



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.

A handwritten signature in black ink, appearing to read 'Jon Schmitz', with a stylized, flowing script.

Jon Schmitz
Planning Commission Vice-Chairperson