



City of Summerset
Planning & Zoning Meeting
Agenda

7055 Leisure Lane
Summerset, SD 57718
(605)718-9858

Date: March 24, 2026 @ 6:00 p.m.

- 1) **Call the Meeting to Order**
- 2) **Roll call**
Hirsch, Martin, Bjorum, Kenrick, and Oldfield.
- 3) **Call for Changes**
 - a) Approval of the Agenda of the regular meeting for March 24, 2026, as presented or amended.
- 4) **Consent Calendar**
 - a) **Approval of the Minutes**
Approval of the Minutes of the regular meeting held on March 10th, 2026, as presented or amended.
- 5) **Notice of Public Hearing – Land Zoning Designation Norman Ranch**
 - a) Open Discussion
 - b) Close Discussion
 - c) Motion for recommendation.
- 6) **Adjournment**

*ADA Compliance: The City of Summerset fully subscribes to the provisions of the Americans with Disabilities Act. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Finance Officer at least 24 hours prior to the meeting. Notification can be done in person, by phone, or by email as listed below.

- Phone: (605)718-2164
- Email: lschieffer@summerset.us

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City of Summerset is inviting you to a scheduled Zoom meeting.

Topic: City of Summerset's Zoom Meeting

Time: Mar 24, 2026 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84142937946?pwd=k3WjMGNtkriL0SCAeSzm4fUW2jGtoa.1>

Meeting ID: 841 4293 7946

Passcode: 086585

**OFFICIAL MINUTES
SUMMERSET PLANNING AND ZONING COMMISSION
REGULAR MEETING
TUESDAY, MARCH 10th, 2026 @ 6:00 P.M.**

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

Roll Call: Brody Oldfield, Dustin Hirsch, David Brenneman, Casey Kenrick, and Mike Martin were present. Also present was City Administrator Lisa Schieffer.

Call for Changes: Motion by Kenrick, second by Hirsch to approve the agenda of the meeting for March 10th, 2026. Motion carried.

Consent Calendar: Motion by Hirsch, second by Kenrick to approve the minutes of the regular meeting of February 23rd, 2026. Motion carried.

Bur Oaks Estates Preliminary/Final Plat

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

City Administrator Lisa Schieffer presented the plat to the Board. Schieffer explained that all utilities had been listed, the question on emergency access and easements had been answered and the plat had a statement that a geo technical report would need to be completed before building. Since this is in the three-mile jurisdiction with Meade County and it is not required on low density, it was agreed upon by both agencies to have it listed on the plat.

Shanon Vasknetz from Baseline Engineering confirmed that all items on the review by HDR had been addressed and the plat was in final form.

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

Motion by Kenrick, second by Hirsch to recommend approval of the preliminary/final plat of Bur Oaks Estates. Motion carried.

ADJOURNMENT

Motion by Hirsch, second by Martin to adjourn the meeting at 6:04 p.m. Motion carried.

Lisa Schieffer, City Administrator

Brody Oldfield, Chairman



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

North 158 feet of Government Lot 3 of Section 5, Township 2 North, Range 7 East of the Black Hills Meridian, City of Summerset, Meade County, South Dakota; and the North 158 feet of Government Lot 4 of Section 5, Township 2 North, Range 7 East of the Black Hills Meridian, City of Summerset, Meade County, South Dakota, EXCEPTING therefrom Lot H1 of said Government Lot 4, as shown on the plat filed in Plat Book 22, Page 323; AND INCLUDING that portion of Lot U1 located in the North 158 feet of said Government Lot 4, as shown on the plat filed in Plat Book 22, Page 324.

PROPOSED NA

LOCATION East of Norman Ave - near the intersection of Three Flags Way and Norman Ave

Size of Site--Acres 9.57+/-

Square Footage NA

Proposed Zoning R3

DESCRIPTION OF REQUEST:

Zoning request of the South Section Line parcel of the Highlands at Norman Ranch Subdivision.

Utilities: Private / Public

Water Private

Sewer City of Summerset

APPLICANT

Name Norman Ranch Subdivision, LLC.

Phone 605-443-3033

Address 1624 Concourse Court

E-mail megan@vanockerdev.com

City, State, Zip Rapid City, SD 57703

Signature _____

Date _____

PROJECT PLANNER - AGENT

Name Vanocker Development, INC

Phone 605-443-3033

Address 1329 Eglin Street Suite 200 #178

E-mail megan@vanockerdev.com

City, State, Zip Rapid City, SD 57701

Signature _____

Date _____

OWNER OF RECORD (If different from applicant)

Name _____

Phone _____

Address _____

E-mail _____

City, State, Zip _____

Property Owner Signature _____

Date _____

Property Owner Signature _____

Date _____

Signature _____

Date _____

Print Name: TONY THOMPSON

Signature _____

Date _____

Title*: MANAGING MEMBER

Print Name: _____

Title*: _____

*required for Corporations, Partnerships, etc.

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
- Other: _____
- Other: _____
- Other: _____
- Other: _____

Planning and Zoning Meeting Date: _____

Covenants filing fee? Yes No

Commission Meeting Date: _____

Date Paid: _____

Payment Type: Cash Check Credit Card

**CITY OF SUMMERSET
NOTICE OF PUBLIC HEARINGS
LAND / ZONING DESIGNATION**

You are hereby notified that there will be additions to the Summerset Zoning Ordinances, and the Summerset Zoning Map, considered at public hearings to be held by the Summerset Planning and Zoning Commission and the Summerset Board of Commissioners. The proposed zoning addition will create a zoning district and pertain to the real property recently annexed by the City of Summerset as follows:

North 158 feet of Government Lot 3 of Section 5, Township 2 North, Range 7 East of the Black Hills Meridian, City of Summerset, Meade County, South Dakota; and the North 158 feet of Government Lot 4 of Section 5, Township 2 North, Range 7 East of the Black Hills Meridian, City of Summerset, Meade County, South Dakota, EXCEPTING therefrom Lot H1 of said Government Lot 4, as shown on the plat filed in Plat Book 22, Page 323; AND INCLUDING that portion of Lot U1 located in the North 158 feet of said Government Lot 4, as shown on the plat filed in Plat Book 22, Page 324.

Requested Zoning: R3 – Multifamily Residential

A public hearing will be held by the Summerset Planning and Zoning Commission on March 24th, 2026, at 6:00 p.m., and by the Summerset Board of Commissioners on April 2nd, 2026, at 6:00 p.m., both of such public hearings to be held at the Summerset City Administration building, at 7055 Leisure Lane, Summerset, South Dakota.

This Notice of Public Hearing concerns the zoning designation to be given the property recently annexed by the City of Summerset. The legal description and a map of the recently annexed property is located at the Summerset City Administration building, and available for inspection on request.

This hearing is open to the public and interested parties are encouraged to attend. Any person having any objections to any proposed zoning designations may appear before the Planning and Zoning Commission and the City Board of Commissioners on the above said dates for the public hearings and show cause why the proposed zoning should not be approved. Written protest against the proposed zoning may be filed with the office of the City of Summerset, at 7055 Leisure Lane, Summerset, South Dakota.

Dated: February 27th, 2026.

Lisa Schieffer, Summerset City Administrator

9589 0710 5270 3856 0388 28

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 City, State, ZIP+4®
 Black Hawk SD 57718

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 M/M Thomas Hood
 Street and Apt. No., or PO Box No.
 9585 Norman Ave
 City, State, ZIP+4®
 Black Hawk SD 57718

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 Pierre SD 57501

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<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____

Postage
 \$ _____

Total Postage and Fees
 \$ _____

Sent To
 Norman Ranch LLP
 Street and Apt. No., or PO Box No.
 14410 218th St
 City, State, ZIP+4®
 Piedmont SD 57769

\$0.00!
US POSTAGE
 3/9/2026 IMI
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 30305
 000060862

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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Extra Services & Fees (check box, add fee as appropriate)

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<input type="checkbox"/> Return Receipt (electronic)	\$ _____
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<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____

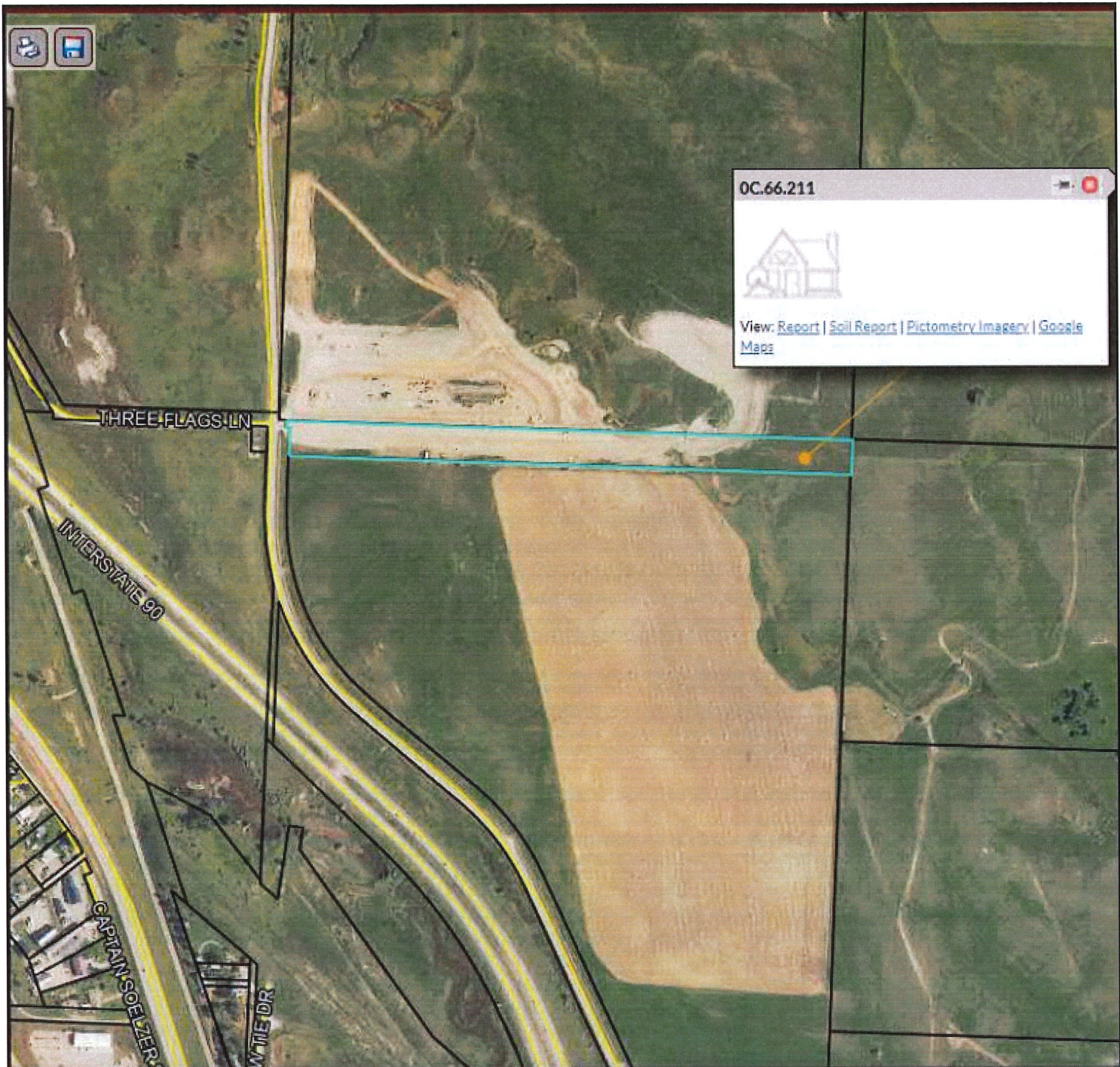
Postage
 \$ _____

Total Postage and Fees
 \$ _____

Sent To
 Norman Ranch Subdivision
 Street and Apt. No., or PO Box No.
 1624 Concourse Ct
 City, State, ZIP+4®
 Rapid City SD 57701

\$0.00!
US POSTAGE
 3/9/2026 IMI
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0C.66.211



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Doc # 25004987 Recording Fee \$30.00
MEADE COUNTY REGISTER OF DEEDS
 Miscellaneous Book 995 Page 1402 thru 1404 3 Pages
 Recorded 8/25/2025 at 9:10 AM
 Dr. [unclear] \$30.00
MEADE COUNTY REGISTER OF DEEDS
 [unclear] 176 thru 179 4 Pages
 Lana Anderson, Register of Deeds

Prepared by:
 City of Summerset
 7055 Leisure Lane
 Summerset SD 57718
 605-718-9858

Re-Recorded to add 4th page - Corrected map

**CITY OF SUMMERSET
 RESOLUTION 2025-09
 ANNEXATION RESOLUTION**

WHEREAS, there has been presented to the Board of Commissioners of the City of Summerset, South Dakota, a Petition for Voluntary Annexation of the real property described as:

North 158 feet of Government Lot 3 of Section 5, Township 2 North, Range 7 East of the Black Hills Meridian, City of Summerset, Meade County, South Dakota; and the North 158 feet of Government Lot 4 of Section 5, Township 2 North, Range 7 East of the Black Hills Meridian, City of Summerset, Meade County, South Dakota, EXCEPTING therefrom Lot H1 of said Government Lot 4, as shown on the plat filed in Plat Book 22, Page 323; AND INCLUDING that portion of Lot U1 located in the North 158 feet of said Government Lot 4, as shown on the plat filed in Plat Book 22, Page 324.

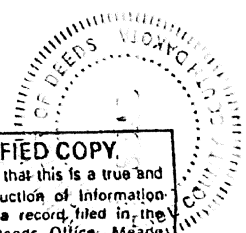
WHEREAS, the Petition for Annexation was heard at a duly noticed regular meeting of the Summerset Board of Commissioners on July 17th, 2025, and has been signed and presented by Norman Ranch Subdivision LLC, 1624 Concourse Court, Rapid City SD 57703, dated June 26th, 2025, and

WHEREAS, the Petition for Annexation pertains to a request to extend the boundaries of the City of Summerset by including the above-described real property into the City of Summerset; and

WHEREAS, the City determines and expressly finds that all of the real property subject to the voluntary Petition for Annexation and as reflected in map attached as Exhibit A to be contiguous to the City of Summerset in all respects, and that the annexation of the real property is natural and reasonable, and

WHEREAS, the Petition has been submitted in accordance with SDCL 9-4-1, having been signed by not less than three-fourths of the registered voters and by the owners of not less than three-fourths of the value of the territory sought to be annexed to the municipality, it appearing to the satisfaction of the City of Summerset that Norman Ranch Subdivision LLC is the sole legal owner of the described property; and

THEREFORE, BE IT RESOLVED, that said Petition for voluntary annexation is hereby approved and adopted in all respects and that the described real estate as identified above and in



CERTIFIED COPY.
 I hereby certify that this is a true and correct reproduction of information appearing on a record filed in the Register of Deeds Office, Meade County, Sturgis, South Dakota
 Date **NOV 24 2025**
Lana Anderson
 Register of Deeds, Meade County

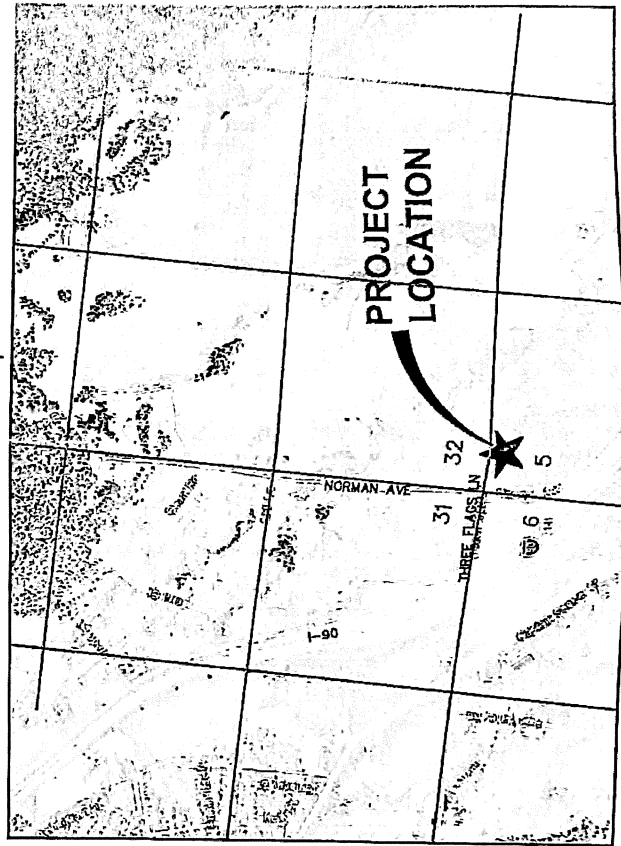
SECTION 1/4 LINE

EXHIBIT A

ANNEXATION MAP

North 155 feet of Government Lot 5 of Township 2 North, Range 7 East of the Black Hills Meridian, Meade County, South Dakota, and the North 155 feet of Government Lot 4 of Section 31, Township 2 North, Range 7 East of the Black Hills Meridian, Meade County, South Dakota, and the North 155 feet of Government Lot 4, as shown on the plat filed in Plat Book 22, Page 324, and the North 155 feet portion of Lot 4 located in the north 155 feet of Government Lot 4, as shown on the plat filed in Plat Book 22, Page 324.

DATE: JULY 15, 2025
SCALE: 1" = 300'



VICINITY MAP
NTS

SECTION 32

SECTION 5

GOV'T LOT 5

GOV'T LOT 4

SECTION 1/16 LINE

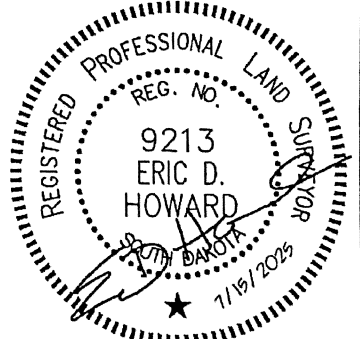
AREA OF ANNEXATION

66' SECTION LINE RIGHT-OF-WAY

NORMAN AVENUE

THREE FLAGS LANE

SECTION LINE



RENNER ASSOCIATES, LLC

CIVIL ENGINEERING 4241 TRIPLE CROWN DR, RAPID CITY, SD 57701
LAND SURVEYING PH: 605. 721-7310 RENNERASSOC.COM

LAR

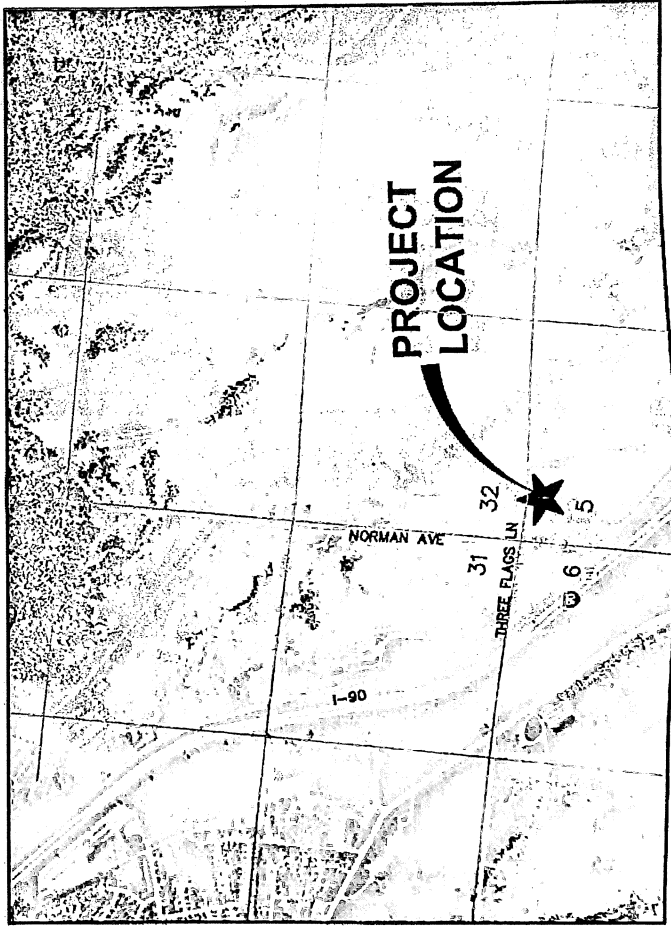
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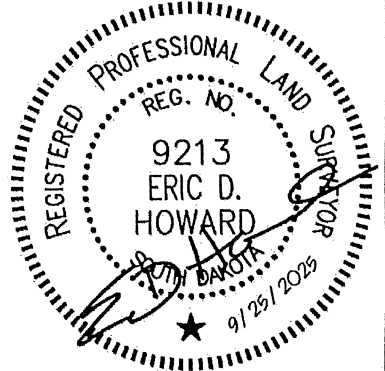
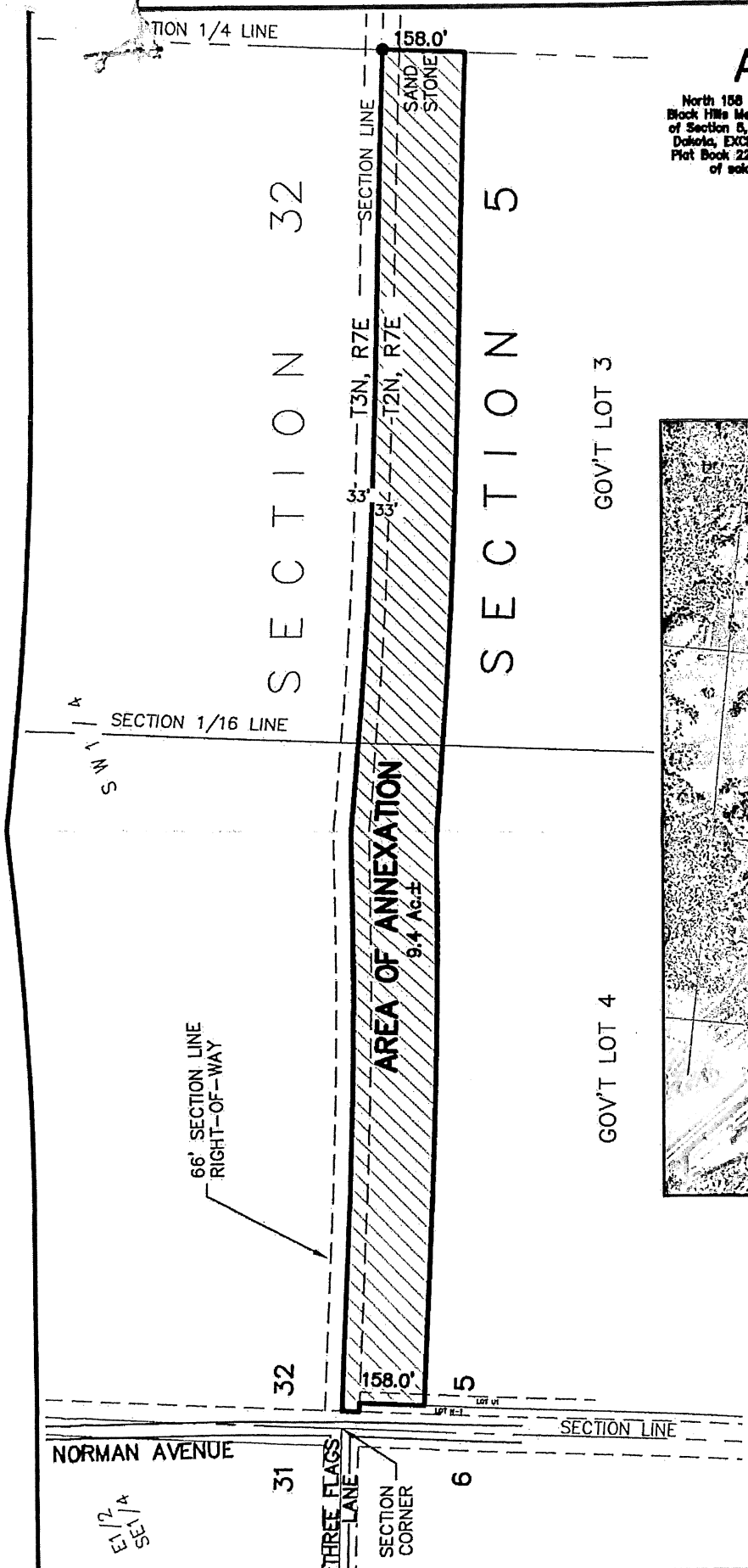
ANNEXATION MAP

North 158 feet of Government Lot 3 of Section 5, Township 2 North, Range 7 East of the Black Hills Meridian, Meade County, South Dakota; and the North 158 feet of Government Lot 4 of Section 5, Township 2 North, Range 7 East of the Black Hills Meridian, Meade County, South Dakota, EXCEPTING therefrom Lot H1 of said Government Lot 4, as shown on the plat filed in Plat Book 22, Page 323; AND INCLUDING that portion of Lot U1 located in the north 158 feet of said Government Lot 4, as shown on the plat filed in Plat Book 22, Page 324.

SEPTEMBER 25, 2025
0 150' 300'
SCALE: 1" = 300'



VICINITY MAP
NTS



RENNER ASSOCIATES, LLC

CIVIL ENGINEERING 4241 TRIPLE CROWN DR, RAPID CITY, SD 57701
LAND SURVEYING PH: 605. 721-7310 RENNERASSOC.COM

R-3 MULTI-FAMILY RESIDENTIAL DISTRICT

§ 155.095 GENERAL DESCRIPTION.

This residential district is intended to promote and encourage the establishment and maintenance of a suitable environment for urban residence in areas appropriate by location and character for occupancy by high-density, multiple-family dwellings. One of the important purposes of this district is to create adequate standards of residential development in order to prevent overcrowded and unhealthy housing conditions.

(Ord. passed 2-3-2011, § 2.14.010)

§ 155.096 USES PERMITTED.

Property and buildings in an R-3 Multi-Family Residential District shall be used only for the following purposes:

- (A) Any use permitted and as regulated in R-1 and R-2 Districts; and
- (B) Multi-family dwelling units.

(Ord. passed 2-3-2011, § 2.14.020)

§ 155.097 CONDITIONAL USES.

After the provisions of §§ 155.335 through 155.341 relating to conditional uses have been fulfilled, the Planning and Zoning Board may permit as permitted conditional uses:

- (A) Any conditional uses in and subject to all the same requirements as in any R-1 and R-2 districts; and
- (B) Manufactured home parks.

(Ord. passed 2-3-2011, § 2.14.030)

§ 155.098 AREA REGULATIONS.

All setbacks shall be measured from the owner's property lines as follows:

(A) *Front setback.*

- (1) Twenty-five feet for single-family, two-family, and multi-family dwellings not exceeding two and one-half stories;
- (2) Thirty-five feet for multiple-family dwellings more than two and one-half stories;
- (3) Unattached buildings of accessory use: 25 feet; and
- (4) Places of worship and their accessory buildings: 35 feet.

(B) *Side setback.*

- (1) Single- and two-family residential dwellings: eight feet;
- (2) Multi-family dwellings: 12 feet;
- (3) For each additional story above two stories: one foot additional side setback;
- (4) Unattached buildings of accessory use: eight feet; and
- (5) Places of worship and their accessory buildings: 35 feet.

(C) *Rear setback.*

- (1) Primary uses of two stories in height and less: 25 feet; and
- (2) For all primary uses of three stories and more in height: 30 feet.

(D) *Lot width.*

(1) There shall be a minimum lot width of 65 feet at the front building line, except for townhouses and multi-family dwellings; and

(2) There shall be a minimum lot width of 75 feet at the front building line for all other dwellings except townhouses.

(E) *Minimum lot size.*

(1) For each single-family dwelling, there shall be a lot area of not less than 7,000 square feet;

(2) For each two-family dwelling, there shall be a lot area of not less than 9,500 square feet;

(3) For multi-family structures, townhouses, and assisted living structures, there shall be a lot area of not less than 4,500 square feet plus an additional 2,500 square feet for each dwelling unit or assisted living unit; and

(4) For places of worship and other main and accessory buildings their accessory buildings: 30,000 square feet.

(F) *Maximum lot coverage.* Thirty percent.

(Ord. passed 2-3-2011, § 2.14.040)

§ 155.099 HEIGHT REGULATIONS.

There shall be a maximum of five stories or 60 feet, and a maximum 15 feet for unattached accessory buildings.

(Ord. passed 2-3-2011, § 2.14.050)

§ 155.100 OTHER REGULATIONS.

Development within the Multi-Family Residential District (R-3) shall be regulated in conformance with the provisions of §§ 155.175 through 155.183, 155.255 through 155.257, 155.270 through 155.280, and 155.295 through 155.304.

(Ord. passed 2-3-2011, § 2.14.060)

§ 155.101 USEABLE OPEN SPACE.

For all multi-family uses of land, useable open space shall be provided as follows.

<i>Dwelling Height Open Space per Dwelling Unit</i>	
Two-story	400 square feet
Three- to five-story	300 square feet

(Ord. passed 2-3-2011, § 2.14.070)

§ 155.102 REQUIRED PLAY AREA.

(A) For all multi-family uses of land, a designated and defined play area for children shall be provided, based on the formula of 50 square feet per dwelling unit.

(B) Square footage of the play area shall be computed as part of usable open space.

(C) The requirements of this section shall not apply to multi-family developments exclusively restricted to the elderly.

(Ord. passed 2-3-2011, § 2.14.080)