

OFFICIAL MINUTES

Chairperson Tanner Aiken called the meeting of the Planning Commission to order on Monday, November 4, 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, Scot Leddy, Jacob Limmer, Roger Solum, and Debra Spear. Nick Schmeichel was present via phone. Kyle Jamison was absent. Also present were Community Development Director Michael Struck and City Planner Ryan Miller. Also present was Lynda Pierce, Jim Goepfner and Richard Blasey.

Item #1 – Roll Call

Item #2 –Approval of Agenda

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

Item #3 –Approval of Minutes

(Limmer/Spear) Motion to approve the October 1, 2024 minutes. All present voted aye. **MOTION CARRIED.**

Item #4 – Hearing and Action on Preliminary Plats

Item #4a – Lily Design has submitted a Final Development Plan for a proposed commercial development on Lot 2 in Block 3 of Prairie Hills Addition in a Planned Development District with B-2 underlying zoning.

(Limmer/Solum) Motion to approve the FDP. All present voted aye. **MOTION CARRIED.**

Item #4b – Circle K Stores, Inc. has submitted a site plan for review within the Commercial Corridor Design Review Overlay District located on Lot 1 in Block 1 of Moriarty Edgebrook Second Addition.

(Solum/Limmer) Motion to approve the site plan including staff recommendations of 63.4 ft setback from 22nd Avenue South and 5.5 ft landscaping setback from 20th Street South. All present voted aye. **MOTION CARRIED.**

Item #4c – Nominating Committee Discussion. Aiken and Spear will bring their recommendations for the Election of Officers to the December 3, 2024 Planning Commission Meeting.

Item #5 – Adjourn

The meeting adjourned at 5:51 p.m.

Ryan Miller

Tanner Aiken, Chairperson

OFFICIAL SUMMARY

Chairperson Tanner Aiken called the meeting of the Planning Commission to order on Monday, November 4, 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, Scot Leddy, Jacob Limmer, Roger Solum, and Debra Spear. Nick Schmeichel was present via phone. Kyle Jamison was absent. Also present were Community Development Director Michael Struck and City Planner Ryan Miller. Also present was Lynda Pierce, Jim Goepner and Richard Blasey.

(Following is a summary of the meeting and not a word for word dictation. Please see the City's website to view the meeting video for full details. <https://cityofbrookings.legistar.com/calendar.aspx>)

Item #1 – Roll Call

Item #2 – **Approval of Agenda**

Item #3 – **Approval of Minutes**

Item #4 – **Hearing and Action on Preliminary Plats**

Item #4a – Lily Design has submitted a Final Development Plan for proposed commercial development on Lot 2 in Block 3 of Prairie Hills Addition.

Pierce, Lily Design representative, was available for questions and explained that this project was previously approved with recommendations by the Planning Commission. Those recommendations have now been met and the parcel has been rezoned to B-2 to allow the use of a drive thru.

Item #4b – Circle K Stores, Inc. submitted a site plan for review within the Commercial Corridor Design Review Overlay District on Lot 1 in Block 1 of Moriarty Edgebrook Second Addition with staff recommendations of a 63.4' setback from 22nd Ave S & 5.5' landscaping setback from 20th St S.

Blasey, Colliers Engineering project designer, was available for questions. He explained that the landscaping setback exception is requested to meet the commercial corridor building setback and include a bypass lane alongside the car wash.

Item #4b – Aiken and Spear volunteered to be on the nominating committee and will bring their recommendations to the December 3, 2024 Planning Commission Meeting for the Election of Officers. Miller stated that being on the nominating committee does not prohibit a member from being nominated. the Chair also serves on the Joint Board of Adjustment with the Vice Chair as an alternate. They are typically invited to the City Council does strategic planning as well.

Item #5 – **Adjourn**

The meeting adjourned at 5:51 p.m.

Ryan Miller

Tanner Aiken, Chairperson