

**MINUTES  
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on August 17, 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 and Development Director Patrick Andrews. Absent: Mayor Harry Buck, City Administrator Bryan Read and City Engineer Tami Jansma.

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

Commissioner Heidbrink moved Commissioner Nichols seconded to approve the consent calendar which contained the following item: a plat of Twin Rivers Crossing Addition Lots 8, 9 & 10 Block 4. Motion carried.

Commissioner Thiele moved Commissioner Nichols seconded to approve the minutes of the August 3, 2023 regular meeting. Motion carried.

A Conditional Use Application for Brandon Wellness to construct a public recreation facility in Aspen Park was tabled at the July 20, 2023 and August 3, 2023 Planning & Zoning Commission meetings. Commissioner Noem moved Commissioner Nichols seconded to continue discussion at the October 5, 2023 regular meeting of the Planning & Zoning Commission. Motion carried.

A public hearing was held, as advertised, to consider a Conditional Use Application for the properties to be addressed as 1105-1209 S. Moonlight Drive. These properties currently have two different zoning districts covering them. City Ordinance requires a Conditional Use to extend the regulations for either portion of the lot into the remaining portion of the lot. Suanne Derr, 121 E. Birchwood Drive, was present for discussion. Commissioner Heidbrink moved Commissioner Noem seconded to approve the extension of the R-1 Low Density Residential zoning district through the entirety of the lots to be platted as Lots 11-17 and P-1 Block 3 Twin Rivers Crossing Addition. Motion carried.

At 6:41 p.m. Chairperson Jorgenson adjourned the Planning & Zoning Commission meeting.

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 and Development Director Patrick Andrews. Absent: Mayor Harry Buck, City Administrator Bryan Read and City Engineer Tami Jansma.

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

A public hearing was held, as advertised, to consider a Variance Application for 1400 E. Aspen Blvd. Alliance Communications is proposing to construct a detached accessory structure which would be larger in square footage than allowed by city ordinance. Jeff Hove, Alliance Communications, was present for discussion. Alliance Communications wants to construct a detached garage that would exceed the 1,000 square foot size allowed by city ordinance. Alliance Communications is proposing an 1,800 square foot detached garage. Discussion held on the shape of the lot. Commissioner Nichols moved Commissioner Heidbrink seconded to approve the variance application as presented, based on the shape of the lot and easements that are on the lot. Motion carried.

At 7:02 p.m., having no further business, Commissioner Heidbrink moved Commissioner Toates seconded to adjourn the Board of Adjustment meeting. Motion carried.

At 7:02 p.m. Chairperson Jorgenson reconvened the Planning & 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. A draft was presented, as prepared by Patrick Andrews, Development Director. Justin Oakland, 213 W. Holly Blvd. was present for discussion.

At 7:08 p.m. having no further business, Commissioner Thiele moved Commissioner Nichols seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Respectfully Submitted,

---

Melissa Labahn  
Recording Clerk

---

Patrick Andrews  
Development Director