

**MINUTES
PLANNING & ZONING COMMISSION**

The Brandon Planning & Zoning Commission met in regular session at 6:30 p.m. on December 1, 2022 at the Brandon City Council Chambers.

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

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

Commissioner Thiele moved Commissioner Parsons seconded to approve the minutes of the November 17, 2022 regular meeting as amended. Motion carried.

Discussion was held on dwelling units in the GB-General Business District. Current City Ordinance allows dwelling units above the first floor by Conditional Use only. Patrick Andrews, Development Director, had received a request from a resident to allow dwelling units on first floor in the General Business District. It was the consensus of the Commission for Patrick to draft an Ordinance for owner-occupied dwelling units on the first floor in the General Business District, to be presented at a future meeting.

Discussion held on the proposed Neighborhood Business District. Patrick Andrews, Development Director, presented a draft ordinance. Discussion held on maximum building size, required buffers, setbacks, permitted uses. Riley Walz, 609 N. Tamarac Avenue, was present for discussion. Mike Traylor, 613 N. Tamarac Avenue, was present for discussion. Mike Toates, 500 E. Mayberry RFD Street was present for discussion. Shawna Schipper, 601 N. Tamarac Avenue, was present for discussion. TJ Barthman, 1016 S. Nicholas Avenue, was present for discussion. Patrick will present an updated draft at the next regular meeting.

AirBNB/VRBO discussion. Barb Fish, 1401 S. Parkview Place, member of Brandon City Council, was present for discussion. It was the consensus of the Commission to not regulate vacation home rentals such as AirBNB or VRBO.

Building Permits for November were presented: #20220604 - #20220622. No action required.

At 8:12 p.m. having no further business, Commissioner Nichols moved Commissioner Heidbrink seconded to adjourn the Planning & Zoning Commission meeting. Motion carried.

Respectfully Submitted,

Melissa Labahn
Recording Clerk

Patrick Andrews
Development Director