

**MINUTES
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on July 20, 2023 at the Brandon City Council Chambers.

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

Commissioner Nichols moved Commissioner Toates seconded to appoint Commissioner Noem as the meeting chairperson. Motion carried.

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

Commissioner Nichols moved Commissioner Schoeneman seconded to approve the minutes of the July 6, 2023 regular meeting. Motion carried.

A public hearing was held, as advertised, to consider a Conditional Use Application from Brandon Wellness. Mike Bergst, 25403 485th Avenue, Garretson, SD, Brandon Wellness, was present for discussion. Brandon Wellness is wanting to construct a public recreation facility in Aspen Park. Justin Oakland, 213 W. Holly Blvd. Unit D, Brandon, was present for discussion. Justin owns the property to the west of Aspen Park and had questions as to what the proposed building will look like as far as building materials, etc. Further discussion held on how many parking spaces would be required for this use. Commissioner Nichols moved Commissioner Toates seconded to table any action to allow the applicant time to provide additional information. Motion carried.

A public hearing was held, as advertised, to consider a Conditional Use Application from Brandon Valley Hockey Association. Tom Gruenig, 1901 S. Archstone Circle, Sioux Falls, SD, Brandon Valley Hockey Association, was present for discussion. Brandon Valley Hockey Association is wanting to construct a non-profit hockey facility in Aspen Park. Trent Bruce, DGR Engineering, was present for discussion. Commissioner Nichols moved Commissioner Heidbrink seconded to approve the application as presented with 100 minimum required parking spaces. Motion carried.

At 7:38 p.m. Commissioner Toates moved Commissioner Heidbrink seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Chairperson Noem 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 Michael Toates. Also present were Building Official

Paul Clarke, Mayor Harry Buck, City Engineer Tami Jansma and Development Director Patrick Andrews. Absent: Alderman Tim Jorgenson, Commissioner Alica Thiele and City Administrator Bryan Read.

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

A public hearing was held, as advertised, to consider a Variance Application from Brandon Wellness to allow for gravel parking at Aspen Park. Current zoning ordinance requires parking spaces in the IN-Institutional District to be hard surfaced. Barb Fish, 1401 S. Parkview Place, Brandon, was present for discussion. Trent Bruce, DGR Engineering, was present for discussion. Commissioner Schoeneman moved Commissioner Heidbrink seconded to approve the variance application as presented with the condition that the parking lot be paved within 2 years of the utilities and Aspen Park Road completion, as determined by the City Engineer. Motion carried.

Commissioner Schoeneman moved Commissioner Toates seconded to change the order of the agenda, and flip items #13 & #14. Motion carried.

A public hearing was held, as advertised, to consider a Variance Application from Brandon Valley Hockey Association to allow for gravel parking at Aspen Park. Current zoning ordinance requires parking spaces in the IN-Institutional District to be hard surfaced. Tom Gruenig, 1901 S. Archstone Circle, Sioux Falls, SD, Brandon Valley Hockey Association, was present for discussion. Commissioner Nichols moved Commissioner Heidbrink seconded to approve the variance application as presented with the condition that it be paved within 2 years of the utilities and Aspen Park Road completion, as determined by the City Engineer. Motion carried.

A public hearing was held, as advertised, to consider a Variance Application from Brandon Wellness to allow for signage at Aspen Park. Trent Bruce, DGR Engineering, was present for discussion. Aspen Park Road is not a dedicated roadway so can't be used towards street frontage. Commissioner Toates moved Commissioner Nichols seconded to allow for a maximum of 200 square feet of wall mount signage calculated as if Aspen Park Road were a dedicated public street. Motion carried.

A public hearing was held, as advertised, to consider a Variance Application from Brandon Valley Hockey Association to allow for signage at Aspen Park. Tom Gruenig, 1901 S. Archstone Circle, Sioux Falls, SD, Brandon Valley Hockey Association, was present for discussion. Commissioner Heidbrink moved Commissioner Nichols seconded to allow for a maximum of 200 square feet of wall mount signage calculated as if Aspen Park Road were a dedicated public street. Motion carried.

At 8:35 p.m. having no further business, Commissioner Toates moved Commissioner Nichols seconded to adjourn the Board of Adjustment meeting. Motion carried.

At 8:35 p.m. Chairperson Noem reconvened the Planning & Zoning Commission meeting.

Discussion held on residential driveway regulations. Current city ordinance allows for one driveway, maximum of 40' wide as measured at the sidewalk, on residentially zoned properties. Patrick Andrews, Development Director, presented a draft ordinance.

Discussion held on in-home daycares and the total number of children that can be cared for. Current ordinance allows for 12 children under the care of one adult. It was the consensus of the Commission to leave as is.

At 8:50 p.m. having no further business, Commissioner Nichols moved Commissioner Toates seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Respectfully Submitted,

Melissa Labahn
Recording Clerk

Patrick Andrews
Development Director