

**MINUTES  
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on June 1, 2023 at the Brandon City Council Chambers.

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

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

Commissioner Thiele moved Commissioner Nichols seconded to approve the minutes of the May 18, 2023 regular meeting as amended. Motion carried.

A public hearing was held, as advertised, to consider a Conditional Use Application for 609 E. Willow Street. Troy Knouse, 404 N. Crestivew Drive, was present for discussion representing Viaflex at 609 E. Willow Street. Viaflex is requesting to add a second driveway to their property, for truck traffic. City Ordinance requires a Conditional Use for each additional driveway in the HI-Heavy Industrial District. Commissioner Heidbrink moved Commissioner Schoeneman seconded to approve the conditional use request upon the following conditions: that the second driveway meets the minimum side yard setback from the property line and that it does not exceed 30' in width per the application. Motion carried.

At 6:39p.m. Commissioner Heidbrink moved Commissioner Thiele seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Chairperson Jorgenson 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, Alica Thiele and Michael Toates. Also present were Alderman Tim Jorgenson, Building Official Paul Clarke, City Engineer Tami Jansma and Development Director Patrick Andrews. Absent: Mayor Harry Buck and City Administrator Bryan Read.

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 1600 W. River Bend Street. Applicant Mark Quasney, 1600 W. River Bend Street, was present for discussion. Mark is requesting to add a second driveway to his property, off of W. Bennett Drive. Mark needs this additional driveway to make access to his garage easier and safer. Commissioner

Heidbrink moved Commissioner Noem seconded to deny the variance application. Motion carried.

At 7:05p.m., having no further business, Commissioner Nichols moved Commissioner Thiele seconded to adjourn the Board of Adjustment meeting. Motion carried.

Chairperson Jorgenson reconvened the Planning & Zoning Commission meeting.

A concept plan was presented for Aspen Ridge Development. Russell Adkins, 8304 S. Timber Oak Circle. Russell is the CEO of Christensen Development Partners, LLC., the developer of Aspen Ridge Development. Proposing a mixed-use development of R-1, R-2, R-3, GB and IN districts. Developers would install a private sewer lift station for this development. No action required at this time.

Discussion held on updates to the Zoning Ordinance as it pertains to Stormwater Management Features. Patrick Andrews, Development Director, presented a draft ordinance. BMP's/Stormwater Management Features are currently covered in the Design Standards. Will make reference to that in the Zoning Ordinances with a future amendment.

Building permits for May were presented: #20230095-#20230189. No action required.

Discussion held on preliminary plans and possibly mailing/posting notices to surrounding property owners.

At 8:03 p.m. having no further business, Commissioner Thiele 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