



**JOINT MINNEHAHA COUNTY & CITY OF DELL RAPIDS
PLANNING COMMISSION
MEETING MINUTES**

AUGUST 25, 2025

**MINUTES OF THE JOINT MEETING
MINNEHAHA COUNTY & DELL RAPIDS PLANNING COMMISSIONS
August 25, 2025**

A joint meeting of the County and City Planning Commissions was held on August 25, 2025 at 7:00 p.m. in the Commission Room of the Minnehaha County Administration Building.

COUNTY PLANNING COMMISSION MEMBERS PRESENT: Commissioners Bonnie Duffy, Becky Randall, Adam Mohrhauser, Ryan VanDerVliet, and Cindy Heiberger.

CITY PLANNING COMMISSION MEMBERS PRESENT: Virgil Klein, Steve Hoff, Ben Pierson, and John Pollman.

STAFF PRESENT:

Scott Anderson, Kevin Hoekman, & Mason Steffen – County Planning
Maggie Gillespie – States Attorney's Office
Steve McFarland – City Planning

The County Planning Commission was chaired by Commissioner Bonnie Duffy. The City Planning Commission was chaired by Commissioner Virgil Klein.

Commissioner Duffy called the Joint Minnehaha County and City of Dell Rapids Planning Commission meeting to order at 7:00 p.m.

PUBLIC COMMENT

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

Consent Agenda

Commissioner Duffy read each item on the consent agenda, and Item 2 was requested to be moved to the regular agenda.

A motion was made for the County by Commissioner VanDerVliet and seconded by Commissioner Heiberger to **approve** the consent agenda consisting of Item 1. The motion passed unanimously with 4 votes in favor and 0 votes against the motion.

The same motion was made for the City by Commissioner Hoff and seconded by Commissioner Pierson to **approve** the consent agenda consisting of Item 1. The motion passed unanimously with 4 votes in favor and 0 votes against the motion.



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ITEM 1. Approval of Minutes – June 23, 2025

As part of the consent agenda, a motion was made for the County by Commissioner VanDerVliet and seconded by Commissioner Heiberger to **approve** the meeting minutes from June 23, 2025. The motion passed with 4 votes in favor and 0 votes against the motion.

The same motion was made for the City by Commissioner Hoff and seconded by Commissioner Pierson to **approve** the meeting minutes from June 23, 2025. The motion passed unanimously with 4 votes in favor and 0 votes against the motion.



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Regular Agenda

ITEM 2. CONDITIONAL USE PERMIT #25-47 to allow a Contractor's Shop & Storage Yard on the property legally described as the S160' Lot A Subdivision of Lot 11 & S160' W6' N460' E378.8' Lot 11 Kenefick's Subdivision E½ Section 16 T104N-R49W Dell Rapids Township.

Petitioner: Divit LLC

Property Owner: Same

Location: 24660 475th Avenue

Staff Report: Kevin Hoekman

General Information:

Legal Description – S160' Lot A Subdivision of Lot 11 & S160' W6' N460' E378.8' Lot 11 Kenefick's Subdivision E½ Section 16 T104N-R49W Dell Rapids Township

Present Zoning – I-1 Light Industrial

Existing Land Use – Industrial Warehouse

Parcel Size – .59 Acres

Staff Report: Kevin Hoekman

Staff Analysis:

The petitioner is requesting to continue a contractor's shop and outdoor storage yard on the property located within the light industrial zoned area south of Dell Rapids. County planning staff has been working with property owners within the industrial zoned area to bring properties into compliance with various county ordinance requirements. This property was recently purchased by the petitioner and is being used as an extension of the existing contractor lot across SD Highway 115, however, outdoor storage as part of the contractor lot requires approval of a conditional use permit for the expansion area being requested.

The property is located along SD Highway 115. A pre-existing warehouse building is located on the north half of the property. The rear property line is adjacent to a property that is annexed into the City of Dell Rapids. A fence has been constructed around the property for security.

The application is supported by a brief narrative and site plan. The company plans to store construction equipment and building materials on the entire property within the fenced area. Gravel will be used throughout the entire property for the storage area. The narrative also notes that the variable hours will be from 6:00 am to 6:00 pm for active use of the property.

Conditional Use Permit Criteria:

1) The effect upon the use and enjoyment of other property in the surrounding area for the uses already permitted, and upon property values within the surrounding area.

The property is located within an industrial area with properties both inside and outside of city limits of Dell Rapids. All of the neighboring properties of this request have approved outdoor storage either with or without additional conditions. The petitioner has already taken the step of



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constructing a fence around the property. This proposed land use will not have significant effect of the current use of neighboring properties.

2) The effect upon the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.

The property is located within an industrial area south of Dell Rapids. Several properties are located outside of city limits and several properties are located outside of city limits. As the city grows to the south and the industrial area expands, the proposed outdoor storage will have minimal effect of neighboring land uses.

3) That utilities, access roads, drainage, and/or other necessary facilities are provided.

The property is already developed with existing building and gravel lots. The property has a driveway access onto SD Highway 115, and drainage will remain largely the same.

4) That the off-street parking and loading requirements are met.

The property was developed for many years. The building permit for the warehouse was issued in 1975. The development of the lot predates hard surfacing requirements for the zoning district. Hard surfacing is not required for storage areas. The proposed land use will not change the structure of the property, and the property owner has already placed crushed concrete throughout the storage area. Parking and loading takes place in the area in front of the building and it is currently not hard surfaced. If the Planning Commission desires hard surfacing on the property a condition must be placed on the proposed land use change. Planning staff recommends that some distance of the driveway should be hard surfaced in order to provide an area where dirt and gravel will be caught on the property rather than the highway. Seventy-five feet of hard surfaced driveway will allow for loading and unloading of trucks and provide some distance for any dirt or gravel on the tires to fall off before the highway. Seventy-five feet of hard surface is also typical of other recently approved industrial uses. This should also help with loading and unloading area on the property. No loading or unloading shall be allowed within the right-of-way.

The generic requirements for off-street parking is one parking space for every 300 square feet of building area. The existing building on the property is about 1800 square feet, and six parking spaces are needed. The property is large enough to accommodate all six spaces, however when staff visited the property, several vehicles were parked just outside of the front gate and along the driveway access. The area outside of the fence is within the right of way and should not be used for parking. It should not be used for loading and unloading either.

5) That measures are taken to control offensive odor, fumes, dust, noise, vibration, and lighting (inclusive of lighted signs), so that none of these will constitute a nuisance.

Outdoor contractor storage in an industrial development has little potential impact on odor, fumes, dust, noise, vibration, and lighting. Any new or replacement lighting should be shielded and directed downward to prevent light spillage.

Outdoor storage has the potential to have a visual impact on neighboring uses. The neighboring land uses of this property are industrial with outdoor storage. The state highway is however, a primary entrance to the City of Dell Rapids. The Planning Commission may require screening of



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the outdoor storage to reduce the negative visual impact.

6) Health, safety, general welfare of the public and the Comprehensive Plan.

Outdoor storage for a contractor lot is a common and generally expected land use for an industrial zoned area. The property is surrounded by other industrial zoned properties with outdoors storage. The health, safety, and general welfare of the area will have minimal negative affect.

Recommendation: Staff recommends **approval** of Conditional Use Permit #25-47 with the following conditions:

- 1) The property shall conform to the submitted site plan. The planning director can approve minimal changes; major amendments must obtain a new conditional use permit.
- 2) No human occupancy shall be allowed within the building or stored items.
- 3) That the first seventy-five feet of driveway within the site, beginning at the property line, shall be required to be hard surfaced. The remaining length of driveway within the site shall be required to be surfaced gravel or similar crushed product.
- 4) That all new or replacement outdoor lighting shall be designed to prevent direct spillage of light beyond the property boundaries.
- 5) That building permits shall be required for any signage.
- 6) An rural address sign must be purchased from the County and installed at the driveway access.
- 7) That the Planning & Zoning Department reserves the right to enter and inspect the site at any time, after proper notice to the owner, to ensure that the property is in full compliance with the conditional use permit conditions of approval and the 2001 Revised Joint Zoning Ordinance for Minnehaha and the City of Dell Rapids.

Public Testimony

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

Commissioner Heiberger commented that the driveway already looked hard surfaced in the pictures presented by staff and asked Kevin to clarify what is the intent of condition three. Kevin explained that the new hard surfacing requirement would start at the property line and extend seventy-five feet into the property, while the existing hard surfacing is within the right-of-way. Commissioner Heiberger then asked how many feet of the driveway is currently hard surfaced within the right-of-way. Kevin stated that he would estimate that the current hard surfacing is approximately seventy-five feet, given that the right-of-way on state highways tends to be this wide.

Commissioner Mohrhauser asked staff about the presented picture with cars parked in the right-of-way. Kevin explained that he only became aware of these vehicles during his site visit and that he believes they are employee vehicles.

The owner of Divit LLC, Kari Karst, was present and addressed the commission with her comments on the presented staff report. Mrs. Karst explained that they object to the additional



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seventy-five feet of hard surfacing into the property, due to the existing hard surfacing within the right-of-way. Additionally, she commented that the entire site has been surfaced with crushed concrete, which will further limit mud from reaching the state highway. She also stated that the vehicles parked in the right-of-way are employee vehicles that have assigned parking spaces, and that she will be addressing the issue with her employees.

Discussion

Commissioner Heiberger stated that she believes requiring an additional seventy-five feet of hard surfacing is redundant, based on the fact that seventy-five feet of the right-of-way is already paved.

Commissioner Hoff also commented that the additional seventy-five feet of hard surfacing is not needed, especially since the property has been covered with crushed concrete. Commissioner Hoff did state that his main concern is the vehicles within the right-of-way because there have been days where he has noticed many more vehicles in the right-of-way than what was presented by planning staff.

Action

A motion was made for the County by Commissioner Heiberger and seconded by Commissioner VanDerVliet to **approve** Conditional Use Permit #25-47 with an amended condition three. The motion passed unanimously with 4 votes in favor and 0 votes against the motion.

The same motion was made for the City by Commissioner Hoff and seconded by Commissioner Pollman to **approve** Conditional Use Permit #25-47 with an amended condition three. The motion passed unanimously with 4 votes in favor and 0 votes against the motion.

Conditional Use Permit #25-47 – Approved with the following conditions:

- 1) The property shall conform to the submitted site plan. The planning director can approve minimal changes; major amendments must obtain a new conditional use permit.
- 2) No human occupancy shall be allowed within the building or stored items.
- 3) That no parking or loading shall be allowed within the public right-of-way at any time.
- 4) That all new or replacement outdoor lighting shall be designed to prevent direct spillage of light beyond the property boundaries.
- 5) That building permits shall be required for any signage.
- 6) An rural address sign must be purchased from the County and installed at the driveway access.
- 7) That the Planning & Zoning Department reserves the right to enter and inspect the site at any time, after proper notice to the owner, to ensure that the property is in full compliance with the conditional use permit conditions of approval and the 2001 Revised Joint Zoning Ordinance for Minnehaha and the City of Dell Rapids.



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Old Business

None.

New Business

None.

Adjourn

A motion was made for the County to **adjourn** by Commissioner VanDerVliet and seconded by Commissioner Mohrhauser. The motion passed unanimously.

The same motion to **adjourn** was made for the City by Commissioner Pierson and seconded by Commissioner Pollman. The motion passed unanimously.

The meeting was **adjourned** at 8:17 p.m.