

DICKINSON COUNTY PLANNING AND ZONING COMMISSION

February 17, 2026

1:06 P.M.

The Dickinson County Planning and Zoning Commission met on Monday February 17, 2026, at 1:06 P.M. in the Dickinson County Courthouse.

The members present were Carol Pierce, Erica Schultes, Derek Lee and Nancy Menke via phone. James Blum, David Besch and Spencer Heywood were absent. Also, present were Megan Kardell, Dickinson County Zoning Administrator and Lee McKim Zoning Assistant. Jon Martin Dickinson County Assistant Attorney was absent; Zach Barish Dickinson County Assistant was filling in for Jon Martin.

Carol Pierce called the meeting to order at 1:06 p.m.

First Item on the agenda Election of Officers

Chair – Pierce nominated James Blum and seconded by Menke. All in favor, Schultes, Lee, Menke, and Pierce.

Vice chair – Schultes nominated Pierce and seconded by Menke. All in favor, Schultes, Lee, Menke, and Pierce.

Second item on the agenda – Approval of the minutes

Schultes motioned to approve the minutes from December 15, 2025. Lee seconded. All in favor. Schultes, Menke, Lee, Pierce and Blum.

Third item on the agenda- New Business

1. To amend Article # 21 Conditional Uses, Section 2 Application for Conditional Use Permit:

Current: The application shall also be accompanied by a fee of \$350.00

Proposed: “The application shall also be accompanied by a fee set by the Board of Supervisors.”

Schultes asked if the wording needed to be at the present time. Pierce discussed the fees. Kardell stated the fee goes through Planning & Zoning commission. Barish asked about updating the fees yearly. Kardell stated no, we don't update yearly. Pierce stated that they would want to take out of the ordinance, the wording monetary amount. Kardell stated the application fee would be set by the Board of Supervisors. Schultes stated she would like the application to state it shall be accompanied by the most current fee set by the Board of Supervisors

Pierce made the recommendation to vote on the change of application which shall be accompanied by the most current fee set by the Board of Supervisors. Schultes seconded.

The votes are 4-0 approved. All in favor, Schultes, Pierce, Lee and Menke.

2. To amend Subdivision Ordinance 103, Article # 5.12 Attachments to the Final Plat, Remove Letter D, "A certificate from the Clerk of District Court that the subdivision land is free from all judgements, attachments or mechanics or other liens of record in his office."

Kardell stated the clerk of court does not do this service anymore and this is the reason to remove it. Pierce asked about the checks and balances issue. Kardell read from the ordinance on letter D.

Schultes made the motion to vote on Article # 5.12. Lee seconded

The votes are 4-0 approved. All in favor, Schultes, Pierce, Lee and Menke.

3. To amend Article # 3 Definitions, Section 2 Use Classifications, Letter D General Descriptions of Civic Use Types, Number 19, Major Utility Facilities: "Generating plants, electrical switching facilities and primary substations, refuse collection or disposal facilities, water and wastewater treatment plants, **utility scale overhead transmission lines**", and similar facilities of public agencies or public **and "or private** "utility firms having potentially significant impact upon surrounding uses."

Kardell discussed the major utility facilities and definitions to the commission. Schultes asked how it affects the ordinance. Kardell stated that having it in the ordinance allows the Board of Adjustment to have conditional uses regarding the major utility facilities. Pierce asked about the amendment being retroactive. Kardell said anything new must abide by today's ordinance.

Schultes motioned to vote on major utilities Article #3 and Menke seconded.

The votes are 4-0 approved. All in favor, Schultes, Pierce, Lee and Menke.

Fourth item on the agenda was Old, unknown, or other business to be discussed.

Kardell discussed attending the two previous meetings to find someone to help with the Comp Plan and the third meeting will be coming up. Kardell stated the second candidate was very good. Kardell also discussed the RFP proposal. Pierce said it is good news to hear that the Comp Plan update is getting started. Schultes stated the second meeting was stronger and more focused in how to help the county, as well helping to interact with the cities. Schultes talked about updating the plan that it could take maybe 14-18 months.

Kardell discussed the minimum acreage size for Dickinson County, stating it is 10 acres. McKim passed out an acreage spreadsheet for commission members. Kardell discussed that the 10 acreage is higher than the surrounding counties listed and that maybe 5 acres would be a better solution. Kardell suggested to put it on the agenda when more members are present. Schultes asked about what makes up an acreage. Kardell read from the ordinance in Article 5 Section 5 Bulk regulations. Discussion with the commission on the definition of a farmer.

Fifth item on the agenda was Adjournment. Schultes motioned to adjourn and was seconded by Pierce. All were in favor, Schultes, Menke, Lee, and Pierce.

(For more information see P 02 17 26 recording)