

**MINUTES  
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on January 4, 2024 at the Brandon City Council Chambers.

Roll call was taken. Members present were Commissioners Brian Heidbrink, Thomas Nichols, Rob Schoeneman, Alica Thiele and Michael Toates. Also present were Building Official Paul Clarke, City Engineer Tami Jansma and Development Director Patrick Andrews. Absent: Commissioner Brookes Noem, Alderman Tim Jorgenson, Mayor Harry Buck and City Administrator Bryan Read.

Vice-chairperson Alica Thiele chaired the meeting.

Commissioner Nichols moved Commissioner Toates seconded to approve the agenda. Motion carried.

Commissioner Nichols moved Commissioner Toates seconded to approve the minutes of the December 21, 2023 regular meeting. Motion carried.

A Conditional Use Application for Brandon Wellness to construct a public recreation facility in Aspen Park was tabled at the July 20, 2023; August 3, 2023; August 17, 2023; October 5, 2023; October 19, 2023 and November 16, 2023 Planning & Zoning Commission meetings. Commissioner Nichols moved Commissioner Heidbrink seconded to deny the application. Motion carried.

700 N. Splitrock Blvd. – discussion held on signage. If this property is subdivided, the back lot would not have any street frontage, therefore, how would one determine the amount of signage allowed? Lee Schelling, 204 W. Elm Circle, Brandon, was present for discussion.

Discussion held on locally produced goods store within the City of Brandon. This is in regards to the property legally described as Lot 1 Block 1 Howey Addition, which is located within the city limits of Brandon. The current owners raise alpacas at 26220 S. McHardy Road, which is located outside the city limits of Brandon, and they want to sell products (blankets, hats, mittens) made from the alpaca fiber on Lot 1 Block 1 Howey Addition, which is located inside the city limits of Brandon. The owners would also sell food and offer tours. Patrick Andrews, Development Director, presented a couple options to the Commission. No action taken at this time.

Building permits for December were presented: #20230566 - #20230588. No action required.

Year end building permit totals were presented. No action required.

At 7:51 p.m. having no further business, Commissioner Nichols moved Commissioner Toates seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Respectfully Submitted,

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Melissa Labahn  
Recording Clerk

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Patrick Andrews  
Development Director