

**MARSHALL COUNTY PLANNING & ZONING COMMISSION**

**Proposed Agenda**

Regular Scheduled Meeting

December 9, 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 18, 2025
- V. Matters for Board Discussion
- VI. Open
- VII. Disclosure of Conflicts/Ex Parte Communication
- VIII. New Business:
  - A. Variance – Samuel Nordquist**
    - 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. Rezone permit Ord. #74 – Samuel Nordquist**
    - 1) Staff report by E. Collins-Miles
    - 2) Open Public hearing
      - a) Testimony from applicant
      - b) Testimony from proponents and opponents
      - c) Applicant back up for questions (if needed)
    - 3) Close public hearing
    - 4) Board Discussion
      - a) Questions for audience (No new topics to be discussed)
    - 5) Motion and roll call vote for recommendation to County Commission

- 6) County Commission to hold 1<sup>st</sup> Reading (if recommended by P&Z Board)
  - a) P & Z Boards motion and roll call for vote for recommendation to County Commission

**C. Conditional Use – Otter Tail Power**

- 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

XI. Old Business

XII. Adjourn

MARSHALL COUNTY PLANNING & ZONING BOARD  
PO BOX 9  
BRITTON, SOUTH DAKOTA  
UNAPPROVED MINUTES  
**November 18, 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.

**AGENDA:**

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

**MINUTES:**

Medhaug motioned; Bender seconded to approve the minutes from November 4, 2025. All members voted aye. Motion carried.

**PLATS:**

Kilker motioned; Luttrell seconded to approve the following plat; Lot 1 of Otter Tail Power Addition in Eden Township. All members voted aye. Motion carried.

Medhaug motioned; Bender seconded to approve the following plat; Lot 4A and 5A in Block 3 in Schlekewy Addition in Lake Township. All members voted aye. Motion carried.

**BUILDING PERMITS:**

Kilker motioned; Luttrell seconded to accept a building permit for the following applicant: Kerry Sturm – Miller Township. All members voted aye. Motion carried.

**OTHER:**

The Board was informed of various permits that will be presented in the next few meetings. The Zoning Director also noted that the process of making changes to the Zoning Ordinance and Comprehensive plan will be underway in the coming weeks. The Commissioners established future meeting dates which will be published in the Auditor's official meeting minutes.

**ADJOURN:**

Medhaug motioned; Kilker seconded to adjourn as Planning and Zoning Board and convened as Marshall County Commission at 9:15 AM. All members voted aye. Motion carried.

**ATTEST:**

Erin Collins-Miles  
Marshall County Planning and Zoning Administrator  
Marshall County, South Dakota  
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