



**MINUTES OF THE
MINNEHAHA COUNTY PLANNING COMMISSION
March 24, 2025**

A meeting of the Planning Commission was held on March 24, 2025, at 7:00 p.m. in the Commission Room of the Minnehaha County Administration Building.

COUNTY PLANNING COMMISSION MEMBERS' PRESENT: Commissioners Bonnie Duffy, Mike Ralston, Adam Mohrhauser, Ryan VanDerVliet, Cindy Heiberger and Joe Kippley.

STAFF PRESENT:

Scott Anderson, Kevin Hoekman and Mason Steffen – County Planning
Maggie Gillespie – States Attorney's Office

Bonnie Duffy chaired the meeting and called the Minnehaha County Planning Commission meeting to order at 7:37 p.m.

PUBLIC COMMENT.

Commissioner Duffy opened the floor for public comment and nobody moved to speak.

ITEM 1. Approval of Minutes – February 24, 2025

A motion was made by Commissioner VanDerVliet and seconded by Commissioner Kippley to **approve** the meeting minutes from February 24, 2025. The motion passed unanimously with 5 votes in favor of the motion and 0 votes against the motion.



Regular Agenda

ITEM 2. ZONING TEXT AMENDMENT #25-06 to amend the 1990 Revised Zoning Ordinance for Minnehaha County to add Accessory Dwelling Unit (ADU) Regulations.

Petitioner: County Planning Staff

Staff Report: Kevin Hoekman

Staff Report: Kevin Hoekman

Staff Analysis:

County staff reviewed and updated the Envision 2035 comprehensive plan throughout 2024. The County Commission adopted the updated comprehensive plan with the extended timeframe and name to Envision 2045. New figures and predictions are included in the updates, and new policies and plans for residential housing was included in the plan as well.

Staff reviewed accessory dwelling units with a residential density task force while writing updates to the comprehensive plan. Accessory dwelling units allow flexibility for property owners to extend the use of an existing property. An accessory dwelling unit can be used to support relatives in need, generate a rental income, have an available space for guests to stay during a visit, or other uses. The development of rules for ADUs can be implemented within the current structure of building eligibilities to guide rural development.

The proposed ordinance to regulate accessory dwelling units include the land use in all zoning districts that allow a single family dwelling if a conditional use permit is approved. Staff developed rules intended to maintain the character of rural development with limitations to ADU size and development standards. Any other use of the ADU such as major home occupation or short term rental will require a separate conditional use permit and public hearing.

The Envision 2045 comprehensive plan includes residential growth goals and actions within the Growth Management chapter of the plan. Accessory dwelling units are part of the following goal and action:

Goal 4.11. Ensure maximum efficiency in the provision of public services and facilities to promote cohesive and attractive development in the rural area.

Action 3. Develop, adopt and implement an ordinance amendment to allow accessory dwelling units within the county.

Included with this memo is a draft copy of the ordinance with staff comments throughout the draft. In addition to the draft copy, a copy of the proposed ordinance is included as it would be adopted by the County Commission. Any amendments made by the Planning Commission will need to be changed in both drafts for the County Commission meeting.



Recommendation: Staff recommends **approval** of Zoning Text Amendment #25-06 adding and amending Articles 3.04(II), 4.04(R), 5.04(M), 9.04(Y), 12.20, & 26.02 to the 1990 Revised Minnehaha County Zoning Ordinance.

Public Testimony & Discussion

Kevin Hoekman, of county planning staff, presented the staff report and proposed ordinance to the commission.

Commissioner Heiberger commented that the change proposed in the joint zoning ordinance regarding the limiting of additional driveways for ADUs should also be changed in the county ordinance.

No members of the public spoke on the item.

Action

A motion was made by Commissioner Ralston and seconded by Commissioner Heiberger to **amend** Zoning Text Amendment #25-06 to change Article 12.20(A)(5). The motion passed unanimously with 5 votes in favor and 0 votes against the motion.

A motion was then made by Commissioner Heiberger and seconded by Commissioner Kippley to recommend **approval** of Zoning Text Amendment #25-06 as amended. The motion passed unanimously with 5 votes in favor and 0 votes against the motion.

Zoning Text Amendment #25-06 – Approval Recommended with the following change:

Article 12.20 (A)(5)

- (5). No additional access from a township, county, or state highway may be constructed for separate use of the ADU.



ITEM 3. ZONING TEXT AMENDMENT #25-07 to amend the 1990 Revised Zoning Ordinance for Minnehaha County to change the Transfer of Building Eligibility Regulations.

Petitioner: County Planning Staff

Staff Report: Kevin Hoekman

Staff Report: Kevin Hoekman

Staff Analysis:

County staff reviewed and updated the Envision 2035 comprehensive plan throughout 2024. The County Commission adopted the updated comprehensive plan with the extended timeframe and name to Envision 2045. New figures and predictions are included in the updates, and new policies and plans for residential housing was included in the plan as well.

Staff reviewed the process and requirements for transferring building eligibilities within the county with a task force dedicated to reviewing density and housing in the rural area. The density task force was created to assist in updating the comprehensive plan.

Transferring eligibilities are already a part of the county zoning ordinance. The proposed rule will amend a requirement for transfer to allow two adjacent property owners to move one or more building eligibilities between two parcels. This would allow more flexibility in allowing transfers to take place, but the change will continue to limit the extent of transfers by continuing the requirement for properties to be adjacent.

The Envision 2045 comprehensive plan includes housing density goals and actions within the Rural Conservation chapter of the plan. Changing requirements for transfers of building eligibilities are part of the following goal and action:

Goal 5.6. Maintain and strengthen low density residential standards in the agricultural district.

Action 4. Revise ordinance restrictions for building eligibility transfers to allow transfers between properties with different owners when it is appropriate to do so.

Included with this memo is a draft copy of the ordinance with staff comments throughout the draft. In addition to the draft copy, a copy of the proposed ordinance is included as it would be adopted by the County Commission. Any amendments made by the Planning Commission will need to be changed in both drafts for the County Commission meeting.

Recommendation: Staff recommends **approval** of Zoning Text Amendment #25-07 to amend Article 3.04(Y) and Article 9.04(j) of the 1990 Revised Minnehaha County Zoning Ordinance.

Public Testimony & Discussion

Kevin Hoekman, of county planning staff presented the staff report and proposed ordinance to the commission.



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No questions were asked by the commission and no members of the audience spoke on the item.

Action

A motion was made by Commissioner Heiberger and seconded by Commissioner Ralston to recommend **approval** of Zoning Text Amendment #25-07. The motion passed unanimously with 5 votes in favor and 0 votes against the motion.

Zoning Text Amendment #25-07 – Approval Recommended



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Old Business

None.

New Business

None.

Adjourn

A motion was made to **adjourn** by Commissioner VanDerVliet and seconded by Commissioner Kippley. The motion was approved unanimously. The meeting was adjourned at 7:46 p.m.