

PLANNING COMMISSION
Wednesday, August 17, 2016

City Planner Ostgarden called the meeting of the Brainerd Planning Commission to order at 6:00 p.m. in the City Hall Council Chambers.

Noted present were Commissioners Parks, Plantenberg, Headley, Turner, Antolak and Pritschet. Commissioner Straw was noted as absent. Also present were City Planner Ostgarden, Jennifer Bergman, County/City HRA Executive Director and Jim Thoreen City Administrator.

#2 Approval/Amendment of Agenda

MOTIONED AND SECONDED BY COMMISSIONERS PRITSCHET AND PARKS, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

#3 Approve Minutes of the Regular Meeting held on July 20, 2016, as Distributed

MOTIONED AND SECONDED BY COMMISSIONERS PRITSCHET AND HEADLEY, DULY CARRIED, TO APPROVE THE MINUTES FROM THE REGULAR MEETING HELD ON JULY 20, 2016 AS DISTRIBUTED.

#4 NEW BUSINESS

a) Review of the Crow Wing County Housing and Redevelopment Authority Redevelopment Plan

City Planner Ostgarden directed the Commission's attention to the documents placed in front of them this evening, which included a "Draft Redevelopment Plan for Redevelopment Project No. 1" and a map showing the locations of the properties involved: Brainerd Oaks, DalMar Estates and Serene Pines development projects. He introduced Jennifer Bergman, Executive Director of the Crow Wing County Housing and Redevelopment Authority (CWC HRA) and the City of Brainerd HRA.

Ms. Bergman discussed events starting in 2011 when the Crow Wing County HRA entered into an agreement with Lakes Area Habitat for Humanity with the intent to build 20 homes in Brainerd Oaks, stating that because of the assessments for Brainerd Oaks, Habitat did not feel that it made financially feasible to continue to participate. In 2013 the CWC HRA hired the Urban Land Institute to study the possibilities for Brainerd Oaks and provide a recommendation(s) for future development. Results on studies done to determine marketability showed that it would be difficult to find a developer interested in Brainerd Oaks because of the deferred assessments. In April 2016 a proposal was received from a developer interested in purchasing Brainerd Oaks, Serene Pines and DalMar Estates for \$912,300. She stated that the assessments on the properties is about \$2.3 million with an actual cost for the original bond issue for infrastructure of \$1.5 million and an estimated market value of approximately \$1.2 million. The issue came before and City Council and the City Council made a motion at their June 6, 2016 meeting to authorize the CWC HRA to negotiate the sale and to inform the potential buyer that the City is willing to write down special assessments on the project but not SAC and WAC or Park Dedication fees.

Ms. Bergman drew the Commission's attention to specific areas of the redevelopment plan as distributed. She stated that the CWC HRA is requesting any feedback from the Commission on the redevelopment plan and that a written notice with any concerns would be appreciated.

Commissioner Parks stated that it would be a shame not to get these properties back on the tax rolls. He stated that although giving up the assessment revenue, it will be well worth it in the end if the redevelopment is successful.

City Planner Ostgarden referred the Commission's attention to item V of the Draft Redevelopment Plan for Redevelopment Project No. 1; Statement of Objectives, particularly item A. He requested that the Commission's recommendation should include recommendation to the City Council approval of the redevelopment plan based on it supporting and meeting the goals and strategies as outlined in the City's Comprehensive Plan.

Ms. Bergman confirmed for Commissioner Plantenberg that Brainerd Oaks went tax-forfeiture in 2007/2008 and that Serene Pines and DalMar Estates went tax forfeiture in 2014.

MOTIONED AND SECONDED BY COMMISSIONERS PRITSCHET AND PARKS, DULY CARRIED, TO RECOMMEND APPROVAL OF THE DRAFT REDEVELOPMENT PLAN FOR REDEVELOPMENT PROJECT NO. 1 FOR THE CROW WING COUNTY HOUSING AND REDEVELOPMENT AUTHORITY REDEVELOPMENT PLAN BASED ON MEETING THE GOALS AND STRATEGIES OF AS OUTLINED IN THE CITY'S COMPREHENSIVE PLAN AND THE FOLLOWING FINDINGS OF FACT:

General Goal #3: *Promote community spirit and unity and enhance Brainerd's character and identity.*

Strategy

1. Encourage a variety of experiences and opportunities in terms of living, working and social activities within the community.

ECONOMIC DEVELOPMENT

GOAL: *Support the development of a strong, diversified, and growing economic base and create a favorable climate for economic development and ongoing business activities.*

Strategies

1. Promote aesthetically pleasing development and redevelopment in the city.
2. Emphasize tax base expansion and job creation in economic development efforts by the city.

LAND USE GOAL #3: *Plan for the orderly, efficient and fiscally responsible growth of residential development in Brainerd.*

Strategy

1. Encourage compatible infill residential development throughout the developed portions of the city, to encourage the efficient use of land, the establishment of a strong tax base and the cost effective provision of city services.

LAND USE GOAL #4: *Plan land uses and implement standards to minimize land use conflicts.*

Strategy

1. Promote architectural/site aesthetics that are compatible with community standards.

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

Strategy

1. Support the redevelopment of vacant and abandoned sites within the urban core.

Commissioners individually weighed in on the positives for this project which included increasing the tax base and utilizing vacant area.

#5 **PUBLIC FORUM**

None.

#6 **OLD BUSINESS**

None.

#7 **Commissioners' Questions/Comments**

None.

#8 **City Planner's Report**

City Planner Ostgarden called the Commission's attention to the 2016 Land Use Training & Education Program information included in the Packet, stating that there is a meeting on Thursday, September 22nd in Little Falls. He stated that there is a 2 ½ day MN American Planning Association Chapter State Conference in conjunction with the upper Midwest planning conference in St. Cloud at the end of September. He asked any interested Commissioners to let him know if they would like them to attend, stating that costs would be covered.

#9 **Adjourn**

As there was no further business, the Chair adjourned the meeting at 6:34pm.

Respectfully submitted,

Mark Ostgarden AICP
City Planner

Brainerd Planning Commission Workshop
August 17, 2016

Chairman Angie Plantenberg called the workshop of the Brainerd Planning Commission to order at approximately 6:30 in the City Hall 2nd Floor Conference Room.

Present: Staci Headley, Dale Parks, Dave Pritschet, Angie Plantenberg

Others Present: City Planner Mark Ostgarden

The meeting purpose was to review the redraft Vacation Rental by Owner language and to discuss how adding VRBOs will affect bed and breakfasts.

The Commission agreed that there should be an initial IUP and then a VRBO should be a licensed rental and inspected on an annual basis.

It agreed that renting an entire house should be regulated however house sharing should be removed from the VRBO draft.

The draft limits bedrooms to 2 persons and which should be modified to specify 2 adults (16 and older) per bedroom.

The parking setback requirement should be removed.

An on premise sign the same allowed for a home occupation should be permitted.

The Commission thinks the bed and breakfast language needs to be reviewed however it agreed to address the VRBO issue now and when that is completed it will review the bed and breakfast language.

The meeting adjourned at approximately 7:00 p.m.

Respectfully submitted,

Mark Ostgarden AICP
City Planner