

**MINUTES
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on August 18, 2022 at the Brandon City Council Chambers.

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

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

Commissioner Thiele moved Commissioner Nichols seconded to approve the minutes of the August 4, 2022 regular meeting. Motion carried.

A continuation public hearing was held, 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. Commissioner Heidbrink moved Commissioner Parsons seconded to deny based on the application being incomplete. Motion carried.

Discussion held on allowing septic tanks in the R-1 zoning district as a Conditional Use or under specified criteria. Jarrod Smart, 48647 260th Street, was present for discussion to support allowing septic tanks on properties located inside the city limits of Brandon. Patrick Andrews, Brandon Development Director, will draft a proposed Ordinance for a future meeting.

Discussion held on Institutional Zones as it relates to parking requirements and signs. Patrick Andrews, Brandon Development Director, presented a draft Ordinance. Further information to be presented at a future meeting.

Discussion held on Commercial/Stripmall Duplexes as it relates to parking requirements and signs. Patrick Andrews, Brandon Development Director, presented a draft Ordinance. Further information to be presented at a future meeting.

Discussion held on parking pad definition. Patrick Andrews, Brandon Development Director, presented a draft Ordinance updating the definition. Further information to be presented at a future meeting.

Discussion held on fence definition. Patrick Andrews, Brandon Development Director, presented a draft Ordinance updating the definition. Further information to be presented at a future meeting.

Discussion held on cooperative parking & shared parking. Patrick Andrews, Brandon Development Director, presented a draft Ordinance. No action taken.

Discussion held on z-type lots as it relates to minimum lot widths and setbacks. Patrick Andrews, Brandon Development Director, presented a draft Ordinance. No action taken.

Discussion held on the current Home Occupation Ordinance. It was the consensus of the Commission that any home based business be required to get a Home Occupation Permit.

At 8:13 p.m. having no further business, Commissioner Parsons moved Commissioner Nichols seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Respectfully Submitted,

Melissa Labahn
Recording Clerk

Patrick Andrews
Development Director