

**PLANNING COMMISSION**  
Wednesday, December 21, 2022  
6:00 pm

**#1 Call to Order**

Planning Commission Chair Duval called the meeting of the Brainerd Planning Commission to order at 6:00 pm in the City Hall Council Chambers.

**#2 Roll Call**

Noted present were Commissioners Gorham, Yeager, Marohn, Woodward, and Duval. Commissioners Erickson and Kallroos were noted as absent. Also noted as present was Community Development Director Kramvik.

**#3 Pledge of Allegiance**

Commissioner Yeager opened the meeting with the Pledge of Allegiance to the flag.

**#4 Approval/Change of Agenda**

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND WOODWARD, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

**#5 Approval of Minutes**

MOVED AND SECONDED BY COMMISSIONERS WOODWARD AND GORHAM, DULY CARRIED, TO APPROVE THE MINUTES FROM THE NOVEMBER 16, 2022 REGULAR MEETING.

**#6 New Business**

**6a. Interim Use Permit (IUP) Amendment – 1005 6<sup>th</sup> St S – Short-Term Rental**

Community Development Director Kramvik gave a brief review of the request to amend the Interim Use Permit that is currently in place at 1005 6<sup>th</sup> Street South. The request from the property owner is to operate an additional short-term rental in the four-unit rental building.

The Chair opened the public hearing at 6:09 pm.

The Chair recognized the property owner, Rick Badeaux, who joined the meeting by phone to answer any questions the Commission may have. No questions were presented.

The Chair closed the public hearing at 6:10 pm.

MOVED AND SECONDED BY COMMISSIONERS YEAGER AND MAROHN, DULY CARRIED, TO RECOMMEND APPROVAL OF THE INTERIM USE PERMIT TO OPERATE ONE ADDITIONAL SHORT-TERM RENTAL AT 1005 6<sup>TH</sup> STREET SOUTH AS PRESENTED.

**#7 Old Business**

**7a. Discussion on Proposed Ordinance No. 1541 – Amending Section 515-4: General Building and Design Standards**

Community Development Director Kramvik explained the changes made to the previously proposed ordinance that restricts the demolition of dwelling units in the TN-1, TN-2, CN-1, and CN-2 Districts.

Commission discussion took place.

MOVED AND SECONDED BY COMMISSIONERS MAROHN AND YEAGER, DULY CARRIED, TO RECOMMEND APPROVAL OF PROPOSED ORDINANCE NO. 1541 WITH THE ADJUSTMENT TO LINE A.3 TO STRIKE “OTHER THAN FOR PARKING LOTS”.

MOVED AND SECONDED BY COMMISSIONERS YEAGER AND MAROHN, DULY CARRIED, TO RECOMMEND HOLDING THE PUBLIC HEARING FOR THE SECOND READING OF ORDINANCE NO 1541 AT THE CITY COUNCIL MEETING JANUARY 17, 2023.

**7b. Workgroup Member Selection for Color Temperature Lighting Policy**

Community Development Director Kramvik gave a review of past discussions regarding outdoor lighting standards. He indicated the Planning Commission, BPU Commission and Park Board all expressed interest in forming a workgroup to discuss color temperature lighting standards throughout the city.

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND MAROHN, DULY CARRIED, TO ELECT MIKE DUVAL TO REPRESENT THE PLANNING COMMISSION FOR THE LIGHTING POLICY WORKGROUP.

The workgroup members are shown below with a meeting date TBD:

- Engineering/Parks                      Jessie Dehn
- BPU Staff                                      Trent Hawkinson
- Community Development              James Kramvik
- BPU Commission                          Mike Angland
- Park Board                                      Kevin Yeager and Andrew Shipe
- Planning Commission                      Mike Duval

**#8 Public Forum**

The Chair opened the public forum at 7:11 pm.

No one came forward.

The Chair closed the public forum at 7:12 pm.

**#9 Community Development Director’s Report**

Community Development Director Kramvik gave the following updates:

- He has been working with BPU and the City of Baxter on a solar power project for Baxter

**#10 Commissioner's Questions/Comments**

Commissioner Yeager announced that the Mississippi Landing Trailhead project came in under budget and there are leftover funds to be used. The task group will be working on creative ways to use the remaining state funding.

Commissioner Marohn stated he would like to revisit several topics in 2023 regarding the zoning code. He also requested an update for the crypto-mining project in the Industrial Park. Community Development Director Kramvik stated the land has not yet been purchased by VCV Digital. City Administrator Bergman and BPU have been working with them regarding the project. In order to proceed, they will also need to bring back a revised guard shack plan due to the failed variance.

Commissioner Duval thanked the members of the Commission for the hard work put into several projects and encourages everyone to continue.

**#11 Adjourned at 7:25 pm.**

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND WOODWARD, DULY CARRIED, TO ADJORN.

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Michael Duval, Planning Commission Chair