

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Community Room ~ City Hall ~ April 9, 2024 ~5:15 pm

PRESENT

Commission Members Present: Chair Shaun Hottell, Richard Cone, Matthew Nelson, and Cristal Pratt.

Commission Members Absent: Vice-Chair Ryan Conklin, Jack Colson, and Ian Scott.

Staff Present: Meredith Duvall, Planning Manager; Shannon Stefanick, Planner; Jill McCarty, Administrative Coordinator; Mike Cole, City Administrator; Sean Brown, City Attorney; Ry Muzzarelli, Development Services Director; and Alicia Allen, City Clerk.

City Council Present: Council President Tim Carsrud, Billy Montgomery, Jim West, Tricia Simonson, Heidi Gross, and Nathan McLeland.

CALL TO ORDER

Chair Shaun Hottell called the Planning Commission meeting to order at 5:15 p.m. Council President Tim Carsrud called City Council meeting to order directly after.

APPROVAL OF THE MINUTES

A motion was made by Richard Cone to approve the meeting minutes of March 12, 2024. Matthew Nelson seconded the motion. Motion carried 4/0.

COMPREHENSIVE PLAN

Consultants Katherine Linares and AJ Fawver from Verdunity were present and gave a progress update on the city's Comprehensive Plan. Local engagements are also scheduled while the consultants are in town at the Recreation Center with the Planning Division staff. Discussion between the Council, Planning Commission and Consultants took place on the on-going Comprehensive Plan. Planning Manager Meredith Duvall asked for any questions or concerns on the Comprehensive Plan to contact Planning Staff.

ADJOURNMENT OF CITY COUNCIL

There being no further business, the City Council portion of the meeting adjourned at 6:07 p.m.

Case No.
PL2024-0001
DEVELOPMENT
PLAN-4800
Tanner Drive

The owner, Nate Stencil, Stencil Group, is proposing to construct a three-story apartment building with a footprint of 71,147 square feet. The building will include 316 bedrooms across 222 units, broken up by 128 one-bedroom/studio units and 94 two-bedroom units. This development plan includes the entirety of the apartment building; however, the building will be built in two phases. Phase 1 will be the half of the building closest to Tanner Dr and utility infrastructure. Phase 2 build out will commence once a certificate of occupancy has been achieved with phase 1.

A school impact study was submitted. The study anticipates a population of 60 elementary age students to live in the apartments and an available capacity of 116 students at Buffalo Ridge. During this Development Plan, we can only address the drainage at the build site. A drainage plan was submitted. ECS Engineers is working with City Engineering staff to properly address drainage on the lot. The Development Plan will not be approved until all reviewers have approved the plans.

Water, sewer, and electrical services are readily available for connection. This project includes a water main extension that will be accepted by the City of Gillette for future maintenance. The site currently has access off Tanner Dr.

The agent has turned in a landscape plan for both the lot owned to the north of the build site as well as the required landscaping for development.

The Parks Board reviewed the Development Landscaping plan at their March 28, 2024, meeting. They gave approval pending diversification of the plant legend. The Parks Manager will give final approval of the diversified plant legend.

Chair Hottell asked if there were any comments from the public or Commission on the case. Shannon Stefanick said she did have neighbors ask about the development plan but did not believe the response was negative. Meredith Duvall said she spoke with a neighboring citizen regarding the case moving forward with the commission but did not know if there was decent form the citizen on the case.

Richard Cone asked about the proposed park area to the north of the development that had previously posed a drainage issue. Meredith Duvall said while that parcel was not part of this development plan and therefore the Park Board did not vote on it, the developer does still intend to create a park-like atmosphere on the northern property. Ms. Duvall said the landscape plan voted on by the Parks Board would be for the southern lot only, and for that landscape plan the Parks Board was very pleased with it.

Shannon Stefanick said the developer has submitted landscape plans for the northern lot showing they are planning to develop the lot as they previously said they would. Ms. Stefanick said while the city cannot force the developer to build that landscape plan on the northern lot, they are showing plans that they plan to move forward with landscaping.

Mr. Cone asked if the developer would need approval from the Parks Board or from Planning staff for their landscaping plan on the northern lot, and Ms. Duvall said it would depend on the scale of landscaping and park development they were wanting to do. Mostly if infrastructure such as playground equipment were to be installed then it would involve review by the city, Ms. Duvall said.

Mr. Cone said he thought the main concern of the area residents was the excess water from the large parking lot area. Ms. Duvall said the drainage is being routed and diverted away from the neighborhood into the existing drainage system, and the landscaping on-site with further help with drainage. Chair Hottell asked if a drainage plan had to be submitted for this development and Ms. Duvall said it has been submitted and the Engineering Division reviews it. Mr. Cone said he did not want to see any residents adjacent to this development have any detriment to their property values or their basements.

Ryan Sohneman, ECS Engineers, was present and said the development would be two phases with the first phase including an entrance from Tanner Drive. Matthew Nelson asked if developments like these were usually done in two phases. Ms. Stefanick said the developer does, and has gone through this type of development several times in South Dakota and Minnesota.

Chair Hottell asked about the road at the south of the property, and Mr. Sohneman said the road was paved and was an access road coming off Tanner Drive.

Mr. Sohneman said with the site sloping towards the northwest, detention will be built on the northwest side of the lot. Chair Hottell asked if the low spot on the northwest

would be filled in by some of the higher area on the southeast, and Mr. Sohneman very minimal dirt will be hauled in as the plan is to use the dirt there with the southeast corner being cut and northwest corner being filled in.

There being no further comments or questions Matthew Nelson made a motion to approve the case, and Chair Hottell seconded. The Motion carried 4/0.

OLD BUSINESS None.

NEW BUSINESS Meredith Duvall said the next meeting will be May 14, 2024.

ADJOURNMENT The Planning Commission meeting was adjourned at 6:32 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Coordinator.