

**MINUTES
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on March 17, 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 City Administrator Bryan Read and City Engineer Tami Jansma. Absent: Commissioner Chuck Parsons, Alderman Tim Jorgenson, Building Official Paul Clarke and Mayor Jim Heinitz.

Vice-Chairperson Alica Thiele chaired the meeting.

Commissioner Heidbrink moved Commissioner Noem seconded to approve the agenda as amended, removing item #5 on the Consent Calendar from the agenda. Motion carried.

Commissioner Heidbrink moved Commissioner Nichols seconded to approve the consent calendar which contained the following items: a plat of Aspen Harbor Addition Lots 8, 19 & 20 Block 2; a plat of Heartland Business Park Addition Lot 1A Block 2; a plat of Rovang Industrial Park Lot 2 Block 1 and a plat of Twin Rivers Crossing Addition Lots 4, 5, 6 & 17 Block 4 and Lot 1 Block 5 and Drainage Tract 1. Motion carried.

Commissioner Nichols moved Commissioner Noem seconded to approve the minutes of the March 3, 2022 regular meeting. Motion carried.

Dan Plut, 1012 E. Aspen Blvd. was present for discussion. Dan was present to discuss commercial kennels and their proximity to residentially zoned properties. Dan stated that he has spoken with a local realtor and was told a commercial kennel will adversely affect the properties around it as far as property values decreasing by 30% and the potential for resale.

Vickie David, 2809 E. Sunflower Circle, was present for discussion. Vickie is a current member of the Brandon City Council. Vickie was present to discuss commercial kennels and their proximity to residentially zoned properties. Vickie stated that the City of Sioux Falls requires 1,000 feet distance from residential properties and the City of Harrisburg requires 500 feet distance from residential properties.

Jack Parliament, 521 E. Lakeview Drive, was present for discussion. Jack is a current member of the Brandon City Council. Jack reiterated what Vickie stated above and recommends the 1,000 feet distance from residentially zoned properties, for the location of a commercial kennel.

Sara Shoffner, 112 W. River Oak Court, was present for discussion. Sara was present to discuss commercial kennels. Sara suggested placing the audio recordings of the Planning & Zoning Commission meetings on the website, similar to City Council meetings. Sara recommended

continued discussion on the distance requirements, having the applicants speak to the neighbors adjacent to the proposed kennel location, and parking requirements.

Dana Clark, 417 E. Switch Grass Trail, was present for discussion. Dana is a current member of the Brandon City Council. Dana echoed what Vickie and Jack discussed.

Vice-Chairperson Thiele suspended the Planning & Zoning Commission and called the meeting of the Board of Adjustment to order.

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

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

A public hearing was held, as advertised, to consider a Variance Application for 408 S. 1st Avenue. Applicant David Doty was present for discussion. David is requesting a variance to connect his existing detached garage to his home, which would make the structure non-conforming since it would not meet the 7' side yard setback requirement. Commissioner Heidbrink moved Commissioner Noem seconded to deny the Variance Application. Motion carried.

At 7:27p.m., having no further business, Commissioner Noem moved Commissioner Nichols seconded to adjourn the Board of Adjustment meeting. Motion carried.

Vice-Chairperson reconvened the Planning & Zoning Commission meeting.

Discussion held on the definition of "Family." Patrick Andrews, SECOG, was present for discussion. Patrick will get definitions of "Family" and "Group Home" for a future Planning & Zoning Commission meeting.

Discussion held on definition of "Kennel, Commercial." Patrick Andrews, SECOG, was present for discussion. Patrick presented definitions from other Communities. Discussion held on distance requirements between a Commercial Kennel and a residentially zoned property. Patrick will draft some changes to the Zoning Ordinance, to be presented at a future Planning & Zoning Commission meeting.

Discussion held on sending notices for Conditional Use Applications and Variance Applications. Patrick Andrews, SECOG, presented a draft ordinance which would require the Brandon Zoning Administrator to mail notices by first class mail to all property owners within 300 feet of a proposed conditional use permit or variance application. It was the consensus of the Commission to proceed with scheduling of public hearings to adopt the above-mentioned amendments to the Zoning Ordinance.

Discussion held on the Off-Street Parking Ordinance – Chapter 15-14-3 (5) as it pertains to “CB, GB and LI: Access aisles and maneuvering and drive areas primarily utilized by loading areas may be located within setbacks only by conditional use and shall be hard surfaced.” It was the consensus of the Commission to revisit this as it relates to “primarily utilized by loading areas.” A draft will be presented at a future Planning & Zoning Commission meeting.

At 8:04 p.m. having no further business, Commissioner Nichols moved Commissioner Noem seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Respectfully Submitted,

Melissa Labahn
Recording Clerk

Bryan Read
City Administrator