

MINUTES
PLANNING & ZONING COMMISSION

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on September 5, 2024 at the Brandon City Council Chambers.

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

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

Commissioner Thiele moved Commissioner Toates seconded to approve the consent calendar which contained the following items: a plat of Aspen Ridge Addition Lots 9-12 Block 2 and Lots 12-16 Block 3 and a plat of Fleetwood Addition Lot 15A Block 3. Motion carried.

Commissioner Thiele moved Commissioner Schoenenan seconded to approve the minutes of the August 15, 2024 regular meeting. Motion carried.

A public hearing was held, as advertised, to consider a Home Occupation Permit Application for 2413 E. Trevino Lane. Applicant April Chase was present for discussion. April is wanting to open an in-home daycare with up to 5-10 children, including her own. Property is fenced. Commissioner Thiele moved Commissioner Toates seconded to approve the application as presented. Motion carried.

A public hearing was held, as advertised, to consider a Re-Zone Application for 300 N. Sunshine Avenue. Applicant was not present for discussion. The Brandon Valley School is requesting to re-zone this property from NRC-Natural Resource Conservation District to IN-Institutional District for the construction of an elementary school. Commissioner Toates moved Commissioner Noem seconded to approve the re-zone application and made recommendation of approval to City Council. Motion carried.

Discussion held on building signage for the new hockey association building being constructed in Aspen Park. Tom Gruenig, BV Hockey Association, was present for discussion. Current ordinance allows for up to 200 sq. ft. of signage, BV Hockey Association is requesting more. Patrick Andrews, Development Director, will present a draft at the next regular meeting on September 19, 2024.

Discussion held on allowing fences in drainage easements. Current ordinance does not allow a fence in a drainage easement if the cumulative width of the easement is over 20'. Discussion delayed until the next regular meeting on September 19, 2024.

Building permits for August were presented: #20240397 - #20240446. No action required.

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

Respectfully Submitted,

Melissa Labahn
Recording Clerk

Patrick Andrews
Development Director