

PLANNING COMMISSION
Wednesday, February 15, 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 Marohn, Gorham, Woodward, Duval, and Yeager. Commissioner Stenglein 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 WOODWARD, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

#5 Review and Authorize Changes to the Planning Commission Bylaws

Community Development Director Kramvik explained there were changes made to the Rules of Procedure and Decorum for the City Council back in November of 2020. Those changes were to direct all committees and commissions to follow the same guidelines for uniformity.

Commissioner Gorham indicated that number eleven does not make sense to change. He felt that Commissioners Questions/Comments represents the Planning Commission better than Commission Member Reports. The members do not submit reports; they ask questions and offer comments.

After brief discussion, it was determined the Commission agrees with Commissioner Gorham. Commissioner Woodward suggested the wording be updated to Commissioner Questions/Comments for all committees if it must be uniform. Community Development Director Kramvik will consult with City Administrator Bergman for direction in this modification and report back to the Commission.

#6 Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND WOODWARD TO APPROVE THE MINUTES FROM THE JANUARY 18, 2023 REGULAR MEETING.

Members Gorham, Woodward, Duval, and Yeager voted "aye". Member Marohn abstained from voting. The Chair declared the motion carried.

#7 Unfinished Business

7a. Final Plat for Creekside Community Development Addition to West Brainerd

Community Development Director Kramvik reviewed the application and preliminary plat details for the Creekside Community Development Addition that was approved by Council on November 7, 2022. The criteria to approve the final plat are:

- Final plat shall conform the approved preliminary plat and phasing plan.
- Completed development contract including all required financial securities and time frame for final plat and grading.
- Conditions attached to the approval of the preliminary plat shall be fulfilled or secured by the development agreement.
- All fees, charges, and escrow related to the preliminary or final plat shall be paid in full.

The Chair opened the public hearing at 6:13 pm.

Commissioner Duval questioned the applicant on the retainability of mature trees on the site.

The Chair recognized Vicky Kinney, Lakeshore, who stated they plan to retain as many trees as possible.

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

(It was determined that this public hearing was not necessary, as it was held with the preliminary plat submission.)

MOVED AND SECONDED BY COMMISSIONERS MAROHN AND WOODWARD, DULY CARRIED, TO RECOMMEND APPROVAL OF THE FINAL PLAT FOR CREEKSIDE COMMUNITY DEVELOPMENT AS PRESENTED.

7b. Proposed Ordinance No. 1546, An Ordinance Amending Section 515-4-8 Outdoor Lighting

Community Development Director Kramvik explained the details of the proposed ordinance. There was one change made from the previous meeting held regarding parks being exempt from the dimmable lighting requirement.

The Chair opened the public hearing at 6:18 pm.

No one came forward.

The Chair closed the public hearing at 6:19 pm.

Commission discussion took place. It has been recommended to remove line d and i from E. Performance Standards 1.) Residential Use and PSP District Standards.

Community Development Director Kramvik will revise the proposed ordinance as discussed and will bring back to the Commission at the next meeting.

#8 New Business

8a. Conditional Use Permit for Mini-Self Storage Units at 15770 Dellwood Dr.

Community Development Director Kramvik reviewed the application details for constructing a mini self-storage facility at 15770 Dellwood Drive.

The Chair opened the public hearing at 6:42 pm.

The Chair recognizes Bela Smude, 15694 Dellwood Dr., who owns property abutting this parcel. He asked where on the property they are intending to construct the buildings. He has been directed to contact staff during business hours for details of the site plan.

The Chair closed the public hearing at 6:45 pm.

Commissioner Marohn suggested further discussion take place in the future regarding various parcels that were annexed into the City of Brainerd that may be in odd locations. He states that this parcel may be better suited as a Crow Wing Township property due to location and services.

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND MAROHN, DULY CARRIED, TO RECOMMEND APPROVAL OF THE CONDITIONAL USE PERMIT TO CONSTRUCT A MINI SELF STORAGE FACILITY AT 15770 DELLWOOD DRIVE AS PRESENTED UNDER THE CONDITIONS THAT THE OUTDOOR LIGHTING COLOR NOT EXCEED 3,000 KELVIN AND THE FIRE MARSHAL APPROVES A FIRE PROTECTION PLAN.

8b. Rezoning Parcel #41160504 (Tract B) to Rural Living One Zoning District

Community Development Director Kramvik gave a brief review of the application to rezone this parcel to RL-1 Rural Living.

The Chair opened the public hearing at 6:55 pm.

No one came forward.

The Chair closed the public hearing at 6:55 pm.

Commissioner Marohn had comments regarding the previous project of connecting sewer and water to the airport. He said at that time, it was proposed that properties in that corridor would be connected as well. Community Development Director Kramvik spoke with City Engineer and Finance Director Hillman regarding this rezoning.

Discussion took place.

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND GORHAM TO RECOMMEND APPROVAL OF REZONING PARCEL 41160504 FROM GI (GENERAL INDUSTRIAL) DISTRICT TO RL-1 (RURAL LIVING) DISTRICT AS PRESENTED.

Members Gorham, Woodward, Duval, and Yeager voted "aye". Member Marohn voted "nay". The Chair declared the motion carried.

8c. Itinerary for Zoning Code Changes Related to Off-Street Parking Regulations

Community Development Director Kramvik presented a proposed itinerary for the Commission regarding drafting amendments to Section 515-4-12 Off-Street Parking.

#9 Public Forum

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

No one came forward.

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

#10 Staff Reports

Community Development Director Kramvik gave the following updates:

- City Council will be considering these ordinances at the meeting February 21st. Ordinance No. 1543 Chickens/Ducks, 1544 Outdoor Power Equipment and 1547 Abatement on Citation process.

#11 Commission Member Reports

Commissioner Duval acknowledged that many sidewalks are now walkable with the higher temperatures.

Commissioner Gorham announced there will be a Grand Opening and ribbon cutting event for the Mississippi Landing Trailhead Park taking place on June 3rd, 2023.

Commissioner Marohn requested an update on the crypto mining project. Community Development Director Kramvik indicated last news was the closing on the property was taking place this Friday.

Commissioners discussed the possibility of having an agenda topic regarding the process of de-annexation, as well as the annexation of various properties located within the city limits and outer areas.

#13 Adjournment

MOVED AND SECONDED BY COMMISSIONERS WOODWARD AND DUVAL, DULY CARRIED, TO ADJORN AT 7:20 PM.

Kevin Yeager, Planning Commission Chair