

**MARSHALL COUNTY PLANNING & ZONING COMMISSION**

**Proposed Agenda**

Regular Scheduled Meeting

April 21, 2026– 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 April 7, 2026
- V. Matters for Board Discussion
- VI. Open
- VII. Disclosure of Conflicts/Ex Parte Communication
- VIII. New Business:
  - A. Plats**
    - a. Buffalo Acres Subdivision
      - a) Replat of Lots 9A & 10A of Buffalo Acres Subdivision in Gov't Lot 11, Section 4, T125N, R53W of the 5<sup>th</sup> P.M., Marshall County, South Dakota
- IX. **Building Permits**
  - A. New Permits
- X. **Other**
  - A. Updates on follow-up projects
- XI. Old Business
- XII. Adjourn

MARSHALL COUNTY PLANNING & ZONING BOARD

PO BOX 9

BRITTON, SOUTH DAKOTA

UNAPPROVED MINUTES

**April 7, 2026**

The Marshall County Planning & Zoning Board met at 9:00 AM, at the Marshall County Courthouse. Present at the hearing were the following Board members; Matthew Schuller, Doug Medhaug, Jason Bender, Lynda Luttrell and Andrea Kilker. Commissioner Bender was absent for Agenda and Minutes. Commissioner Schuller presided. Others present at the hearing were

Erin Collins-Miles - Planning & Zoning, Megan Biel – Auditor, Victor Rapkoch – Marshall County States Attorney, Collin Jensen, Jerry Burger, Rookie Dallman, Nick Hofland, Joel Erickson, Jeff Roehr and Russ & Marie Marlow.

**AGENDA:**

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

**MINUTES:**

Kilker motioned; Medhaug seconded to approve the minutes from February 17, 2026. All members present voted aye. Motion carried.

**VARIANCE:**

Pertaining to a variance for Ronnie Grajczyk; Kilker motioned; Medhaug seconded to approve the requested 2’ variance to the property line setback pertaining to the garage, and 5’ variance to the property line setback pertaining to the relocated shed. This motion was made noting that all existing structures have already been positioned as close, if not closer, to the North property line than is being requested with this application, and that other similar variances have been granted previously. This motion allows for the project to be constructed as requested; 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.

**PLATS:**

Kilker motioned; Bender seconded to approve the following plat; Plat of Schultz Lot 3 in Hamilton Township. All members voted aye. Motion carried.

**BUILDING PERMITS:**

Medhaug motioned; Luttrell seconded to accept a building permit for the following applicant: Mervin Anderson Jr. - Buffalo Township. All members voted aye. Motion carried.

Bender motioned; Kilker seconded to allow a final extension on building permit #79-25 until April 21, 2026. All members voted aye. Motion carried.

**OTHER:**

Minor grammatical changes and some added wordings were updated on the building permit application to enhance clarity and overall coherence. Updates were given on projects that have been ongoing since last year. The Zoning Director plans to follow up and complete some of these projects within the coming weeks. The Comprehensive plan was also discussed and will be followed up on with NECOG in regard to the adoption of this document.

**ADJOURN:**

Medhaug motioned; Luttrell seconded to adjourn as Planning and Zoning Board and convened as Marshall County Commission at 9:25 AM. All members voted aye. Motion carried.

**ATTEST:**

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