

**MINUTES
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on January 6, 2022 at the Brandon City Council Chambers.

Roll call was taken. Members present were Commissioners Brian Heidbrink, Thomas Nichols, Brookes Noem, Chuck Parsons, Rob Schoeneman and Alica Thiele. Also present were Alderman Tim Jorgenson, Building Official Paul Clarke, City Administrator Bryan Read and Mayor Jim Heinitz. Absent: City Engineer Tami Jansma.

Commissioner Nichols moved Commissioner Noem seconded to approve the agenda, with the removal of item #9 per the applicant's request. Motion carried.

Commissioner Parsons moved Commissioner Heidbrink seconded to approve the consent calendar which contained the following items: a plat of Hidden Valley Country Estates Addition Tracts 18A & 18B and a plat of Knochenmus Addition Tract 3. Motion carried.

Commissioner Thiele moved Commissioner Nichols seconded to approve the minutes of the December 2, 2021 regular meeting, as amended. Motion carried.

Jeremy Sanford, 316 S. Country Club Avenue, was present for discussion. Jeremy was present representing the property he owns at 700 S. 8th Avenue in Brandon. Jeremy addressed the Conditional Use Application for 704 S. 8th Avenue that is on the agenda, for a proposed commercial kennel. Jeremy has concerns with noise, smell, sanitary upkeep, potential for him to lose tenants, parking and traffic flow.

Sara Shoffner, 112 W. River Oak Court, was present for discussion. Sara was present for discussion regarding the Conditional Use Application for 704 S. 8th Avenue that is on the agenda, for a proposed commercial kennel. Sara works at Agape Counseling, 700 S. 8th Avenue and has concerns with noise and her ability to perform her job as a counselor.

Erin Sanford, 316 S. Country Club Avenue, was present for discussion. Erin was present for discussion regarding the Conditional Use Application for 704 S. 8th Avenue that is on the agenda, for a proposed commercial kennel. Erin founded Agape Counseling Center in 2013. Erin has concerns with noise, smells and sounds that will affect her business. Erin asked the Planning & Zoning Commission to deny the request.

Dan Plut, 1012 E. Aspen Blvd., was present for discussion. Dan was present for discussion regarding the Conditional Use Application for 704 S. 8th Avenue that is on the agenda, for a proposed commercial kennel. Dan has concerns with pet waste, smells, dogs barking and property values dropping.

A Conditional Use Application was presented for 1805 N. Walnut Avenue, Suite West. Applicant Kenneth Barber was present. Kenneth wants to open a medical cannabis cultivation

establishment at 1805 N. Walnut Avenue, Suite West. Kenneth described their process of cultivation, all being done inside, to include growing, processing and selling to a dispensary. The building will be a 3,000 square foot facility with a security system. Commissioner Heidbrink moved Commissioner Nichols seconded to approve the application as presented, with the condition that the applicant obtains the necessary licenses from the City and State. Motion carried.

A Conditional Use Application was presented for 1328 E. Cedar Street. Applicant Steve Rickenbach was present for discussion. Steve is requesting to open an on-sale malt beverage license for 1328 E. Cedar Street. Commissioner Parsons moved Commissioner Schoeneman seconded to approve the application as presented. Motion carried.

A Conditional Use Application was presented for 704 S. 8th Avenue. Applicant Suzie Meyer, 705 S. 8th Avenue, was present for discussion. Suzie is requesting to open a commercial dog boarding facility at 704 S. 8th Avenue. Suzie addressed neighbor concerns of: noise - stating that staff will be present and would take barking dogs inside; odors – pet waste will be cleaned up/hosed off promptly. Property is fenced and will have 26 kennels to start with. Dogs will stay overnight and will be inside during the nights. No staff present daily from 9:00pm-6:00am. There are 9 parking spaces on-site, with set times for pick-ups/drop-offs. Would use the closest vet in case of an emergency, otherwise would be customer choice.

Connie Plut, 1012 E. Aspen Blvd. was present for discussion. Connie asked if the applicant could guarantee that property values would not decrease, on properties around the proposed commercial dog boarding facility. Commissioner Nichols moved Commissioner Parsons seconded to approve the conditional use application as presented, with the following conditions: anytime an animal is outside they be supervised by a staff member, clean up pet waste immediately, maintain a 6' tall privacy/opaque fence, no dog breeding or dog sales on the premise, kenneling only, no dogs shall be housed outside, dogs will be allowed outside the building for play and relief only during business hours and when the premise is supervised. Motion carried.

Building permits for December were presented: #20210668 - #20210681. No action required.

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

At 7:46 p.m. having no further business, Commissioner Heidbrink moved Commissioner Nichols seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Respectfully Submitted,

Melissa Labahn
Recording Clerk

Bryan Read
City Administrator