**December 10th, 2024 5:30 PM**

**Tea City Hall**

1. **Call to Order**

President Joe Munson called the meeting to order at 5:30 p.m. with the following board members present: Todd Boots, Barry Maag, Bob Venard, and Stan Montileaux. Also present were Tea City Hall staff members Kevin Nissen, Planning and Zoning Administrator, and Ellen Martin, Assistant Planner.

1. **Approval of the Agenda**

**Motion** by Boots, Seconded by Montileaux to approve the agenda. All members voted AYE.

1. **November 12th, 2024 Minutes**

**Motion** by Boots, Seconded by Maag to approve the November 12th, 2024 Minutes. All members voted AYE.

1. **5:35 Public Hearing - Revised Verhey Addition Preliminary Plan**

The Board held a public hearing to revise the subdivision plan of the Verhey Addition. The plan includes the addition of a proposed lot that is 1.5 acres for commercial purposes.

**Motion** by Boots, Seconded by Montileaux to approve the Revised Verhey Addition Preliminary Plan. All members voted AYE.

1. **Auto Werks Site Plan & Foundation Permit – 1715 & 1725 Mindy St**

The Board reviewed the Auto Werks Site Plan & Foundation Permit. A proposed building for vehicle storage will connect existing buildings at 1715 & 1725 Mindy St. The plans have been reviewed and approved by Tom Paisley and HDR.

**Motion** by Maag, Seconded by Venard to approve the Auto Werks Site Plan & Foundation Permit. All members voted AYE.

1. **Taco Johns Interior Build and Permit**

The Board reviewed the interior building plans for Taco Johns in the Bakker Landing Addition. The plans have been revised to have a lower occupancy to comply with the plumbing codes enforced by the South Dakota Plumbing Commission.

**Motion** by Boots, Seconded by Montileaux to approve the Taco Johns Interior Build and Permit. All members voted AYE.

1. **Nielson Interior Build Units C&D – 220 Beech Ave**

The Board reviewed the interior building plans for Units C & D at 220 Beech Ave. The plan is to add a single restroom to each unit.

**Motion** by Maag, Seconded by Montileaux to approve the Nielson Interior Build Units C&D at 220 Beech Ave. All members voted AYE.

1. **Wheel City Building Plans – BP# 20240279**

The Board reviewed the building plans for Wheel City at 2320 Enterprise Ave in the Bakker Landing Addition.

**Motion** by Boots, Seconded by Venard to approve the Wheel City building plans. All members voted AYE.

1. **SV Electric Site Plan – 2010 Industrial St**

The Board reviewed the SV Electric Site Plan at 2010 Industrial St in the Bakker Landing Addition. The lot is 1.7 acres.

**Motion** by Maag, Seconded by Boots to approve the SV Electric Site Plan. All members voted AYE.

1. **Plat of Tract 2, Evertt’s Place Addition, Lincoln County, SD**

The Board reviewed the Plat of Tract 2, Evertt’s Place Addition, Lincoln County, SD. It is on the border of the west side of the city limits, south of the Tea Area Middle School. The lot has not been annexed into the City of Tea. Drew St does not extend to the lot. The plat has been approved by HDR.

**Motion** by Maag, Seconded by Montileaux to approve Plat of Tract 2, Evertt’s Place Addition, Lincoln County, SD. All members voted AYE.

1. **Plat of Lots 1-4, Block 3, Lots 30-33, Block 5, Serenity Park Addition, City of Tea**

The Board reviewed the Plat of Lots 1-4, Block 3, Lots 30-33, Block 5, Serenity Park Addition, City of Tea. The lots are being platted for single family homes and correspond to the subdivision’s development engineering plans. The plat has been approved by HDR.

**Motion** by Venard, Seconded by Boots to approve Plat of Lots 1-4, Block 3, Lots 30-33, Block 5, Serenity Park Addition, City of Tea. All members voted AYE.

1. **Other Business**

* 2025 Election of Officers:

Joe Munson nominated for Planning and Zoning Board President.

Todd Boots nominated for Planning and Zoning Board Vice President.

Ellen Martin nominated for Planning and Zoning Secretary.

The Board voted and approved the election of officers listed above. All members voted AYE.

* The Board discussed building codes for fire service communications inside of new buildings.
* The Board discussed Kevin Nissen’s retirement for April of 2025.

**Motion** by Boots, Seconded by Venard to adjourn the meeting at 6:34 p.m. All members voted AYE.

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Joe Munson - Zoning Board President

ATTEST:

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Kevin Nissen – Zoning Administrator

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