

PLANNING COMMISSION

Wednesday, April 19, 2023

6:00 pm

#1 Call to Order

Planning Commission Chair Yeager 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, Woodward, Duval, Stenglein, and Yeager. Commissioner Marohn was noted as absent. Also noted as present were Community Development Director Kramvik and Assistant Planner Edwards.

#3 Pledge of Allegiance

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

#4 Approval of Agenda

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND GORHAM, DULY CARRIED, TO AMEND THE AGENDA BY MOVING ITEM 6B AFTER ITEM 7A.

#5 Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND WOODWARD, DULY CARRIED, TO APPROVE THE MINUTES FROM THE MARCH 15, 2023 REGULAR MEETING.

#6 Unfinished Business

6a. Proposed Ordinance to Amend Section 515-4-8 Outdoor Lighting and Hold Public Hearing

Community Development Director Kramvik stated the recommended changes from the March meeting have been made to the proposed ordinance.

The Chair opened the public hearing at 6:05 pm.

No one came forward.

The Chair closed the public hearing at 6:05 pm.

Commissioner Duval suggested leaving the General Commercial district in the requirement of a thirteen (13) foot maximum height of the fixture, pole, and base. Commission discussion took place.

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND GORHAM, DULY CARRIED, TO RECOMMEND APPROVAL OF THE PROPOSED ORDINANCE TO AMEND

SECTION 515-4-8 OUTDOOR LIGHTING WITH ONE CHANGE BY LEAVING THE GENERAL COMMERCIAL (GC) DISTRICT IN 2. D.

#7 New Business

7a. Consider Conditional Use Permit for Recycling Facility at 1021 Madison St and Hold Public Hearing

Community Development Director Kramvik reviewed the details of the application to allow the operation of a recycling facility.

The Chair opened the public hearing at 6:17 pm.

The Chair recognized the applicant, Jeff Gruenwald, who is also the property owner. He stated he was unaware that he needed to apply for a Conditional Use Permit at that property. He gave examples of the work that is done at the facility and welcomed the Commissioners visit for a tour.

The Chair closed the public hearing at 6:23 pm.

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND WOODWARD, DULY CARRIED, TO RECOMMEND APPROVAL OF THE CONDITIONAL USE PERMIT WITH THE SIX CONDITIONS AS PRESENTED.

- 1) Require a code analysis prepared by a Minnesota Licensed Architect for the facility located at 1021 Madison Street in Brainerd, MN. (PID 41361021) to be submitted to the City of Brainerd within six months of approval of the Conditional Use Permit.
- 2) If the code analysis shows a change in occupancy classification, the facility is to be brought up to the requirements of the 2020 MN Building Code, Chapter 1305, or Chapter 1311 within one year of the code analysis findings.
- 3) Indoor diesel tank storage must be moved outdoors within 4 months of approval of the Conditional Use Permit.
- 4) All other requirements of the Fire Marshal must be corrected within 1 month of approval of the Conditional Use Permit.
- 5) All paved areas must maintain a 20 ft wide fire lane.
- 6) The required fencing must be installed within 6 months of approval of the Conditional Use Permit.

#6 Unfinished Business (CONTINUATION)

6b. Off-Street Parking Regulations and Review of Other Communities

Community Development Director Kramvik explained the process that staff have gone through regarding off-street parking. He stated Assistant Planner Edwards reached out to other communities and he will discuss his findings.

Assistant Planner Edwards spoke about the information he received from several cities in Minnesota as well as a few out of state. Many of the communities have implemented a zero space minimum requirement, space maximums, as well as other conditions for multi-family dwellings.

Discussion took place – the next steps are for staff to draft a code with the ideas discussed and bring it to the Parking Commission for review. This will then come back to the Planning Commission within the next few months.

#7 New Business (CONTINUATION)

7b. Discuss Detached Accessory Structure Setback Requirements in the Shoreland Overlay District

Community Development Director Kramvik explained staff has been approached by a couple of property owners that wanted to construct an accessory structure. Their properties are in the shoreland overlay district which limits the ability to construct behind the principal structure. The current code does not allow a front yard accessory structure but may be allowed by going through the Variance process.

Discussion took place and it was determined not to make any changes to the Zoning Code.

Commissioner Yeager suggested a future discussion regarding swimming pools, which are included in the accessory structure portion of the code.

#8 Public Forum

The Chair opened the public forum at 7:26 pm.

No one came forward.

The Chair closed the public forum at 7:26 pm.

#9 Staff Reports

Community Development Director Kramvik gave the following updates:

- He thanked Commissioner Woodward for serving on the Commission, as this is her last meeting.
- VCV Digital, the crypto currency vendor, is currently redesigning the site plan for 1911 and 1918 Theisse Rd. to conform to the Zoning Code.

#10 Commission Member Reports

The Commissioner's thanked Commissioner Woodward for serving on the Commission and wished her well on her move. She appreciated the sentiments and said she thoroughly enjoyed the experience.

#11 Adjournment

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND WOODWARD, DULY CARRIED, TO ADJORN AT 7:30 PM.

Kevin Yeager, Planning Commission Chair