

**OFFICIAL MINUTES**

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Monday, January 9, 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, Scot Leddy, Nick Schmeichel, Roger Solum, and Aiken. Absent were Kyle Jamison and Jacob Mills. Also present were City Planner Ryan Miller, Community Development Director Mike Struck, Lane Worzeka – via telephone and Mike McClemans.

**Item #1** – Roll Call

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

**Item #3a** – (Solum/Fargen) Motion to approve the December 6, 2022 minutes. All present voted aye. **MOTION CARRIED.**

**Item #4a** – HME Management submitted a Final Development Plan on Block 3B of Prairie Hills Addition.

(Solum/Fargen) Motion to approve the Final Development Plan. All present voted aye. **MOTION CARRIED.**

**Item #4b** – City of Brookings submitted amendments to Chapter 94, Zoning, pertaining to Sec. 94-433 related to off-street parking requirements.

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

**Item #4c** – (Schmeichel/Solum) Motion to approve the Board of Adjustment / Planning Commission 2022 Annual Report. All present voted aye. **MOTION CARRIED.**

The meeting adjourned at 6:28 p.m.

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Ryan Miller, City Planner

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Tanner Aiken, Chairperson

## **OFFICIAL SUMMARY**

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**Item #4a** – HME Management has submitted this Final Development Plan. The Initial Development Plan was approved in 2022 with one exception to allow detached garage parking spaces to count towards the required parking spaces. This project is a senior living community with a total of 108 units. They were required to provide 70 parking spaces and by included detached garages for parking, they meet the parking requirements. Renderings of the final site plan were provided also.

Worzeka with HME Management was available via phone to answer questions.

McClemons owns property across the road to the north. He is wondering what the timeline is on correcting the drainage on 20<sup>th</sup> Street South and Medary Avenue. He isn't opposed to this project but would like the drainage issue to be addressed by the City. Struck explained that the drainage concern is a question for Engineering. The drainage plan has been approved for this project.

**Item #4b** – Based upon research and recommendations, staff has come up with changes to Chapter 94 regarding parking minimums for several different uses. Miller explained the changes that are being planned within this amendment. The idea with the amendments is to lower the requirements for parking.

Solum inquired as to why garages are excluded from the counting. Miller explained that often times the garage spaces are used as storage units and not parking. Struck also explained that in large apartment complexes that have detached garages, often times these are being rented out to people other than the tenants. Additionally, the on-site tenants may or may not choose to pay the extra for the garage.

Leddy wondered why the commercial parking was decreased so significantly. He also wondered if there were maximum requirements being applied. Miller explained that there are no parking maximums and that the proposed changes only reduce the minimum parking required. Miller also stated that a couple of months ago, examples were provided showing that the commercial lots had a significant number of empty parking spots in their lots.

**Item #4c** – Miller reviewed the Annual Report with the Commission. Aiken asked for a refresher on the Connectivity Index and what this means. Struck explained that the Connectivity Index was doing an analysis on street connectivity as of today and a goal for the future. An analysis within GIS has been completed for this but policies have not been written yet, this could be a goal for 2023. This could also tie into the Subdivision Regulations so that when there is review of preliminary plats, they are sure there is appropriate street connectivity for vehicles and walking in Residential and Commercial neighborhoods.

Aiken would like a goal for 2023 to be a review of the Future Land Use map.

Schmeichel asked Struck and Miller what some of their challenges are right now. Miller explained that they were able to look into the parking requirements which has been an ongoing issue for quite a few years. Water and drainage is a concern but the City is currently working on a Stormwater Master Plan. Struck feels that the Conditional Use process and standards will need to be reviewed in 2023.

Drew would like the Comprehensive Plan to be kept in mind as the 20<sup>th</sup> Street South project comes to an end. This project will create additional development on that side of town so it is good for the Planning Commission to have a vision on this. Also the Commercial Corridor Overlay District requirements are going to play a role in development and the Planning Commission will want to keep an eye on these requirements as applicants come forward.

The meeting adjourned at 6:28 p.m.

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Ryan Miller, City Planner

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Tanner Aiken, Chairperson