

## **OFFICIAL MINUTES**

Chairperson Gregg Jorgenson called the meeting of the City Planning Commission to order on Tuesday, September 7, 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, Jacob Mills, Lee Ann Pierce, Roger Solum and Jorgenson. Absent were Greg Fargen, Justin Borns and Ashley Biggar. Also present were Community Development Director Mike Struck, City Planner Ryan Miller, and Jerry Cooley.

### **Item #1 – Roll Call**

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

**Item #3 – (Solum/Drew) Motion to approve the August 3, 2021 Planning Commission Minutes. All present voted aye. MOTION CARRIED.**

### **Drew recused himself.**

**Item #4a -** CD Properties LLC has submitted a revised preliminary plat of Lots 1-10, Block 5 in Arbor Hill Addition.

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

**Item #5a -** CD Properties LLC has submitted a petition to rezone the North 200' of the East 226' of the North 1350' Exc West 312' and Exc East 1128.5' and Exc OL's 2 & 3 and Exc North 40' and Exc Arbor Hill Addition in the NE ¼ of Section 1, Township 109 North, Range 50 West. The request is to rezone from Residential R-3 Apartment District to Business B-2 District.

(Solum/Pierce) Motion to approve the rezone request. All present voted aye. **MOTION CARRIED.**

**Item #5b -** CD Properties LLC submitted a petition to rezone the land west of Christine Ave in the SW1/4 of the SW1/4 Exc Platted areas and Exc. South 265' and Exc. North 740' in Section 36, Township 110 North, Range 50 West. The request is to rezone from a Residential R-3 Apartment District to a Business B-3 Heavy District.

(Aiken/Mills) Motion to approve the rezone request. All present voted aye. **MOTION CARRIED.**

### **Drew returned to the Commission.**

**Item #6a -** Jerry Cooley has submitted an application for a Conditional Use Permit on the West Sixty-five (65') Feet of Lot Six (6) and the West Sixty-five (W 65') Feet of the North Forty (N 40') Feet of Lot Five (5), all in Block Four of the Original Plat to the Town, now City of Brookings, Brookings County, State of South Dakota, also known as 202 4<sup>th</sup> Street. The conditional use permit is to allow a woodworking shop, which is a major home occupation, in the Residence R-2 two-family district.

(Solum/Mills) Motion to approve the conditional use permit with the following conditions: 1.) the permit is for the applicant only and cannot be transferred to subsequent property owners 2.) the hours of operation must be limited to 7:00 am – 10:00 pm. All present voted aye. **MOTION CARRIED.**

**Mills recused himself.**

**Item #6b -** The City of Brookings is requesting the Creation of Boundaries of Tax Increment District #11.

(Aiken/Solum) Motion to approve the Boundaries of Tax Increment District #11. All present voted aye. **MOTION CARRIED.**

**Items #6c –** Adoption of Tax Increment District #11 Project Plan.

(Solum/Aiken) Motion to approve the Adoption of Tax Increment District #11 Project Plan. All present voted aye. **MOTION CARRIED.**

**Mills returned to the Commission.**

The meeting adjourned at 6:16 p.m.

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Ryan Miller, City Planner

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Gregg Jorgenson, Chairperson

## **OFFICIAL SUMMARY**

Chairperson Gregg Jorgenson called the meeting of the City Planning Commission to order on Tuesday, September 7, 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, Jacob Mills, Lee Ann Pierce, Roger Solum and Jorgenson. Absent were Greg Fargen, Justin Borns and Ashley Biggar. Also present were Community Development Director Mike Struck, City Planner Ryan Miller, and Jerry Cooley.

**Item #4a** – This is a revised plat for 10 lots in Arbor Hill Addition. These lots were originally platted and approved in 2017. The revised plat proposes adding three lots from the original plat, making the lots smaller in size.

Drew explained that this block is zoned R-2 and the lots across the streets are zoned R-3. Since the last meeting, they have adjusted the sizes of these lots based on concerns from surrounding property owners.

Mills asked if the need for a revised plat is simply due to the addition of lots. Miller explained that code requires a revised plat anytime lots are added to a preliminary plat. Mills was in support of the revised plat but wondered if there could be an amendment to code that eliminates the need for a revised plat when only minor changes to the number of lots are being proposed.

Pierce thanked Drew for taking the neighbors' concerns into consideration and bringing back a revised plat that lessens their concerns.

**Item #5a** – This area is located along 20<sup>th</sup> Street South near the intersection of Lucerne Avenue. Areas to the north and east are zoned R-3 Apartment District. The property has recently been classified to Urban Medium Intensity which supports the proposed B-2 District.

Miller explained that staff received two calls related to the proposed rezoning. One caller was curious as to what a B-2 district would allow. A second caller was concerned with the rezoning due to the retail component and intensity allowed in the B-2 district.

**Item #5b** – This rezone request is for an area near Christine Avenue and 20<sup>th</sup> Street South. This area was recently reclassified to Urban Medium Intensity which supports a Business B-3 Heavy District.

Drew explained that they currently have a business with plans to come into this area, and the type of business falls into the B-3 Heavy District zoning. Mills asked if there was a particular reason why the B-3 Zoning was selected and if it was it for setback reasons? Drew stated that he isn't able to answer this question in a public forum.

**Item #6a** – The applicant would like to operate a small woodworking shop out of a garage at 202 4<sup>th</sup> Street. The applicant has a 200 sf garage that they would like to utilize. There would be no sales on site.

Jerry Cooley stated that he plans to only make small size items. Larger items would not be part of the business.

Jorgenson asked if the condition related to hours of operation are appropriate. Miller stated that the hours used in the conditions were set as a default based on the City's nuisance ordinance and that the hours could be adjusted.

**Item #6b** – Struck explained that this is to fund public improvements. This is a public/private partnership as the property tax increment will be shared equally between the developer and the city. Tax Increment District #11 proposes to construct infrastructure improvements along Sweetgrass Drive and Tallgrass Parkway. Additional improvements include a shared-use path along 20<sup>th</sup> Street South, the City has agreed to connect the existing trail system between Main Avenue South and Medary Avenue. Additionally, there will also be some drainage improvements in and near the intersection of 20<sup>th</sup> Street South and Medary Avenue.

Mills, representing Prairie Hills, explained that the Prairie Hills development has a bit of a situation with the drainage in this area. By installing infrastructure, they will be able to complete their street structure within the Prairie Hills development. He appreciates the partnership with the city on this project.

Drew asked why the boundary isn't going to the very east side of the soccer complex. Struck explained that there is a potential project to the east and they didn't want to hinder any plans with that project.

Pierce asked why adding public land to the district would be a benefit since public lands cannot create an increment. Struck explained that all of the increment generated would come from land in the Prairie Hills development but some of the increment will be used to fund public improvements on the public lands included in the district.

**Item #6c** – Struck explained the project plan detailing the proposed improvements, associated costs, and the plan for financing the improvements. The developer is responsible to front the costs of the project improvements in Sweetgrass Drive and Tallgrass Parkway while the City is responsible to front the costs of the remaining project improvements.

The meeting adjourned at 6:16 p.m.

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Ryan Miller, City Planner

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Gregg Jorgenson, Chairperson