

**MINUTES
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on February 3, 2022 at the Brandon City Council Chambers.

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

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

Commissioner Thiele moved Commissioner Heidbrink seconded to approve the minutes of the January 6, 2022 regular meeting, as amended. Motion carried.

Sheryl Burkhart, 1916 W. River Bluff Drive, was present for discussion. Sheryl was present to discuss the Conditional Use Application being presented for 2000 W. Holly Blvd. Sheryl is concerned with the proposed sand pit negatively affecting her property value and the increased truck traffic, noise and dust. Sheryl asked the Commission to deny the conditional use permit based on the fact that this project will be across the street from single-family homes in The Bluffs neighborhood.

A Conditional Use Application was presented for 202 S. Splitrock Blvd. Applicant Curt Wrightsman, 602 11th Street, Sioux Falls, SD was present for discussion. Curt is wanting to open an on-sale alcoholic beverage establishment at 202 S. Splitrock Blvd. Commissioner Heidbrink moved Commissioner Noem seconded to approve the application as presented. Motion carried.

A Conditional Use Application was presented for 2000 W. Holly Blvd. Applicant Wade Behm, Hegg Construction, 1300 W. 57th Street, Sioux Falls, SD was present for discussion. Wade discussed that their plans have not changed, they are requesting to reclaim (mill) sand & gravel from the site, for use on-site. This will not be an on-going quarry, just a temporary use during construction on their project. Todd Winkel, Heartland Funeral Home, 1801 W. Frontier Street, was present for discussion. Todd was concerned with the hours/days that they would be processing/crushing the gravel, and the potential for increased traffic along W. Frontier Street. Sheryl Burkhart has additional concerns with the process of crushing the gravel and times of day that this processing will be taking place. John K., future resident of The Bluffs, was present for discussion. John has concerns with any damage done to the roads, who pays to repair. Wade Behm said they would not be selling the gravel, will not be hauling off -site, could limit the time of the milling operation. Commissioner Noem moved Commissioner Nicholas seconded to approve the conditional use application as presented, with the conditions of no selling of the gravel, no hauling gravel off-site and limit the reclaiming of the gravel & sand operation to April 1, 2022 to August 31, 2022. Motion carried.

A public hearing was held, as advertised, to consider TIF #7. Tobin Morris, Colliers Securities LLC. was present for discussion. Tobin explained the TIF process. Commissioner Heidbrink moved Commissioner Nichols seconded to make recommendation of approval to City Council. Motion carried.

Discussion held on the current process for Conditional Use Applications and Variance Applications. Bryan Read, City Administrator, described the current processes of publication and posting notices on the properties. Public has expressed concerns that they don't always see the notices that are published in the paper or posted on the properties. Discussion held on mailing letters to property owners within 300 feet of a proposed conditional use application or variance application – on average could amount to 40 mailings per application. Further discussion held on which Commission/Board hears conditional use applications and variance applications, and appeals – the Planning & Zoning Commission or City Council. Barb Fish, 1401 S. Parkview Place, was present for discussion. Patrick Andrews, SECOG, was present for discussion. A revision will be drafted to current City Ordinance to include the mailing of letters to surrounding property owners, and will be presented at a future meeting.

Building permits for January were presented: #20220001 - #20220006. No action required.

At 8:09 p.m. having no further business, Commissioner Nichols moved Commissioner Thiele seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Respectfully Submitted,

Melissa Labahn
Recording Clerk

Bryan Read
City Administrator