



GRANT COUNTY SOUTH DAKOTA
PLANNING AND ZONING OFFICE
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Minutes for the meeting of Grant County Planning Commission

Members present: Tom Adler Tom Pillatzki Nancy Johnson Mike Mach Bob Spartz Mark Leddy

Members absent: Richard Hansen

Others present: Kristi Mogen

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

Meeting Date: Monday, January 14, 2019

Meeting Time: 4:00 P.M. Court House Basement

1. **Call Meeting of the Planning Commission to Order** by Chair Johnson at 4:10 pm
2. Items to be added to agenda by Board Members or Staff- Johnson asked to discuss policy on conflict of interest with a definition from the State's Attorney during the Board discussion portion of the meeting.
3. Invitation for citizens to schedule time on the Planning Commission Agenda for an item not listed. (5 minutes maximum time) No one asked to speak.
4. Approval of Agenda Motion by Mach second by Pillatzki carries 6-0.
5. Approval of Minutes:
 - a. Monday- December 17, 2018 Motion by Pillatzki second by Mach carries 6-0.
 - b. Tuesday- November 20, 2018 Motion by Mach second by Spartz carries 6-0.
 - c. Monday- November 5, 2018 Motion by Adler second by Spartz carries 6-0.
6. Plat
Richard, Sandra, Roger & Stephanie Hansen, owners, request the plat of Lot 1, Chris Lewis Subdivision located in S1/2 of Section 26, Township 120 North, Range 50 West of the 5th P.M., Grant County, South Dakota. (Twin Brooks Township)
After presentation by Atyeo-Gortmaker of the plat and representation of such plat being within the guidelines of the Grant County specifications the Planning Commission by a motion from Pillatzki and a second by Spartz unanimously approve the plat.
7. Election of Officers Mach offers a motion to keep the same officers and cast a unanimous ballot for Chair Johnson and Vice-Chair Pillatzki and this is seconded by Leddy. Motion carries 6-0 with no discussion.
8. W-2 Forms- completed to be filed 1-15-2019 to the Auditor's office.
9. Open address to Planning Commission -none
10. Matters for Board Discussion/Staff Report
Johnson asked for a checklist of guidelines to be added to the bylaws to be read at the same time as disclosure of conflict/ex parte conversations for the conflict of interest. It was also brought up that the PUC allows a much longer time for an applicant to present their permit request than we currently offer and perhaps a 30 minute time would allow for a more fair leeway with an opportunity for questions and answers from the board at that time. These items were then directed to the First District representatives for future discussion and incorporation.
11. Next meetings:

- a. Regular meeting: Monday- February 11, 2019
 - b. Regular meeting: Monday- March 11, 2019 will need to be rescheduled for the following week.
12. Executive Session (if necessary)
 13. Adjourn as the Grant County Planning Commission with a motion by Mach and a second by Adler which carries 6-0.

Krista Atyeo-Gortmaker
Planning and Zoning Officer
Grant County