

BROOKINGS COUNTY PLANNING & ZONING COMMISSION

**BROOKINGS CITY & COUNTY GOVERNMENT CENTER
520 3rd St, 310 Chambers, Brookings, SD 57006**

JANUARY 6, 2026 AGENDA

1. **Call to Order - 7:00 PM on Tuesday, January 6, 2026.**
2. **Approval of Minutes.**
Documents:

MINUTES- December 2, 2025 PZ Minutes DRAFT 12-03-2025.pdf
3. **Items to be Added to Agenda by Commission Members or Staff**
4. **Invitation for Citizens to Schedule Time on the Commission Agenda for an Item Not Listed**
*Anyone wanting to speak during this agenda item much sign in prior to the start of the meeting. Any requested action items much be scheduled for a future meeting date.
(Time limited to 5-minutes per person to address the commission.)*
5. **Disclosure of Conflicts of Interest: Relationship(s) to Applicant; or Ex Parte Communication**
6. **Approval of Agenda**
7. **Election of Officers for 2026.**
8. **Convene as Brookings County Planning and Zoning Commission**
9. **Appoint board members - Joint BOA.**
10. **Work Session - Discussion and review of Ordinance.**
11. **Department Reports**
12. **Executive Session, if Necessary.**
13. **Adjourn**
14. **Public Notices**

Brookings County Zoning Office * Brookings City & County Government Center * 520 3rd Street, Suite 110 * (605) 696-8350 * www.brookingscountysd.gov

BROOKINGS COUNTY PLANNING & ZONING COMMISSION
MINUTES OF DECEMBER 2, 2025 REGULAR PLANNING & ZONING MEETING

The Brookings County Planning & Zoning Commission met at their regular meeting on Tuesday, December 2, 2025. The following members were present: Chad Ford, Kelly VanderWal, Cody Clark, Darrel Kleinjan, Kyle VanderWal, Mark Jorenby, Neil Trooien, and Randy Jensen, and alternates Dale Storhaug and Justin DeGroot. Absent was Tim Paulson. Also present were Deputy Director Richard Haugen, County Development Director/Emergency Manager Robert Hill and via phone Senior Planner from First District Association of Local Governments Luke Muller.

CALL TO ORDER

Chair Ford called the meeting to order at 7:00 PM

APPROVAL OF MINUTES

(Kyle VanderWal/Clark) Motion to approve November 4, 2025 Minutes. All present voted aye. **MOTION CARRIED.**

ITEMS TO BE ADDED TO AGENDA BY COMMISSION MEMBERS OR STAFF.

None added.

INVITATION FOR CITIZENS TO SCHEDULE TIME ON AGENDA FOR ITEM NOT LISTED. *Time limited to 5 minutes per person to address the board.*

No one scheduled time to address the board.

DISCLOSURE OF CONFLICTS OF INTEREST

Kleinjan: 2025var004 - Englin.

APPROVAL OF AGENDA

(Trooien/Jensen) Motion to approve the agenda for the December 2, 2025 Meeting. All present voted aye. **MOTION CARRIED.**

CONVENE AS BROOKINGS COUNTY PLANNING & ZONING COMMISSION

CONSIDERATION OF PLATS

2025PLAT026

For property described as "Plat of Tract 1 of Groom Addition an Addition in the SE1/4 of Section 28, T112N, R52W of the 5th P.M., Brookings County, South Dakota." Submitted by Robert D. Groom to plat off an existing 7.47 acre building site from the 93 acres they own. The building site consists of a shelterbelt of mature trees, house, barn and other outbuildings.

(Kyle VanderWal/Kleinjan) Motion to approve the plat. Roll call vote: Kelly VanderWal-aye, Storhaug-aye, Clark-aye, Kleinjan-aye, Kyle VanderWal-aye, Jorenby-aye, Trooien-aye, Jensen-aye, Ford-aye. 9-aye, 0-nay. **MOTION CARRIED.**

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2025PLAT027

For property described as “Plat of Tracts 1, 2, and 3 of Robbins Addition in Section 25, T111N, R49W of the 5th P.M., Brookings County, South Dakota.” Submitted by Robbins Family members to plat off 112.22 acres of pasture/grassland from the 291.79 acres of farm ground that they own in the northwest, northeast and southeast quarters in Section 25, T111N, R49W of Afton Township.

(Jensen/Clark) Motion to approve the plat. Roll call vote: Storhaug-aye, Clark-aye, Kleinjan-aye, Kyle VanderWal-aye, Jorenby-aye, Trooien-aye, Jensen-aye, Kelly VanderWal-aye, Ford-aye. 9-aye, 0-nay. **MOTION CARRIED.**

2025PLAT028

For property described as “Plat of Lots 2A, 3C, 4A & 5 of Porter Addition located in the N1/2 of the NW1/4 of Section 13, T109N, R50W of the 5th P.M., Brookings County, South Dakota.” Submitted by Adam Porter for the Porter family. They are platting off Lot 4A, a 5.28-acre existing homestead from the 35 acres they own and are making property line adjustments on Lots 2A, 3C and 5. Property is located in the Brookings City/Brookings County Joint Jurisdiction area.

(Trooien/Jensen) Motion to approve the plat. Roll call vote: Clark-aye, Kleinjan-aye, Kyle VanderWal-aye, Jorenby-aye, Trooien-aye, Jensen-aye, Kelly VanderWal-aye, Storhaug-aye, Ford-aye. 9-aye, 0-nay. **MOTION CARRIED.**

2025PLAT029

For property described as “Plat of Lot 11 of Turtle Bay Addition located in the S1/2 of Govt Lot 1 in the NE1/4 of Section 29, T109N, R50W of the 5th P.M., and in a portion of the NE1/4 of the SE1/4 of Section 29, T109N, R50W of the 5th P.M., and a portion of Govt Lot 2 in the SW1/4 of Section 28, T109N, R50W of the 5th P.M., all in Brookings County, South Dakota.” Submitted by Tim Hogan for Turtle Bay, LLC to plat off Lot 11 in Turtle Bay Addition on the west side of Lake Campbell. The preliminary plat was approved on June 6, 2024.

(Clark/Kyle VanderWal) Motion to approve the plat. Roll call vote: Kyle VanderWal-aye, Jorenby-aye, Trooien-aye, Jensen-aye, Kelly VanderWal-aye, Storhaug-aye, Clark-aye, Kleinjan-aye, Ford-aye. 9-aye, 0-nay. **MOTION CARRIED.**

CONVENE AS BROOKINGS COUNTY BOARD OF ADJUSTMENT

Kleinjan stepped down and DeGroot took his seat.

2025VAR004

Application by Tony Brower for Keith Englin for a variance. Article IV District Requirements: Chapter 4.01 “A” Agricultural Land District: Section 4.01.05. Area Regulations/Easements (Single Family Residences – Minimum Front Yard). The property is described as: “S1700’ of E670’ of SE1/4 in Section 14, T112N, R51W (Preston Township)” ~~ located at 19877 465th Ave, Bruce, SD 57220.

(Jensen/Clark) Motion to approve the Variance.

STAFF REPORT: The request is for a front yard variance to build a 28' x 30' house addition 74' from the center of 465th Ave, a variance of 59' (required setback is 133' from the center of the road). The report noted: 1) The proposed addition cannot be moved to the west as a detached garage is located on the west side of the house. 2) The house was built in 1917, prior to the current zoning regulations. Public notices were published in the Brookings Register on November 18 & 25, 2025 and in the Volga Tribune on November 20 & 27, 2025. Letters were sent to the adjoining landowner's, Preston Township Chairman and Clerk.

PUBLIC HEARING: Applicant Tony Brower noted the Englin's were looking to add some square footage to the main level.

Proponents: None.

Opponents: None.

DISCUSSION: Board members had no questions. Findings of Facts were reviewed and completed by the board, concurred with by Kyle VanderWal and placed on file.

VOTE: Jorenby-aye, Trooien-aye, Jensen-aye, Kelly VanderWal-aye, Storhaug-aye, Clark-aye, Kyle VanderWal-aye, DeGroot-aye, Ford-aye. 9-aye, 0-nay. **CARRIED.**

DeGroot stepped down and Kleinjan resumed his seat.

2025VAR005

Application by Julie Johnson for a variance. Article IV District Requirements: Chapter 4.03 "LP" Lake-Park District: Section 4.03.03. Density, Area and Yard Regulation. The property is described as: "Lots A, B, C, D, E and F of Outlot B of the Tawzer Subdivision within Lake Poinsett Heights all in Govt Lot 3 of Section 5, T112N, R52W (Laketon Township)" ~ located at 127 S Lake Dr, Arlington, SD 57212.

(Jensen/Kyle VanderWal) Motion to approve the Variance.

STAFF REPORT: The variance is in the Lake Park Zoning District to build a 4' x 5' entry stoop/deck 4' from the east property line, a variance of 4' and 30' from the highest known water elevation, a variance of 45'. Report noted: 1) The new 4' x 5' entry stoop/deck will be the new access to the house. 2) Applicant is adding a 24' x 25' addition onto the front side (not the lake side) of the cabin, using the existing foundation that is there. The addition foundation was poured but walls and roof of the addition were not built by the previous owners. 3) The property has been removed from the floodplain as it met the FEMA requirements for a Letter of Map Amendment. 4) The house addition and existing house meet the 8' side yard and front yard setback of 25'. 5)

Considerations: Shape and size of the lot, House built in 1928, prior to current zoning setback requirements. Lake Poinsett Heights Subdivision was originally platted on May 12, 1922, and replatted on February 21, 1986, at the request of several property owners.

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Public notices were published in the Brookings Register on November 18 & 25, 20225 and in the Arlington Sun on November 20 & 27, 2025. Letters were sent to adjoining landowners, Brookings County Highway Department and Laketon Township Chairman and Clerk.

PUBLIC HEARING: Applicant Julie Jensen noted they purchased the cabin in hopes of adding on to the existing footings so that they would have enough bedrooms for family.

Proponents: Emails read that were received after the posting deadline. Those is support of the variance request were: 1) Shawn Ericsson 2) Travis Soldtake.

Opponents: None.

DISCUSSION: Board members had no questions. Findings of Facts were reviewed and completed by the board, concurred with by Jensen and placed on file.

VOTE: Trooien-aye, Jensen-aye, Kelly VanderWal-aye, Clark-aye, Storhaug-aye, Kleinjan-aye, Kyle VanderWal-aye, Jorenby-aye, Ford-aye. 9-aye, 0-nay. **MOTION CARRIED.**

2025CU008

Application by Dan Ackerwold for a conditional use permit. Article IV District Requirements: Chapter 4.01. "A" Agricultural Land District: Section 4.01.04 Conditional Uses #24 Sand, gravel or quarry operation; mineral exploration and extraction; rock crushers; and concrete and asphalt mixing plants. The property is described as: "W1/2 of W1/2 of SW1/4 Exc N191' of W456' & H-1 in Section 25, T109N, R50W (Medary Township)" ~~ located at 47122 219th St, Brookings, SD 57006.

(Trooien/Jensen) Motion to approve Conditional Use.

STAFF REPORT: The applicant is requesting a conditional use permit # 24 for a Sand, gravel or quarry operation; mineral extraction; rock crushers. The report noted: 1) The material would be mined and processed (crushed) on site, and he would like to be able to haul in used concrete to store and crush too mix with the crushed gravel on an "as needed basis". 2) Mr. Ackerwold is digging ponds for his fish/bait farm and selling the mined material. 3) Property is not in the floodplain but is in Zone "B" of the Aquifer Materials Map. 4) Plans: Ponds will be 10'-15' deep with a 4 to 1 slope around the edge for safety. Berms will be constructed around the outside perimeter of the mining area. Hours of operation will be 6:30 AM – 6:30 PM. Weeds and dust control will be applied as needed. Proposed mining would be for 10 years. When mining and reclamation is complete the ponds will be used for his fish/bait farm. The applicant will use a mining contractor to mine the gravel. The applicant has a mining permit from the South Dakota Department of Agriculture and Natural Resources which is on file. Entrance and exit to the site will be off 219th St, aka (Brookings County highway #22). 5) Applicant was approved for a conditional use 2023cu003 (mining), 2023cu004 (crushing) and 2023cu005 (crushing of concrete) on March 7, 2023, on the "E1/2 of W1/2 of SW1/4 of Section 25, T109N, R50W (Medary Township)" – 40 acres. 6) Applicant has applied for

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notice of intent to mine with SDDANR for the proposed location, as he would like to continue the same operation on the west 36.48 acres. Letters were sent to the adjoining landowners, Medary Township Chairman and Clerk, and the Brookings County Highway Department. Public notices were published in the Brookings Register on November 18 and 25, 2025.

PUBLIC HEARING: Applicant Dan Ackerwold noted he would like to improve wintering ponds for aquaculture use and sell material off to offset the costs. The primary access is off 219th Street and consider possible access off 471st Avenue if it is allowable.

Proponents: None.

Opponents: 1) Brad Nelson noted he owned property on the corner across the road and had no issue with the sand operation, or depth of ponds. His main concern was concrete crushing, noting he did not want concrete hauled in. 2) Comment had also been received and posted online from adjoining landowner Richard Thue – called the office on 11-20-2025 and noted he did not want the request approved and did not want the traffic.

DISCUSSION: Chair Ford asked what Mr. Ackerwold's intention was to crush concrete. Ackerwold noted he really didn't intent to crush concrete or rock. The other piece was approved in a prior application in 2023 for concrete crushing. He noted he wanted to be respectful of his neighbors and would be fine with not doing any crushing on this site but haul and crush on the E 80 acres (2023cu005). Haugen also noted that any access off 471st Avenue would need to be approved by the Brookings County Highway Department. Luke Muller added that he would recommend that crushing not be allowed on this application site. Findings of Facts were reviewed and completed by the board, concurred with by Jensen and placed on file.

VOTE: Jensen-aye, Kelly VanderWal-aye, Storhaug-aye, Clark-aye, Kleinjan-aye, Kyle VanderWal-aye, Jorenby-aye, Trooien-aye, Ford-aye. 9-aye, 0-nay. **MOTION CARRIED.**

DEPARTMENT REPORTS

Hill noted some of next year's meeting dates would be changed due to it being an election year and other conflicts. The meetings effected would be June, November and December 2026, with meetings moved to be on Thursday night. The County Commission wanted to remind everyone to Stop at Stop signs, deaths and several accidents had occurred in the past 6 months. He closed by wishing everyone a Merry Christmas and Happy New Year.

Haugen asked for nominating committee volunteers for the January election of Chair and Vice Chair. The nominating committee will be Tim Paulson and Kyle VanderWal. He also noted that a meeting would take place in January if no applications were received, consisting of board training or looking at the ordinance for updates. Luke Muller had nothing to add.

ADJOURN

(Clark/Jensen) Motion to adjourn. All present voted aye. **MOTION CARRIED.**

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Chair Ford adjourned the meeting at 8:07 PM.

Rae Lynn Maher
Brookings County
Development Department

DRAFT 12-3-2025