

MINUTES
PLANNING & ZONING COMMISSION

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on July 18, 2024 at the Brandon City Council Chambers.

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

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

Commissioner Noem moved Commissioner Bassett seconded to approve the consent calendar which contained the following items: a plat of Lots 1, 2 & 3 Block 1 Cascade Addition, a plat of Lots 3A & 5 Block 3 Encore Park Addition, and a plat of Lot 11A Block 4 Original City of Brandon. Motion carried.

Commissioner Thiele moved Commissioner Toates seconded to approve the minutes of the June 20, 2024 regular meeting. Motion carried.

A public hearing was held, as advertised, to consider a Conditional Use Permit Application for 1520 E. Liberty Circle. Applicant Cody Swenson, 1520 E. Liberty Circle, was present for discussion. Cody is requesting a second driveway onto his property from Birch Street, the secondary frontage on his corner lot. Commissioner Schoeneman moved Commissioner Heidbrink seconded to approve the conditional use permit application as presented. Motion carried.

A public hearing was held, as advertised, to consider a Home Occupation Conditional Use Permit Application for 504 N. Teton Drive. Applicant Norma Spanton, 504 N. Teton Drive, was present for discussion. Norma is requesting to operate a high-end women's consignment shop out of the home's basement. Debbie Greenheiser, 408 N. Teton Drive, was present for discussion. Debbie had a few questions regarding the application. During this discussion, the commissioners conveyed their concerns about having a primarily retail sales oriented business, rather than a service business, in a residential zoning district. Commissioner Toates moved Commissioner Heidbrink seconded to deny the conditional use permit application. Motion carried.

A public hearing was held, as advertised, to consider the creation of Tax Incremental District Number Nine, City of Brandon. TIF #9 is proposed to cover the River Park Development, being Tracts 1, 2, 3, 4, 5, 6, 7, and 8 of River Park Addition to the City of Brandon. Quinn Reimers, Colliers Securities LLC, was present for discussion. Quinn explained the TIF process. Steve VanBuskirk, Western Hills LLC, was present for discussion. Commissioner Toates moved

Commissioner Heidbrink seconded to recommend approval to the City Council. Motion carried.

At 7:14 p.m. having no further business, Commissioner Toates moved Commissioner Noem seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

At 7:15 p.m. Chairperson Fish called the Board of Adjustment meeting to order.

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

Commissioner Bassett moved Commissioner Thiele seconded to approve the agenda. Motion carried.

A public hearing was held, as advertised, to consider a Variance Application for 708-724 N. Splitrock Boulevard. Applicants TJ Barthman, 1016 S. Nicholas Avenue, and Lee Schelling, 204 Elm Circle, were present for discussion. Jacob Morris, DGR Engineering, was also present for discussion. TJ, Lee and Jacob explained that they are seeking a variance to allow parking spaces within the southside side yard setback contrary to the terms of Chapter 15-15-3(A)(2)(c) of the Brandon Zoning Ordinance. Commissioner Noem moved Commissioner Toates seconded to approve the variance application as presented with the hardship being the south property line being separated from its frontage on Redwood Boulevard by the city's drainage ditch. A roll call vote showed Bassett, Noem, Thiele, and Toates aye; Heidbrink and Schoeneman nay. Motion carried.

At 8:00 p.m. having no further business, Commissioner Toates moved Commissioner Thiele seconded to adjourn the Board of Adjustment meeting. Motion carried.

Respectfully Submitted,

Patrick Andrews
Development Director