

Board of Adjustment Agenda Memo

From: Ryan Miller, City Planner

Meeting: November 4, 2025

Subject: Variances - 203 Front Street - Fire Station

Presenter: Ryan Miller, City Planner

Summary and Recommended Action:

The City of Brookings has made a request for variances on Lots 1, 1A, 2 and 3 in Block 4 of the Original Plat Addition, also known as 203 Front Street. The first request is for a reduced front yard setback to 2nd Avenue. The second request is for a reduced front yard setback to Front Street. The minimum required front yard setback in the Business B-2 District is 25-feet. The third request is for a 100-foot driveway. The maximum allowable width for a driveway is 40-feet. The fourth request is for a fence located within a required landscape area. In all business districts, fences up to eight feet in height shall not be erected between a lot line and any areas required to be landscaped.

Staff recommends approval.

Item Details:

203 Front Street is a city owned parcel that currently includes a parking lot and garage. The lot was purchased by the city in 1994 and is zoned Business B-2 District. The Brookings Fire Department plans to move its central fire station to the lot from the existing location across the alleyway at the corner of 3rd Street and 3rd Avenue.

The roughly half-acre lot is a corner lot with frontage along Front Street to the south and 2nd Avenue to the west along with an alleyway running along the east property line. The Fire Department would like to site the future fire station with the driveway facing Front Street, similar in orientation to the existing station. A number of variances are required to make the proposed site plan work.

The first request is for a reduced front yard setback to 2nd Avenue. According to Section 94-132(f), the minimum front yard setback in the Business B-2 District is 25-feet. The proposed fire station will have an 8' – 8" front setback along 2nd Avenue. The second request is for a reduced front yard setback to Front Street. The station will have slightly less than the required 25-foot front setback along Front Street near the intersection with 2nd Avenue.

The third request is for a 100-foot driveway. According to Section 94-343(a)(3)(c)(5), the maximum allowable width for a driveway is 40-feet. The station requires individual access

for each of the five apparatus bays. The driveway on the existing stations is roughly 86-feet in width.

The fourth request is for a fence located within a required landscape area. Per Section 94-398(C), fences shall not be erected between a lot line and any areas required to be landscaped. Because properties to the north of the proposed station are zoned residential, a bufferyard is required on the north side of the parcel. The required bufferyard must be landscaped and therefore a fence could not be placed on the property per ordinance. The proposed privacy fence will screen the generator and patio area from adjacent properties. A similar variance was requested and granted for the Ivy Center which had numerous mechanical units within the bufferyard area.

Supporting Documentation:

Hearing Notice

Location Map

Application

Narrative

Site Plan