

AGENDA
Planning & Zoning Meeting May 20, 2026

1. **Call to order**
2. **Roll Call –**
3. **Minutes** - Approval of minutes of the April 15, 2026 Meeting.
4. **Old Business –**
5. **Administrator / Board Comments:**
6. **Public Comment** (Limit of 5 minutes)
7. **Conditional Use Permit application requesting approval to background up to 500 calves, Located NW ¼ of Section 15 Township 16 N Range 10 W.**
8. **Application to vacate Twisted T Acres Subdivision by Taylor Dierberger, landowner. Located NE ¼ Section 19 Township 14N Range 12W**
9. **Discussion & possible action – Review “loading and unloading” regulations.**
10. **Discussion & possible action – Trailer houses on permanent foundation**
11. **Discussion & possible action Farm odor footprints in review**
12. **Adjournment**

MINUTES

A meeting of the Howard County Planning & Zoning Commission was convened in Open and Public session on the 20th day of May 2026.

Chairman Terry Spilinek called the meeting to order at 8:00 P.M. and the Open Meeting Act was recognized. Administrator Klinginsmith read the Notice of Meeting. A proof of publication is filed at the Howard County Clerk’s Office. Roll call showed 7 members present: Daryl Anderson, Chris Kosmicki, Kenneth Kozisek, Jack Reimers, Jeff Christensen, Dave Sack and Terry Spilinek. Absent members were Ron Kulwicki and Randy Kauk. Also, present were Cherri Klinginsmith, Planning & Zoning Administrator, Jennifer Ostendorf, Planning and Zoning Secretary and Heather Sikyta, Howard County Attorney. Members of the public were: Kevin Lukasiewicz, Pam Jerabek, Josh Jerabek, Janet Thomsen, Tyler Dierberger, Taylor Dierberger, and Joe Coufal

The agenda and minutes were e-mailed and mailed to the board members prior to the meeting. A motion was made by Chris Kosmicki and seconded by Daryl Anderson to approve the minutes from the April 15, 2026 meeting. Motion carried by unanimous a voice vote.

Old Business: Administrator Klinginsmith updated the board on the outcome of the commissioner meetings in regard to past topics.

Administrator Comment: Administrator Klinginsmith presented the board with a number of dates from Keith Marvin, in regard to meeting dates and times to start discussion on the zoning regulation updates. Administrator Klinginsmith asked the board to get times and dates that would work form them by end of day Thursday.

Public Comment: None

Conditional Use Permit application requesting approval to background up to 500 calves, Located NW ¼ of Section 15 Township 16 N Range 10 W. Chairman Spilinek opened the public hearing to discuss the Conditional Use Permit application and Kevin Lukasiewicz was present to represent his request to

background cattle on his pasture in case he needs a space for overfill from his feedlot. He does only plan to have cattle there from August to March and will also run on cornstalks once crops are harvested. Chairman Spilinek asked for testimony in favor, seeing none he asked for testimony against. Seeing none he closed the public hearing. Discussion was had among the board and Daryl Anderson moved to approve the Conditional Use Permit application by Kevin Lukasiewicz to background up to 500 calves with the conditions of Conditional Use Permit is only valid as long as Keven Lukasiewicz is the landowner, nuisance easement is signed, can background up to 500 calves 500-900 lbs. from August to March in pasture first, then calves to stalks after harvest, can not allow pasture to be destroyed and will work with NRCS. Motion was seconded by Jack Reimers. Motion was passed 7-0 by a roll call vote. Yes - Daryl Anderson, Chris Kosmicki, Kenneth Kozisek, Jack Reimers, Jeff Christensen, Dave Sack and Terry Spilinek.

Application to vacate Twisted T Acres Subdivision by Taylor Dierberger, landowner. Located NE ¼ Section 19 Township 14N Range 12W Chairman Spilinek opened the public hearing to discuss vacating Twisted T Acres. Taylor & Tyler Dierberger were present to represent the request. They explained to the board that they were requesting to vacate the subdivision because they are purchasing the pasture land adjoined to property and would like it all one parcel. Chairman Spilinek asked for testimony in favor. Seeing none he asked for testimony against. Seeing none the public hearing was closed and discussion was had amongst the board. Chris Kosmicki moved to approve the application to vacate Twisted T Acres. Dave Sack seconded the motion. Motion was passed 7-0 by a roll call vote. Yes - Daryl Anderson, Chris Kosmicki, Kenneth Kozisek, Jack Reimers, Jeff Christensen, Dave Sack and Terry Spilinek.

Discussion & possible action – Review “loading and unloading” regulations. Administrator Klinginsmith had received a complaint of landowner blocking the road when unloading cattle. Administrator Klinginsmith reached out to the landowner to tell them they could not do this and next time she received a complaint she would be sending out a letter of noncompliance. After a second complaint was received Klinginsmith sent the landowner a letter of noncompliance. Once landowner received this letter, they submitted photos of how the truck was on the road when unloading cattle. After reviewing the photos Klinginsmith wanted to review with the board this situation as Klinginsmith doesn’t believe the road was blocked and traffic was able to go around truck unloading. Zoning regulations state loading and unloading shall be so located to avoid undue interference with public use of streets. After much discussion the board was in agreeance with Administrator Klinginsmith. The board did mention that they need to review loading and unloading wording when updating the regulations.

Discussion & possible action – Trailer houses on permanent foundation Administrator Klinginsmith discussed with the board explaining that this property was grandfathered in since there is a house on 2 acres. There was a building permit renewed on this property for several years by landowner. In 2022 the permit was renewed but said they were moving in a house from another property. There was misunderstanding on what house was being moved and Administrator Klinginsmith found out that it was a trailer house that was moved in that wasn’t on a foundation. Administrator Klinginsmith reached out to the landowner and told them that according to Howard County Regulations a trailer house isn’t allowed unless on a permanent foundation. Administrator Klinginsmith gave them one year to complete the foundation. The homeowner reached out to the zoning office and said that the foundation was complete. When Administrator Klinginsmith did a site visit, she found that the house was on frame blocks but not a permanent foundation. She then reached out to homeowner and told them that this

doesn't meet the regulations. Administrator Klinginsmith just wanted to bring this to boards attention and make sure that they were under the same understanding as her on what was required for a permanent foundation. Zoning definition of Permanent Foundation is a base constructed from either poured concrete or laid masonry block or brick and placed on a footing located below ground level upon which a building or structure is permanently attached. The board agreed with Klinginsmith. Klinginsmith will continue with the process she is doing with the homeowner.

Discussion & possible action Farm odor footprints in review Administrator Klinginsmith reviewed with the board 2 farm feeding operations applications that she received. The first one was for Joe and MaKayla Coufal. They applied for a farm odor footprint to have up to 499 head of cattle (calves, cow calf pairs and feedlot cattle) on their property for 2 months to 12 months out of the year. The second application was for Bob and Kathy Hirschman to have up to 400 head of cattle and 15 sheep for 179 days. After reviewing these applications Administrator Klinginsmith approved Coufal's odor footprint request and Hirschman's request was denied because the timeframe didn't meet the timeframe regulations for a farm feedlot. The Zoning definition of Feedlot, Farm is the feeding, farrowing or raising of cattle, swine, sheep, poultry, or other livestock, in a concentrated area where grazing is not possible, where the confinements is for more than six (6) months in any one calendar year, and where the number of animal units (as described in Feedlot, Commercial) so maintained exceeds 15 animal units and does not exceed 500 animal units. The area of the concentrated feeding operation shall include the pens, corrals, sheds, building, feed storage areas, waste disposal ponds, and related facilities. Klinginsmith asked the board if they agreed with her decision and they all unanimously agreed with her.

With no further discussion Jack Reimers moved to adjourn the meeting with Jeff Christensen seconding the motion. Motion was passed with a unanimous voice vote.

The next Howard County Planning & Zoning Meeting is tentatively scheduled for June 17th at 8PM.

Jennifer Ostendorf
Planning & Zoning Secretary