

**PLANNING COMMISSION**  
Wednesday, June 15, 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 Woodward, Erickson, Yeager, Gorham, and Duval. Commissioner Kallroos was noted as absent. Also noted as present was City Administrator Bergman and Community Development Director Kramvik.

**#3 Pledge of Allegiance**

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

**#4 Approval/Change of Agenda**

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND YEAGER, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

**#5 Approval of Minutes**

MOVED AND SECONDED BY COMMISSIONERS WOODWARD AND ERICKSON, DULY CARRIED, TO APPROVE THE MINUTES FROM THE MAY 18, 2022 REGULAR MEETING.

**#6 Old Business**

**6a. PSP District Discussion and Public Hearing and Recommendation for Proposed Zoning Code and Zoning Map**

Community Development Director Kramvik gave a brief review of the memo provided in the packet regarding the recommendation to approve the proposed zoning code and map.

The Chair opened the public hearing at 6.08 pm.

No one came forward.

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

MOVED AND SECONDED BY COMMISSIONERS WOODWARD AND ERICKSON, DULY CARRIED, TO RECOMMEND APPROVAL OF THE ZONING CODE AND ZONING MAP AS PRESENTED.

**#7 New Business**

**7a. Variance from Setback Standards – 704 Norwood Street**

Community Development Director Kramvik explained the details of the request for a variance from setbacks to construct a garage.

The Chair opened the public hearing at 6:14 pm.

The Chair recognized Mitch Brinks, who is representing the property owner, Dave Bennett, as he was unable to attend the meeting. Mr. Brinks stated the request will allow them to construct the garage farther back on the property to give additional recreation space. There are also multiple cables and power lines behind the main structure they are trying to avoid.

The Chair closed the public hearing at 6:21 pm.

Commission discussion took place.

MOVED AND SECONDED BY COMMISSIONERS YEAGER AND ERICKSON, DULY CARRIED, TO RECOMMEND APPROVAL OF THE VARIANCE REQUEST WITH THE CONDITION THAT THE APPLICANT PROVIDE STAFF WITH AN ACCEPTABLE STORMWATER RUN OFF PLAN TO DIVERT RAINWATER TO THE SOUTH AND EAST FROM NEIGHBORING PROPERTIES.

**7b. Variance from Setback Standards – 521 N 9<sup>th</sup> Street**

Community Development Director Kramvik gave a brief summary of the variance request. He said the property owner would like to construct an addition which will align with the primary structure.

The Chair opened the public hearing at 6:32 pm.

The Chair recognized Sarah Hayden-Shaw, 521 N 9<sup>th</sup> St., who stated they would like to build an addition for an extra bedroom, bathroom and living area. She said their plan will ascetically blend with the existing structure and setbacks will match the other homes on the block.

The Chair closed the public hearing at 6:37 pm.

Commission discussion took place.

MOVED AND SECONDED BY COMMISSIONERS WOODWARD AND ERICKSON, DULY CARRIED, TO RECOMMEND APPROVAL OF THE VARIANCE AS PRESENTED.

**#8 Public Forum**

The Chair opened the public forum at 6:40 pm.

No one came forward.

The Chair closed the public forum at 6:41 p.m.

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

Community Development Director Kramvik gave the following updates:

- Update from the EDA – DEED awarded the Initiative Foundation \$4.5 million. The IF has allocated \$765,600 to Brainerd to be used in the River to Rail corridor. The EDA identified Housing, (Landscaping/ Lighting/ Greenspace/ Parking), Small Business, Childcare as top priorities.
  - The eligible uses for the funds are:
    - Repair or renovation of real property
    - Building construction
    - Landscaping and streetscaping
    - Demolition and site preparation
    - Project pre-design and design
    - Engineering
    - Non-municipal infrastructure
- The groundbreaking ceremony for the Mississippi Landing Trailhead Park took place on June 6<sup>th</sup>.
- A future topic will be a possible Interim Moratorium placed on properties within the R-1 District to deny demolition permits of homes on lots with no plans to rebuild.

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

None

**#11 Adjourned at 6:50 p.m.**

MOVED AND SECONDED BY COMMISSIONERS YEAGER AND ERICKSON, DULY CARRIED, TO ADJORN.

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Michael Duval, Planning Commission Chair