

PLANNING COMMISSION
Wednesday, February 16, 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, Kallroos, Yeager, Gorham, and Duval. Also noted as present was Community Development Director Chanski.

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

#5 Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND WOODWARD, DULY CARRIED, TO APPROVE THE MINUTES FROM THE JANUARY 19, 2022 REGULAR MEETING.

#6 Old Business

6a. Supportive Housing Community – PUD Conceptual Review Resubmittal

Community Development Director Chanski explained the applicant came to the Planning Commission in January proposing a planned unit development for a supportive housing community. The Commission expressed general support of the idea, but the applicant was directed to return with a more detailed concept plan and definite site plan prior to proceeding to the Development Plan Stage. He said the topic went to the City Council on February 7th, which resulted in the failure of the motion to return with more information. However, the Council did agree that the applicant could return with a more thorough concept review plan.

The Chair recognized the applicant Vicky Kinney, who indicated that she provided more information on neighborhood harmony, density, and the time frame of each phase of the project, as well as a detailed site plan as requested.

Commissioner Yeager questioned the projected expenses for Phase One, indicating they seemed very underestimated based on current conditions in the market. He asked about the plan for maintenance of the property and the amount of money budgeted for the project. Ms. Kinney stated the estimates were provided by area contractors and maintenance would hopefully be taken care of by the residents, but a maintenance staff may be hired. She said they

have funding secured for approximately \$800,000 and the remaining amount needed would be through fundraising, grants and/or public assistance.

Commissioners asked questions of the applicant, which were answered.

The Commission gave their individual comments, which revolved around the concerns of funding and the need to have secure financing prior to the start of the project. Ms. Kinney responded that the project would not start until all funding has been received.

MOVED AND SECONDED BY COMMISSIONERS YEAGER AND ERICKSON TO RECOMMEND TO THE CITY COUNCIL A MOTION OF NON-SUPPORT OF THE PUD CONCEPT PLAN AS PRESENTED.

Members Woodward, Erickson, Kallroos, Gorham, and Yeager voted “aye”. Member Duval voted “nay”. The Chair declared the motion carried.

6b. Overview of Draft Zoning Code Document

Community Development Director Chanski provided the Commission with copies of the draft zoning code. He indicated the open house and workshop is taking place Wednesday, February 23rd at the Fire Department, but wanted Commissioners to review the draft ahead of time. He conducted a brief review of each section of the draft and highlighted some areas where significant changes were made. The Commission was directed to make note of any questions or comments for discussion at the workshop.

Commissioner Duval suggested providing the Commission a list of the items that need further attention after the code is adopted. Some of these sections could be Manufactured Housing, Outdoor Lighting, Adult Uses, Signs, and Off-Street Parking.

#7 New Business

None

#8 Public Forum

The Chair opened the public forum at 7:13 p.m.

No one came forward.

The Chair closed the public forum at 7:13 p.m.

#9 Community Development Director’s Report

Community Development Director Chanski gave the following updates:

- o The EDA (Economic Development Authority) has contracted with Swanson Haskamp to work on economic development and marketing in 2022.
- o The Parking Commission has issued their recommendations to the City Council at the February 22nd meeting. There is a request to change the committee from an ADHOC committee to a standing committee.

#10 Commissioner's Questions/Comments

Commissioner Yeager announced the Mississippi Trailhead Landing Plan and Design is nearing completion and encourages everyone to check it out. Community Development Director Chanski indicated the project will go out for bid sometime in March.

#11 Adjourned at p.m.

MOVED AND SECONDED BY COMMISSIONERS YEAGER AND GORHAM, DULY CARRIED, TO ADJORN TO THE PLANNING COMMISSION OPEN HOUSE AT 4:00 P.M.ON WEDNESDAY, FEBRUARY 23, 2022 IN THE FIRE DEPARTMENT TRAINING ROOM.

Michael Duval, Planning Commission Chair