

OFFICIAL MINUTES

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Tuesday, January 2, 2024, at 5:30 PM in the Council Chambers Room #310 on the third floor of the City & County Government Center. Members present were Scot Leddy, Jacob Limmer, Nick Schmeichel, Richard Smith, Roger Solum, Debra Spear and Aiken. Jacob Mills and Kyle Jamison were absent. Also present were City Planner Ryan Miller, Community Development Director Mike Struck, Rich Uckert, Justin Bucher, Matt Schreiber, James Drew-CD Properties, Zach Togel – Kwik Trip, Brent Dusek – Kwik Trip.

Item #1 – Roll Call

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

Item #3 – (Smith/Solum) Motion to approve the December 5, 2023 minutes. All present voted aye. **MOTION CARRIED.**

Item #4a – City of Brookings submitted amendments to the 2040 Comprehensive Plan for the City of Brookings pertaining to the future land use map.

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

Item #4b – CD Properties submitted a petition to rezone Outlots 2 and 3 excluding the north forty feet in the northeast quarter of Section One, Township One Hundred Nine, Range Fifty in the City of Brookings, Brookings County, South Dakota.

(Schmeichel/Solum) Motion to approve the rezone request. Limmer, Spear, Smith, Solum and Schmeichel voted aye. Leddy vote nay. **MOTION CARRIED.**

Item #4c – Kwik Trip Inc submitted an application for approval of a Commercial Corridor Design Review Overlay District site plan on Lot 4 in Block 4 of Southland Addition.

(Solum/Smith) Motion to approve the application contingent upon the trash enclosure being located outside of the front yard.

(Schmeichel/Smith) Amendment to the motion to remove the contingency and allow the trash enclosure within the front yard. Amendment was voted on. All present voted aye. **AMENDMENT CARRIED.**

Motion as amended was voted on. All presented voted aye. **MOTION CARRIED.**

Item #4d – Future Land Use Map Discussion. No action required.

The meeting adjourned at 6:52 p.m.

Ryan Miller, City Planner

Tanner Aiken, Chairperson

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OFFICIAL SUMMARY

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Tuesday, January 2, 2024, at 5:30 PM in the Council Chambers Room #310 on the third floor of the City & County Government Center. Members present were Scot Leddy, Jacob Limmer, Nick Schmeichel, Richard Smith, Roger Solum, Debra Spear and Aiken. Jacob Mills and Kyle Jamison were absent. Also present were City Planner Ryan Miller, Community Development Director Mike Struck, Rich Uckert, Justin Bucher, Matt Schreiber, James Drew-CD Properties, Zach Togel – Kwik Trip, Brent Dusek – Kwik Trip.

Item #4a – The first map amendment is for South Main Avenue between 36th Street and 38th Street from Urban Low Intensity/Open Wetland to Urban Medium Intensity. This area is just outside of city limits and is undeveloped. Open Wetland classifies this area as in a wetland but based on the current and future flood plain map, this area will not be in a floodplain so there is no concern. A majority of the area around this location is zoned Ag with some residential.

The second request is for 20th Street South between Lucerne Avenue and Grand Arbor Avenue from Medium Density Residential to Urban Medium Intensity. Current zoning in this area is Ag and Residential.

Item #4b – This rezone request is to rezone two properties along 20th Street South. The proposed zoning will be Business B-2A Office District. The recent amendment to the future land use map supports this request.

Uckert, 2017 Grand Arbor Avenue, isn't sure if he is in favor or against this request because he isn't sure what is planned. He isn't in favor of a coffee house as the business is very busy all the time and typically will have a drive-up window. With the setbacks he is concerned that proper screening can be accomplished. Uckert would like to see some appropriate screening required between the zoning districts. Future owners may not be as good neighbors as CD Properties.

Bucher, 2011 Grand Arbor Avenue, is not sure if he is in favor or against this request. He feels that there are businesses and uses that won't cause much concern. He is concerned that a future owner may do what they want in the future and the current owner is a good neighbor. There are some other areas along 20th Street South that had developments but those areas had apartment complexes, this area is surrounded by single-family residential. Bucher is also concerned that a Cannabis Dispensary is allowed in the B-2A zoning district and he would not be in favor of this use.

Schreiber, 1911 Fox Hill Circle, is also concerned about this request. The lighting, the traffic of a drive- thru and a marijuana dispensary are concerns of his.

Drew explained that the intent would be to the true focus of the B-2A professional office. He understands the concerns of the neighbors. Drew would be in favor of the Commission removing the Coffee House and the Marijuana Dispensary from the permitted uses.

Schmeichel asked for clarification on how permitted uses are issued. Miller explained that as long as the applicant meets the standards, staff can issue permitted and special permitted uses. Conditional

Uses are required to come in front of the commission and City Council. Schmeichel asked if broadcast station or studio includes a tower and what are the height limitations for these? Miller explained that a broadcast tower would be a Conditional Use. Schmeichel does feel that B-2A zoning is a good choice for this area. He is however worried about a business with a drive-thru such as a coffee house.

Aiken noted that this area is along a Commercial Corridor so a future plan/site plan will have to go through the Commercial Corridor Overlay District Design Review and will have to meet all those requirements and standards. Miller stated that this is accurate and there will be a few more times that the commission will see a plan for this site. The site plan will have to meet all the standards of the Commercial Corridor District.

Leddy understands the concerns of the neighbors. He also knows of the good work that James Drew and his business do. Schmeichel would like to know why a Coffee House is a permitted use in the B-2A Office District zoning. Struck explained that in years past a coffee shop was different and as times have evolved, the drive-thru option has become an important part of a coffee shop. Schmeichel is also concerned about the amount of traffic that could be created if a coffee house was built here.

Item #4c – This proposal is at 20th Street South and Ace Avenue for a gas station/convenience store. There would be 3 access points to this site with one access on 20th Street South, one on Ace Avenue and one on Canasta Lane. The plan is for detention ponds on the east and south sides of the development. The proposed landscape plan shows the required tree and foundation plantings. The applicant is requesting the trash enclosure to be located within a front yard, along Ace Avenue.

Togel spoke in regards to the trash enclosure requirement. In order to meet the setback requirements, in the Overlay District, they had to adjust their site plan many times specifically to their access points. The biggest reason for keeping this location for the trash enclosure is to allow for staff not having to walk through active entrances and exits to get to the receptacle. Also, due to some grading, relocating the dumpster closer to the car wash is going to cause safety issues with the freezing water from the car wash and also the traffic safety concern. Togel feels that keeping the trash receptacle along Ace Avenue, it will not be seen by as many people as would see it if located along 20th Street South.

Smith wonders if staff has made a recommendation on a better place for this receptacle than where the applicant has requested. Miller stated that the idea of placing it north of the carwash would be better. Smith asked the applicant if this would be acceptable to them? Togel stated they are concerned about the safety for their staff if they have to walk amongst driving cars to take the trash out. Additionally, Togel noted that Canasta Lane is not currently a street.

Limmer asked where most of the trash would come from. Togel stated that most of the trash will come from the convenience store which will also be serving a large amount of food. Limmer noted that staff will still be required to walk through traffic to get the trash from the car wash to the trash receptacle. Togel stated yes but that largest amount of trash will come from the convenience store itself.

Dusek, via telephone, also explained that the safety for the customers and employees is important so the location of the trash receptacle on the site plan is the best plan. This location prevents the gates/doors from being seen from the corridor district.

Leddy asked if there is a plan for sidewalk. Togel stated that they do plan to install sidewalk. Struck explained that sidewalk installation will be required on three sides of this property.

Item #4d – Miller explained that there have been a few map amendments over the last 4 years. Staff is wondering if the commission would like to take an interest in looking at updating the map? The current Future Land Use Map was created in 2018 as part of the 2040 Comprehensive Plan.

Schmeichel feels looking at 20th Street South would be a good place to look at. Aiken agrees but also feels that looking at the Commercial Corridor District is also a good plan.

The meeting adjourned at 6:52 p.m.

Ryan Miller, City Planner

Tanner Aiken, Chairperson

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