

**OFFICIAL MINUTES**  
**SUMMERSET PLANNING AND ZONING COMMISSION**  
**REGULAR MEETING**  
**TUESDAY, FEBRUARY 11, 2025 @ 6:00 P.M.**

The meeting was called to order by Vice-Chairman Dustin Hirsch at 6:00 p.m.

**Roll Call:** Dustin Hirsch, Mike Martin, and Mitchell Woldt were present. Absent: Brittni Bjorum. Also present was the City Administrator Lisa Schieffer.

**Swearing in of Planning Board Members**

City Administrator Lisa Schieffer swore in Board Members Brody Oldfield and Casey Kenrick for three-year terms. Both Oldfield and Kenrick were then considered present for the meeting.

**Election of Chairman/Vice-Chairman of Planning and Zoning**

Motion by Kenrick, second by Hirsch to nominate Brody Oldfield as Chairman to the Board of Planning & Zoning. There being no further nominations, a motion was made by Martin, second by Woldt that nominations cease, and a unanimous ballot be cast for Brody Oldfield as Chairman. Motion carried. Hirsch then handed over the meeting to Chairman Oldfield.

Motion by Kenrick, second by Hirsch to nominate Mitchell Woldt as Vice-Chairman to the Board of Planning & Zoning. There being no further nominations, a motion was made by Martin, second by Kenrick that nominations cease, and a unanimous ballot be cast for Mitchell Woldt as Vice-Chairman.

**Call for Changes:** Motion by Hirsch, second by Martin to approve the agenda of the meeting for February 11th, 2025. Motion carried.

**Consent Calendar:** Motion by Kenrick, second by Woldt to approve the minutes of the regular meeting of December 30th, 2024. Motion carried.

**Zoning Hearing – Tom Norman**

Motion by Hirsch, second by Kenrick, to open discussion on the zoning hearing. Motion carried.

City Administrator Lisa Schieffer informed the Board that all notices have been sent to the landowners within 250 feet, publication was made in the Rapid City Journal and Mr. Norman has put up the sign, all within the required timeframe set by ordinance. No one has come in opposition or has spoken to the same. Schieffer stated that Lots 4 and 5 are consistent with the lots surrounding them with a status of C-1 General Commercial.

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

Motion was made by Woldt, second by Kenrick to recommend to the Board of Commissioners approving the zoning designation of C1-General Commercial on Lots 4 and 5 of Norman Estates. Motion carried.

**Summerset Comprehensive Plan – Kailey Snyder from Black Hills Council of Local Governments**

Motion by Martin, second by Kenrick, to open discussion on the Summerset Comprehensive Plan. Motion carried.

Kailey Snyder introduced herself to the Board and asked that each of the Planning and Zoning Board Members tell a little bit about themselves and their background.

Snyder went over what the Comprehensive Plan is and what the purpose of the same entails. Snyder outlined the benefits of the Comprehensive Plan in that it:

- Provides guidance for future decision making by elected officials and staff.
- Makes zoning and subdivision regulations stronger and less susceptible to legal challenges.
- Provides the community and potential residents or developers advance knowledge of the intentions of the city.
- Strengthens eligibility of grant and funding applications for public infrastructure improvements.

- Positive growth and change in the community.

Snyder went over what the planning involves, the elements of the plan, process, and timeline of the same. There will be a project website wherein the public can go in and review the progress that is being made. There will also be public hearings to get citizen input.

At the next meeting of the Planning and Zoning Board the members will come back with their thoughts on the current Summerset Comprehensive Plan and what changes need to be made to the same.

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

#### **ADJOURNMENT**

Motion by Hirsch, second by Martin to adjourn the meeting at 6:31 p.m. Motion carried.

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Brielle Schrock, Finance Officer

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Brody Oldfield, Chairman