

OFFICIAL MINUTES

Chairperson Gregg Jorgenson called the meeting of the City Planning Commission to order on Tuesday June 1, 2021, 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, James Drew, Greg Fargen, Jacob Mills, Jason Meusburger, Eric Rasmussen and Jorgenson. Absent were Ashley Biggar and Lee Ann Pierce. Also present were Community Development Director Mike Struck, City Planner Ryan Miller, Keith Rounds, City Manager Paul Briseno, and Brookings Municipal Utilities General Manager Steve Meyer.

Item #1 – Roll Call

Item #2 – (Mills/Fargen) Motion to approve the agenda with the addition of item #5e – Project Update. All present voted aye. MOTION CARRIED.

Item #3 – (Rasmussen/Meusburger) Motion to approve the May 4, 2021 Planning Commission Minutes. All present voted aye. MOTION CARRIED.

Item #4a - Blairhill Properties Inc submitted a Revised Preliminary Plat for Lots 1-29, Block 1; Lots 1-2, Block 2; Lots 1-22, Block 3; Lots 1-13, Block 4; Lots 1-12, Block 5; Lots 1-11, Block 6, River Run Addition

(Aiken/Fargen) Motion to approve the revised preliminary plat. All present voted aye. **MOTION CARRIED.**

Item #5a - The City of Brookings submitted a temporary ordinance regarding the issuance of local medical cannabis establishment permits and/or licenses.

(Mesuburger/Aiken) Motion to approve the temporary ordinance. All present voted aye. **MOTION CARRIED.**

Item #5b – The City of Brookings submitted amendments to Chapter 94, Zoning, pertaining to Section 94-7(b) Application Requirements amending the submission date for application for zoning changes from “on or before the fifteenth day of the month preceding the regular planning commission meeting in which the request is to be heard” to “on or before the 1st day of the month preceding the regular planning commission meeting in which the request is to be heard.”

(Mills/Meusburger) Motion to remove from the table. All present voted aye.

(Fargen/Biggar) Motion to approve the amendment (motion made at the May 4, 2021 meeting). Drew and Mills voted no. All others voted aye. **MOTION CARRIED.**

Items #5c - The City of Brookings submitted amendments to Chapter 94, Zoning, pertaining to Section 94-222 – Application amending the submission date for conditional use permit applications from the 15th day of any month prior to the next regularly scheduled planning commission meeting to the 1st day of any month prior to the next regularly scheduled planning commission meeting.

(Fargen/Aiken) Motion to remove from the table. All present voted aye.

(Pierce/Meusburger) Motion to approve the amendment (Motion made at the May 4, 2021 meeting).
Drew and Mills voted no. All others voted aye. **MOTION CARRIED.**

Items #5d – Presentation on Future Growth of the City of Brookings – Presentation only, no action on this item.

Item #5e – Project Update – Presentation only, no action on this item.

The meeting adjourned at 6:48 p.m.

Ryan Miller, City Planner

Gregg Jorgenson, Chairperson

OFFICIAL SUMMARY

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Item #4a – In January of 2021, a preliminary plat for River Run Addition was approved. This revised preliminary plat will add 3 additional lots.

Item #5a – This is a temporary ordinance regarding the issuance of permits/licenses for local medical cannabis establishments. This temporary ordinance allows the City more time until they can obtain guidance from the South Dakota Department of Health. Current ruling is that medical cannabis establishments can operate starting July 1, 2021.

Rasmussen asked for clarification of this ordinance. Struck explained that this is not a moratorium, this is an ordinance that allows the City to “not” accept any applications until the rules and regulations have been put into place.

Item #5b – This amendment is to change the deadline for a rezoning request from the 15th of the month to the 1st of the month (prior to the month of the regularly scheduled meeting) to allow adequate time for staff and Development Review Team (DRT) for review.

Fargen asked if any contractors have contacted staff since this item was discussed at the May Planning Commission meeting. Miller had heard from one contractor. Miller also explained that by moving this deadline ahead, the approval through DRT, Planning Commission, and City Council will actually be sooner than the current situation.

Mills is concerned about the deadline date. He feels that developers need the additional 2 weeks to be able to provide requests and items for review.

Briseno explained the DRT process to the Planning Commission. The DRT does a complete review of projects and proposals to be sure they are well prepared before coming to the Planning Commission. He feels that the DRT team does have a thorough review process that will help the developer have everything they need to help expedite a request to prevent it getting held up at the Planning Commission stage.

Drew feels that there maybe is a significant amount of time between the 1st and the 15th that could delay the developers. With the short construction season that we have here, developers need to have more time to submit plans.

Item #5c – This amendment is to change the deadline for a conditional use permit application from the 15th of the month to the 1st of the month prior to the month of the regularly scheduled meeting.

Item #5e – Emma, an undergraduate student at SDSU, is completing a research project that she is conducting in 3 South Dakota communities with one of those being Brookings. This project is a study

about place making in South Dakota and how place making allows residences to explore what makes a community unique.

The meeting adjourned at 6:48 p.m.

Ryan Miller, City Planner

Gregg Jorgenson, Chairperson