

**BROOKINGS COUNTY PLANNING & ZONING COMMISSION  
MINUTES OF NOVEMBER 2, 2021 JT CITY & COUNTY PLANNING WORK SESSION**

The Brookings City Planning Commission and the Brookings County Planning & Zoning Commission met in a Joint Work Session on Tuesday, November 2, 2021. Brookings City Planning Commission members present were Gregg Jorgenson, James Drew, Roger Solum, Lee Ann Pierce, and Greg Fargen. Absent City members were Jacob Mills, City Chairperson Tanner Aiken, Justin Borns, and 1 vacancy. Brookings County Planning Commission members present were Chair Ford, County Commissioner Mike Bartley, Darrel Kleinjan, Spencar Diedrich, Kyle Vanderwal, Neal Trooien, and alternate board members Roger Erickson and Dale Storhaug. Absent County members Michael McHugh, Brian Gatzke, and Randy Jensen. Also present were City Planner Ryan Miller, Community Development Director Mike Struck, County Development Director Robert W. Hill, County Development Deputy Director Richard Haugen and from First District Association of Local Governments Senior Planner Luke Muller.

**CALL TO ORDER**

Acting City Chair Gregg Jorgenson called the meeting to order at 7:41 PM.

**APPROVAL OF AGENDA**

(Drew/Solum) Motion by the City Planning Commission to approve the agenda. All present voted aye. **MOTION CARRIED.**

(Vanderwal/Bartley) Motion by the County Planning Commission to approve the agenda. All present voted aye. **MOTION CARRIED.**

**APPROVAL OF MINUTES FROM SEPTEMBER 7, 2021 BROOKINGS CITY PLANNING COMMISSION AND BROOKINGS COUNTY PLANNING & ZONING COMMISSION JOINT WORK SESSION.**

(Pierce/Solum) Motion by the City Planning Commission to approve the Joint Meeting Minutes. All present voted aye. **MOTION CARRIED.**

(Vanderwal/Bartley) Motion by the County Planning Commission to approve the Joint Meeting Minutes. All present voted aye. **MOTION CARRIED.**

**DISCUSSION AND REVIEW ON UPDATING JOINT JURISDICTION ZONING ORDINANCE DRAFT – WITH FIRST DISTRICT.**

Luke Muller with First District Association of Local Governments provided the board members with a printout of the PowerPoint he presented. He discussed and reviewed sections with the boards: 1) Joint Jurisdiction – where it's at, 2) Administration Section – how it's different, 3) Agricultural District – uses, area requirements, 4) Aquifer Protection Districts – a) Zone A & B: Permitted, Conditional, Prohibited Uses; b) Performance Standards/Prohibited accessory uses; and c) Exceptions.

Muller instructed the board to review draft pages and come ready to discuss, Wellhead Protection District pg. 49-54 of Joint Jurisdictional Ordinance. He noted review and discussion would then move onto residences on small acreages Pg. 73 of Draft. Board member Pierce asked if Zone A contained 3,000 acres, and if so, what portion was already owned by the city. Struck noted the city owned most of the area North of town, to the East the city owned around 100-200 acres, along the railroad tracks. Pierce also asked for vote clarification regarding if a Joint Jurisdictional Board of Adjustment was made up of 5 members (1-County Commissioner, 2-County Planning Commission Members, 1-City Planning Commission Member, 1-City Council Member, and alternates for the members), Muller noted a variance would require 4 aye votes to pass and a conditional use would require 3 aye votes to pass.

Struck discussed the next meeting date noting possible conflict on Tuesday, Dec. 7, 2021, due to Chamber's Ag Appreciation Banquet. He noted there would be a Rezoning application in the Joint Jurisdictional Area that the boards would have to hear and vote on. Board members were to review calendar and let office staff know of date conflicts so that December meeting dates could be set.

**ADJOURN**

County Chairperson Ford and Acting City Chairperson Gregg Jorgenson adjourned the meeting at 8:43 PM.

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Rae Lynn Maher  
Brookings County  
Development Department