



Planning Commission 8-25-25 Agenda
City Council Chambers, City Hall, 612 N. Main Street
August 25, 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: August 11, 2025**
- 6. Schedule Next Meeting: September 8, 2025**
- 7. Conditional Use Permit: Marci Stults**

Marci Stults has applied for a conditional use permit for family residential daycare; located at 308 S Mentzer St, legally described as Lots 7 and 8, Block 9, Applegate Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R4 High Density Residential District.
- 8. Plan Approval: Dakota Counseling**

1000 W Havens Ave, zoned Highway Oriented Business District
- 9. Other Business:**
- 10. 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.
- 11. 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 8-11-25
City Council Chambers, City Hall, 612 N. Main Street
August 11, 2025

1. Call to Order

Vice-Chairperson Schmitz called the August 11, 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, Sonne.

Absent: Genzlinger, Scheurs

Staff Present: Dammann, Ellwein, Jenniges, J Johnson, Schroeder.

3. Declaration Of Conflicts Of Interests

None.

4. Approve Agenda

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

5. Approval of Previous Minutes: July 28, 2025

Motion by Osterloo, seconded by Havlik to approve the proposed minutes of the July 28, 2025 Planning Commission Meeting. All present voting aye; motion carried.

6. Schedule Next Meeting: August 25, 2025

Motion by Sonne, seconded by Osterloo to set the date for the next Planning Commission Meeting for August 25, 2025. All present voting aye; motion carried.

7. Conditional Use Permit: Amanda Nava

Amanda Nava has applied for a conditional use permit for family residential daycare; located at 516 W 10th Ave, legally described as Lot 8, Block 39 of Capital Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.

Jenniges noted that a notice was sent out to the neighbors, it was published in the official newspaper and sign posted. There was one response in favor that made the packet and three in favor that did not make the packet. The applicant was approved for a daycare back in 2019

with the typical 3 conditions and since then, she stopped her daycare for about two years and has started it back up. Jenniges said the applicant has already passed a fire inspection. The applicant was not present to answer questions.

Motion by Havlik, seconded by Sonne to recommend approval of the conditional use with the following conditions; 1) the permit is non-transferable, 2) if the business ceases to operate for six months, then a new application would be required, 3) pass fire inspection. All present voting aye; motion carried.

8. Plan Approval: JTZ Properties LLC

Jenniges gave an overview of the area with GIS. This is zoned Highway Oriented Business District. This would be located at 1006 Commerce St and just south of the two three-plexes that were approved in November of 2024. This plan shows five business condos. The applicant was present to answer questions.

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

9. Plan Approval: Dick's Body Shop

Jenniges gave an overview of the area with GIS. This is zoned Highway Oriented Business District. This would be located at 2021 W Havens Ave. The applicant would like to build a 80' x 60' pole shed 25' west of their existing building. The applicant was not present to answer questions.

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

10. Plan Approval: Keith Doyle

Jenniges gave an overview of the area with GIS. This is zoned Highway Oriented Business District. This would be located at 1900 W Spruce St. The applicant would like to build an attached garage and enclose his existing decks into three season rooms. The previous garage was turned into living quarters years ago. The applicant was not present to answer questions.

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

11. Plat: CJM Consulting Inc

Plat of Lot 1, Block 10, a subdivision of Block 4 of Westwood First Addition in the NW 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 overall GIS view of the area. Jenniges noted the applicant had previously platted the lots across the street. The applicant was present to answer questions.

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

12. Other Business:

None.

13. Public Input:

None.

14. Adjourn

Vice-Chairperson Schmitz adjourned the meeting at 12:10 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: [Click or tap here to enter text.](#)
- Description of Hardship: [Click or tap here to enter text.](#)

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

- Description of Conditional Use: Family Residential Daycare

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

This Application is for the following described real property:

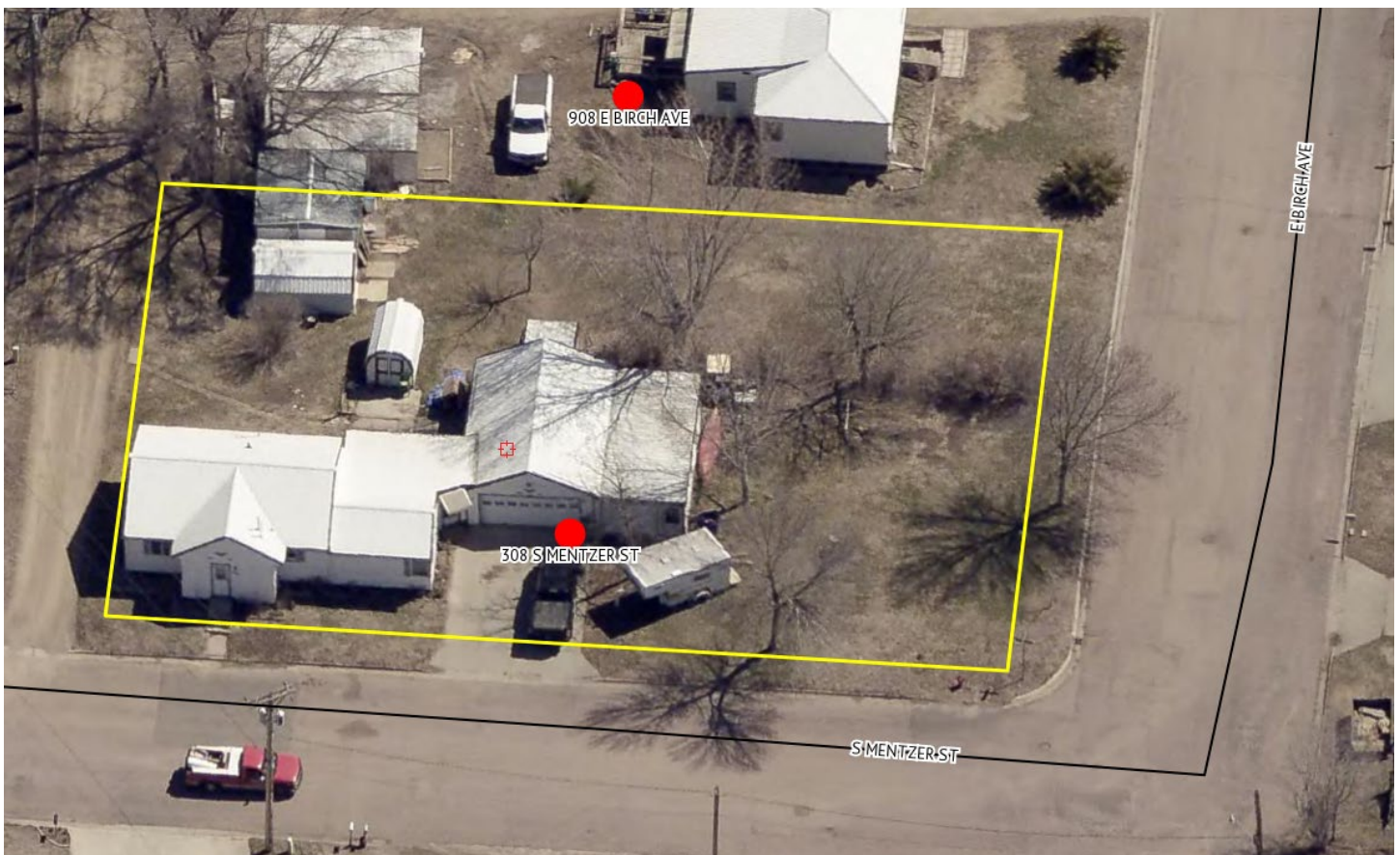
Legal Description: Lots 7 and 8, Block 9, Applegate Addition, City of Mitchell, Davison County, South Dakota

Property Address: 308 S Mentzer

Dated this 7th of August , 2025.

Marci Stults
APPLICANT

Riggs Rental Properties LLC
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 Marci Stults has applied for a conditional use permit for family residential daycare; located at 308 S Mentzer St, legally described as Lots 7 and 8, Block 9, Applegate Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R4 High Density Residential District.

YOU ARE FURTHER NOTIFIED, that public hearings will be held by the City Planning Commission on Monday, August 25, 2025, 12:00 P.M. (Noon) and the Board of Adjustment on Tuesday, September 2, 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 6th day of August, 2025.

Michelle Bathke

FINANCE OFFICER

Publish once: 13th day of August, 2025

Approximate Cost:

Marci Stults
308 S Mentzer St
Mitchell, SD 57301

Riggs Rental Properties LLC
41575 Hwy 42
Ethan, SD 57334

Clarke Companies LLC
47035 250th St
Baltic, SD 57003

Karen Wadleigh Trust
25067 400th Ave
Mt. Vernon, SD 57363

Becky Weber
901 E Ash Ave
Mitchell, SD 57301

Dillan Kostrzewski
905 E Ash Ave
Mitchell, SD 57301

Ellis Rentals LLC
1523 S Miller Ave
Mitchell, SD 57301

Gary & Monica Lurken
919 E Ash Ave
Mitchell, SD 57301

Cucul Oscar Tiul
305 S Mentzer St
Mitchell, SD 57301

Tommy & Jennifer Cooper
309 S Mentzer St
Mitchell, SD 57301

John & Brenda Weisser
815 E 4th Ave
Mitchell, SD 57301

Sheesley Sheet Metal Inc
165 N Harmon Dr
Mitchell, SD 57301

Gregory Patton
1321 E Havens Ave
Mitchell, SD 57301

Bruce & Marlene Haines
25772 408th Ave
Mitchell, SD 57301

Ringneck & Western Railroad LLC
315 W 3rd St
Pittsburg, KS 66762



August 13, 2025

TO WHOM IT MAY CONCERN:

YOU ARE HEREBY NOTIFIED that Marci Stults has applied for a conditional use permit for family residential daycare; located at 308 S Mentzer St, legally described as Lots 7 and 8, Block 9, Applegate Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R4 High Density Residential District.

YOU ARE FURTHER NOTIFIED that the City Planning Commission will be conducting a hearing and make their recommendation to the Board of Adjustment on this application on Monday, August 25, 2025, 12:00 P.M. (Noon) and the Board of Adjustment will render the final decision at a hearing on Tuesday, September 2, 2025 at 6:00 P.M, all meetings will be in the Council Chambers, City Hall, 612 N. Main St, Mitchell, SD. All interested parties may attend the hearings.

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 Arin Riggs Riggs Rental Properties LLC
OWNER
PO Box 21 Ethan SD 57334
ADDRESS

X APPROVE

_____ DISAPPROVE

COMMENTS:



