

OFFICIAL MINUTES

Chairperson Jacob Limmer called the meeting of the Planning Commission to order on Thursday, July 7, 2026, at 5:30 PM in the Council Chambers Room #310 on the third floor of the City & County Government Center. Members present were Tanner Aiken, Emily Braun, Billie Jo Hinrichs, Kyle Jamison, Jacob Limmer, Nick Schmeichel and Debra Spear. Scot Leddy and Roger Solum were absent. Also present were Community Development Director Michael Struck, City Planner Ryan Miller and Associate Planner Bailey Maca. Also present were Virginia Halvorson, Chad Kucker and Katie Murray from the public.

Item #1 – Roll Call

Item #2 – Approval of Agenda

(Schmeichel/Aiken) Motion to approve the agenda. All present voted aye. **MOTION CARRIED.**

Item #3 – Approval of Minutes

(Hinrichs/Schmeichel) Motion to approve the June 4, 2026 Minutes. All present voted aye. **MOTION CARRIED.**

Item #4 – Open Forum

Item #5 – Disclosure of Conflicts of Interest

Aiken disclosed a relationship to the applicant for 7a, South Dakota State University Alumni Foundation. His employer works with the foundation but he has no financial or personal interests in the project and is comfortable making an impartial judgement.

Item #6 – Convene as the Board of Adjustment

Item #6a – Richard Hohenthanner and Mark & Virginia Halverson have requested a side yard setback variance on Lots 175 & 176 of Onaka Village of Indian Hills Addition, also known as 309 and 315 Thunder Lane, respectively. The request is to build a shared detached garage over the side lot line.

(Aiken/Spear) Motion to approve the side yard setback variance. All present voted aye. **MOTION CARRIED.**

Item #7 – Reconvene as the Planning Commission

Item #7a – South Dakota State University Alumni & Foundation has submitted an application for a Conditional Use Permit on Lots Fifteen and Sixteen in Block 7 of Morehouse Addition, also known as 816 and 820 9th Avenue. The request is for off-street parking, off-site.

(Hinrichs/Braun) Motion to approve the conditional use permit. All present voted aye. **MOTION CARRIED.**

Item #7b – Ocean Ridge Hospitality LLC Ocean Ridge Hospitality, LLC submitted a petition to rezone Lots 4, 4A, 5, 5A, 6 and 6A in Block 1 and Lot 7, Excluding the South One-hundred and six feet, and Lot 7A in Third Addition from a Business B-4 Highway District to a Business B-2 District.

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

Item #7c – Jehovah's Witness has submitted a petition for annexation of Outlot F and Outlot G in the Southwest Quarter of the Southwest Quarter in Section Twenty, Township One Hundred-Ten North, Range Forty -Nine West, also known as 3521 US Highway 14.

(Spear/Schmeichel) Motion to approve the annexation. All present voted aye. **MOTION CARRIED.**

Item #8 – Adjourn

(Schmeichel/Aiken) Motion to adjourn. All present voted aye. **MOTION CARRIED**

The meeting adjourned at 6:15 p.m.

Ryan Miller, City Planner

Jacob Limmer, Chairperson

OFFICIAL SUMMARY

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Item #1 – Roll Call

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Item #4 – Open Forum

Item #5 – Disclosure of Conflicts of Interest

Aiken disclosed a relationship to the applicant for 7a, South Dakota State University Alumni Foundation. His employer works with the foundation but he has no financial or personal interests in the project and is comfortable making an impartial judgement.

Item #6 – Convene as the Board of Adjustment

Item #6a – Richard Hohenthanner and Mark & Virginia Halverson have requested for a side yard setback variance on Lots 175 & 176 of Onaka Village of Indian Hills Addition, also known as 309 and 315 Thunder Lane, respectively. The request is to build a shared detached garage over the side lot line. Per Sec. 94-127(f), the side yard setback in the Residence R-3 apartment district is 7 feet. Staff supports the request and notes that a similar arrangement exists at 815 and 817 3rd Street.

Virginia Halvorson was available for inquiries. Hinrichs asked if the structure is intended for use by both properties. Miller confirmed that it would be used by both properties and a fire rated wall would be required along the property line. Hinrichs asked how the request would affect the future sale of the property. Miller stated that a future homeowner would have access to half of the garage. Aiken asked if a maintenance agreement would be required. Miller explained that it is not required but it is an option. Schmeichel inquired if any sheds at 309 Thunder Lane were being removed. Miller noted that the 120 sq ft shed will be removed and the properties will not exceed the accessory structure square footage requirements with the addition of the proposed garage.

Item #7 – Reconvene as the Planning Commission

Item #7a – South Dakota State University Alumni & Foundation has submitted an application for a Conditional Use Permit on Lots Fifteen and Sixteen in Block 7 of Morehouse Addition, also known as 816 and 820 9th Avenue. The SDSU Foundation proposes constructing a parking lot and storage

building on the new lot to keep up with the growth of the foundation. The parking would be reserved for SDSU Foundation use. The proposed parking lot will be screened to the north and south with landscaped bufferyards. The lot will be accessed only by the alleyway to the east. The proposed garage was designed to be compatible with the University Residential Historic District and will meet the required setbacks. The previous demolition and moving of homes on the two lots, as well as the current Conditional Use Permit proposal, have been reviewed and approved by the State Historic Preservation Office (SHPO) and the Brookings Historic Preservation Commission (BHPC).

Kucker, design consultant, noted that the parking lot would only be accessible from the alley and was available for questions. Schmeichel asked for the city's reasoning for recommendation for approval. Miller explained that the city reviewed the standards for approval of the Conditional Use Permit and the proposal met the criteria. The applicant also worked with SHPO and BHPC to determine the best plan. Schmeichel asked if a business would receive the same recommendation. Miller listed several projects that also received approval for off-site parking. Hinrichs asked what the recommendations from SHPO and BHPC were. Miller detailed the 11.1 Review and State Case Report process and added that BHPC was pleased with the proposed plan. Hinrichs appreciated the designer working with Historic Preservation but is concerned about encroachment into the neighborhood to meet university needs. Spear asked if one house was already demolished and the other was already relocated. Miller confirmed that was accurate. Spear expressed concerns that the project was set up prior to being heard by Planning Commission. Miller explained that the applicant followed due process which required Historic Preservation approval first. Aiken inquired if a replat would be required. Miller confirmed that it would be. Miller detailed the owners and uses of each property in the immediate area.

Item #7b – Ocean Ridge Hospitality LLC Ocean Ridge Hospitality, LLC submitted a petition to rezone Lots 4, 4A, 5, 5A, 6 and 6A in Block 1 and Lot 7, Excluding the South One-hundred and six feet, and Lot 7A in Third Addition from a Business B-4 Highway District to a Business B-2 District.

Murray, property owner, explained that the building in the front right is in disrepair and by rezoning they can rebuild the structure and remain in compliance. Aiken voiced support of the request.

Item #7c – Jehovah's Witness has submitted a petition for annexation of Outlot F and Outlot G in the Southwest Quarter of the Southwest Quarter in Section Twenty, Township One Hundred-Ten North, Range Forty -Nine West, also known as 3521 US Highway 14. A subsequent rezone will be required due to the property not meeting the minimum area requirements for the Agriculture District.

Schmeichel asked what other religious institutions in town are zoned. Miller stated that the majority are zoned residential and referenced several examples. Miller went on to add that the City recently added Civic Zoning that could potentially be used. Schmeichel asked if there is a City Ag zoning designation. Miller confirmed that there is and added that the minimum lot size is 35 acres. Limmer asked if the property could remain Agricultural but non-conforming. Miller stated that they could but it would not be recommended due to restrictions on non-conforming properties.

Item #8 – Adjourn

The meeting adjourned at 6:15 p.m.

Ryan Miller, City Planner

Jacob Limmer, Chairperson