

PLANNING COMMISSION

Wednesday, April 15, 2015

Chairman Hayden Shaw called the meeting of the Brainerd Planning Commission to order at 6:01 p.m. in the City Hall Council Chambers.

Noted present were Commissioners Pritschet, Parks, Plantenberg, Hayden Shaw, Norwood, and Straw. Commissioner Cole was noted absent. Also present was City Planner Ostgarden.

#2 Approval/Amendment of Agenda

MOTION AND SECONDED BY COMMISSIONERS PRITSCHET AND PLANTENBERG, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

#3 Approve minutes of the regular meeting of March 18, 2015

MOTION AND SECONDED BY COMMISSIONERS PRITSCHET AND PARKS, DULY CARRIED, TO APPROVE THE MINUTES FOR THE WORKSHOP AND REGULAR MEETING OF MARCH 18, 2015.

#4 NEW BUSINESS

a. Public Hearings – Conditional Use Permit and Variance – ISD 181 Riverside School located at 205 West Washington Street

City Planner Ostgarden stated the School District is planning two additions at Riverside School for additional classroom space. The property is located in an R-3 (Multifamily Residential) District which permits schools by conditional use permit. He stated to construct the addition on the building's north side will require an existing water line to be relocated noting this work is currently underway at the site. He stated the addition proposed for the building's west side will encroach into a setback requiring a variance for it to be constructed.

City Planner Ostgarden reviewed the staff report noting the following:

- The building setbacks noting the addition on west side will encroach into the front yard setback. The encroachment is a minimal area (180 sq of the addition) and should have no impact on the neighborhood.
- The total impervious coverage is estimated to be 59.3% therefore a grading and erosion control plan has been submitted. It was noted the addition will be over an existing parking lot which will not increase the impervious coverage.
- The additions are not within the Mississippi River Shoreland area.
- The additions will be one story and match the height and appearance of the existing building.
- Reviewed the increase in students and the current stacking issues during pick-up and drop-off times.
- Noted there is adequate parking.
- The addition will permit needed office space.

City Planner Ostgarden noted the short term nature of the congestion during pick-up and drop-off times creates a short term inconvenience but does not establish a condition that is detrimental to community health, safety and welfare.

The Public Hearing was opened at 6:18 pm.

Mr. Kevin Rogers, North Central Medical Supply and Equipment at 314 Charles Street, stated he does not have any concerns about the school additions but asked about the plans at the intersection of NW 4th Street and Charles Street. He stated he has previously requested to have a crosswalk put in at NW 4th Street and Charles Street and is asking if a sign can be put in noting the crosswalk to make it safer.

Commissioner Pritschet stated they can speak to the City Engineer requesting a crosswalk sign be installed at that intersection.

Mr. Earl Wolleat, ISD 181 Director of Building and Grounds, reviewed the following and answered questions:

- Student increase will be closer to 100 students instead of 156
- There is currently a crowding problem at the school which will be alleviated with these additions.
- There is adequate parking for the staff and number of classrooms.
- The additions to the building will look the same as the existing building and the main entrance will stay the same but will have security added to it.
- Reviewed the stacking issues and what they are looking to do to correct the issues noting it won't be double stacking the cars but possibly moving the cars forward to keep them off Williams Street.
- The area to the north of the new addition will be landscaped and possibly creating a berm with additional planting for more screening noting the fence will be put back up.

The Public Hearing was closed at 6:29 pm.

The findings-of-fact were noted into the record as follows:

1. The property is located in an R-3 (Multifamily Residential) District.
2. The additions will provide space for seven classrooms and space for offices.
3. The addition on the north side meets Zoning Ordinance requirements. The addition on the westerly side will require a setback variance.
4. The additions do not encroach into the Mississippi Shoreland regulation area.
5. The site exceeds 50% impervious area however, it is permitted to exceed that amount because a grading and erosion plan has been submitted.
6. The parking lots provide 132 parking spaces and 131 are required. There are no plays or performances at the facility. Provided parking meets the day to day needs of the facility.
7. There is a potential to add 156 students and additional staff will be needed at the facility. Student drop-off and pick-up vehicle stacking typically extends onto Williams Street and onto NW 4th Street. The additional students will create more drop-off and pick-up trips increasing the backup which is a public safety concern. School District and City staff have met to discuss the increase and it was concluded there are options available to the School District that it will pursue to help alleviate the increased stacking onto Williams Street and NW 4th Street.

8. The additions address the following Comprehensive Plan Goal and Implementation Strategy:

General Goal #1: **MAXIMIZE BRAINERD'S POTENTIAL AS A THRIVING CENTER FOR BUSINESS, HEALTH CARE, INDUSTRY, EDUCATION AND RECREATION, WHILE MAINTAINING AND ENHANCING ITS LIVABILITY.**

Strategy

Protect both the general welfare and the individual choices of Brainerd residents. Insure that decisions that are made by the community reflect the needs of current residents and business owners.

LAND USE GOAL #5: *Support development that enhances community character and identity.*

Strategy

Work to strengthen and maintain the appearance of the Business Highway 371, Highway 210/Washington Street, Oak Street (former Highway 18), Highway 25 and County Road 3 corridors through design standards, trails, lighting, sidewalks, signage and other tools.

The Commission agreed to add the following findings-of-fact:

9. A request was made by North Central Medical Supply, 314 Charles Street, about the need for crosswalk signs at Charles Street and NW 4th Street.
10. Earl Wolleat, ISD 181 Director of Buildings and Ground, spoke about the addition and addressed the drop-off and pick-up issue.
11. Two people spoke in support and there was no opposition.

MOTION AND SECONDED BY COMMISSIONERS PRITSCHET AND PLANTENBERG, DULY CARRIED, TO RECOMMEND APPROVAL OF THE CONDITIONAL USE PERMIT TO ALLOW AN ADDITION TO RIVERSIDE SCHOOL AT 205 WEST WASHINGTON STREET BASED ON THE ELEVEN (11) FINDINGS-OF-FACT.

MOTION AND SECONDED BY COMMISSIONERS PRITSCHET AND NORWOOD, DULY CARRIED, TO RECOMMEND APPROVAL OF THE VARIANCE TO PERMIT AN OFFICE SPACE ADDITION THAT WILL ENCROACH INTO THE STREET SIDE YARD SETBACK BASED ON THE ELEVEN (11) FINDINGS-OF-FACT.

City Planner Ostgarden stated he will have discussion with the City Engineer and Mr. Kevin Rogers from North Central Medical Supply regarding the crosswalk sign request at NW 4th Street and Charles Street.

b. Semi-Tractor Trailer Parking in Residential Areas

City Planner Ostgarden stated there have been issues in the past with semi-tractor/trailers parked in residential neighborhoods. He stated they are not permitted to be parked in a residential area and he requesting if this is an issue the Planning Commission would like to review and if there are times where it would be appropriate in residential neighborhoods. He stated he could do research with other cities to see what they allow.

Commissioner Plantenberg stated she does not feel they should be allowed in residential areas at any time.

Commissioner Pritschet stated he does not like them parked on the streets, but to have them parked on private property could be allowed as long as there are not any noise concerns.

Commissioner Norwood stated there will need to be definitions on which types of commercial vehicles should be allowed. He stated when it's on private property and there are not noise issues, it could be allowed.

City Planner Ostgarden stated these are commercial vehicles over a specific weight that are not allowed in residential neighborhoods.

Commissioner Hayden Shaw stated she is not favor of parking on the street but would consider parking on private property.

MOTION AND SECONDED BY COMMISSIONERS PRITSCHET AND PARKS, DULY CARRIED, TO DIRECT STAFF TO RESEARCH COMMERCIAL VEHICLE PARKING IN RESIDENTIAL AREAS AND BRING IT BACK TO THE PLANNING COMMISSION FOR FURTHER REVIEW.

c. Residential Trash Can – Curb Side Limits

Commissioner Hayden Shaw stated there are currently no curb side limits for residential trash cans and asked if it is something the Commission would like to review and set requirements on how long trash containers can remain at the curb.

City Planner Ostgarden stated the City Council will be discussing organized garbage collection and this item can be brought up at that time.

Commissioner Plantenberg asked how this will be enforced. She stated she struggles with putting things into the Zoning Ordinance if it is difficult to enforce.

Commissioner Hayden Shaw stated there are many things that are enforced on a complaint basis and this could be done that way also.

Discussion was held regarding this issue.

d. Nonconforming Fences and Fence Maintenance

Commissioner Hayden Shaw stated she would like to have discussion on existing fences that are currently nonconforming and are not being maintained.

City Planner Ostgarden stated this is a complaint driven issue unless there is something that is very obvious in the deterioration.

Commissioner Plantenberg asked if there is currently anything regarding maintenance.

City Planner Ostgarden reviewed what is written in the Zoning Ordinance noting the language is very vague.

#5 PUBLIC FORUM – Time allocated for citizens to bring matters not on the agenda to the attention of the Planning Commission – Time limits may be imposed.

None

#6 **OLD BUSINESS**

a. **Off-street Parking Status**

City Planner Ostgarden asked how the Commission would like to proceed with this issue. He suggested representatives from the Commission and the Council have discussion regarding this issue.

Commissioner Hayden Shaw stated there has been previous discussion regarding minimizing or eliminating the mandatory requirements regarding off-street parking as it could possibly be a hindrance on business development to require them to come up with off-street parking.

Discussion was held regarding when to hold a meeting with the Safety and Public Works Committee. The Commission agreed to request a special meeting with the Safety and Public Works Committee.

#7 **Commissioners' Questions/Comments**

Commissioner Pritschet stated he asked the Commission to hold discussion about signage, including banners, on buildings downtown and possibly making it more restrictive.

The Commission agreed to have this item on the May agenda.

Commissioner Hayden Shaw stated there was discussion about holding a workshop on the zoning along South 6th Street. She stated discussion of this item will be held until a decision has been made on the design of South 6th Street.

#8 **City Planner's Report**

City Planner Ostgarden presented some drawings on a proposed Habitat for Humanity house noting it is a good example of what the Commission is wanting for infill development.

City Planner Ostgarden discussed the article on why 12 foot traffic lanes are dangerous. He stated he will be presenting information to the City Council on Monday for their discussion on the South 6th Street design regarding the lane width.

#9 **Adjournment**

As there was no further business the meeting adjourned at 7:10 p.m.

Respectfully submitted,

Mark Ostgarden AICP
City Planner

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