

OFFICIAL MINUTES

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Tuesday, June 6, 2023, at 5:30 PM in the Council Chambers Room #310 on the third floor of the City & County Government Center. Members present were James Drew, Greg Fargen, Kyle Jamison, Scot Leddy, Jacob Mills, Nick Schmeichel via phone, Richard Smith, Roger Solum, and Aiken. Also present were City Planner Ryan Miller, Community Development Director Mike Struck, Tyler and Sarah Janssen, Dennis Carmichael, Kyle Rausch, Tyler Burlage, Patrick Daly with Ryan Companies, Chad Lockwood with Ryan Companies, Angela McKillip-Arise Design Studio, Justin Bucher with Banner Associates, and Roger from Northwestern Energy.

Item #1 – Roll Call

Item #2 - (Mills/Solum) Motion to approve the agenda. All present voted aye. MOTION CARRIED.

Item #3 – (Jamison/Drew) Motion to approve the May 2, 2023 minutes. All present voted aye. MOTION CARRIED.

Item #4 – Convene as the Board of Adjustment

Item #4a – Tyler and Sarah Janssen made a request for a variance on Lot 47 of River Ridge Addition, also known as 217 Hickory Street. The request is to exceed the maximum width of a driveway in a residential district. The maximum width allowed is 36 feet, including a side yard parking area when located within the minimum front yard setback area.

(Smith/Solum) Motion to approve the variance request.

(Solum/Smith) Amendment to the motion to add screening to the south side of the parking pad and the driveway width to be 50' wide up to the north setback of the neighboring garage with the remainder of the driveway being up to 46'. Schmeichel voted no. All others voted yes.

AMENDMENT CARRIED.

Main motion as amended was voted on. Schmeichel voted no. All others voted yes. **MOTION CARRIED.**

Item #4b – Kyle Rausch – Dakota Land Design LLC made a request for a variance on Lot 7 in Block12 of Prairie Hills Addition. The request is for a second access drive on to Goldenrod Trail.

(Solum/Fargen) Motion to approve the variance request. All present voted aye. **MOTION CARRIED.**

Item #5– Reconvene as the Planning Commission

Item #5a – Ryan Companies US Inc submitted a Final Development Plan within a Planned Development District on Lot 1 and Outlots A and B in Block 9 of Wiese Addition.

(Smith/Solum) Motion to approve the Final Development Plan. All present voted aye.

MOTION CARRIED.

Item #5b – Minor Investments, Family L.L.L.P. submitted a Final Development Plan within a Planned Development District on Lot 2, Cree Village, Indian Hills addition and Outlots 7A, 7 and 8 Excluding Lot H1 and H2 in Lot 8

(Solum/Fargen) Motion to approve the Final Development Plan. All present voted aye.

MOTION CARRIED.

Item #5c – City of Brookings submitted amendments to the 2040 Comprehensive Plan for the City of Brookings pertaining to the future land use map.

(Fargen/Solum) Motion to approve the amendments to the future land use map. All present voted aye. **MOTION CARRIED.**

Item #5d – Sioux Empire Development Corporation submitted a petition to rezone a portion of the North ½ of the SW ¼ and a portion of the South ½ of the NW ¼ in Section 34, Township 110 North, Range 50 West from Agriculture District and R-1D to R-1C Single-family District.

(Solum/Mills) Motion to remove from the table. (Tabled at the August 2, 2022 meeting.) All present voted aye. **MOTION CARRIED.**

(Smith/Solum) Motion to approve the rezone request with a requirement that the lowest floor elevation for dwellings platted in Block 28 shall be at least two feet above flood level. All present voted aye. **MOTION CARRIED.**

Item #5e – Sioux Empire Development Corporation submitted a preliminary plat of Lots 1 to 11 in Block 28 in Timberline Addition

(Mills/Fargen) Motion to remove from the table. (Tabled at the August 2, 2022 meeting.) All present voted aye. **MOTION CARRIED.**

(Fargen/Mills) Motion to approve the preliminary plat with a requirement that the lowest floor elevation for dwellings platted in Block 28 shall be at least two feet above flood level. All present voted aye. **MOTION CARRIED.**

Mills recused himself.

Item #5f – Mills Development Corporation submitted a petition to rezone Outlots 2, 3, and 4 of Government Lot 4 in the Northwest Quarter (NW1/4) of Section Six (6), Township One-

Hundred Nine (109) North, Range Forty-Nine (49) West, City of Brookings, Brookings County, South Dakota from Residence R-3A apartments, manufactured house and mobile homes district to Business B-3 Heavy district.

(Smith/Fargen) Motion to approve the rezone request with staff recommendation to rezone Outlots 3 and 4 from R-3A to Business B-3 Heavy District and Outlot 2 from R-3A to Business B-2 District. All present voted aye. **MOTION CARRIED.**

Item #5g – Mills Development Corporation submitted a preliminary plat of Block 1 and Lots 1 & 2 in Mills Fourth Addition.

(Solum/Jamison) Motion to approve the preliminary plat. All present voted aye. **MOTION CARRIED.**

Mills returned to the Commission.

Item #5h – Luke Stephens submitted a petition to rezone Lot 2 in Block 9 of Freeland Addition from Industrial I-1 Light District to Business B-3 Heavy District.

(Smith/Mills) Motion to approve the rezone. All present voted aye. **MOTION CARRIED.**

The meeting adjourned at 7:28 p.m.



Ryan Miller, City Planner



Tanner Aiken, Chairperson

OFFICIAL SUMMARY

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Tuesday, June 6, 2023, at 5:30 PM in the Council Chambers Room #310 on the third floor of the City & County Government Center. Members present were James Drew, Greg Fargen, Kyle Jamison, Scot Leddy, Jacob Mills, Nick Schmeichel via phone, Richard Smith, Roger Solum, and Aiken. Also present were City Planner Ryan Miller, Community Development Director Mike Struck, Tyler and Sarah Janssen, Dennis Carmichael, Kyle Rausch, Tyler Burlage, Patrick Daly with Ryan Companies, Chad Lockwood with Ryan Companies, Angela McKillip-Arise Design Studio, Justin Bucher with Banner Associates, and Roger from Northwestern Energy.

Item #4a – This variance request is to add a 14'x46' area to the existing driveway. The current driveway is the maximum width allowed of 36 feet, and the applicants request would bring the driveway to 50'. Staff has recommendations that the maximum width of the driveway within the front yard shall be 46-feet and the side parking pad must be screened with a six-foot privacy fence on the south and east sides.

Sarah Janssen is wondering if the recommendations could be adjusted. They are wondering if they could extend the driveway to 50' at the setback where the front of the neighbor's garage starts and going south but anything north would be the 46' wide with a diagonal from the 50' to the 46'. Additionally, they would like the screening to be only on the rear of the parking pad to allow accessibility to the pad from the side. Carmichael lives south of the Janssen's at 3320 Pine Ave. He stated that at the time this area was developed there were ordinances put in place that don't allow for overnight parking. But ordinances were rewritten in 2005. He feels that the Janssen request is reasonable and he is in favor of this request.

Schmeichel is inquiring as to why staff is recommending approval on this request. Miller explained that this property, compared to others in the immediate neighborhood, have driveway widths of 46' which is why staff recommended this requirement. Schmeichel feels that the screening should be required.

Item #4b – Miller explained the request would be to allow for a detached garage with a second dedicated driveway. Both drives would be off of Goldenrod Trail.

Rausch stated that this lot was originally intended to be two lots but it is now just one long/large lot with frontage along Goldenrod Trail being 260'. Corner lots are allowed one driveway on each side but they would prefer to place both driveways on Goldenrod Trail since Sweet Grass Drive is a busier road.

Drew asked if there would be an ability to split this lot in the future and have one bare lot on the north. Miller stated that an undeveloped lot could be split off in the future.

Item #5a – This Final Development Plan will be for Lot 1, Outlot A, and Outlot B and some right-of-way dedication. This is for a portion of the development in Block 9 of Wiese Addition. The right-of-way dedication will be for an extension of LeFevre Drive, north of 6th Street. A final landscape plan will be required at the time a building permit is issued.

Aiken appreciates that the applicants provided the additional landscaping that the Planning Commission requested during the Initial Development Plan stage.

Leddy inquired about the sewer pipe size and wondered if all sewer pipes are supposed to be 8 inch in size.

Drew asked if LeFevre Drive and the East/West road are public right of way, so City would be required to plant trees here? Miller stated yes and everything west of LeFevre Drive will be private.

Item #5b– This Final Development Plan will be for the entire Planned Development Area for Phase 1 and Phase 2 of the Trails Head Addition. Phase 1(Block 1) will be a townhome development and Phase 2 (Block 2), to the east, will be a mixed used development with residential on the second and third floors and commercial uses on the main level.

McKillip with Arise Design Studio briefly explained the project and the planning stages up to the final development.

Item #5c – Miller explained that there are two future land use map amendments with one being in the Timberline Addition and the second in the Mills Development in the R'Surene Addition. The area in the Timberline Addition was previously in the floodplain area. A LOMR was submitted to remove this area from the floodplain.

The second amendment had a portion that was in the floodplain but the recent revisions to the floodplain map has moved this area out of the floodplain.

Item #5d – This area is currently zoned a mix of Agriculture and R-1D and R-1C and proposing all area into the Residence R-1C zoning. The area will consist of 11 lots in the Timberline Addition. Staff recommends approval.

Bucher, representing the applicants, explained that this is a continuation of what has already been rezoned to the east.

Item #5e – This preliminary plat is for 11 lots in the Timberline Addition. Bucher, representing the applicant, explained that this area is out of the floodplain due to a LOMR being submitted.

Item #5f – This rezone request is from Residence R-3A to Business B-3 Heavy District. The proposal is to combine all the lots and rezone all to B-3 Heavy District. Staff does recommend that Outlot 2 be rezoned to Business B-2 because it is along a commercial corridor.

Mills explained the reasoning for the unusual platting and zoning. The owners of the mobile home park, Western Estates, were wanting to sell some portions of their land. He noted that they are comfortable with the recommendation that the staff requested for B-2 on Outlot 2.

Item #5g – This preliminary plat is for Block 1 and Lots 1 & 2 in Mills Fourth Addition.

Mills explained that Lot 1 will be used for some utility upgrades with Northwestern Energy.

Roger from Northwestern Energy asked if the city will require an easement. Miller explained that if the city does require this, it will be at the final platting stage. Roger also asked if a drainage plan be required for Lot 1. Miller explained that the Engineering staff would determine this and it would be tied into the final platting stage.

Item #5h – This rezone is for a lot in the Freeland Addition that is currently zoned I-1 Light District. The proposed use of this lot is not included in the I-1 Light District but are in the Business B-3 Heavy District. The site is located along unimproved right-of-way.

Aiken asked if the unimproved right-of-way counts as access to the lot. Miller explained that they do have frontage but the access is via a shared use access agreement.

Item #5i – Miller explained that the B-3 zoning district allows for kennels by Conditional Use but indoor animal boarding establishments are not identified in any district. Mills feels that allowing this use in the B-2 District would be fine because everything would be confined to indoors. Aiken agrees with Mills. Miller asked if the Commission is wanting to add this as a specific use. Staff will look into options.

The meeting adjourned at 7:28 p.m.



Ryan Miller, City Planner



Tanner Aiken, Chairperson