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December 2, 2019 Minutes
Joint Brookings City and Brookings County Planning Commission Minutes

Joint Brookings City Planning and Brookings County Planning & Zoning
Commission
December 2, 2019 – 7:00 PM
Brookings City & County Government Center
310 Chambers

Brookings County Planning & Zoning Commission Chair Elenkiwich called the meeting to order at 7:01 PM. Brookings City Planning Commission members present were: Tanner Aiken, James Drew, Alan Johnson, Gregg Jorgenson, Jason Meusburger, Lee Ann Pierce, Greg Fargen and Chair Erik Rasmussen. Absent City member was Ashley Biggar. Brookings County Planning Commission members present were: Chair Kimberly Elenkiwich, Mike Bartley, Michael McHugh, Tom Davis, Darrell Nelson, Darrel Kleinjan, Terrell Spence, Randy Jensen, Chad Ford, and alternate board member and Roger Erickson. Also present were City Planner Staci Bungard, Community Development Director Mike Struck, County Development Director Robert W. Hill, County Development Deputy Director Richard Haugen and First District Association of Local Governments Senior Planner Luke Muller.

Brookings City Planning Commission Chair Erik Rasmussen read **agenda item # 2: Approval of Agenda** and asked that each board make a motion of approval. Motion to approve by City Planning Commission member Gregg Jorgenson and Lee Ann Pierce second. Motion to approve by County Planning & Zoning Commission member Tom Davis and Michael McHugh second. Voice vote, all present voted aye. Motion carried.

Chair Rasmussen read **agenda item #3: Hearing and action to rezone**. **Notice is hereby given that Caleb Svartoi of EC Properties, LLC submitted a petition to rezone the following described real estate in the joint Jurisdiction Area of the City of Brookings and Brookings County, South Dakota. "The S150' of the E165' of Lot 1 Krogman 1st Addition in the SE1/4 SE1/4 of Section 16, T110N, R50W, also known as 1806 US Hwy 14, from a Joint Jurisdiction Residence R-1B Single-Family District to a Joint Jurisdiction Business B-3 Heavy District.** Chair Rasmussen asked City of Brookings Planner for a staff report. Ms. Bungard gave her report stating, "The

applicant is seeking a rezoning request for a portion of property located at 1806 US Highway 14 from JJR-1B to JJB-3 District as the applicant would like to relocate the existing residence and use the property for a use consistent with the Joint Jurisdiction B-3 District. She noted: 1) The 2.32 acre property is located just north of US Highway 14 and a portion of the land was rezoned from JJB-3 to JJR-1B in 1995 to allow for a residence to be constructed. 2) The ownership of the property has changed and the current owner would like to relocate the existing home to another location and use the entire parcel for business uses. The land to be rezoned is entirely surrounded by property zoned JJB-3 with the RJ's Gas Stop immediately to the south. 3) The County and City Planning Commissions both make a recommendation to their respective governing bodies. The County Commissioners and City Council hear the rezoning request and make the final determination. Ms. Bungard went over the Findings of Fact: (1) The 2040 City of Brookings Comprehensive plan shows this general area as either commercial or low density residential. The City Comprehensive Plan does support the rezoning of the property to JJB-3. (2) The general area is predominately zoned JJB-3. Staff recommends approval of the rezoning request based on the support of the City Comprehensive Plan and the surrounding land uses. Chair Rasmussen asked for a motion to approve from the City. Motion by City Planning Commission member Alan Johnson and Tanner Aiken second. Motion to approve by County Planning & Zoning Commission member Mike Bartley and Michael McHugh second. Chair Rasmussen opened the public hearing portion asking for proponents. Caleb Svartoen identified himself and stated, "I am looking to move the house off and we have a landscape business here in Brookings and we are looking to use the property for that." Chair Rasmussen asked for opponents, hearing none he closed the public hearing portion and asked if members of the City Planning Commission had any questions. City Board member Pierce asked what the permitted uses would be if the property was rezoned. Ms. Bungard presented a visual of the permitted uses for the property if it was rezoned to JJB-3. Chair Elenkiwich asked if the County Planning Commission had any questions, hearing none. Hearing no further questions Chair Rasmussen called for City and County alternating roll-call vote. Aiken-aye, McHugh-aye, Drew-aye, Davis-aye, Johnson-aye, Nelson-aye, Jorgenson-aye, Kleinjan-aye, Pierce-aye, Ford-aye, Fargen-aye, Spence-aye, Meusburger-aye, Jensen-aye, Rasmussen-aye, Elenkiwich-aye, Bartley-aye. Motion carried.

Chair Elenkiwich read **agenda item #4: Discussion and review on updating Draft Joint Jurisdiction Zoning Ordinance.** Luke Muller from First District Association of Local Governments presented the board with handouts and a power point presentation that went over the Draft of the Joint Jurisdiction Ordinance that had been worked on by the Joint Jurisdiction Subcommittee. Muller then asked the boards for ideas on setting a meeting schedule to work jointly with getting the draft completed and ready for public hearing and adoption. Board members discussed and agreed to plan on meeting jointly between the City Planning Commission and the County Planning & Zoning Commission monthly meetings that take place the first Tuesday of each month. Time to be determined.

Tentative meeting schedule:

Meeting #1

- Review of Subcommittee Process
- General Description of Proposed Ordinances

Meeting #2

- Joint Jurisdiction Area
- Administration
 - + Joint Board of Adjustment
 - + City vs County permits

Meeting #3

- Ag District
 - + Houses on small lots
 - + CAFO's
 - + Mining
 - + Uses in General

Meeting #4

- Aquifer Protection District

Meeting #5

- Other topics brought up by Planning Commission
- Review of previously discussed topics

Meeting was adjourned at 7:55 PM

Rae Lynn Maher
Brookings County
Development Department