

**MINUTES
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on August 15, 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 City Engineer Tami Jansma and Development Director Patrick Andrews. Absent: Commissioner Michael Toates, Alderwoman Barb Fish, Building Official Paul Clarke, Mayor Harry Buck and City Administrator Bryan Read.

Vice-chairperson Alica Thiele chaired the meeting.

Commissioner Heidbrink moved Commissioner Schoeneman 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 Aspen Ridge Addition Tract 3; a plat of Stone Ridge Estates Lot 2A Block 13 and a plat of Stone Ridge Estates Lot 54A Block 5, Lots 20-34 Block 17 and Lots 24-25 Block 18. Motion carried.

Commissioner Thiele moved Commissioner Heidbrink seconded to approve the minutes of the August 1, 2024 regular meeting. Motion carried.

At 6:33 p.m. Commissioner Bassett moved Commissioner Noem seconded to call the Board of Adjustment meeting to order. Motion carried.

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

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

A public hearing was held, as advertised, to consider a Variance Application for 208 W. Elm Circle. Applicants Joshua & Kristin Buhman were present for discussion. Joshua & Kristin are wanting to replace their existing rear yard deck. The proposed new deck would encroach the required 25' rear yard setback, leaving a setback of 14.75'. Joshua presented pictures of their existing deck, which currently meets the required 25' rear yard setback. Commissioner Noem moved Commissioner Heidbrink seconded to deny the variance application based on no hardship being presented. Motion carried.

At 7:04 p.m. having no further business, Commissioner Heidbrink moved Commissioner Bassett seconded to adjourn the Board of Adjustment meeting. Motion carried.

At 7:05 p.m. Vice-Chairperson Thiele reconvened the Planning & Zoning Commission meeting.

Discussion held on businesses with drive-thrus. Current City ordinance does not have any regulations pertaining to drive-thrus in relation to blocking traffic by backing up into the street. John Kyriazis, 1621 W. River Bend Street, was present for discussion. Will discuss further at a future meeting.

Discussion held on how dwellings are defined and allowed throughout our current zoning districts.

At 7:32 p.m. having no further business, Commissioner Heidbrink moved Commissioner Schoeneman seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Respectfully Submitted,

Melissa Labahn
Recording Clerk

Patrick Andrews
Development Director