

**OFFICIAL MINUTES
SUMMERSET PLANNING AND ZONING COMMISSION
REGULAR MEETING
TUESDAY, JANUARY 23rd, 2024 @ 6:00 P.M.**

The meeting was called to order by Chairman Oldfield at 6:00 p.m.

ROLL CALL: Brody Oldfield, Dustin Hirsch, and Casey Kenrick were present. Also present was the City Administrator.

SWEARING IN OF BOARD MEMBER DUSTIN HIRSCH.

Chairman Brody Oldfield swore in Brittni Bjorum for a two-year term and Mitchell Woldt for a three-year term.

Bjorum and Woldt officially present for roll call.

CALL FOR CHANGES: Motion by Kenrick, second by Hirsch to approve the agenda of the meeting for January 23rd, 2024. Motion carried.

CONSENT CALENDAR: Motion by Hirsch, second by Kenrick to approve the minutes of the regular meeting of January 9th, 2024. Motion carried.

FINAL PLAT – TOM NORMAN

Motion by Kenrick, second by Bjorum to open discussion. Motion carried.

City Administrator Lisa Schieffer presented the final plat to the Board. All comments have been reviewed and HDR has stated that all items have been addressed.

The Board had reviewed the same and had no further questions.

Motion by Hirsch, second by Bjorum to close discussion. Motion carried.

Motion by Kenrick, second by Hirsch to recommend approval of the Final Plat to the Board of Commissioners. Motion carried.

ANNEXATION PETITION – TOM NORMAN

Motion by Kenrick, second by Woldt to open discussion. Motion carried.

City Administrator Lisa Schieffer presented the annexation petition to the Board. Schieffer explained that this is a voluntary annexation that goes along with the Final Plat. The final procedure will then go onto the Board of Commissioners for final approval. The next steps after that will be for zoning the parcel which would come before the Planning & Zoning Board. The petition is in compliance with SDCL 9-4-1.

The Board asked about other annexation in the area and if this was a part of that. Schieffer said no that this parcel was separate than the annexation petition that was received on unplatted property.

Motion by Hirsch, second by Woldt to close discussion. Motion carried.

Motion by Kenrick, second by Bjorum to recommend approval of the voluntary annexation to the Board of Commissioners. Motion carried.

ADJOURNMENT

Motion by Hirsch, second by Kenrick to adjourn the meeting at 6:11 p.m. Motion carried.

Stephany Baumeister, Finance Officer

Brody Oldfield, Chairman

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