



GRANT COUNTY SOUTH DAKOTA  
PLANNING AND ZONING OFFICE  
210 East 5<sup>th</sup> Avenue  
Milbank, SD 57252-2499  
Phone: 605-432-7580  
Fax: 605-432-7515

**Minutes from the meeting of Grant County Planning Commission  
November 20th, 2023**

**Board of Adjustment members present:** Nancy Johnson, Mike Mach, Tom Pillatzki, James Berg and Richard Hansen

**Alternate(s) present:** Don Weber and Jeff McCulloch

**Board of Adjustment members absent:** Richard Hansen and John Seffrood

**Others present:** Tim Holtquist, Becky Holtquist, Lenny Stahl (Dakota Storage Buildings), Todd Kays via zoom (First District), and Steve Berkner (Grant County Planning Commission officer.)

**Meeting Date:** Monday, November 20th, 2023

**Meeting Time: 4 P.M.** In-person in the Community Room in the basement of the Courthouse.

1. Chairman Leddy calls the Board of Adjustment meeting to order at 4:00 and seats alternates McCulloch and Weber to fill Seffrood's and Hansen's absences.
2. Leddy asks if the board, or any staff member, had anything to add to the agenda with none being offered.
3. Leddy asks for a motion to approve the agenda with Johnson making the first motion and McCulloch making the second. Motion passes 7-0.
4. Leddy asks for a motion to approve the Planning Commission minutes as submitted from the October 10<sup>th</sup>, 2023, meeting. Motion made by Mach and Weber making the second. Motion passes 7-0.
5. Leddy asks for any seated board member if they think they need to recuse themselves from any discussion topics on the agenda, or from voting on an agenda item with no board member responding.
6. Leddy calls for a motion to consider adopting an amendment to the County Zoning Ordinance, Ordinance Number 2023-02, an ordinance entitled, an ordinance to amend Article II "Definitions"; and Article XI "Commercial/industrial district", adopted by ordinance 2004-01, as amended, of the Zoning Ordinance of Grant County. Berg makes a first followed by a second by Mach.

Leddy asks Kays to give his staff report for Zoning Ordinance Number 2023-02 where Kays said that during a recent review of the County Zoning Ordinance it was discovered that past zoning ordinance amendments had created some conflicts related to granting Conditional Use Permits (CUP) within Commercial/Industrial (C/I) zoning districts.

Kays said one of those was causing non-conforming land use where under past zoning ordinances Light Manufacturing CUPs had been awarded within C/I zoning districts where Light Manufacturing was no longer listed as a conditioned use in a C/I zone in the current zoning ordinance.

Kays identified another C/I related zoning conflict that was amended in the past was for non-residential uses needing a Conditional Use Permit (CUP) in an AG zone, that setbacks could be determined when that CUP was considered, which wasn't also amended for C/I zones.

According to Kays amending the C/I Zoning Ordinance portion corrects those oversights and makes for a better zoning ordinance with more continuity between zoning districts.

At the conclusion of Kays' staff report Leddy opened the public hearing for Zoning Ordinance amendment 2023-02 asking three times for comments "in favor" or "against" the amendments where no one responded. With no meaningful discussion Leddy then called for the vote to recommend to the County Commission to approve the zoning changes which passed 7-0.

7. Leddy calls for a motion to consider adopting an amendment to the County Zoning Ordinance, Ordinance number 2023-03, an ordinance entitled, an ordinance to amend article III "Establishment of Districts", adopted by ordinance 2004-01, as amended, of the Zoning Ordinance of Grant County. Motion made by Weber with a second by McCulloch.

During Kays' staff report for County Zoning Ordinance amendment, Ordinance number 2023-03, he explained that it was a follow-up action to a previous platting request brought on by the State of South Dakota widening their right-of-way on SD Hwy 15 just south Milbank where the Planning Commission previously approved that plat request with the understanding that it would be rezoned from Ag to C/I to align with its actual use.

At the conclusion of Kays' staff report Leddy opened the public hearing for Zoning Ordinance amendment 2023-03 asking three times for comments "in favor" or "against" the rezoning amendment where no one responded.

After a brief discussion Leddy called for the vote to recommend to the County Commission to approve the zoning change which passed 7-0.

8. Leddy calls for a motion to consider a plat approval for T & B Holtquist Subdivision, a proposed 10-lot subdivision, located in W1/2NE1/4 Section 17, Township 121N, Range 47W (Big Stone Township). Motion made by Mach with a second by Johnson.

During Kays' staff report he gave a PowerPoint presentation on the subdivision reminding the Planning Commission that they had twice before seen earlier versions of the proposed plat where the developer and their land surveyor had presented a "preliminary" plat giving the Planning Commission the opportunity to make comments on the plats' proposed layout.

During those past meetings discussions Kays said topics covered included: lots sizes, shared approaches between two lots that would need Big Stone Township approval, availability of needed utilities, concerns of high-density housing in a rural area, and its close location to paved US Hwy 12.

At the conclusion of Kays' staff report Leddy invites Commission discussion where the developer was asked if any covenants would be in place where Tim Holtquist said they were working with their realtor to establish those where their intention with the subdivision was to only allow framed structures where Manufactured Homes would likely be prohibited. Holtquist said they also were considering whether any two adjacent lots could be vacated and replated under common ownership.

With no more meaningful discussion Leddy calls for the Planning Commission to recommend to the County Commission that the 10-lot T & B Holtquist Subdivision be approved.

Motion passes unanimously 7-0 on a voice vote.

9. Leddy makes an invitation for anyone present wanting to address the Planning Commission with an item not on the agenda with no one responding.
10. With no pending agenda items for both the Planning Commission and Board of Adjustment December's meeting were postponed where agenda items for January's meeting would be to consider the FEMA required amendment changes to the Flood Damage Prevention Ordinance section of the Zoning Ordinance which has to be passed by both the Planning Commission and the County Commission and be in effect by the end of March.

Kays said he would most likely try and schedule those meetings to better line up with the County Commission's meeting which would most likely be during the first 10 days of January. With no more agenda items Leddy called for a motion to adjourn. Motion made by Weber and seconded by Mach. Motion passes unanimously 7-0 on a voice vote.

Planning Commission meeting ends at 4:41.

Steve Berkner  
Grant County Planning and Zoning Administrator