

PLANNING COMMISSION
Wednesday, August 15, 2018

#1 Call to Order

Planning Commission Chair Headley 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 Headley, Gorham, and Antolak; and Council Liaison Lambert. Noted absent were Commissioners Burslie, Marohn, and Wussow. Also present was City Planner Ostgarden, Administrative Specialist Bestul and Planning Department Intern Jared Boom.

#2 Approval of Agenda

MOTION AND SECONDED BY COMMISSIONERS LAMBERT AND GORHAM, DULY CARRIED, TO APPROVE THE AGENDA.

#3 Approval of Minutes of the Regular Meeting held on July 18, 2018

MOTION AND SECONDED BY COMMISSIONERS GORHAM AND LAMBERT, DULY CARRIED, TO APPROVE THE MINUTES OF THE REGULAR MEETING HELD ON JULY 18, 2018.

#4 New Business

A. Public Hearing – Rezoning Request to Rezone Property at 15770 Dellwood Drive, Brainerd from a B-1 (Residential Office) District to an I-1 (Light Industry) District

City Planner Ostgarden explained the petitioner, Shannon Tibbetts, 16693 Carlson Lake Road, Brainerd has applied to rezone his property at 15770 Dellwood Drive to construct a self-storage facility. The property is located on Dellwood Drive, which is a unique area of the city as it is part of the joint city limits of Brainerd and Baxter for approximately ½ mile south of Wise Road. In 2015, it was rezoned to a B-1 district as the previous owner had plans for development. City Planner Ostgarden reviewed a zoning map of the area showing it is primarily undeveloped and wetland. The City of Baxter anticipates the future land use map as regional commercial. It is also an area where there is currently no city sewer or water, which makes it an ideal location for this type of business. If the rezoning is granted, there will be the potential for other possible businesses such as warehouses, light office, auto shops, bulk liquid storage or an outdoor sales lot by Conditional Use Permit. City Planner Ostgarden reviewed the findings of fact and the comprehensive plan goals and strategies. A mini-storage facility is a Conditional Use in the I-1 Light Industry District.

Commissioner Gorham inquired what the equivalent zoning term is for the City of Brainerd to the City of Baxter's term of Regional Commercial. City Planner Ostgarden stated the B-4 General Commercial zoning district is comparable.

Commissioner Gorham asked if the City of Baxter has made any inquiries to the rezoning. City Planner Ostgarden stated the Community Development Director in Baxter had phoned him, but he was unable to reach him back prior to the meeting tonight.

The Chair opened the public hearing at 6:13 p.m.

The Chair recognized Mr. Shannon Tibbetts, the applicant for the rezoning explained the desire to construct a self-storage business. The need for self-storage facilities is high in our area, and this property would be an ideal location.

The Chair closed the public hearing at 6:16 p.m.

MOTION AND SECONDED BY COMMISSIONERS LAMBERT AND ANTOLAK, DULY CARRIED, TO RECOMMEND APPROVAL TO REZONE PROPERTY AT 15770 DELLWOOD DRIVE FROM A B-1 (RESIDENTIAL OFFICE) DISTRICT TO AN I-1 (LIGHT INDUSTRY) DISTRICT BASED ON THE FINDINGS OF FACT AND ADDING THE SIZE OF THE BUILDING WOULD NOT EXCEED 20,000 SQUARE FEET.

1. The site is proposed for self-storage units at the property, which is not permitted in B-1 Districts.
2. The property is 2.5 acres and vacant. In a 40-acre area to the north and east, there are two single family dwellings along Dellwood Drive and one dwelling located off Wise Road.
3. The property was rezoned to a B-1 (Residential Office) District in 2015. Development did not occur after the rezoning.
4. The property does not have city sewer or water and the nearest sewer and water is on Beaver Dam Road, which is almost 1 mile to the east. The proposed use will have no need for sewer and water.
5. The Institute of Traffic Engineers estimate that between .17 and .23 vehicle trips per day for each 1,000 sq. ft. of storage space can be expected. A 32,000 sq. ft. facility can be expected to have less than 6 trips per day on average. A typical single-family dwelling would generate 9-10 trips per day.

Dellwood Drive was improved in 2016 and at minimum can be considered a collector street. Its capacity will not be affected by a self-storage facility.

6. The following Comprehensive Plan Goals and Strategies support the rezoning:

Goal: *PLAN FOR THE ORDERLY, EFFICIENT AND FISCALLY RESPONSIBLE GROWTH OF COMMERCIAL AND INDUSTRIAL DEVELOPMENT IN BRAINERD.*

Strategies

1. Locate and design industrial and commercial developments to provide good access and road service, while avoiding the routing of traffic through residential neighborhoods.
2. Require new commercial and industrial developments to have access to adequately sized and designed public roads.

7. There will be no negative impact upon existing public services and facilities including parks, schools, streets, and utilities, and its potential to overburden the City's service capacity.
8. The structure will not exceed 20,000 square feet in size.

B. Review Draft Changes to Zoning Ordinance Section 57-2 R-3 High Density Residential District Permitted Uses – To Permit Single-Family Dwellings

City Planner Ostgarden indicated that many different things need to be considered when making amendments to a zoning ordinance. With the absence of several commissioners, it is suggested that this topic be addressed at a later date.

MOTION AND SECONDED BY COMMISSIONERS GORHAM AND ANTOLAK, DULY CARRIED, TO POSTPONE THE TOPIC TO A FUTURE PLANNING COMMISSION MEETING.

#5 Presentations

A. Intern Program Activities – Planning Department Intern Jared Booms

City Planner Ostgarden welcomed Jared Booms to talk about his experience as the Planning Department Intern this summer.

Mr. Booms indicated he is studying Natural Resources Planning at Stevens Point Wisconsin. He is very grateful for the opportunity to be an intern for the City of Brainerd to learn first hand the aspects of city planning. Mr. Boom has been involved in many projects in the City and explained his involvement in the following activities:

- Farmers Market
- LUCA 2020 Census Update
- Climate Change Adaption Plan
- Event Planning
- Communications with other cities on ordinance topics
- Created a downtown map of businesses
- Steering Committee meetings for the Comprehensive Plan
- Toured the hydro dam, wastewater treatment plant and a ride-along with the Police Department

Commissioner Gorham thanked Mr. Booms for all his hard work and dedication to the downtown projects.

The Commission thanked Mr. Booms for the presentation.

#6 Public Forum

The Chair opened the public forum at 6:46 p.m.

No one came forward.

The Chair closed the public forum at 6:46 p.m.

#7 Old Business

None

#8 Commissioners' Questions/Comments

None

#9 City Planner's Report

None

#10 Adjourn

The Chair adjourned at 6:47 p.m.

Respectfully submitted,

City Planner