

OFFICIAL MINUTES

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Tuesday, November 7, 2023, at 5:30 PM in the Council Chambers Room #310 on the third floor of the City & County Government Center. Members present were James Drew, Greg Fargen, Kyle Jamison, Scot Leddy, Nick Schmeichel, Richard Smith, Roger Solum, and Aiken. Jacob Mills was absent. Also present were City Planner Ryan Miller, Community Development Director Mike Struck, Chris Mulhair, Stephen Kresback, Angela McKillip – Arise Design Studio, and Clinton Powell – Pinpoint Consulting.

Item #1 – Roll Call

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

Item #3 – (Schmeichel/Jamison) Motion to approve the October 3, 2023 minutes. All present voted aye. **MOTION CARRIED.**

Item #4 – Convene as the Board of Adjustment

Drew arrived at 5:35 p.m.

Item #4a – Chris Mulhair made a request for a variance on Lot 10, Block 3 of Fairgrounds Addition, also known as 1002 Christine Avenue. The request is for an 8-foot driveway expansion, for a total of 28-feet in width, within the minimum front yard setback are. The width of a driveway may be up to 24-feet in width, and an expansion of the driveway width may only occur in the area between the driveway and the side lot line facing the outer wall of an attached garage.

(Fargen/Schmeichel) Motion to approve the variance request.

(Schmeichel/Jamison) Amendment that this request be approved with the contingency that a second driveway off of 10th Street South would not be allowed. Amendment was voted on. All present voted aye. **AMENDMENT CARRIED.**

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

Item #4b – Seth Skogen made a request for a variance on Lot 1 in Block 2 of Reserve Addition. The request is for a raised concrete patio extending five feet into the minimum front yard setback are. Porches, decks and platforms 30 inches in height or less above grade may extend into the front yard a distance not greater than 20 percent of the minimum required setback (four feet).

(Solum/Smith) Motion to approve the variance request. Drew abstained. All others voted aye. **MOTION CARRIED.**

Item #5 – Reconvene as the Planning Commission

Item #6a – The City of Brookings proposed the Creation of the Boundaries for Tax Increment District Number Fifteen.

(Smith/Fargen) Motion to approve the Creation of the Boundaries for Tax Increment District Number Fifteen. All present voted aye. **MOTION CARRIED.**

Item #6b – The City of Brookings submitted a Project Plan for Tax Increment District Number Fifteen

(Smith/Schmeichel) Motion to approve the Project Plan. All present voted aye. **MOTION CARRIED.**

Item #6c – The City of Brookings submitted a Project Plan Amendment to Tax Increment District Number Eleven increasing the original project costs by 35% pursuant to SDCL 11-9-23.

(Fargen/Solum) Motion to approve the Amendments to Tax Increment District Number Eleven. All present voted aye. **MOTION CARRIED.**

The meeting adjourned at 6:26 p.m.

Ryan Miller, City Planner

Tanner Aiken, Chairperson

OFFICIAL SUMMARY

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Tuesday, November 7, 2023, at 5:30 PM in the Council Chambers Room #310 on the third floor of the City & County Government Center. Members present were James Drew, Greg Fargen, Kyle Jamison, Scot Leddy, Nick Schmeichel, Richard Smith, Roger Solum, and Aiken. Jacob Mills was absent. Also present were City Planner Ryan Miller, Community Development Director Mike Struck, Chris Mulhair, Stephen Kresback, Angela McKillip – Arise Design Studio, and Clinton Powell – Pinpoint Consulting.

Item #4a – This request is for a driveway expansion within the front yard area on a corner lot. The request is to add 8 feet onto the north side of the driveway. Mulhair explained that they are needing additional off-street parking to be able to get their vehicles off the street, especially for snow removal. Smith asked if staff could explain the staff reasoning for denial to the applicant. Miller explained that some recent requests similar to this request were denied. Kresback, 1507 Sylvan Circle, asked Miller in the recent request that was denied, was there anyone from the public against the request? Miller didn't recall that there was anybody that spoke against that request. Kresback feels that this request should be approved and he doesn't feel that this driveway addition would cause any issues.

Schmeichel asked if the applicant were to install a parking pad in the side yard, coming off of 10th Street, he wouldn't need a variance request? Miller stated that they could do this, in the rear yard off of 10th Street South. Schmeichel also clarified that this driveway addition would not be in the site triangle causing site issues. Miller stated that is correct. Smith asked if there are other options? Miller stated yes, the driveway could be installed on other parts of the property. Schmeichel looks at this request slightly different because they are not going to be adding another access onto 10th Street, moving the driveway would require removal of trees, and the size is minimal, and if 10th Street wasn't here, this request could be complete without a variance. Leddy noted that snow removal efforts could create a site issue if all the snow is moved to the north side of the drive.

Item #4b – This variance is for a projection of a front patio on a lot with a 15-foot total front yard setback. Ordinance allows for porches, decks and platforms 30 inches in height or less above grade may extend into the front yard a distance not greater than 20 percent which in this case is 4 feet. The applicant is requesting 5 feet.

Item #6a – Struck explained that boundaries need to be created for a Tax Increment District. This is a public and private partnership for a mixed-use project along Main Ave S. With TIF's there is an opportunity to help further economic development as well as affordable housing projects within the community. The opportunity to partnership with this project is to improve pedestrian accesses along this corridor and the ADA issues along this stretch to make is safer for citizens.

Powell, representing the applicant, explained that this project is really important when looking at long term goals of affordable housing. This is a positive project with a lot of positive improvements.

Item #6b – This step is to approve the Project Plan for the Tax Increment District. This step details the project and the impact that this project will have on the city, developer, and citizens. A separate Developer Agreement will need to be approved by the City Council contingent upon the boundaries and project plan being approved by City Council.

Item #6c – Struck explained that this is an amendment to a Project Plan for Tax Increment District #11. This amendment is to increase the project plan costs by 35%. An increase of 35% can be complete by an amendment and it is not necessary to redetermine the base value of the district.

The meeting adjourned at 6:26 p.m.

Ryan Miller, City Planner

Tanner Aiken, Chairperson