

## **OFFICIAL MINUTES**

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Tuesday, May 2, 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, Kyle Jamison, Scot Leddy, Jacob Mills, Richard Smith, Roger Solum, and Aiken. Absent were Greg Fargen and Nick Schmeichel. Also present were City Planner Ryan Miller, Community Development Director Mike Struck, Andrew Burger, Melissa Elijah – Mills Property Management, and City Engineer Charlie Richter.

### **Item #1 – Roll Call**

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

**Item #3a –** (Mills/Solum) Motion to approve the April 4, 2023 minutes. All present voted aye. **MOTION CARRIED.**

### **Item #4 – Convene as the Board of Adjustment**

**Item #5 –** Andrew Burger made a request for a variance on Lot 2 of Brookings Mall Addition, also known as 700 22<sup>nd</sup> Ave S. The request is for a third access drive on to 22<sup>nd</sup> Avenue S. The maximum number of access drives for a commercial lot with at least 200 feet of frontage on an arterial street is two.

(Mills/Solum) Motion to approve the variance request contingent upon a Traffic Impact Study being completed that supports a third access drive.

(Mills/Solum) Amendment to the motion to remove the contingency for the Traffic Impact Study. Drew, Mills, Solum and Smith voted yes. Jamison, Leddy and Aiken voted no.

**AMENDMENT FAILED.**

Original motion voted on to approve the variance contingent upon a Traffic Impact Study being completed that supports a third access drive. All present voted aye. **MOTION CARRIED.**

### **Item #6 – Reconvene as the Planning Commission**

**Item #7a –** Ryan Companies US Inc submitted a Revised Preliminary Plat of Lots 1-5, Outlot A and Outlot B in Block 9 of Wiese Addition.

(Mills/Solum) Motion to approve the Revised Preliminary Plat as presented. All present voted aye. **MOTION CARRIED.**

**Item #8a** – Triple R Partners LLC submitted a petition for annexation of Lot 2 of CKS Partners Addition in the Southwest Quarter in Section 20, Township 110 N, Range 50 W, Brookings County, South Dakota.

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

The meeting adjourned at 6:35 p.m.



Ryan Miller, City Planner



Tanner Aiken, Chairperson

**OFFICIAL SUMMARY**

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Tuesday, May 2, 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, Kyle Jamison, Scot Leddy, Jacob Mills, Richard Smith, Roger Solum, and Aiken. Absent were Greg Fargen and Nick Schmeichel. Also present were City Planner Ryan Miller, Community Development Director Mike Struck, Andrew Burger, Melissa Elijah – Mills Property Management, and City Engineer Charlie Richter.

**Item #5** – This request is for an additional access drive at the Brookings Mall. This third access drive will be onto 22<sup>nd</sup> Avenue South, two access drives are allowed by ordinance. The new access drive will be located north of the two current access drives, 160 feet south of Orchard Drive. The new access drive would be 40-foot wide which is allowed by code.

Andrew Burger asked if a Traffic Report would be required. Miller explained that the additional access drive would not be approved without the Traffic Impact Study being performed and supportive of a third access drive. Burger explained that he wasn't aware of a Traffic Impact Study being required. He is willing to invest in this property and stub in water and sewer for future development and since 22<sup>nd</sup> Avenue is being reconstructed he thought the installation of the additional access drive now was a good time. If a Traffic Impact Study is required, that won't be able to be obtained until after the 22<sup>nd</sup> Avenue Reconstruction project is complete and he is trying to eliminate having to tear up new curb and gutter.

Charlie Richter, City Engineer, has been working with Burger for quite some time to reconfigure the entrances. Richter doesn't see an issue with the development that Burger has planned and he encourages Burger to proceed with the installation of the water and sewer stub installation.

Melissa Elijah asked the board and staff what a traffic study will confirm or deny for them and what is the significance? Miller explained what is all entailed in the study. The drafter of the study would determine if the access drive would be necessary or not. Elijah doesn't feel that this additional access would create additional traffic, it will remain to be the same current people using it.

Drew noted that if there was a request to parcel off the northeast corner, then ordinance would allow for an access drive. Miller explained that a Revised Preliminary Plat would be required to plat off a parcel of this lot and during this process discussions would be had about potential shared access drives.

Jamison asked if the traffic study focused on safety in addition to traffic flow? Leddy asked if a Traffic Safety Study was complete for the 22<sup>nd</sup> Avenue project and the recommendation in that study was to add right turn lanes. Richter stated that a traffic study had been complete and it was stated for right turn lanes but there wasn't a definitive recommendation for right turn lanes.

During the design process, engineers and staff tried laying out turn lanes but it didn't work out with the driveways.

Drew explained that Casey's has an access that is located close to this intersection, so he isn't sure that the study should be required. Richter explained that the current safety situation isn't good with traffic trying to exit the Hy-Vee parking lot.

Burger stated that the City had requested to shift the current drives and he felt that this would be a good time for the third access drive. He feels that the requirement of a traffic study should have been discussed with him prior to this meeting.

Mills explained that he is in support of development and he feels we need to have accessibility to our businesses. He understands the concerns from a safety standpoint. But he struggles with site specific requirements for traffic studies.

Solum feels that turn lanes would be appropriate here, but an additional access would relieve the pressure that is on the two existing access points. There are other properties in the vicinity that have many access points to get into the property and he feels that the third access drive would help.

Jamison feels that the parking lot being reconfigured will help and he doesn't feel that a third access drive would be an issue. Miller isn't sure that there is a reconfiguration plan for the parking lot. Richter stated that the drawing appears to have islands installed to help with the flow but this is not part of the 22<sup>nd</sup> Avenue project. Burger explained that Civil Design did drawings for the City for this project. The drawing shows that some parking spots were blocked out but that wasn't Burger's plan. Additionally, the current accesses will remain where they are at, there will not be any realigning of these accesses. Drew asked if Burger would be willing to install the island. Burger stated that he could do that but he doesn't understand the reasoning for it.

Leddy noted that the Traffic Study that was done for 22<sup>nd</sup> Avenue said that right turn lanes should be installed and he agrees with this. Additionally, he looked into the accidents in this area and there have been a significant number.

Aiken is struggling with finding a hardship with this request. He feels that a traffic study should be required. Jamison also agrees that the traffic study should be required and this would also provide an opportunity to look at the parking situation and the addition of another entrance.


**Item #7a** – This plat was approved at a previous meeting but there has been a slight revision made. There will be 5 developable lots and 2 outlots. The revision is an additional outlot for stormwater storage. There will also be an additional access easement which will run along the west side of Lot 1.


**Item #8a** – This annexation request is located just south of the Highway 14 Bypass and east of the Swiftel Center area. For property to be annexed it must be contiguous to the City limits. In this case it wouldn't meet the traditional requirements for being contiguous. However, there is a

state statute that would consider the municipally owned property to be an extension of the City to meet the contiguous requirement. This land is currently zoned Joint Jurisdiction Agriculture so this would incorporate Ag land into the city limits. This property does sit in the floodplain.

**Item #9** – Due to the July regular meeting date being July 4<sup>th</sup>, the July meeting will be held Monday, July 10<sup>th</sup>.

The meeting adjourned at 6:35p.m.

  
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Ryan Miller, City Planner

  
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Tanner Aiken, Chairperson

