

OFFICIAL MINUTES
SUMMERSET PLANNING AND ZONING COMMISSION
REGULAR MEETING
September 26th, 2023 @ 6:00 P.M.

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

ROLL CALL: Brody Oldfield, Dustin Hirsch, Mike Martin, and Casey Kenrick were present. Absent: John Hough. Also present was the City Administrator.

CALL FOR CHANGES: Motion by Kenrick, second by Hirsch to approve the agenda of the meeting for September 26th, 2023. Motion carried.

CONSENT CALENDAR: Motion by Hirsch, second by Kenrick to approve the minutes of the regular meeting of August 22nd, 2023. Motion carried.

MINOR PLAT – G. COLASARDO

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

City Administrator Lisa Schieffer presented the minor plat to the Board and stated that the same was within the city's three-mile platting jurisdiction. This was a straightforward splitting of a lot between two neighbors. Schieffer also explained that she had included the declaration of covenants within the packet regarding the Woodland Hills Subdivision.

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

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

Motion by Martin, second by Hirsch to recommend approval of the minor plat of Garry Colasardo to the Board of Commissioners. Motion carried.

PRELIMINARY/FINAL PLAT – BESLER INC.

Motion by Hirsch, second by Martin to open discussion. Motion carried.

City Administrator Lisa Schieffer presented the preliminary/final plat to the Board and stated that the same was within the city's three-mile platting jurisdiction. This plat was reducing several lots down to two lots and vacating Circle Street. Schieffer explained that there was a letter from Meade County State's Attorney in the packet stating that the plat indeed would vacate the street and no further action was needed. Engineering confirmed the same.

John Denton asked if this plat would affect his property and would anything change by approving this plat that would cause undue harm to his property.

Mike Hollister, Besler Inc., stated that there would be no change due to the platting of the same.

The Board asked if there was any recorded covenants for this area. Schieffer stated no.

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

Motion by Kenrick, second by Martin to recommend approval of the preliminary/final plat of Bessler Inc., to the Board of Commissioners. Motion carried.

ADJOURNMENT

Motion by Hirsch, second by Martin to adjourn the meeting at 6:10 p.m. Motion carried.

Stephany Baumeister, Finance Officer

Brody Oldfield, Chairman

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**COMMUNITY PLANNING & DEVELOPMENT SERVICES**

City of Summerset

7055 Leisure Lane, Summerset, SD 57718

Phone: (605) 718-9858

Fax: (605) 718-9883

Web: www.summerset.us

**APPLICATION FOR
DEVELOPMENT
REVIEW****REQUEST** (please check all that apply)

- ☐ Annexation
☐ Comprehensive Plan Amendment
☐ Fence Height Exception
☐ Planned Development (Overlay)
☐ Designation
☐ Initial Plan ☐ Final Plan
☐ Major Amendment
☐ Minimal Amendment

- ☒ Subdivision
☐ Layout Plan
☐ Preliminary Plat
☐ Final Plat
☒ Minor Plat
☐ Rezoning
☐ Road Name Change

- ☐ Conditional Use Permit
☐ Major Amendment
☐ Minimal Amendment
☐ Vacation
☐ Utility / Drainage Easement
☐ R.O.W. / Section Line Highway
☐ Access / Non-Access
☐ Planting Screen Easement
☐ OTHER (specify) _____

LEGAL DESCRIPTION (Attach additional sheets as necessary)

EXISTING Lots 4 and 5 High Meadows Subdivision Meade County
(Located in City's 3 mile jurisdiction)

PROPOSED**LOCATION**

Size of Site-Acres

Square Footage

Proposed Zoning

DESCRIPTION OF REQUEST: Adjust lot lines between two existing
lots

Utilities: Private / Public
 Water
 Sewer

APPLICANT

Name James & melody Schram
 Address 10808 N. High Meadows Dr.
 City, State, Zip Black Hawk, SD 57718

Cell 605-519-3435 Home
 Phone 320-894-1174 or 9110
 E-mail melody.schram@gmail.com

Signature _____ Date _____

PROJECT PLANNER - AGENT

Name Baseline Surveying, Inc. Sharon Vasknetz
 Address 2305 Junction Avenue
 City, State, Zip Sturgis SD 57785

Phone 605-490-1401
 E-mail office@sturgissurveying.com

Signature _____ Date _____

OWNER OF RECORD (If different from applicant)

Name same
 Address _____
 City, State, Zip _____

Phone _____
 E-mail _____

Property Owner Signature James Schram Date 8-18-23
 Signature _____ Date _____
 Print Name: James Schram
 Title*: _____

*required for Corporations, Partnerships, etc.

Property Owner Signature Melody A. Schram Date 8-18-23
 Signature _____ Date _____
 Print Name: Melody Schram
 Title*: _____

FOR STAFF USE ONLY

ZONING
Current
North
South
East
West
Planner
File No.
Comp Plan
Received By:

- ☐ Sewer Utility
☐ Fire Department
☐ Public Works
☐ Planning
☐ Building Inspector
☐ Engineering
☐ City Code Enforcement
☐ Police
☐ City Attorney

- ☐ BHP&L
☐ Finance Officer
☐ Register of Deeds
☐ County - Planning
☐ SD DOT
☐ SD DENR
☐ Auditor - Annexation
☐ Drainage
☐ Parks & Recreation

- ☐ Diamond D Water
☐ Black Hills Water
☐ Quaal Road District
☐ Other: _____
☐ Other: _____
☐ Other: _____
☐ Other: _____

Planning and Zoning Meeting Date: _____
 Commission Meeting Date: _____
 Date Paid: _____

Payment Type: Cash ☐ Check ☐ Credit Card ☐

COUNTY TREASURER'S CERTIFICATE

I, Treasurer of Meade County, South Dakota, do hereby certify that all taxes which are liens upon the land described herein, as shown by the records of my office, are fully paid.

Dated this _____ day of _____, 20____

Meade County Treasurer

CERTIFICATE OF CITY FINANCE OFFICER

I, Finance Officer of the City of Sumner, South Dakota, do hereby certify that the foregoing instrument is a true and correct copy of the resolution adopted by the City Commission of the City of Sumner, South Dakota at a meeting held on the _____ day of _____, 20____

Finance Officer of the City of Sumner

CERTIFICATE OF CITY FINANCE OFFICER

I, Finance Officer of the City of Sumner, do hereby certify that all special assessments which are liens upon the within described lands are fully paid according to the records of my office.

Dated this _____ day of _____, 20____

Finance Officer of the City of Sumner

CERTIFICATE OF PLANNING COMMISSION

The City of Sumner Planning and Zoning Commission certifies it has reviewed the plat and plan and hereby recommends approval to the City Commission of the City of Sumner, South Dakota.

Dated this _____ day of _____, 20____

Planning Commission Member

RESOLUTION OF CITY COMMISSION

Whereas there has been presented to the City Commission of the City of Sumner, South Dakota, the within plat of the above described lands, and it appears to this Council of Commissioners that:

- The system of streets set forth therein conforms to the system of streets of the existing plat of the City, and
- All provisions of the City Subdivision Regulations have been complied with, and
- All taxes and special assessments upon the Tract or Subdivision have been fully paid
- and such plat and survey thereof have been executed according to law.

NOW THEREFORE, BE IT RESOLVED that said plat is hereby approved in all respects.

Dated at Sumner, South Dakota

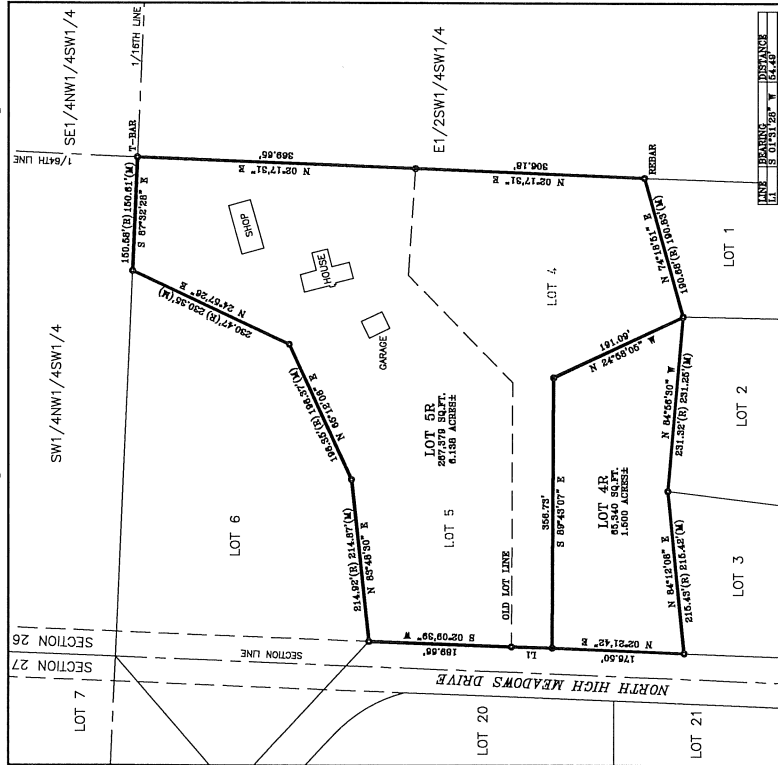
this _____ day of _____, 20____

Mayor of the City of Sumner

PREPARED BY: BASELINE SURVEYING, INC.,
2305 JUNCTION AVENUE, STURGIS, S.D. 57786

Plat of

Lot 4R & Lot 5R of High Meadows Subdivision.
Formerly Lot 4 & Lot 5 of High Meadows Subdivision.
Located in the W 1/2 of the SW 1/4 of Section 26, Township 3 North,
Range 6 East, Black Hills Meridian, Meade County, South Dakota.



SURVEYOR'S CERTIFICATE

I, Sharon E. Veskeitz, 2305 Junction Avenue, Sturgis, SD, being a Registered Land Surveyor in the State of South Dakota, do hereby state that at the request of the Owners listed herein, I have surveyed and laid out the within described lands, and that the survey was conducted upon the ground the boundaries in the manner shown, and that the plot is correct to the best of my knowledge, information and belief. I have also recorded the plat and survey in the public records of Meade County, South Dakota, and the same are on file in the office of the Register of Deeds of Meade County, South Dakota. I have also recorded the plat and survey in the public records of Meade County, South Dakota, and the same are on file in the office of the Register of Deeds of Meade County, South Dakota.

IN WITNESS WHEREOF
I hereunto set my hand and seal

this _____ day of _____, 20____

Sharon E. Veskeitz
Registered Land Surveyor No. 7719

OWNER'S CERTIFICATE

We, James Schram and Melody Schram, do hereby certify that we are the owners of the land shown and described herein, and that we do hereby acknowledge the survey and plat of the land shown and described herein, and that we further certify that the development of the land shall conform to all existing applicable zoning, subdivision, and erosion and sediment control regulations. Dedicated right-of-way as shown herein is dedicated to public use.

IN WITNESS WHEREOF

We hereunto set our hands this _____ day of _____, 20____

James Schram, Owner

ACKNOWLEDGEMENT OF OWNERS

STATE OF SOUTH DAKOTA }
COUNTY OF _____ } SS

On this _____ day of _____, 20____, before me, the undersigned officer, personally appeared James Schram and Melody Schram, known to me to be the persons who executed the foregoing Owner's Certificate and acknowledged to me that they executed the same for purposes therein contained.

IN WITNESS WHEREOF, I hereby set my hand and official seal.

Notary Public

OFFICE OF REGISTER OF DEEDS

Drainage Notes
All major drainage easements shown herein are for the purpose of facilitating drainage, but not limited to buildings, walls, fences, hedges, trees and shrubs. These easements are for the purpose of facilitating drainage and are not to be construed as a right of way or a right of easement. The easements are for the purpose of facilitating drainage and are not to be construed as a right of way or a right of easement. The easements are for the purpose of facilitating drainage and are not to be construed as a right of way or a right of easement.

CERTIFICATE OF HIGHWAY OR STREET AUTHORITY

The location of the proposed access to the Highway or Street as shown herein is hereby approved. Any change in the location of the proposed access shall require additional approval.

Dated this _____ day of _____, 20____

Highway or Street Authority

CERTIFICATE OF DIRECTOR OF EQUALIZATION

I, Director of Equalization of Meade County, South Dakota, do hereby certify that I have on record in my office a copy of the within described plat.

Dated this _____ day of _____, 20____

Meade County Director of Equalization

Meade County Register of Deeds
PHONE: 605-480-1401 JOB NUMBER: 23-164



High Meadows



10-12-2023

Minor Plat Review

Plat of Lot 4R & Lot 5R of High Meadows Subdivision

Formerly Lot 4 & Lot 5 of High Meadows Subdivision

Located in the W 1/2 of the SW ¼ of the SW ¼ of Section 26, Township 3 North, Range 6 East,
Black Hills Meridian, Meade County, South Dakota

General Information:

Parcel Acreage 7.638 acres

Location Meade County

Date of Application 8-18-23

Surveyor's Project Number 23-154

Reviewed By: **Lindsay Shagla, HDR Engineering, Inc.**

Purpose: Move an interior lot line.

Access and Utilities: Access and utilities will remain the same.

Fire Protection: By Black Hawk Volunteer Fire Department.

Drainage: Drainage will remain the same.

Final Plat Review:

Bearings and distances close on the plat.
Acreages also need to be listed in square footage.
Add a space between W and ½ in plat title.