

OFFICIAL MINUTES

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Tuesday, July 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 Tanner Aiken, Kyle Jamison, Scot Leddy, Jacob Limmer, Nick Schmeichel, Roger Solum and Debra Spear. Richard Smith was absent. Also present were Community Development Director Michael Struck and City Planner Ryan Miller. Also present were Chantel Granum, Tim Veldkamp, Kyle Rausch, Mike Hawley, Lynda Pierce and Kelan Bludorn.

Item #6c – Northern Plains Professional Properties LLC has submitted an application for a Conditional Use Permit on the following described real estate in the City of Brookings: Block 3A and Block 4 in Northern Plains Addition. The request is for townhouses in the Residence R-2 two-family district.

(Schmeichel/Solum) Motion to approve conditional use permit including staff recommendations of a maximum of 8 townhome units for Block 3A and a maximum of 12 townhome units for Block 4. All present voted aye. **MOTION CARRIED.**

OFFICIAL SUMMARY

Item #6c – Northern Plains Professional Properties, LLC submitted a conditional use permit application for Blocks 3A and 4 in Northern Plains Addition located along Main Avenue South near 15th Street South. A conditional use permit was approved by the Planning Commission and City Council in 2022 for up to 20 townhome units on Block 3. The conditional use permit had since expired and needed to be renewed. The developer now proposed to construct 20 units on two separate blocks, Blocks 3A and 4 as shown on the revised preliminary plat. Block 3A would include two 4-unit townhomes (8 total units) and Block 4 would include three 4-unit townhomes (12 total units) for a total of five townhome structures and 20 total units. Standards of approval for a conditional use permit state that such uses shall not be located in an area where they are likely to have a negative impact on adjacent properties due to their size or the traffic generated from such use. Access to the townhomes would be provided via two private streets, Mayfield Drive and Cloverfield Place. These streets provide access to Main Avenue, an arterial street. Utilities running along Mayfield Drive would serve the units. Grading and drainage plans were originally approved and would not be impacted by the changes. The proposed building locations met all setback requirements for the R-2 district. A landscape plan would be required at the time of permitting.

Rausch was available for questions and stated that this was the exact same Conditional Use Permit as originally approved in 2022. Since it had expired, he re-requested it.