

**Harrisburg Planning Commission**  
**Approved Minutes of the Regular Meeting of December 12, 2023**  
**Held at 6:00 P.M. in the Liberty Elementary School Board Room**  
**200 E Willow Street, Harrisburg, SD**

**Call to Order and Roll Call**

The regular meeting of the City of Harrisburg Planning Commission was called to order by Chairperson Bicknase at 6:00 p.m. on December 12, 2023.

Commissioners Rob Doyen, Matthew Irish, Jason Schipper and Chairperson Bruce Bicknase were present. Staff members Chad Huwe and Jen Cleveland were also present. Also present was citizen Mark Blow.

**Approval of Agenda**

1. Approve the December 12, 2023, meeting agenda.

Motion by Commissioner Schipper, seconded by Commissioner Doyen to approve the agenda as presented. A voice vote was taken. Yeas: Doyen, Irish, Schipper, Bicknase. Nays: None. Motion carried 4-0.

**Approval of Meeting Minutes**

2. Approve the minutes of the November 14, 2023, meeting.

Motion by Commissioner Irish, seconded by Commissioner Schipper to approve the meeting minutes from November 14, 2023. A voice vote was taken. Yeas: Doyen, Irish, Schipper, Bicknase. Nays: None. Motion carried 4-0.

**Old Business** – None

**Public Comment on Non-Agenda Items** – No public comment was received.

**Public Hearings** - None

**New Business**

1. Review and Recommendation to the City Council: Plat of Tract 2A of Slack's Addition and Pre-Annexation Agreement.

Chad Huwe presented a summary of the plat application and pre-annexation agreement. No public comment was received for or against the application.

A motion was made by Schipper, seconded by Doyen, to recommend approval of the plat and pre-annexation agreement to City Council. A voice vote was taken. Yeas: Doyen, Irish, Schipper, Bicknase. Nays: None. Motion carried 4-0.

1. Review of an application to keep chickens by Nathan Bridgman at 609 Cedar Drive.

Chad Huwe presented the application and a summary of the request. Staff commented

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that a site visit had been conducted December 11, 2023 and that the coop and run area were secure and tidy.

A motion was made by Schipper, seconded by Irish, to approve the application for keeping chickens at 609 Cedar Drive. A voice vote was taken. Yeas: Doyen, Irish, Schipper, Bicknase. Nays: None. Motion carried 4-0.

2. Review of an application to keep chickens by Korrine Hellen at 433 N. Perry Lane.

Jen Cleveland presented the application and a summary of the request. Staff commented that a site visit had been conducted December 8, 2023 and that the site was acceptable.

A motion was made by Schipper, seconded by Irish, to approve the application for keeping chickens at 433 N. Perry Lane. A voice vote was taken. Yeas: Doyen, Irish, Schipper, Bicknase. Nays: None. Motion carried 4-0.

### **Administrative Reports and Commission Input**

3. Building permit reports for November 2023.

Chad Huwe presented the issued building permit reports and monthly comparison from previous years.

4. Commission input.

A discussion between staff and Commissioners was had regarding the procedure for applications to keep chickens. A census was gathered from the Commissioners that applications to keep chickens could be handled by staff. Staff commented they would draft revisions to the procedure for Planning Commission review.

5. Plats filed in November:
  - Lots 16A, 16B, 17, & 18, Block 6, Mills Creek Addition.

### **Adjournment**

A motion was made to adjourn the meeting at 6:27 p.m. by Commissioner Schipper, seconded by Doyen. A voice vote was taken. Yeas: Doyen, Irish, Schipper, Bicknase. Motion carried 4-0.

Respectfully submitted,  
Jen Cleveland  
Building Services