

**MINUTES**  
**PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on May 2, 2024 at the Brandon City Council Chambers.

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

Commissioner Noem moved Commissioner Bassett seconded to approve the agenda as amended. Motion carried.

Commissioner Thiele moved Commissioner Heidbrink seconded to approve the minutes of the April 18, 2024 regular meeting. Motion carried.

A public hearing was held, as advertised, to consider changes to Zoning Ordinance Chapter 15-15-3(A)(8)(c). This update allows for an additional driveway on multiple frontage lots/corner lots/double frontage lots, by conditional use. Commissioner Heidbrink moved Commissioner Schoeneman seconded to make recommendation of approval to City Council. Motion carried.

A public hearing was held, as advertised, to consider changes to Zoning Ordinance Chapter 15-8-3, CB-Central Business District. This update adds video lottery as a conditional use. Commissioner Heidbrink moved Commissioner Noem seconded to make recommendation of approval to City Council. Motion carried.

A public hearing was held, as advertised, to consider changes to Zoning Ordinance Chapter 15-9-3, NB-Neighborhood Business District. This update adds video lottery as a conditional use. Commissioner Schoeneman moved Commissioner Thiele seconded to make recommendation of approval to City Council. Motion carried.

A public hearing was held, as advertised, to consider changes to Zoning Ordinance Chapter 15-10-3, GB-General Business District. This update adds video lottery as a conditional use. Commissioner Bassett moved Commissioner Heidbrink seconded to make recommendation of approval to City Council. Motion carried.

Discussion held on townhomes vs. multi-family dwellings. Patrick Andrews, Development Director, presented information and asked for clarification on the definitions of each as they relate to the R-3 High Density Residential District. A public hearing will be scheduled for a future Planning & Zoning Commission meeting.

Building permits for April were presented: #20240099 - #20240132. No action required.

Alderman Jorgenson was recognized for his years of service on the Planning & Zoning Commission.

At 7:01 p.m. having no further business, Commissioner Heidbrink moved Commissioner Thiele 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