

BROOKINGS COUNTY PLANNING & ZONING COMMISSION
MINUTES OF January 6, 2026 REGULAR PLANNING & ZONING MEETING

The Brookings County Planning & Zoning Commission met at their regular meeting on Tuesday, January 6, 2026. The following members were present: Chad Ford, County Commissioner Kelly VanderWal, Tim Paulson, Cody Clark, Darrel Kleinjan, Kyle Vanderwal, Neil Trooien, and Randy Jensen, and alternate Justin DeGroot. Absent were Mark Jorenby and Dale Storhaug. Also present were County Development Director/Emergency Manager Robert Hill, Deputy Director Richard Haugen, and Senior Planner from First District Association of Local Governments Luke Muller.

CALL TO ORDER

Chair Ford called the meeting to order at 7:07 PM

APPROVAL OF MINUTES

(Jensen/Paulson) Motion to approve December 2, 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

None.

APPROVAL OF AGENDA

(Kyle VanderWal/Jensen) Motion to approve the agenda for the January 6, 2026 Meeting. All present voted aye. **MOTION CARRIED.**

ELECTION OF OFFICERS FOR 2026.

(Paulson/Trooien) Motion to nominate Chad Ford as Chairperson for 2026. All present voted aye. **MOTION CARRIED.**

(Trooien/Paulson) Motion to nominate Darrel Kleinjan as Vice Chairperson for 2026. All present voted aye. **MOTION CARRIED.**

APPOINT BOARD MEMBERS TO THE JOINT BOARD OF ADJUSTMENT.

(Trooien/Kelly VanderWal) Motion to appoint Kyle VanderWal to the 2026 Joint Board of Adjustment. All present voted aye. **MOTION CARRIED.**

(DeGroot/Clark) Motion to appoint Tim Paulson as Alternate to the 2026 Joint Board of Adjustment. All present voted aye. **MOTION CARRIED.**

January 6, 2026

Meeting Minutes DRAFT

CONVENE AS BROOKINGS COUNTY PLANNING & ZONING COMMISSION

WORK SESSION.

Luke Muller led the board through review and discussion of variances granted at the various lakes in the county with most of the review on Lake Poinsett. Discussion was mainly regarding the setback requests from the lake. Comparison with ways other area counties decide where to measure from when looking at setback from lake – highest known water mark, high water mark, floodplain. Discussion with possibly setting different rules for each lake – Lake Poinsett, Lake Oakwood, Lake Hendricks, and Lake Campbell. Muller to report on setbacks from other counties that share the lakes of: Poinsett, Hendricks and Campbell and a future meeting for discussion and consideration. The board also discussed AI buildings and Battery Storage Facilities.

Haugen then discussed the requirement that 5 acres or more are required when parceling off an existing farmstead per the 2024-01 Ordinance. Muller noted this requirement helps with shelterbelts and setbacks.

DEPARTMENT REPORTS

Haugen asked the board members how many would have a conflict on March 3, 2026 with the meeting date and Township meetings. 3 board members would be affected (Jensen, Jorenby & Clark). Kelly VanderWal noted that he would prefer that the meeting be changed to be on Thursday, March 5, 2026 at 7 PM. Haugen noted the office would look at the room scheduler and get back to the board members. Haugen then noted that on February 3, 2026 there would be a Joint Jurisdiction City of Brookings and County Planning meeting to make needed changes to the Joint Jurisdiction Area Zoning Ordinance.

Hill told the members that the Commission: 1) approved the board pay. 2) appointed Commissioner Kelly VanderWal to be on the Planning and Zoning Board and Commissioner Post to serve as the Alternate. 3) appointed Commissioner VanderWal as the Zoning/Drainage Department Liaison and Hostler as the Emergency Management Liaison. Hill then noted the office had gotten notified of a 745 kV tower that would probably be coming into the County. He added there would be a public meeting on January 14, 2026, from 4-6 PM at the Brookings Inn that he would attend and invited interested board members to also attend. He further noted that the PUC would handle the permitting, but the county would handle building permits for any structures.

ADJOURN

(Clark/Trooien) Motion to adjourn. All present voted aye. **MOTION CARRIED.** Chair Ford adjourned the meeting at 8:18 PM.

Rae Lynn Maher
Brookings County
Development Department