

PLANNING COMMISSION

Wednesday, April 20, 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 were Community Development Director Chanski, Assistant Planner Kramvik and Jennifer Haskamp with Swanson Haskamp Consulting.

#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 ERICKSON AND WOODWARD, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

#5 Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS YEAGER AND ERICKSON, DULY CARRIED, TO APPROVE THE MINUTES FROM THE MARCH 16, 2022 REGULAR MEETING.

#6 New Business

6a. Rezoning – 1005 S. 6th St.

Assistant Planner Kramvik reviewed the application to rezone the property from a B-2 (Neighborhood Business) District to an R-2 (Medium Density Residential) District. He explained the purpose of the rezoning is to allow the property owner an Interim Use Permit to operate a short-term rental.

The Chair opened the public hearing at 6:08 pm.

No one came forward.

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

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND YEAGER, DULY CARRIED, TO RECOMMEND APPROVAL OF REZONING 1005 S. 6TH ST FROM A B-2 NEIGHBORHOOD BUSINESS DISTRICT TO AN R-2 MEDIUM DENSITY RESIDENTIAL DISTRICT.

6b. Interim Use Permit for Short Term Rental – 1005 S. 6th St.

Assistant Planner Kramvik stated the property owner would like to transition one of his four rental units at 1005 S. 6th Street into a short-term rental. The findings of fact and short-term requirements were reviewed and discussed.

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

No one came forward.

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

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND YEAGER, DULY CARRIED, TO RECOMMEND APPROVAL OF THE INTERIM USE PERMIT FOR 1005 S. 6TH ST., CONTINGENT UPON THE APPROVAL OF THE REZONING TO AN R-2 MEDIUM DENSITY RESIDENTIAL DISTRICT.

6c. Conditional Use Permit for Auto Body Shop – 124 8th Ave NE

Assistant Planner Kramvik gave a brief review of the application for a Conditional Use Permit at 124 8th Ave. NE to operate an auto body shop in the B-4 (General Business) District.

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

The Chair recognized Jesse Hopkins from Nor-Son Construction, who is representing Shannon's Auto Body for the Conditional Use Permit. He explained the proposal to remodel the existing building and site with fenced in areas for automobiles. He noted that all outdoor lighting fixtures will remain as they are currently.

The Chair closed the public hearing at 6:27 pm.

MOVED AND SECONDED BY COMMISSIONERS WOODWARD AND GORHAM, DULY CARRIED, TO RECOMMEND APPROVAL OF THE CONDITIONAL USE PERMIT AT 124 8TH AVE NE TO OPERATE AN AUTO BODY SHOP.

6d. Variance from Lot Split Standards – PID 41290732

Assistant Planner Kramvik explained the details of the application submitted by Jacob Lauter to split PID 41290732 on Wise Road. The first variance is from the minimum lot area and setback requirements of the maximum one (1) acre. The proposed properties would be split into one 2.58-acre lot and one 3.54-acre lot. The second variance is from the lot frontage requirements of 100 feet, in which parcel A would not have direct frontage on Wise Road. He said the intent of the property owner is to construct two single-family homes on these lots in the near future.

The Chair opened the public hearing at 6:38 pm.

The Chair recognized Jacob Lauter, who phoned in via Webex to speak about his plans for the property. He said he has an easement along the east side of the property which will allow the creation of a driveway to access the northern most portion of the property. He stated he agrees to the maintenance of the driveway that will utilize class 5 material and plans to pave the first several hundred feet going into the property.

The Chair recognized Angela Olson, 7940 Wise Rd., who owns property next to this parcel. She is concerned about the timeframe of proposed construction, as they do a lot of bowhunting on their land. The applicant stated he would like to start the driveway this summer, with the building of one home next year. He will be respectful of the neighboring properties during the hunting season.

The Chair closed the public hearing at 6:46 pm.

MOVED AND SECONDED BY COMMISSIONERS YEAGER AND WOODWARD, DULY CARRIED, TO RECOMMEND APPROVAL OF THE VARIANCES FROM LOT SPLIT STANDARDS FOR PID 41290732 CONTINGENT UPON THE APPLICANT MUST OBTAIN APPROVED SEPTIC PLANS FOR BOTH PARCELS BY CROW WING COUNTY PRIOR TO THE LOT SPLIT.

#7 Old Business

7a. Review of Council Objections to Proposed Zoning Code

Community Development Director Chanski gave an update of the proposed zoning code and the motion made by the City Council at their April 18th meeting. He explained the second ordinance reading failed and the Council sent the item back to the Planning Commission to address concerns brought forth by various residents.

Jennifer Haskamp indicated some of the changes made to certain properties was to assign the most appropriate district to what the property is currently being used as. This was done to try and bring them into conformity.

The Chair recognized Robert Despot, who owns two parcels that would be affected by the change. He stated one parcel is Brook Street, and the other is on Washington Street. He gave an update to the concerns he has regarding the proposed changes.

The Chair recognized Jeff Strobel, owner of Gull Lake Sandblasting at 900 Brook Street, who said his concern is if he wants to sell the business in the future, the property would be worth less if it cannot be altered.

The Chair recognized Craig Matich, owner of 823 Brook Street, who spoke against the proposed zoning, and sees no reason to make the change.

Jennifer Haskamp clarified that some of these changes indicate a significant change; however, they are positive changes to match what the use already is.

Community Development Director Chanski started by reviewing the properties that are indicated in red on the spreadsheet, as these are the parcels that the owners responded to.

Commission discussion took place on these properties, and the recommendations are as follows:

<u>PID</u>	<u>Address</u>	<u>Current Zoning</u>	<u>Proposed Zoning</u>	<u>Recommended Zoning</u>
41320505	15770 Dellwood (vacant)	I-1	RL-2	RL-2
41040736	219 W Laurel	R-3	TN-1	TC
41170512	East of HWY 25 (vacant)	R1A & B-4	CN-1	RL-1

<u>PID</u>	<u>Address</u>	<u>Current Zoning</u>	<u>Proposed Zoning</u>	<u>Recommended Zoning</u>
41170513	East of HWY 25 (vacant)	B-4	RL-1	GC
41170514	East of HWY 25 (vacant)	I-1 & B-4	RL-1	GC
41170515	East of HWY 25 (vacant)	R-2	RL-1	RL-1
41170516	East of HWY 25 (vacant)	R1-A	RL-1	RL-1
41160503	East of HWY 25 (vacant)	I-1	RL-1	GC
41170509	East of HWY 25 (vacant)	I-1 & B-4	RL-1	GC
41160504	East of HWY 25 (vacant)	B-4	RL-1	GC
41250506	1020 Washington St	I-1	CC	ME
41360806	823 Brook St	I-1	CN-2	CN-2 plus CUP
41360787	830 Brook St	I-1	CN-2	CN-2 plus CUP
41360791	830 Brook St	I-1	CN-2	CN-2 plus CUP
41361094	830 Brook St	I-1	CN-2	CN-2 plus CUP
41360515	(Vacant)	I-1	CN-2	CN-2 plus CUP
41250845	900 Brook St	I-1	CN-2	CN-2 plus CUP
41360977	(Vacant)	I-1	CN-2	CN-2 plus CUP
41360790	(Vacant)	I-1	CN-2	CN-2 plus CUP
41040804	N/A	B-4	TN-2	TN-2
41040803	214 James St	B-4	TN-2	TN-2
41040811	501 2 nd St SW	B-4	TN-2	TN-2

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND GORHAM, DULY CARRIED, TO RECOMMEND APPROVAL OF THE ZONING CODE WITH THE PROVIDED AMENDMENTS.

#8 Public Forum

The Chair opened the public forum at 9:29 p.m.

No one came forward.

The Chair closed the public forum at 9:29 p.m.

#9 Community Development Director's Report

Community Development Director Chanski gave the following updates:

- The public hearing for the zoning code will take place at the May 18th Planning Commission meeting.
- Community Development Director Chanski indicated his last working day will be Thursday, April 21st, and he expressed gratitude for the work of the Commissioners during his tenure.
- The Community Development Director position was posted today, closing May 10th. There are hopes of having a new hire on staff August 1, 2022.
- The City Council appointed Assistant Planner Kramvik as the Interim Community Development Director.
- City Engineer Sandy will also be departing the City on May 6th.

- City Administrator Bergman will be presenting a list to the City Council of current projects that will be rated in order as “*green light, yellow light, red light*” projects due to the two vacant positions. Green light will proceed as planned; yellow light will be delayed temporarily, and red light will stop until fully staffed.
- Some Planning Commission topics/projects to be delayed until fully staffed.
- City Council approved a consulting service agreement with Swanson Haskamp for Assistant Planner Kramvik to utilize if necessary.

#10 Commissioner’s Questions/Comments

The Planning Commission wished Community Development Director Chanski well in his future endeavors and congratulated Assistant Planner Kramvik for the interim assignment.

Commissioner Yeager announced the Mississippi Landing Trailhead has been approved to move forward.

#11 Adjourned at 9:40 p.m.

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

Michael Duval, Planning Commission Chair