

MARSHALL COUNTY PLANNING & ZONING COMMISSION

Proposed Agenda

Regular Scheduled Meeting

November 18, 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 November 4, 2025
- V. Matters for Board Discussion
- VI. Open
- VII. Disclosure of Conflicts/Ex Parte Communication
- VIII. New Business:
 - A. Plats**
 - a. Otter Tail Power Addition
 - a) Plat of Lot 1 of Otter Tail Power Addition in the Southeast Quarter (SE1/4) of Section 21, T125N, R55W, of the 5th P.M., Marshall County, South Dakota
 - b. Schlekewy Addition
 - a) Plat of Lot 4A and 5A in Block 3 in Schlekewy Addition in Gov't Lot 3 of Section 13, T126N, R54W of the 5th P.M., Marshall County, SD
- IX. **Building Permits**
- X. **Other**
- XI. Old Business
- XII. Adjourn

MARSHALL COUNTY PLANNING & ZONING BOARD

PO BOX 9

BRITTON, SOUTH DAKOTA

UNAPPROVED MINUTES

November 4, 2025

The Marshall County Planning & Zoning Board met at 9:00 AM, at the North Marshall Firehall Meeting Room. Present at the hearing were the following Board members; Matthew Schuller, Doug Medhaug, Jason Bender, Lynda Luttrell and Andrea Kilker. Commissioner Schuller presided. Others present at the hearing were Erin Collins-Miles - Planning & Zoning and Megan Biel – Auditor. Also present at the meeting was Randy Heitmann.

AGENDA:

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

MINUTES:

Medhaug motioned; Bender seconded to approve the minutes from October 28, 2025. All members voted aye. Motion carried.

VARIANCES:

Regarding a Variance for Randy Heitmann; The applicant was present to answer any questions. Discussion was had regarding the limited space available on the roadside of the Lot. There were no opponents present at the meeting. Bender motioned; Kilker seconded to approve the requested 18' variance at the NE corner to the right-of-way line setback. This motion allows the shed to be placed on the lot as requested by the applicant, noting that the shape and size of the platted lot is considered an undue hardship on the applicants and that there have been similar variances granted; 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; Bender – Aye, Luttrell – Aye, Kilker – Aye, Medhaug – Aye, Schuller - Aye. Motion carried.

BUILDING PERMITS:

Kilker motioned; Luttrell seconded to accept building permits for the following applicants: David Hagen – Hamilton Township, Randy Heitmann (variance) and Penrhos Farms, Inc – Lowell Township. All members voted aye. Motion carried.

OTHER:

The Zoning Director briefly discussed some of the ordinance updates and changes which will be taking place in the coming months. As these changes are made, notices will be published in the newspaper regarding meeting dates, times and effective dates.

ADJOURN:

Medhaug motioned; Kilker seconded to adjourn as Planning and Zoning Board and convened as Marshall County Commission at 9:13 AM. All members voted aye. Motion carried.

ATTEST:

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