

City Council Agenda Item Memo

From: Ryan Miller, City Planner

Council Meeting: July 23, 2024 / August 13, 2024 (TABLED) /
September 10, 2024 (TABLED) / September 24, 2024

Subject: Ordinance 24-024: Conditional Use Permit - Blocks 3A and 4
in Northern Plains Addition

Presenter: Mike Struck, Community Development Director
Ryan Miller, City Planner

Summary and Recommended Action:

Northern Plains Professional Properties, LLC, has submitted a Conditional Use Permit application for Blocks 3A and 4 in Northern Plains Addition. Northern Plains Addition is located along Main Avenue South near 15th Street South. Development Review Team recommended approval and the Planning Commission voted 7- 0 recommending approval with the following conditions:

- A maximum of 8 townhome units for Block 3A
- A maximum of 12 townhome units for Block 4

The Attached revised Site Plan includes the following:

- The buildings were shifted north (22-foot setback to the south property line).
- Retains existing trees.
- Added grass berms.
- Added a note for existing landscaping already planted in the parking island.

Item Details:

A Conditional Use Permit (CUP) was approved by the Planning Commission and City Council in 2022 for up to 20 townhome units on Block 3. The Conditional Use Permit has since expired and will need to be renewed.

The developer originally submitted plans for 18 units. The developer is now proposing to construct 20 units on two separate blocks, Blocks 3A and 4 as shown on the revised site plan. Block 3A will include two 4-unit townhomes (8 total units), and Block 4 will 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 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 will 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 will serve the units. Grading and drainage plans were originally approved and will not be impacted by the changes.

The proposed building locations meet all required setback requirements for the R-2 District. A landscape plan will be required at the time of permitting.

Additionally, the developer has submitted a revised Preliminary Plat and rezone which will slightly modify the location and legal description for the CUP. The revised Preliminary Plat and rezone will run concurrently with the CUP renewal.

Brookings City Council Meeting Excerpt: “BROOKINGS CITY COUNCIL - August 13, 2024: the Brookings City Council held a joint meeting with the County Commission on Tuesday, August 13, 2024 at 5:30 PM, at the Brookings City & County Government Center, Chambers, with the following City Council members present: Mayor Oepke Niemeyer, Council Members Wayne Avery, Brianna Doran, Andrew Rasmussen, Bonny Specker, Holly Tilton Byrne, and Nick Wendell. County Commission Members present: Mike Bartley, Shawn Hostler, Larry Jensen, Ryan Krogman, and Kelly VanderWal. City Manager Paul Briseno, City Attorney Steve Britzman and City Clerk Bonnie Foster were also present.

Ordinance 24-024. A motion was made by Council Member Tilton Byrne, seconded by Council Member Wendell, that Ordinance 24-024, an Ordinance to permit by Conditional Use Permit townhouses on Blocks 3A and 4 in Northern Plains Addition, City of Brookings, Brookings County, South Dakota, be approved. Public Comment: Kyle Rausch, Heather Neff, Rachel Flaskey, Ron Stee, Jordan Arneson, Allan Sandor, Ava Flaskey, Linda Watson, Julia Eberhart, Vince Eberhart, and Jason Flaskey. A motion was made by Council Member Avery, seconded by Council Member Wendell, that Ordinance 24-024 be tabled. The motion carried by the following vote: Yes: 7 - Avery, Doran, Niemeyer, Rasmussen, Specker, Tilton Byrne, and Wendell.

Updates since August 13, 2024:

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- Added grass berms.
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Legal Consideration:

None

Strategic Plan Consideration:

Economic Growth – The City of Brookings will support effective diversified community investment and equitable opportunities for prosperity.

Financial Consideration:

None

Supporting Documentation:

Ordinance

Hearing Notices – City Council

Hearing Notice – Planning Commission

Planning Commission Minutes

Location Map

Application

Site Plan

Site Plan – revised 8/30/2024

Site Plan and Concepts - revised 9/16/2024

Building Elevations