

**MINUTES  
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on November 16, 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 Building Official Paul Clarke and Development Director Patrick Andrews. Absent: Alderman Tim Jorgenson, Mayor Harry Buck, City Administrator Bryan Read and City Engineer Tami Jansma.

Vice-chairperson Alica Thiele chaired the meeting.

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

Commissioner Toates moved Commissioner Nichols seconded to approve the consent calendar which contained the following item: a plat of Beiningen Addition Tracts 1B & 2A. Motion carried.

Commissioner Nichols moved Commissioner Noem seconded to approve the minutes of the November 2, 2023 regular meeting as amended. 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; August 3, 2023; August 17, 2023; October 5, 2023 and October 19, 2023 Planning & Zoning Commission meetings. Commissioner Toates moved Commissioner Nichols seconded to extend the application until January 4, 2024. Motion carried.

A public hearing was held, as advertised, to consider a Re-Zone Application for 1400 S. Sioux Blvd. The applicant withdrew their application prior to the meeting. No further action required.

At 6:35 p.m., having no further business, Commissioner Nichols moved Commissioner Heidbrink seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

At 6:36 p.m. Vice-chairperson Alica Thiele called the Board of Adjustment meeting 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 Building Official Paul Clarke and Development Director Patrick Andrews. Absent: Alderman Tim Jorgenson, Mayor Harry Buck, City Administrator Bryan Read and City Engineer Tami Jansma.

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

A public hearing was held, as advertised, to consider a Variance Application for 313 W. Hackberry Street. Applicant Dean Dieren, 313 W. Hackberry Street, was present for discussion. Dean had a parking pad poured next to his garage that does not meet the required 7' side yard setback requirement. A building permit was issued based on applicant submitted site plan showing the minimum 7' side yard setback. At final inspection it was determined it was only 5 ½' from the side property line. Commissioner Heidbrink moved Commissioner Nichols seconded to deny the application. Motion carried.

At 7:06 p.m. having no further business, Commissioner Nichols moved Commissioner Toates seconded to adjourn the Board of Adjustment meeting. Motion carried.

Respectfully Submitted,

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Melissa Labahn  
Recording Clerk

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Patrick Andrews  
Development Director