57301

Determan Family LLC
PO Box 193
Mitchell, SD 57301

James & Elaine Homolka
715 W Norway Ave
Mitchell, SD 57301

Nancy & Patrick Leach
713 W Norway Ave
Mitchell, SD 57301

Abbey Grajkowske
711 W Norway Ave
Mitchell, SD 57301

Robert & Gail Mueller
99 S Harmon Dr
Mitchell, SD 57301

Lloyd Bauder
617 W Norway Ave
Mitchell, SD 57301

Leland & Linda James
1608 S Minnesota St
Mitchell, SD 57301



July 16, 2025

TO WHOM IT MAY CONCERN:

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All interested parties may be present and be heard on said request, either in person or by agent. Please submit written comments by 5:00 P.M. the Friday prior to the meeting, in the City of Mitchell Public Works Office or Finance Office.

The complete application and all supporting documents can be found on the City of Mitchell's agenda center located @ <https://mitchellsd.portal.civicclerk.com/>. If you have any questions regarding this matter, you can reach Mark Jenniges at the above location and phone number or by email @ mark.jenniges@cityofmitchellsd.gov.

I/We

Jim Bauder
OWNER

700 W. Norway
ADDRESS

X APPROVE

 DISAPPROVE

COMMENTS:



July 16, 2025

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I/We Lloyd Bauder (Tim Bauder PR)
OWNER

612 West Norway
ADDRESS

X APPROVE

_____ DISAPPROVE

COMMENTS:



July 16, 2025

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I/We

Robert & Gail Mueller

OWNER

99 S. Harmon Dr. Mitchell SD 57301

ADDRESS

X

APPROVE

DISAPPROVE

COMMENTS:



TO: THE MITCHELL PLANNING COMMISSION AND CITY COUNCIL OR BOARD OF ADJUSTMENT, THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA.

The undersigned applicant(s) and owner(s) is hereby making an application pursuant to the provisions of the City of Mitchell Zoning Code.

The names and addresses of the current property owners within one hundred and forty feet (140') of the applicant's property (excluding streets and alleys) will be notified upon the filing of this application, plats being the exception.

Applicant(s) request that dates be set for public hearings before the Mitchell Planning Commission and City Council or City Board of Adjustment. Furthermore, the applicant(s) request the City of Mitchell to publish the appropriate notice(s) in accordance with the City of Mitchell's Ordinances.

☐ **Rezoning** \$250 application due with the application.

- Applicant is request to rezone property from [Click or tap here to enter text.](#) District to [Click or tap here to enter text.](#) District.

☒ **Variance** \$150 application fee due with application.

- Description of Variance: Front yard setback of 25' vs 30'
- Description of Hardship: We are requesting to leave the building roughly five feet to the west due to low wet ground to the east, the structure is a small communications hut that will not have daily traffic and sits on a floating slab, it is also sitting along a drainage ditch so it should not effect anything being built in the future

☐ **Conditional Use Permit** \$150 application fee due with application

- Description of Conditional Use: [Click or tap here to enter text.](#)

☐ **Plat Application** \$100 application fee due with application

This Application is for the following described real property:

Legal Description: S 166' of Lot 2, Block 4, Westwood First Addition, City of Mitchell, Davison County, South Dakota

Property Address: 1524 Commerce St

Dated this July 9th of , 2025.

APPLICANT

ATV Holdings LLC/Mitchell Telecom
OWNER



NOTICE OF HEARING

To: The Planning Commission, Board of Adjustment of the City of Mitchell, Mitchell South Dakota, and to the general public:

YOU ARE HEREBY NOTIFIED that Mitchell Telecom has applied for a Variance Permit for a front yard setback of 25' vs 30' for an attached accessory building. This is located at 1524 Commerce St, legally described as S 166' of Lot 2, Block 4, Westwood First Addition, City of Mitchell, Davison County, South Dakota. The property is zoned HB Highway Oriented Business District.

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Dated this 10th day of July, 2025.

Michelle Bathke

FINANCE OFFICER

Publish once: 16th day of July, 2025

Approximate Cost:

ATV Holdings LLC
Mitchell Telecom
1691 N Main St
Mitchell, SD 57301

CJM Consulting Inc
3240 Maui Dr
Mitchell, SD 57301

Mitchell Christian Ed Association
805 W 18th Ave
Mitchell, SD 57301

Kayla Lux
617 W 11th Ave
Mitchell, SD 57301

City of Mitchell
612 N Main St
Mitchell, SD 57301

NOTICE OF HEARING

TO: The City of Mitchell Planning Commission, City Council of the City of Mitchell, and the General Public.

The City Planning Commission has scheduled a public hearing and action on the following ordinance. The Planning Commission hearing will be Monday, July 28, 2025 at 12:00 P.M., the City Council will consider 1st Reading of the Ordinance on Monday, August 4, 2025 at 6:00 P.M. and 2nd Reading and Adoption on Monday, August 18, 2025 at 6:00 P.M. all meetings will be held in the Council Chambers, City Hall, 612 N Main St, Mitchell, SD. All interested parties are encouraged to attend the meetings.

ORDINANCE O2025-

An Ordinance amending 10-6A-3: Conditional Uses in Neighborhood Shopping District, Title 10 Zoning Regulations, City of Mitchell Municipal Code

NOW BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA:

Section 1.

That 10-6A-3: Conditional Uses in Neighborhood Shopping District, be amended by adding “ALCOHOL SALES (ON-SALE).”

Section 2.

The City Finance Officer shall cause notice of adoption of this ordinance to be published in the official newspaper and twenty (20) days after the completed publication, unless the referendum is invoked, this ordinance shall become effective.

Adopted by majority vote of the Mitchell SD City Council in regular session this ____ day of _____, 2025.

Jordan Hanson – Mayor

Attest:

(seal)

Michelle Bathke – City Finance Officer

First Reading: _____
Second Reading: _____
Adoption: _____
Published: _____

Publish three times: July 16 & 23, 2025 and August 6, 2025
Approximate Costs:

ORDINANCE O2025-10

An Ordinance amending 10-6A-3: Conditional Uses in Neighborhood Shopping District, Title 10 Zoning Regulations, City of Mitchell Municipal Code

NOW BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA:

Section 1.

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Jordan Hanson – Mayor

Attest:

(seal)

Michelle Bathke – City Finance Officer

First Reading: _____

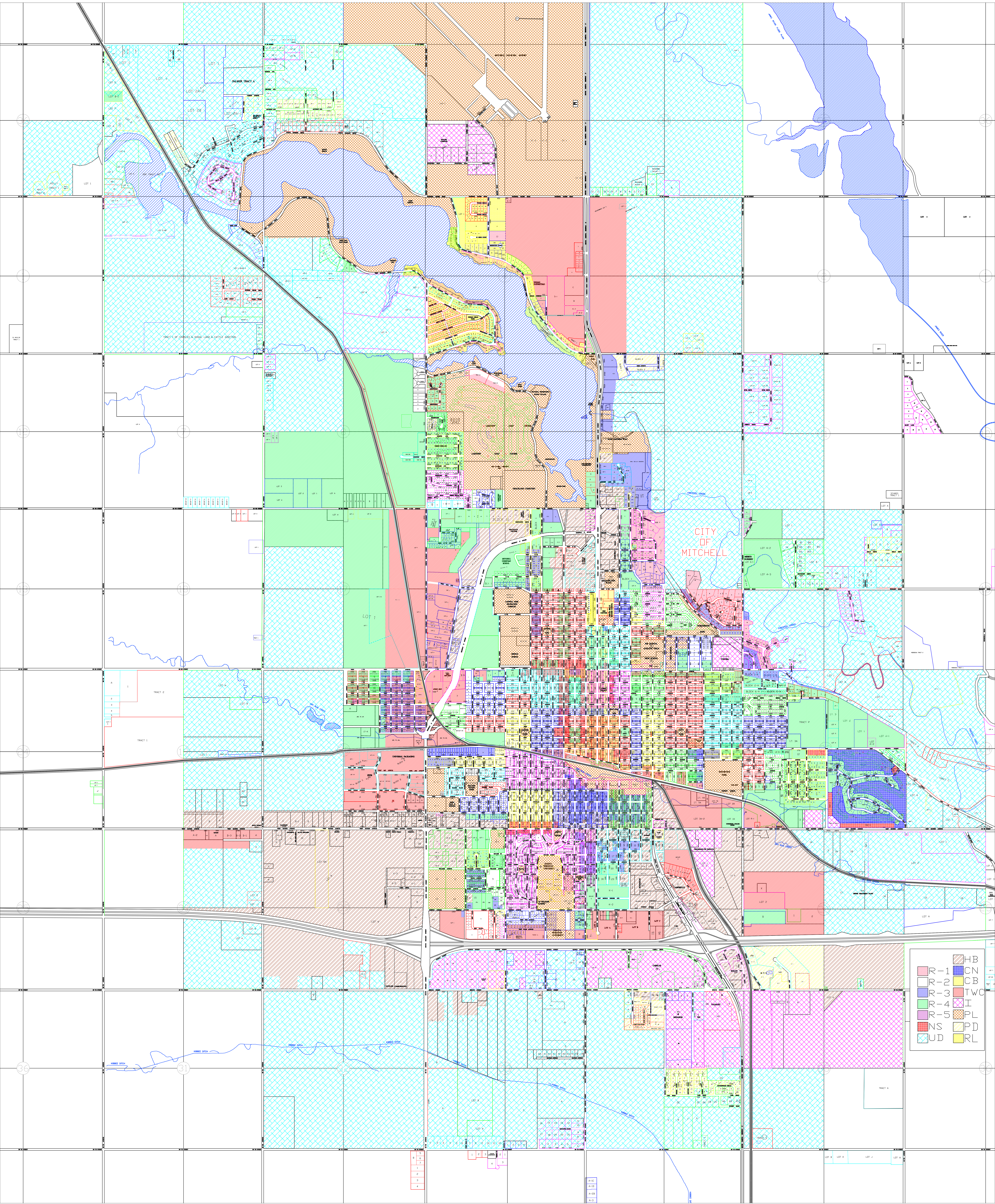
Second Reading: _____

Adoption: _____

Published: _____

Publish three times: July 16 & 23, 2025 and August 6, 2025

Approximate Costs:



HB	HB
R-1	CB
R-2	CB
R-3	TWC
R-4	I
R-5	PL
NS	PD
UD	RL