



GRANT COUNTY SOUTH DAKOTA
PLANNING AND ZONING OFFICE

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Minutes for the meeting of Grant County Planning and Zoning/Board of Adjustment.

Members present: Tom Adler Tom Pillatzki Nancy Johnson Richard Hansen Bob Spartz Mark Leddy

Alternates present: Don Weber

Members absent: Mike Mach

Others present: Doug Stengel Luke Muller

Agenda for the meeting of Grant County Planning and Zoning/Board of Adjustment.

Meeting Date: **January 8, 2018** **Meeting Time: 4:00 P.M.** **Court House Basement**

1. Call Meeting of the Planning & Zoning to Order by Chair Johnson at 4:10 P.M.
2. Approval of Minutes:
 - a. **Monday- November 13, 2017** Motion by Adler second by Pillatzki carries 7-0.
3. Appointment of Officers
For position of Chair Adler nominates Johnson and Pillatzki nominates Mach. Hansen called for nominations cease and Adler seconded. Ballots were cast that ended in a 3-3 tie and a coin toss decided Johnson to be the Chair after Pillatzki called Heads for Johnson.
Spartz nominated Pillatzki for Vice-Chair. Adler made a motion for nominations cease and to cast a unanimous ballot with Hansen seconding the motion.
4. Adjourn as the Grant County Planning & Zoning Board
Motion by Pillatzki second by Spartz to adjourn P&Z Board.
5. Call Meeting of the Board of Adjustment to Order by Johnson at 4:30 P.M.
6. Appointment of Officers Motion by Leddy to cast the same slate of Officers as the P&Z Board and this motion was seconded by Adler. Motion carried
7. Resolution adopting By-laws of Grant County Board of Adjustment
Luke gave his background as ag education degree and noted that he loved parliamentary procedure and running meetings and that is why he chose this direction in life. He noticed that First District will be taking over the duties of meeting agendas, information and the framework to follow at each meeting with atleast 2 of the First District Personnel present at each meeting of the Board of Adjustment.
Luke presented the printout of bylaws proposed by First District and scenarios were put out there for discussion and clarity purposes. Agenda items and how the meetings will be conducted moving forward was read from this same document.
8. Board of Adjustment Training: Mock Public Hearings
A scenario was created to walk through a mock CUP. Information was handed out by Luke from First District and slides supplemented his discussion with the board in the format that will be used going forward.
Amendments and motions were practiced and that part of the meeting was closed. Discussion about amending minutes and reflection of minutes and handling requests and actionable items was had with Luke prescribing procedure and protocol.
9. Next meetings:
 - a. Regular meeting: Monday- February 12, 2018 at 4 PM
10. Open/ Staff Report
11. Adjourn as the Grant County Planning & Zoning Board Motion by Adler second by Pillatzki carries 7-0.

Krista Atyeo-Gortmaker
Planning and Zoning Officer
Grant County