

OFFICIAL MINUTES

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Tuesday June 2, 2020, at 5:30 PM in the Chambers Room #310 on the third floor of the City & County Government Center. Members present were Ashley Biggar, James Drew, Gregg Jorgenson, Jason Meusburger, Jacob Mills, Eric Rasmussen and Aiken. Members present via phone were Greg Fargen and Lee Ann Pierce. Also present were City Planner Staci Bungard, Community Development Director Mike Struck, City Engineer Jackie Lanning, and Joshua Long.

Item #1 – Roll Call

Item #2 – (Jorgenson/Mills) Motion to approve the agenda with the removal of item #5c and item #6a. All present voted aye. **MOTION CARRIED.**

Item #3 – (Meusburger/Rasmussen) Motion to approve the May 5, 2020 Planning Commission minutes. All present voted aye. **MOTION CARRIED.**

Item #4a – Sioux Empire Development Corp submitted a petition to rezone the North ½ of the N ½ of the Southwest ¼ in Section 34, Township 110 North, Range 50 West of the 5th P.M., Brookings County, South Dakota from Agricultural, A, District to Residence R-1C Single-Family District (Generally located south of Summit Pass and east of West 16th Avenue South)

(Rasmussen/Jorgenson) Motion to approve the rezone request with the amendment recommended by staff to prevent split zoning. All present voted aye. **MOTION CARRIED.**

Item #5a – Sioux Empire Development Corp submitted a Preliminary Plat of Lots 1-11, Block 21 and Lots 1-9, Block 22, Timberline Addition.

(Mills/Meusburger) Motion to approve the Preliminary Plat contingent upon acceptable street names being shown on the Preliminary Plat prior to forwarding to City Council. All present voted aye. **MOTION CARRIED.**

Item #5b – Sioux Empire Development Corp has submitted a Preliminary Plat of Lots 26-30, Block 6; Lots 1-14, Block 18; Lots 1-14, Block 19; Lots 1-31, Block 20; Lots 1-8, Block 24; Lots 1 & 2, Block 25; Lots 1 & 2, Block 26; Lots 1-3, Block 27; Lot 1, Block 28; all in Timberline Addition.

(Jorgenson/Drew) Motion to approve the Preliminary Plat. All present voted aye. **MOTION CARRIED.**

Item #6b – Matt Gorder has submitted a Final Plat of Lot 6A, Block 12, Folsom's Addition.

(Meusburger/Biggar) Motion to approve the Final Plat contingent upon all necessary easements being shown on the Final Plat prior to recording. All present voted aye. **MOTION CARRIED.**

Item #6c – Joshua and Kimberly Long have submitted a Final Plat of Lot 25A, Block 6, Timberline Addition.

(Jorgenson/Biggar) Motion to approve the Final Plat contingent upon the Final Plat containing all necessary easements prior to recording and the owner extending the sidewalk to the west property line. All present voted aye. **MOTION CARRIED.**

Mills recused himself.

Item #6d – Prairie Hills LLC has submitted a Final Plat of Lot 21, Block 12, Timberline Addition.

(Meusburger/Rasmussen) Motion to approve the Final Plat contingent upon all necessary easements being shown prior to recording. All present voted aye. **MOTION CARRIED.**

Mills returned to the Commission. Drew recused himself.

Item #6e – CD Properties LLC has submitted a Final Plat of Lots 5-10, Block 3, Arbor Hill Addition

(Rasmussen/Mills) Motion to approve the Final Plat contingent upon all necessary easements being shown on the Final Plat prior to recording. All present voted aye. **MOTION CARRIED.**

Item #6f – CD Properties LLC has submitted a Final Plat of Lots 11-19, Block 3, Arbor Hill Addition.

(Biggar/Jorgenson) Motion to approve the Final Plat contingent upon all necessary easements being shown on the Final Plat prior to recording. All present voted aye. **MOTION CARRIED.**

Drew returned to the Commission.

The meeting was adjourned at 6:10 p.m.

Staci Bungard, City Planner

Tanner Aiken, Chairperson

OFFICIAL SUMMARY

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Tuesday June 2, 2020, at 5:30 PM in the Chambers Room #310 on the third floor of the City & County Government Center. Members present were Ashley Biggar, James Drew, Gregg Jorgenson, Jason Meusburger, Jacob Mills, Eric Rasmussen and Aiken. Members present via phone were Greg Fargen and Lee Ann Pierce. Also present were City Planner Staci Bungard, Community Development Director Mike Struck, City Engineer Jackie Lanning, and Joshua Long.

Item #4a – This is a phase of Timberline Addition. The applicant would like to rezone to R-1C for the purposes of residential development. A portion of the land was recently annexed into the city limits. Staff is recommending that the applicant modify the rezoning to align with previously approved zoning to prevent split zoning on lots. Fargen asked if the applicant is aware of the amendment that staff is recommending. Bungard stated yes.

Item #5a – This plat will be for 20 residential lots north of Steamboat Trail. This property was recently annexed into the City. The rezoning request is currently in the process of being approved by the City Council on June 9th. The subdivision layout is designed to work with a natural pond area. The secondary access requirement will be considered at the Final Plat stage. Pierce wondered why they are waiting until the Final Plat stage to discuss the secondary access requirements. Bungard explained that the impact of the secondary access is relevant when homes start getting built.

Item #5b – This is a preliminary plat for 80 residential lots in the Timberline Addition. The City Council did approve annexation of a portion of this land. The lots do meet the applicable zoning standards. A portion of this preliminary plat was approved by the Planning Commission in 2019, but the southern portion of this plat was not annexed into the City at that time.

Drew asked where this development is at within the radius for parks. Bungard recalls a park shown on the Parks Master Plan, but she believes that the City has gone away from parks and is looking at going into recreational trails systems. Struck explained that the City is moving away from pocket parks and rather looking into regional parks and using a trail system to connect the parks. The City has had discussion with the developer, and there is going to be a significant amount of green space in this development due to a large amount of wet areas. Pierce asked if there is an ordinance that relates to park requirements. Bungard stated that the city currently does not have an Ordinance requiring Park Land Dedication.

Item #6b - This plat will combine two lots into one for future commercial development. This property was recently rezoned to B-3 District. The owner would like to develop on this lot and the lots will need to be combined to accomplish this.

Item #6c – This is a plat to combine two lots into one. Combining these lots will allow the applicant to place an accessory detached structure. Long asked if the easements were measured from the property line and how will he know where these easements are located? Bungard stated yes they are measure from the property line and Brookings Municipal Utilities will provide a copy of a map showing these. Bungard will provide the map to Mr. Long. Long also wondered about the installation of the sidewalk and the timeline for this. Lanning explained that the city staff could complete an inspection and will notify him of a timeline. Rasmussen asked if the applicant would then be allowed to have an access off of Summit Pass. Bungard explained that this is a corner lot so the applicant would be allowed to have an access drive off of Keystone Circle and Summit Pass.

Item #6d – This is Final Plat approval for one residential lot for future residential development in Prairie Hills.

Item #6e – This is Final Plat approval for 6 residential lots in the Arbor Hill Addition. The preliminary plat does meet the requirements of the Subdivision Regulations and Zoning Ordinance.

Item #6f – The applicant is seeking Final Plat approval for 9 lots along Grand Arbor Ave and 22nd Street S. The final plat is in compliance with the approved Preliminary Plat.

The meeting was adjourned at 6:10 p.m.

Staci Bungard, City Planner

Tanner Aiken, Chairperson