

**BROOKINGS COUNTY PLANNING & ZONING COMMISSION**  
**MINUTES OF JANUARY 2, 2024    REGULAR PLANNING & ZONING MEETING**

The Brookings County Planning & Zoning Commission met at their regular meeting on Tuesday, January 2, 2024. The following members were present: Chad Ford, Mike Bartley, Spencar Diedrich, Darrel Kleinjan, Kyle Vanderwal, Neil Trooien, Mark Jorenby, and Randy Jensen, and alternates Roger Erickson and Dale Storhaug. Absent was Tim Paulsen. Also, present were County Development Director/Emergency Manager Robert Hill, Deputy Director Richard Haugen, and Senior Planner from First District Association of Local Governments Luke Muller.

**CALL TO ORDER**

Chair Ford called the meeting to order at 7:37 PM

**APPROVAL OF MINUTES**

(Diedrich/Vanderwal) Motion to approve the December 5, 2023, Work Session Minutes. All present voted aye. **MOTION CARRIED.**

**ITEMS TO BE ADDED TO AGENDA BY COMMISSION MEMBERS OR STAFF.**

None added.

**INVITATION FOR CITIZENS TO SCHEDULE TIME ON AGENDA FOR ITEM NOT LISTED.** *Time limited to 5 minutes per person to address the board.*

No one scheduled time to address the board.

**DISCLOSURE OF CONFLICTS OF INTEREST**

None.

**APPROVAL OF AGENDA**

(Vanderwal/Trooien) Motion to approve the agenda for the January 2, 2024 Meeting. All present voted aye. **MOTION CARRIED.**

**ELECTION OF OFFICERS FOR 2024.**

(Vanderwal/Bartley) Motion to appoint Chad Ford as Chair for 2024. All present voted aye. **MOTION CARRIED.**

(Bartley/Trooien) Motion to appoint Darrel Kleinjan as Vice Chair for 2024. All present voted aye. **MOTION CARRIED.**

**CONVENE AS BROOKINGS COUNTY PLANNING & ZONING COMMISSION**

**CONSIDERATION OF PLATS**

**2024PLAT001**

For property described as “Plat of Tract 1 of Koster Addition and addition in Govt Lot 4 of Section 22, T110N, R47W of the 5<sup>th</sup> P.M., Brookings County, South Dakota.”

January 2, 2024

Meeting Minutes APPROVED

Submitted by Koster's Inc. to plat off an existing farm building and building site. The existing building site is in both South Dakota and Minnesota, with a residence and other farm buildings located in Minnesota. On the South Dakota side the current parcel is 94 acres with the existing farm building being in both South Dakota and Minnesota. The property owner is platting off 6.30 acres from the 94 acres parcel that contains a portion of the existing building. The owner is platting off the rest of the building site in Minnesota and is selling it to a family member. No house can be built on 6.30 acres as it does not meet the acreage requirement. The main driveway to the building site is in Minnesota, but there is a section line right of way that can be used to access the 6.30-acre parcel on the South Dakota side.

(Kleinjan/Diedrich) Motion to approve the plat. Roll call vote: Bartley-aye, Diedrich-aye, Jorenby-aye, Trooien-aye, Kleinjan-aye, Vanderwal-aye, Erickson-aye, Jensen-aye, Ford-aye. 9-aye, 0-nay. **MOTION CARRIED.**

### **DEPARTMENT REPORTS**

Hill had nothing to report.

Haugen noted that plans were to have public hearing for the Ordinance update at the February 6, 2024 meeting.

Luke Muller had nothing to report.

### **ADJOURN**

(Trooien/Vanderwal) Motion to adjourn. All present voted aye. **MOTION CARRIED.**

Chair Ford adjourned the meeting at 7:47 PM.

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Rae Lynn Maher  
Brookings County  
Development Department