

**MINUTES
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on July 7, 2022 at the Brandon City Council Chambers.

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

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

Commissioner Heidbrink moved Commissioner Noem seconded to approve the consent calendar which contained the following items: a plat of Corson Development Park Addition Lot 1A Block 2; a plat of Narum Addition Lots 1 & 2; a plat of Rovang Industrial Park Addition Lot 3 Block 1; a plat of Sunrise Estates Addition Lots 16A & 16B Block 13 and a plat of Van Zanten Addition Tracts 1 & 2. Motion carried.

Commissioner Parsons moved Commissioner Schoeneman seconded to approve the minutes of the June 16, 2022 regular meeting. Motion carried.

A public hearing was held, as advertised, to consider a Home Occupation Permit Application for 1809 S. Locust Avenue. Applicant Heidi Earley Stonearrow was present for discussion. Heidi wants to open an in home daycare, with maximum number of kids to be cared for at 12 total, including her own. Property is fenced. Keen Chan, 1712 S. Locust Avenue, was present for discussion. Keen had concerns with additional traffic in the area, with families dropping off/picking up. Commissioner Parsons moved Commissioner Noem seconded to approve the application as presented. Motion carried.

A public hearing was held, as advertised, to consider a Home Occupation Permit Application for 1408 W. Creekside Drive. Applicant Brittany Gerovac was present for discussion. Brittany currently operates Small Wonders Preschool located at Beaver Valley Lutheran Church. A recent tornado heavily damaged the church, so she is wanting to operate her preschool out of her home until the church is repaired. Ann Blachowske, 1412 W. Creekside Drive, was present for discussion. Ann had concerns with parking. Commissioner Heidbrink moved Commissioner Schoeneman seconded to approve the application as presented. Motion carried.

A public hearing was held, as advertised, to consider a Conditional Use Application for the property to be platted as Lot 3 Block 2 Brandon 90 Plaza Addition. Applicant has asked for a continuance to provide further information. Development Director Patrick Andrews explained that the applicant has been given 30 days to provide additional information, or they will need to

re-apply. Commissioner Heidbrink moved Commissioner Noem seconded to continue discussion once further information is received from the applicant. Motion carried.

A public hearing was held, as advertised, to consider updates to the Zoning Ordinance as it pertains to Industrial Uses. Commissioner Parsons moved Commissioner Schoeneman seconded to make recommendation to City Council for approval, as presented. Motion carried.

Stone Ridge Estates Concept Plans were presented. Brian Jackson, VanBuskirk Companies, was present for discussion. Commissioner Parsons moved Commissioner Noem seconded to approve the concept plans as presented. Motion carried.

Discussion on “Group Home” and “Family Definition” was held. Patrick Andrews, Brandon Development Director, presented a revised draft. A public hearing will be scheduled.

Discussion held on allowing septic tanks in the R-1 zoning district as a Conditional Use or under specified criteria. Patrick Andrews, Brandon Development Director, presented information. A draft will be presented at a future meeting.

Discussion held on Institutional Zones as they relate to parking requirements and setbacks. Patrick Andrews, Brandon Development Director, presented a draft.

Building permits for June were presented: #20220222 - #20220321. No action required.

At 7:10 p.m. having no further business, Commissioner Parsons moved Commissioner Heidbrink seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Respectfully Submitted,

Melissa Labahn
Recording Clerk

Patrick Andrews
Development Director