

MARSHALL COUNTY PLANNING & ZONING COMMISSION

Proposed Agenda

Regular Scheduled Meeting

May 20, 2025– 9:00 AM

Marshall County Courthouse, Commissioners Chambers

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Review & Approval of Minutes from May 6, 2025
- V. Matters for Board Discussion
- VI. Open
- VII. Disclosure of Conflicts/Ex Parte Communication
- VIII. New Business:

A. Variance – Randy Lien – Postponed from May 6th

- 1) Staff report by E. Collins-Miles
- 2) Open Public hearing
 - a) Discuss new developments
 - b) Testimony from applicant
 - c) Testimony from proponents and opponents
 - d) Applicant back up for questions (if needed)
- 3) Close public hearing
- 4) Boards Discussion
 - a) Questions for audience (No new topics to be discussed)
 - b) P & Z Boards motion and roll call for vote for recommendation to County Commission

B. Variance – Joe & Anna Meissner

- 1) Staff report by E. Collins-Miles
- 2) Open Public hearing
 - a) Discuss new developments
 - b) Testimony from applicant
 - c) Testimony from proponents and opponents
 - d) Applicant back up for questions (if needed)
- 3) Close public hearing
- 4) Boards Discussion
 - a) Questions for audience (No new topics to be discussed)
 - b) P & Z Boards motion and roll call for vote for recommendation to County Commission

C. Variance – Michael Docter

- 1) Staff report by E. Collins-Miles

- 2) Open Public hearing
 - a) Discuss new developments
 - b) Testimony from applicant
 - c) Testimony from proponents and opponents
 - d) Applicant back up for questions (if needed)
- 3) Close public hearing
- 4) Boards Discussion
 - a) Questions for audience (No new topics to be discussed)
 - b) P & Z Boards motion and roll call for vote for recommendation to County Commission

IX. Building Permits

X. Other – miscellaneous items

XI. Old Business

XII. Adjourn

MARSHALL COUNTY PLANNING & ZONING BOARD
PO BOX 9
BRITTON, SOUTH DAKOTA
UNAPPROVED MINUTES
May 6, 2025

The Marshall County Planning & Zoning Board met at 9:00 AM, April 8, 2025, at the North Marshall Firehall Meeting Room. Present at the hearing were the following Board members; Matthew Schuller, Doug Medhaug, Lynda Luttrell, Jason Bender and Andrea Kilker. Commissioner Schuller presided. Commissioner Bender was absent during the approval of the agenda and meeting minutes. Others present at the hearing were Erin Collins-Miles, Planning & Zoning, Megan Biel, Auditor, Victor Rapkoch, Marshall County States Attorney, Randy Lien and Wayne Nelson.

AGENDA:

Kilker motioned; Luttrell seconded to approve the agenda. All members present voted aye. Motion carried.

MINUTES:

Medhaug motioned; Luttrell seconded to approve the minutes from April 8, 2025. All members present voted aye. Motion carried.

VARIANCE:

Pertaining to a Variance for Randy Lien; The application was reviewed and discussed, with the applicant present at the meeting for any questions and discussion. Some Board members and the Zoning Director voiced concerns of the closeness of the deck to the water. Rapkoch, States Attorney, mentioned he had called Game, Fish & Parks to inquire about further communication in regard to the structure. Kilker motioned; Luttrell seconded to POSTPONE the application until the next scheduled commissioner hearing set for May 20, 2025, for the requested 50' variance for a deck to the normal high-water mark setback. This motion allows for further communication from Game, Fish and Parks on the matter prior to the next scheduled hearing; per the Marshall County Zoning Ordinance and to adopt the facts and the recommended findings of the Planning Commission listed in the staff report. A roll call vote was taken; Medhaug – Aye, Luttrell – Aye, Kilker – Aye, Bender – Aye, Schuller - Aye. Motion carried.

DRAINAGE:

Pertaining to a drainage application for Donald Leshner; The application was reviewed and discussed. Wayne Nelson was present to learn more about the process and is not opposed to this project. Medhaug motioned; Bender seconded to approve an application to drain on the properties described as the NW1/4 and the E1/2 of Section 8, T125N, R58W. Conditions to this permit are as follows; to make the construction completion date as seen on permit application; December 20, 2025. Applicant must reapply after said date. Applicant must follow all applicable laws. A roll call vote was taken; Medhaug – Aye, Luttrell – Aye, Bender – Aye, Kilker – Aye, Schuller – Aye. Motion carried.

Pertaining to a drainage application for Donald Leshner; The application was reviewed and discussed. Bender motioned; Luttrell seconded to approve an application to drain on the properties described as the N1/2NE1/4 and the S1/2NE1/4 of Section 36, T126N, R59W. Conditions to this permit are as follows; to make the construction completion date as seen on permit application; December 20, 2025. Applicant must reapply after said date. Applicant must follow all applicable laws. A roll call vote was taken; Medhaug – Aye, Luttrell – Aye, Bender – Aye, Kilker – Aye, Schuller – Aye. Motion carried.

PLAT:

Bender motioned; Kilker seconded to approve the following plat; Plat of K Bremmon Addition in Waverly Township. A roll call vote was taken; Medhaug – Aye, Luttrell – Aye, Kilker – Aye, Bender – Aye, Schuller – Aye. Motion carried.

Kilker motioned; Luttrell seconded to approve the following plat; Plat of Smith Addition in Pleasant Valley Township. A roll call vote was taken; Medhaug – Aye, Luttrell – Aye, Kilker – Aye, Bender – Aye, Schuller – Aye. Motion carried.

BUILDING PERMITS:

Luttrell motioned; Medhaug seconded to accept building permits for the following applicants: John & Kathy Konstant - Dumarce Township, Casey & Jessica Dowler - Eden Township, Alan & Pamela Benda - Pleasant Valley Township, Travis & Nicole Stiegelmeier - Pleasant Valley Township, Terry Fredrickson - Lake Township, Dwight Tyler - Labelle Township, Allen Krutsinger - Stena Township and Brian Griffith - Dumarce Township. All members voted aye. Motion carried.

POSTPONED BUILDING PERMIT:

Kilker motioned; Luttrell seconded to postpone a building permit for the following applicant: Randy Lien - Dumarce Township. All members voted aye. Motion carried.

OTHER:

Erin Collins-Miles, also the E911 Addressing Administrator notified the Board that all is going well with address changes that have taken place in the last few months. Erin Collins-Miles, P&Z Director, and Victor Rapkoch, Marshall County States Attorney, let the Board know of future plans to update the Comprehensive Plan for Marshall County, which would keep the County up to date and consistent with the current Zoning Ordinance. Zoning Director will let the Board know when we begin the process of making these changes. Rapkoch also made note of FEMA and how we are continuing to monitor some of the changes taking place in their operations.

ADJOURN:

Medhaug motioned; Luttrell seconded to adjourn as Planning and Zoning Board and convene as Marshall County Commission at 9:51 AM. All members voted aye. Motion carried.

ATTEST:

Erin Collins-Miles
Marshall County Planning and Zoning Administrator
Marshall County, South Dakota
Published at the approximate cost of.....