

BRAINERD PLANNING COMMISSION

Wednesday, January 20, 2021
6:00 p.m.

In accordance with the requirements of Minn. Stat. Section 13D.021, Jennifer Bergman, the City Administrator, has determined that an in-person meeting is not practical or prudent because of a health pandemic declared under Chapter 12 of the Minnesota Statutes.

Members of the public may monitor the meeting via phone.
Meeting Number: 1-844-992-4726
Access Code: 146 026 3013

1. Call to Order
2. Roll Call
3. Election of Officers
4. Approval/Change of Agenda
5. Approval of minutes of the meeting held on December 16, 2020
6. OLD BUSINESS
 - A. Lincoln Education Level IV Special Education Facility Landscaping and Lighting Review
 - B. Future Land Use Map and Comprehensive Plan Revision
7. NEW BUSINESS
 - A. Conditional Use Permit - Shannon Mills has submitted a request on behalf of Sharing Bread Soup Kitchen for a Conditional Use Permit at 923 Oak St., Brainerd, MN 56401.
 - B. Variance - Dennis and Erica Marcussen have submitted a request for a variance at 415 Cedar St., Brainerd, MN 56401. The requested variance is from *Section 515-54-7.B Principal Building Setbacks*.
8. 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.
9. Community Development Director's Report
10. Commissioners' Questions/Comments
11. Adjourn to the workshop to be held on Wednesday, February 3 at 6pm in the City Council Chambers.

Any individual needing special accommodations or that desires more information about the above items, please call 218/828-2307.

M E M O



TO: Planning Commission

FROM: David Chanski, Community Development Director

DATE: January 20, 2021

RE: Election of Officers

The Planning Commission Bylaws state that “The Commission, at its first regular meeting in January of each year, shall select a Chairperson and Vice Chairperson.”

The duties of the Chair are:

1. Preside at all meetings of the Commission
2. Call special meetings of the Commission in accordance with the City Ordinance
3. Sign documents of the Commission
4. See that all actions of the Commission are properly taken
5. Cancel or postpone any regularly scheduled meetings
6. Order end to disorderly conduct and direct law enforcement to remove disorderly persons from Planning Commission meetings

The duties of the Vice-Chair are:

1. In the event of the absence, disability or disqualification of the Chairperson, the Vice Chairperson shall exercise or perform all the duties and be subject to all the responsibility of the Chairperson.

For 2020, the Chair was Commissioner Don Gorham, and the Vice-Chair was Commissioner Mike Duval.

Planning Commission Bylaws

Article I. Introduction

Section 1. Purpose

It is the intent of the City of Brainerd Planning Commission to conduct its business and perform its responsibilities and duties in an orderly, efficient, fair and lawful manner. These bylaws are established for that purpose.

Section 2. Application of Bylaws

Unless otherwise specifically indicated, these bylaws shall apply to the transaction and administration of all Planning Commission business and the conduct of all Planning Commission meetings and hearings.

Article II. Offices and Duties

Section 1. Offices Designated

The Commission, at its first regular meeting in January of each year, shall select a Chairperson and Vice Chairperson.

Section 2. Recording of Meetings

The Planning Department shall supply a qualified staff member to perform all general corresponding and recording secretarial duties for the Planning Commission.

Section 3. Duties of Offices

The duties and powers of the office of the Planning Commission shall be as follows:

A. Chairperson

- 1) Preside at all meetings of the Commission
- 2) Call special meetings of the Commission in accordance with the City Ordinance
- 3) Sign documents of the Commission
- 4) See that all actions of the Commission are properly taken
- 5) Cancel or postpone any regularly scheduled meetings
- 6) Order end to disorderly conduct and direct law enforcement to remove disorderly persons from Planning Commission meetings

B. Vice Chairperson

In the event of the absence, disability or disqualification of the Chairperson, the Vice Chairperson shall exercise or perform all the duties and be subject to all the responsibility of the Chairperson.

C. Secretary

A city staff member will be assigned to perform the functions of Secretary. The Secretary shall keep record of the proceedings of every meeting of the Planning Commission.

Section 4. Preparation of the Comprehensive Plan

The Commission shall prepare, adopt and revise from time to time a Comprehensive Plan for the physical development of the City, including proposed public buildings, street arrangements and improvements, public utility services, parks, playgrounds, and other similar developments, the use of property, the density of population, and other matters relating to the physical development of the City. Such plan may be prepared in sections, each of which shall relate to, a major subject of the plan.

Section 5. Means of Executing the Comprehensive Plan

Upon the adoption of the Comprehensive Plan or any section thereof, the Commission shall recommend to the City Council reasonable and practicable means for putting into effect such plan or section thereof in order that the same will serve as a pattern and guide for the orderly physical development of the City and as a basis for the efficient expenditures of the funds thereof relating to the subjects of the plan. Such means shall consist of a zoning plan, the control of subdivision plats, a plan of future streets, coordination of the normal public improvements of the City, a long term program of capital expenditures and such other matters as will accomplish the purpose of the plan.

Article III. Members

Section 1. Number

The Planning Commission shall consist of seven (7) voting members, one of which is a City Council member.

Section 2. Members Appointed.

Voting member shall be appointed by the City Council for three years. Terms shall run from January 1 through December 31. Terms shall be staggered so that there will be continuity of the Commission.

Section 3. Removal

City Council has the power to remove a Commissioner by a 5/7 vote.

Section 4. Voting

A member must be present to vote.

Section 5. Vacancies.

Vacancies shall be filled by appointment of the City Council for the unexpired portion of the term.

Article IV. Meetings and Hearings

Section 1. Notice

Notices of all meetings and hearings of the Planning Commission shall be made in accordance with all statutory and ordinance notification requirements.

Section 2. Meetings

All meetings of the Planning Commission shall be open to the public.

Section 3. Workshops

Workshops and other meetings whose sole purpose is for general information and/or educational purposes will be open to the public. Public testimony may or may not be allowed.

Section 4. Meeting Records

All tapes, minutes, evidence, exhibits, correspondence, maps, plats, etc. shall be made a part of the record, become the property of the City Brainerd, and be maintained as a permanent record.

Section 5. Meetings

A. Date and Time

The Planning Commission shall meet regularly on the third Wednesday of each month at 6:00 pm, or as soon as practical.

B. Location

The Commission shall meet in regular session in the City Hall Council Chambers.

C. Order of Business

- 1) Call to Order
- 2) Approval/Amendment of Agenda
- 3) Approval of Minutes
- 4) New Business
- 5) Public Forum
- 6) Old Business
- 7) Commissioners' Questions/Comments
- 8) City Planner Report
- 9) Adjourn

D. Special meetings

The Chair person, Vice Chairperson, City Council, or Mayor may call for a special meeting at any time. Notice of the time and place shall conform to the Open Meeting Law.

E. Additional Agenda Items

After an agenda has been published, at the discretion of the Chair and approval by the Commission items may be added up to the time of the published meeting.

Section 6. Parliamentary Procedure

All Commission meetings shall be governed by Sturgis Standard Code of Parliamentary Procedure in all cases to which they are applicable and not in conflict with these bylaws, City Code, or other rules this Commission may adopt.

Section 7. Agenda

- A. The agenda shall be prepared by the City Planner with the input of the Chair as requested for the Planning Commission meeting and shall close 7 days prior to the meeting.
- B. Any Planning Commission member can place an item on the agenda. No item shall be placed on the agenda unless the item is expressed in such a way as to clearly show the subject matter involved.

- C. The agenda may be amended during a Planning Commission meeting by a majority vote of the Commission.
- D. The agenda shall generally organize matters to be addressed at the meeting so as to best promote opportunities for effective public input and the timely and efficient performance of Planning Commission responsibilities. Items of business likely to attract the attendance of many persons should generally be placed early on the agenda.
- E. Planning staff shall prepare a written report detailing the request and the ordinance provisions that apply to the matter.

Section 8. Procedure for Public Hearings

Planning staff or consultants, if any, shall summarize for the public the relevant issues of the application contained in the written staff report. The Commission members may direct question to staff regarding the application.

- A. The Chairperson shall call the public hearing to order and declare the time, and prior to taking testimony, shall explain:
 - 1) The order of testimony
 - 2) The purpose and requirements of the public hearing under Minnesota Law
 - 3) That each speaker shall provide their name and address and that public comments should be limited to matters pertinent to the application under review and avoid duplicative testimony. The Chairperson may place reasonable time limits on public comments, depending on the number of persons waiting to testify on the matter.
- B. The applicant and/or representative shall be given an opportunity to present evidence in support of the request and rebut any issues or conditions identified in the staff report
- C. Members of the public, if any, may testify, either in person or through their agent. Written testimony submitted may be read and will be added to the public record.
- D. The applicant shall have an opportunity to answer questions from the Commission.
- F. The Commission may direct questions to the applicant, planning staff, or public to clarify issues but no further testimony may be received from the public.
- G. When all public comment has been received the Commission shall close the public hearing by motion and majority vote of the Commission. The Commission may deliberate and decide the matter. Should the Commission identify relevant facts that remain unknown or disputed the Commission may postpone closing the hearing by motion and majority vote until the Planning Commission's next meeting and refer the issue to planning staff for further fact finding.

Section 9. Protocol for Public Hearings

- A. Everyone who wishes to give testimony shall be given a reasonable opportunity to speak.
- B. All statements or questions should be directed to the chairperson.
- C. All statements should be as factual as possible and should not involve personalities.
- D. Speakers should refrain from repeating what has already been stated.
- E. Each speaker shall provide his or her name and address to the recorder.
- F. The Planning Commission reserves the right to question any speaker.
- G. Written testimony may be received.
- H. No additional testimony may be offered after the close of the public hearing.

Section 10. Communication with Public and Applicant

- A. General. Prior to the public hearing or Commission deliberation, no Commission member shall lobby the merits of a pending case with staff, applicant, Commission member, or the general public.
- B. Disclosures. If a commissioner has discussed the pending case, the commissioner shall disclose the facts relating to such discussion during the public hearing.
- C. Exception. Nothing in this section shall preclude the general information communication by Commission members relating to the general conduct of a meeting or hearing, nor shall anything in this section forbid staff or commissioners from discussing with commissioners an upcoming meeting, so long as the facts or merits of the meeting are not discussed.

Section 11. Quorum

A majority of the Commission members entitled to vote shall constitute a quorum for the transaction of business.

Section 12. Conflict of Interest

Any member of the Planning Commission who shall feel that he or she may appear to have or in fact has, a conflict of interest on any matter that is on the Planning Commission agenda shall voluntarily excuse himself or herself, vacate his or her seat, and refrain from discussing and voting on said matter as a Planning Commissioner.

A conflict of interest is any direct contractual, pecuniary, or other beneficial interest in the outcome of a matter before the Planning Commissioner.

Section 13. Orientation of new Planning Commissioners

To assist new Planning Commission members in learning their responsibilities, and to develop their understanding of the planning process as quickly as possible, they will be required to:

- A. Attend an orientation session with the City Planner, Planning Commission Chair, and City Council member.
- B. Read the Comprehensive Plan and Zoning Ordinance.

Article V. Education, Conference and Convention Policy

The City Council and Planning Commission of the City of Brainerd recognize and accept the concept that the acquisition and maintenance of a body of knowledge and skills are necessary and desirable to perform the job of the Planning Commissioner. Further, both groups encourage and highly recommend periodic attendance at various educational opportunities conferences and conventions.

The following is the policy of the City of Brainerd Planning Commission on educational meetings, conferences, and conventions:

- A. Attendance at educational meetings, conferences, and conventions is subject of availability of funds.
- B. Attendance at educational meetings, conferences, and conventions is voluntary. Planning Commission members are encouraged to attend educational meetings, conferences, and conventions.
- C. Involvement in relevant professional organizations such as APA-MN, office holding, or committee work is considered educational.
- D. Planning Commission members are encouraged to participate in the budget process and to request allocations for educational purposes.

PLANNING COMMISSION
Wednesday, December 16, 2020

#1 Call to Order

Planning Commission Chair Gorham called the meeting of the Brainerd Planning Commission to order at 6:00 p.m. via WebEx Teleconferencing.

Due to conducting the meeting electronically, all motions will be voted on by a roll call vote for accuracy.

#2 Roll Call

Noted present were Commissioners Kallroos, Foley, Woodward, Yeager, Lambert, Duval, and Gorham. Community Development Director Chanski, and Ashley (Kaisershot) Zidon, planner from Region 5, Mike Lamb and Jennifer Haskamp with Swanson Haskamp Consulting were also noted as present.

#3 Approval/Amendment of Agenda

MOTION AND SECONDED BY COMMISSIONERS LAMBERT AND WOODWARD TO APPROVE THE AGENDA.

Upon roll call, members Kallroos, Foley, Woodward, Yeager, Lambert, Duval, and Gorham voted "aye". No member voted "nay". The Chair declared the motion carried.

#4 Approval of Minutes

MOTION AND SECONDED BY COMMISSIONERS LAMBERT AND WOODWARD TO APPROVE THE MINUTES FROM THE OCTOBER 21, 2020 AND NOVEMBER 18, 2020 MEETINGS.

Upon roll call, members Kallroos, Foley, Woodward, Yeager, Lambert, Duval, and Gorham voted "aye". No member voted "nay". The Chair declared the motion carried.

#5 Old Business

5a. SHC Zoning Code Update

Community Development Director Chanski explained there is a draft copy of the Visioning Memo included in the packet, and Jennifer Haskamp is present tonight to discuss with the Commission. Ms. Haskamp indicated the visioning memo is to recognize the direction to go with the zoning code update process. She stated there are sections of the current code that are working, with others being difficult to understand, which was based on the responses to the questionnaire the commission members submitted. She said the focus should be to revise the areas of the code that are cumbersome and/or confusing.

Ms. Haskamp stated she realized that neighborhoods and housing are a main concern of the Commission, with commercial and businesses rating second. She said the market can influence the code and vice versa. She indicated landscaping, lighting, and other performance

standards need to be clear and understandable. This memo was intended to be an overview at a very high level and asked the Commission if anything was missed or should be omitted.

Commission discussion took place. It was determined the direction indicated in the memo was positively received by the Commission.

Ms. Haskamp gave a brief review of the modified schedule, which mainly consists of virtual meetings due to the current pandemic. She did indicate the January 27th meeting shown will be held in-person to gather around a table to work on concept planning, which would prove difficult virtually.

Community Development Director Chanski stated the regular Commission meeting will still be held on Wednesday, January 20, 2021 with the 27th being scheduled as a workshop. He introduced Mr. Mike Lamb to give an update of the workshop.

Mr. Lamb stated discussion would be held regarding the two concept sites and to identify essential priorities. He stated it would be beneficial to break into two groups to start with and ending with one group to compare notes.

5b. Future Land Use Map

Community Development Director Chanski gave a brief update of the changes that have been made as a rough draft to the Comprehensive Plan to accommodate the additional content written in the land use chapter. He indicated the drafted Future Land Use map that was included in the packet should be an accurate rendition of previous discussions.

Ms. Ashley Zidon highlighted changes to the table of contents, stakeholder updates, and the land use chapter. She stated the Workforce Housing Study will be included in the Housing chapter and omitted an action item in the land use chart. She asked that discussion take place on the following topics:

- Titles of the Future Land Use categories
- Does the narrative and supporting content make sense, and “fit” in the City
- Discuss the density that accompanies the majority of the future land use categories

Community Development Director Chanski gave an overview regarding medium to high density residential. Discussion took place whether the Commission thought the map is labeled incorrectly or if the descriptions need updating.

Commission discussion took place regarding other density categories.

Community Development Director Chanski requested Commission input whether Neighborhood Mix and Mixed Commercial-Residential are different enough to be separate or should they be classified as one. He stated this is important for SHC when working on the Zoning Code update.

Community Development Director Chanski explained a section from south Brainerd was removed from the Urban Growth Boundary since this area is in a neighboring township. He said in order to look at growth areas outside of the City, there would need to be mutual agreement from those entities.

Community Development Director Chanski and Ashley Zidon will work on the changes discussed tonight and bring it back to the Commission in January. At that meeting, the formal review and adoption process will be initiated.

Ms. Zidon commended the Commission for the hard work the Commission has contributed, and it was a pleasure working with everyone.

#6 New Business

#7 Public Forum

The Chair opened the public forum at 7:57 p.m.

No one came forward.

The Chair closed the public forum at 7:57 p.m.

#8 Community Development Director's Report

Community Development Director Chanski announced a new Chairman and Vice Chair will need to be appointed at the meeting being held on January 20th. He stated he and City Administrator Bergman have been invited to speak at the Northside Neighborhood Association meeting at 7:00 p.m. on January 20th. He gave an update to the Commission regarding the agenda for that meeting.

Community Development Director Chanski stated the conditional use permit for BHS South Campus was passed by the City Council. The Parking Commission has been reinstated to meet and currently has five members to discuss parking concerns, primarily downtown but will include other areas of the City. Their recommendations will initially go to the Planning Commission for review. He added that the Community Development Department has been slightly reconfigured to add an Assistant Planner.

Community Development Director Chanski thanked outgoing Commissioner Lambert and Ashley Zidon for all the input and work over the past several years.

#9 Commissioner's Questions/Comments

Commissioner Duval asked if the Commissioner term topic was brought to the City Council for feedback. Community Development Director indicated it will be brought to the Council at the January 4th meeting.

Commissioner Lambert thanked everyone for the opportunity to serve on the Planning Commission.

#10 Adjourn

The Chair adjourned at 8:05 p.m.

Don Gorham, Planning Commission Chair

MEMO



TO: Planning Commission

FROM: David Chanski, Community Development Director

DATE: January 20, 2021

RE: Lincoln Education Level IV Special Education Facility Landscaping and Lighting Review

During the Planning Commission meeting on November 18, 2020, the Planning Commission approved the Conditional Use Permit for the Lincoln Education Level IV Special Education Facility (formerly Brainerd High School South Campus) at 400 Quince St. Conditions placed on the CUP included returning to the Planning Commission for review and approval of the landscaping around the proposed parking lot as well as the lighting on the site to ensure that it was in harmony with the lighting approved for the Brainerd High School remodel in 2019.

Please see the attached documents provided by ISD #181.

CERTIFICATION OF CONDITIONAL USE PERMIT

STATE OF MINNESOTA)
COUNTY OF CROW WING) ss.
CITY OF BRAINERD)

A meeting of the City Council of the City of Brainerd, Minnesota, was duly held via WebEx Teleconference meeting on the 7th day of December, 2020.

Upon roll call, the following members were noted present: Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson. Mayor Badeaux was also noted as present.

Conditional Use Permit – Request from Scott Whittemore, on behalf of ISD#181, 804 Oak Street, Brainerd to demolish approximately 41,000 square feet of the existing building and remodeling of the 71,900 square feet of the remaining building located at 400 Quince Street, which is currently the Brainerd High School South Campus. The legal description is as follows:

*Riverside Addition to the City of Brainerd
PID 41241576
All of Block 6*

Section 24 – Township 045 – Range 031

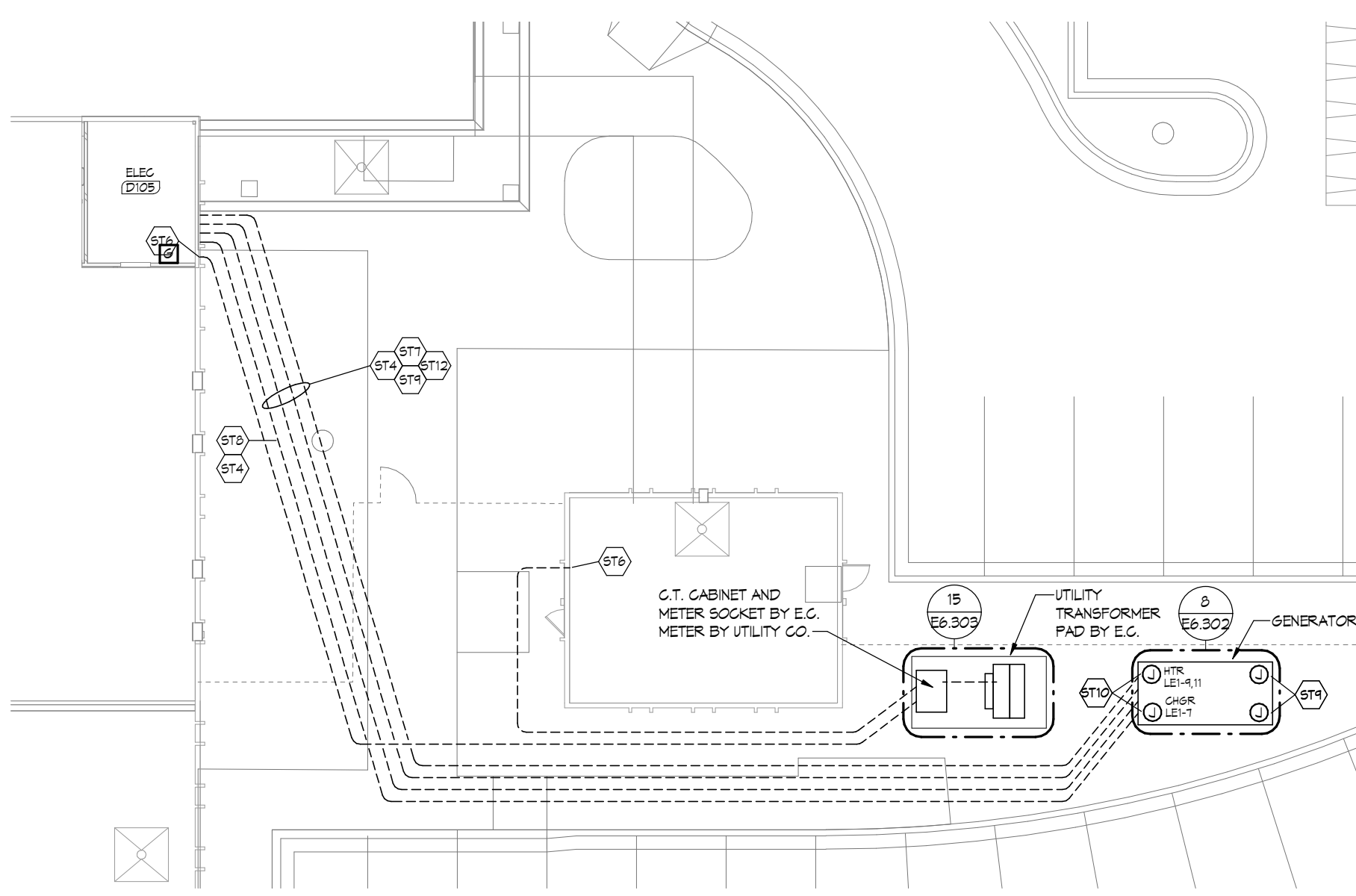
Findings-of-Fact:

1. 400 Quince St. is in a R-1 (Single-Family Residential) District.
2. Per Section 515-54-5.F of the Code of Ordinances, public schools are permitted as a conditional use in R-1 Districts provided that:
 - a. The site accesses a major collector.
 - i. 400 Quince St. is located at the intersection of S. 5th St. and Quince St.
 - b. The site is landscaped in accordance with Section 20 of this Ordinance.
 - i. The applicant has submitted a landscaping plan.
 1. Plan can be found on page L1.01 of their submitted documents.
 - c. Off-street parking is provided in accordance with Section 22 of this Ordinance.
 - i. K-12 schools are exempt from minimum off-street parking requirements.
 - ii. All other aspects of the applicant's parking plan seem to conform with Section 515-22.
 - d. Off-street loading and service entrances are provided as regulated by Section 23 of this Ordinance.
 - i. All aspects of the applicant's off-street loading and service entrances seem to conform with the Section 515-23.
 - e. Emergency vehicle access is provided to and within the site.
 - i. Emergency vehicle access has been approved by both the Police Chief and Fire Chief.
3. The proposed light poll height of 23 feet was approved by the City Council on June 3, 2019.
 - a. The motion adopted by the City Council reads as "An understanding between ISD #181 and the City that the lights for the south and lower parking lots for the High School are approved at 23-feet going forward."
 - b. Photometric plans can be found on the final two pages of the applicant's submitted documents.
4. The City Engineer has provided the following comments regarding the applicant's stormwater and ESC plan.
 - a. Project applicant indicates an existing impervious coverage of 25.5 acres and a proposed impervious coverage of 26 acres. Applicant has provided for a stormwater infiltration basin sized to the maximum extent practicable that is calculated to treat 3.81" of runoff from the contributing area. Analysis shows that there may be a net decrease in stormwater runoff from the site, which in turn, will help the City's stormwater system in the long term.
 - b. Project will require an NPDES permit. The permit will require the applicant meet water quality and erosion control standards as outlines in Section 725 of Brainerd City Code.
 - c. For purposes of the CUP, the stormwater and ESC plan is approved. The City should receive a copy of NPDES permit coverage as part of the building permit process to ensure the applicant has met the requirements of the National Pollutant Discharge Elimination System.
 - d. The City concurs with the analysis performed by the applicant in regards to temporary stormwater basin, as the ultimate development exceeds 5-acres of disturbed area, there are multiple runoff points in which preclude the need for a temporary basin.

Members Pritschet, Bevans, Badeaux, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted "aye". No member voted "nay". The Chair declared the motion carried.

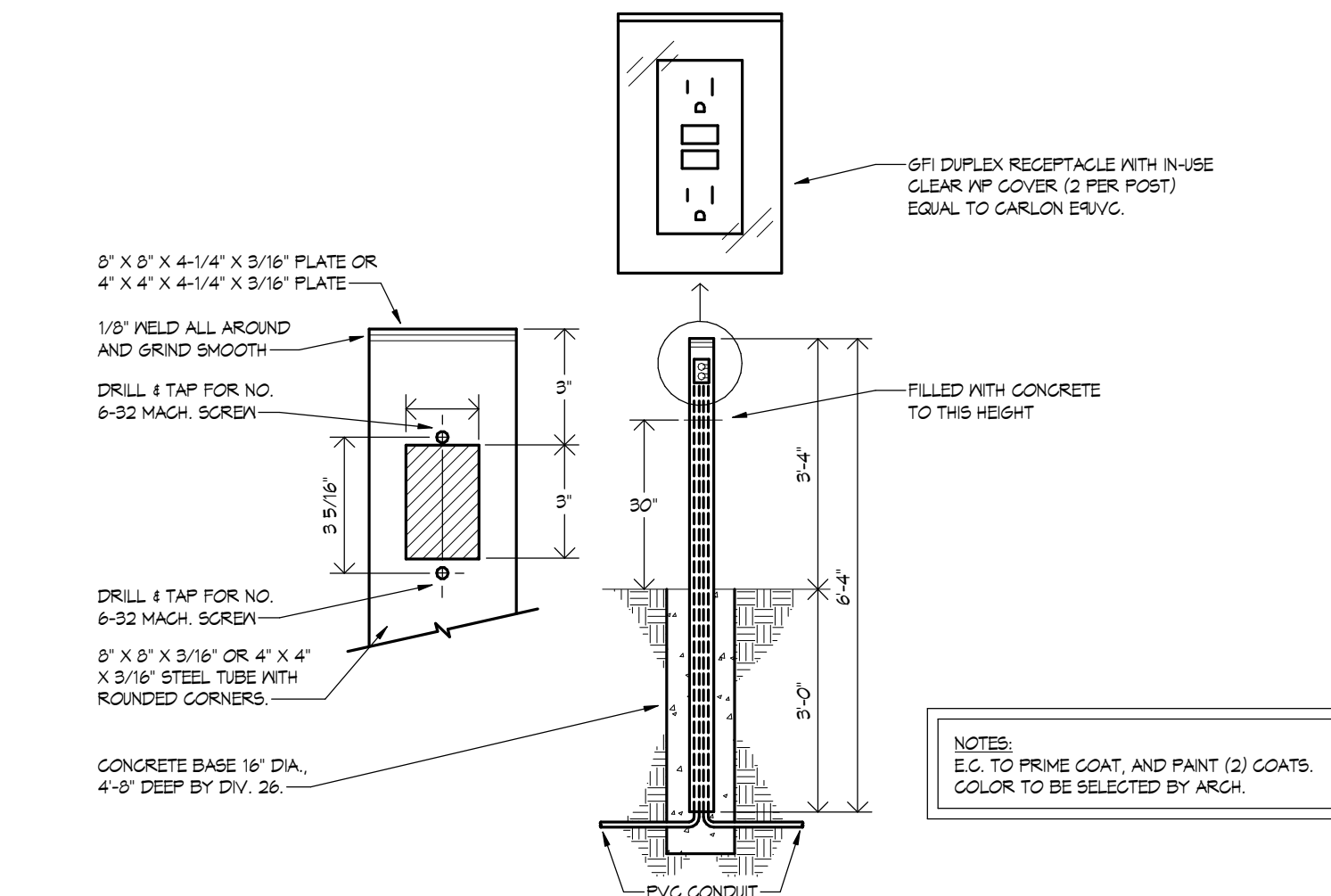
(S E A L)


JENNIFER BERGMAN
City Administrator

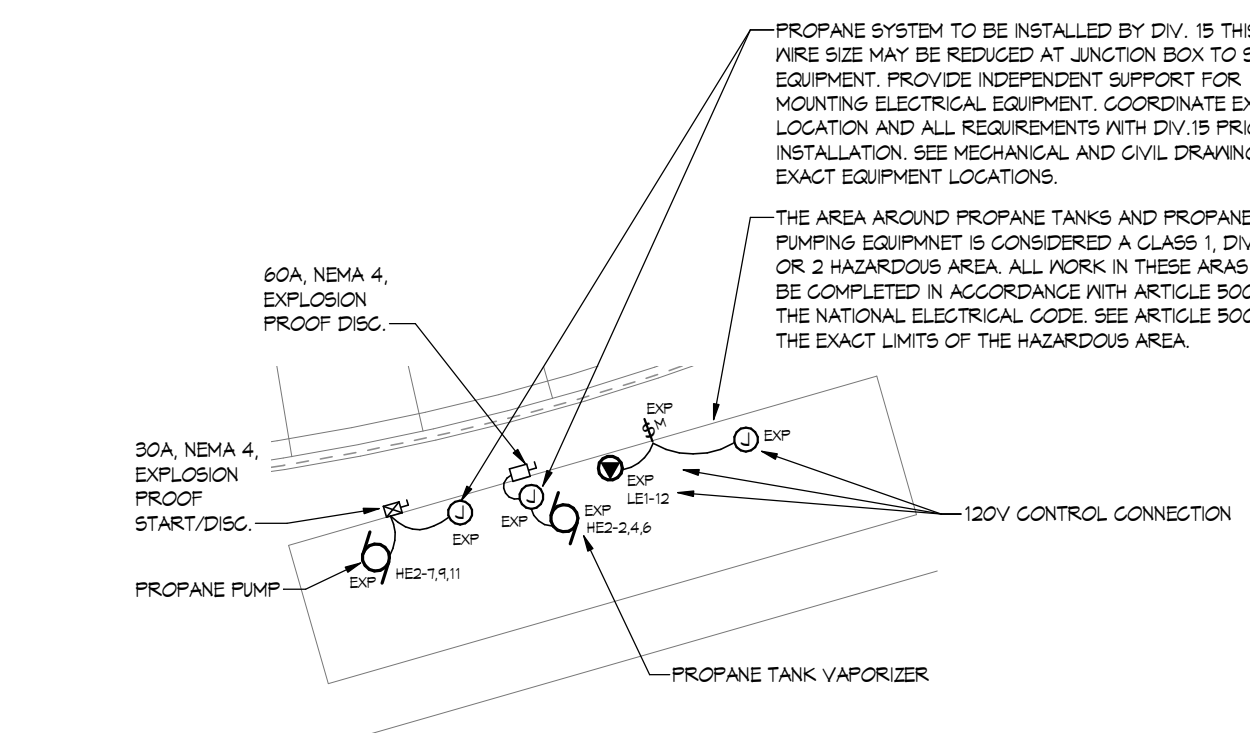


6 LARGE SCALE UTILITY PLAN - ELECTRICAL
SCALE: 1/16" = 1'-0"

3 CAR HEATER RECEPTACLE POST DETAIL
SCALE: NTS

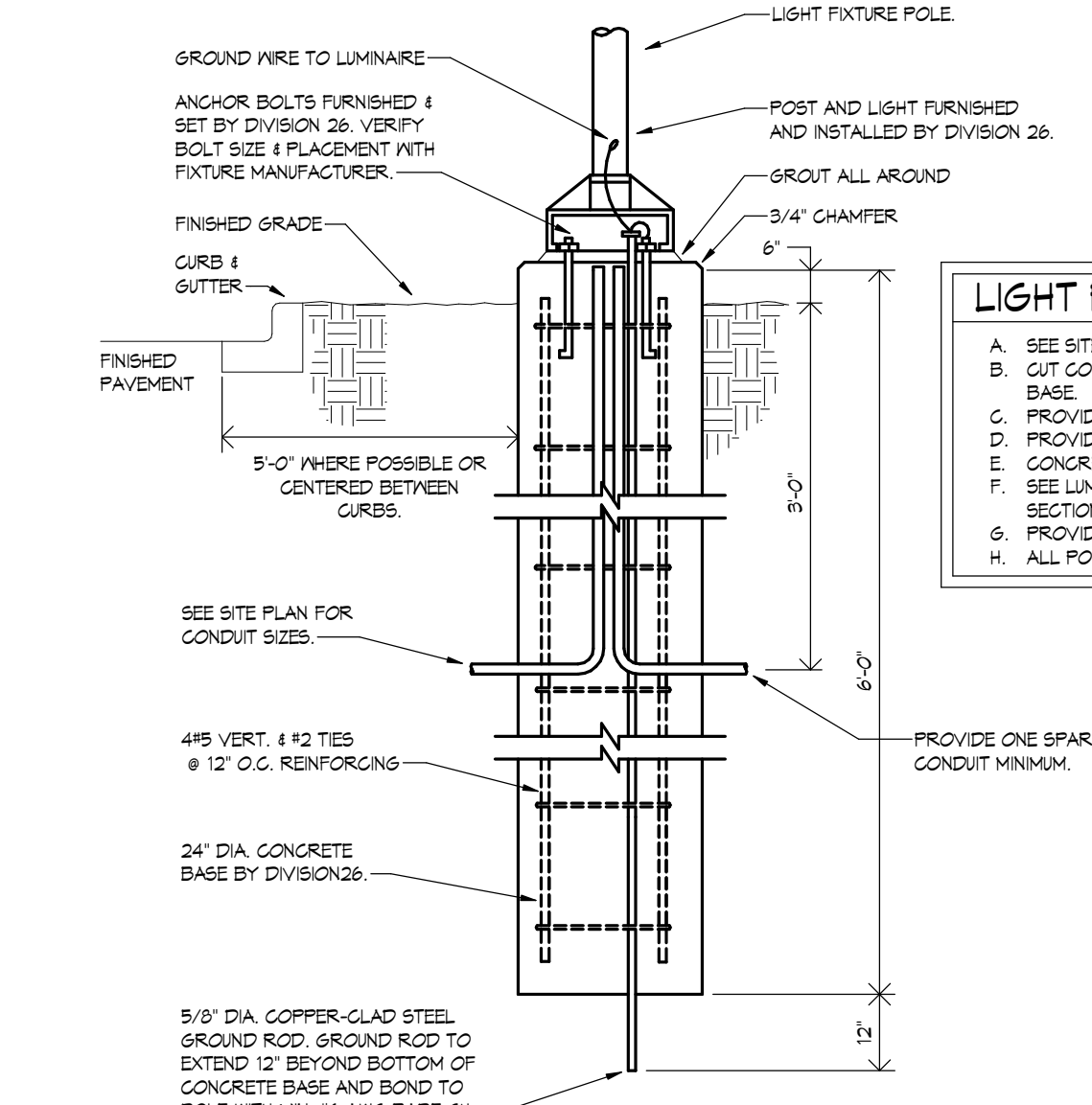


2 LARGE SCALE UTILITY PROPANE PLAN - ELECTRICAL
SCALE: 1/16" = 1'-0"

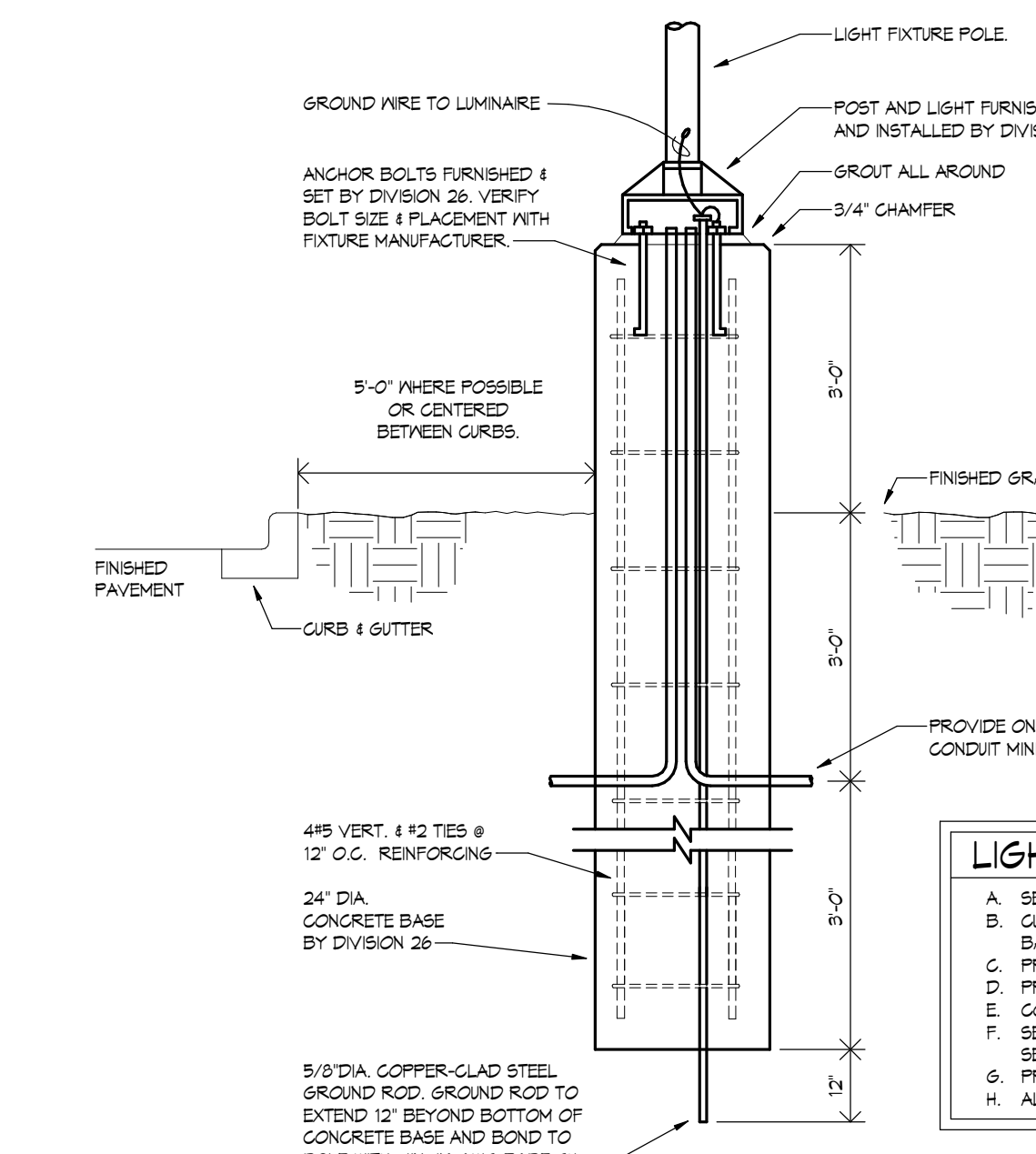


ELECTRICAL SITE NOTES:
A. ALL EXTERIOR LIGHTING CIRCUITS SHALL BE 120V, 15AMP, 1/2" CONDUIT MINIMUM.
B. ROUTE SITE LIGHTING THROUGH TIME SWITCH CONTROLLED CONTROLLER. SEE EXTERIOR LIGHTING CONTROL DETAILS.

ELECTRICAL SHEET NOTES:
S71 SEE DETAIL 4/E0.02 FOR CONCRETE BASE.
S72 SEE DETAIL 4/E0.02 FOR CONCRETE BASE.
S73 NEW HEAD ON EXISTING POLE. CONDUIT AND EXISTING PROVIDE A NEW LED REPLACEMENT LUMINAIRE HEAD EQUAL TO LITONIA D500 LED 70-300-144 MHVOLT, 14000 LUMENS, TYPE IV, DISTRIBUTION, REPLACEMENT HEAD TO BE FIELD VERIFIED TO BE ACCEPTABLE FOR MOUNTING TO EXISTING POLE. ALL REQUIREMENTS TO BE VERIFIED AND CONFIRMED AT SHOP DRAWINGS STAGE.
S74 ROUTE CONDUITS IN SAME FRENCH ROUTE IS APPROPRIATE.
S75 PROVIDE (1) EMPTY 3" PVC CONDUITS FOR PRIVATE UTILITY USE PROVIDE PULL STRING.
S76 PROVIDE THREE WALL/FLOOR PENETRATIONS, FLOOR CUTTING AND PATCHING TO BE COORDINATED WITH G.C.
S77 AT'S
(1) 1/2" FOR START CIRCUIT, ONE AT'S-HEI AND ONE FOR AT'S-HEI (2) 1/4" FOR DISCONNECT DATA-HEI 1 DATA-HEI POWER CIRCUITS
(1) 1/4" FOR GENERATOR ANNUNCIATOR COMMUNICATIONS CABLES
(1) 1/4" 1-1/4" SPARE FOR (1 AS)
S78 (2) 3/4" FOR BATTERY CHARGER AND BLOCK HEATER CIRCUITS (100V/200V)
S79 COORDINATE WITH ATC CONTRACTOR FOR RAGWAY REQUIREMENTS, ATC SYSTEM SHALL MONITOR STATUS OF GENERATOR (RUN AND ALARM) AND POSITION OF EACH AT'S.
S70 GENERATOR WATER JACKET HEATER TO BE FACTORY WREED, E.G. TO PROVIDE 208V/1PH, 30A CONNECTION. PROVIDE LOCKING ACCESSORIES AT THE BREAKER.
S71 PROVIDE CABLES FROM GENERATOR TO GENERATOR ANNUNCIATOR PANEL. SEE NOTE S76 FOR CONDUIT.
S74 PROVIDE 1-1/4" AND PULL STRING FROM POLE BASE TO NEAREST TELECOM/DATA ROOM.



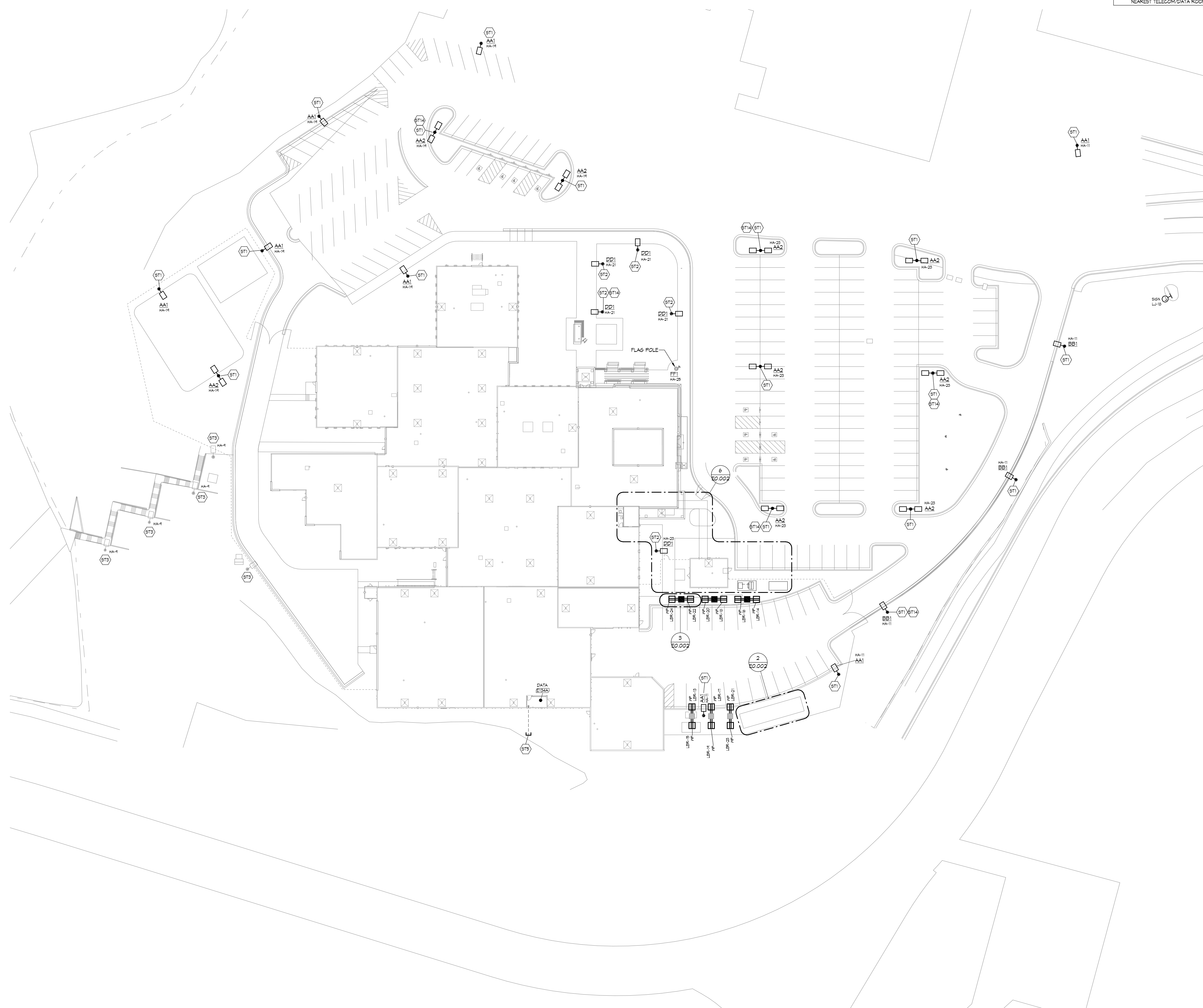
5 SEMI FLUSH LIGHT POLE BASE DETAIL
SCALE: NTS



4 ABOVE GRADE LIGHT POLE BASE DETAIL
SCALE: NTS

LIGHT POLE BASE DETAIL NOTES:
A. SEE SITE PLAN FOR LOCATIONS AND QUANTITY.
B. CUT CONDUIT FLUSH WITH TOP SURFACE OF CONCRETE BASE.
C. PROVIDE 6'-0" OF COILED WIRE AT TOP OF EACH BASE.
D. PROVIDE SPARE 1-1/2" PVC FROM EACH BOLLARD BASE.
E. CONCRETE BASE PROVIDED BY E.G.
F. SEE LUMINAIRES, GROUNDING AND BONDING SPECIFICATION SECTION.
G. PROVIDE VIBRATION DAMPERS FOR ALL POLES/POSTS.
H. ALL POLE/POSTS SHALL HAVE HANDHOLES NEAR BASE.

LIGHT POLE BASE DETAIL NOTES:
A. SEE SITE PLAN FOR LOCATIONS AND QUANTITY.
B. CUT CONDUIT FLUSH WITH TOP SURFACE OF CONCRETE BASE.
C. PROVIDE 6'-0" OF COILED WIRE AT TOP OF EACH BASE.
D. PROVIDE SPARE 1-1/2" PVC FROM EACH BOLLARD BASE.
E. CONCRETE BASE PROVIDED BY E.G.
F. SEE LUMINAIRES, GROUNDING AND BONDING SPECIFICATION SECTION.
G. PROVIDE VIBRATION DAMPERS FOR ALL POLES/POSTS.
H. ALL POLE/POSTS SHALL HAVE HANDHOLES NEAR BASE.



1 SITE PLAN - ELECTRICAL NEW
SCALE: 1" = 40'-0"

Description	Revisions	Date	Num

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Signature: *Andrew A. Bartsch*
Printed Name: Andrew A. Bartsch
Date: 12/29/20 Reg. No.: 48775

Project Information:
Project No. : 2020128
Drawn By : DAG/PAT
Checked By : AAB/KDM
Date : 12/29/20

Sheet Title:
SITE PLAN - ELECTRICAL

Sheet Number:
E0.002

LIGHT FIXTURE SCHEDULE

GENERAL NOTES:

- NOTE NOT USED
- SEE SPEC SECTION 28.000 AND 28.5100 FOR ADDITIONAL REQUIREMENTS.
- EQUAL TO AND/OR EQUAL WHERE MATERIALS ARE SPECIFICALLY IDENTIFIED WITH EQUAL TO / OR EQUAL. SUBSTITUTE MANUFACTURERS COMPLYING WITH THE REQUIREMENTS OF THESE SPECIFICATIONS BUT NOT LISTED MAY BE INCORPORATED IN THE WORK. SUCH MATERIAL, EQUAL TO OR SUPERIOR, IN ENGINEER'S OPINION, TO THAT SPECIFIED IN CONSTRUCTION, EFFICIENCY, APPEARANCE, AND UTILITY.
- ALL DIMENSIONS ARE NOMINAL, UNLESS NOTED OTHERWISE.
- RATED LIFE OF LED LUMINAIRE IS TO BE 50,000 UNLESS NOTED OTHERWISE.
- COLOR TEMPERATURE OF LED LUMINAIRE IS NOMINAL, UNLESS NOTED OTHERWISE.
- SYSTEM MOUNTING SPECIFIED IS NOMINAL, UNLESS NOTED OTHERWISE.
- NOTE NOT USED
- 0-10V LED DRIVERS TO BE FURNISHED WITH ISOLATED GROUNDS. THE 0-10V COMMON WIRE NEEDS TO BE ISOLATED FROM THE POWER SYSTEM GROUND WIRE OF THE POWER SUPPLY.
- ENSURE THAT DIMMING COMPONENTS ARE COMPATIBLE WITH DIMMING SYSTEM PROVIDED UNDER 3.000.
- PROVIDE 1-5/8" MOUNTING HARDWARE WHERE REQUIRED. REFER TO ARCHITECTURAL RCP PLANS FOR MORE INFORMATION.

NOTES:

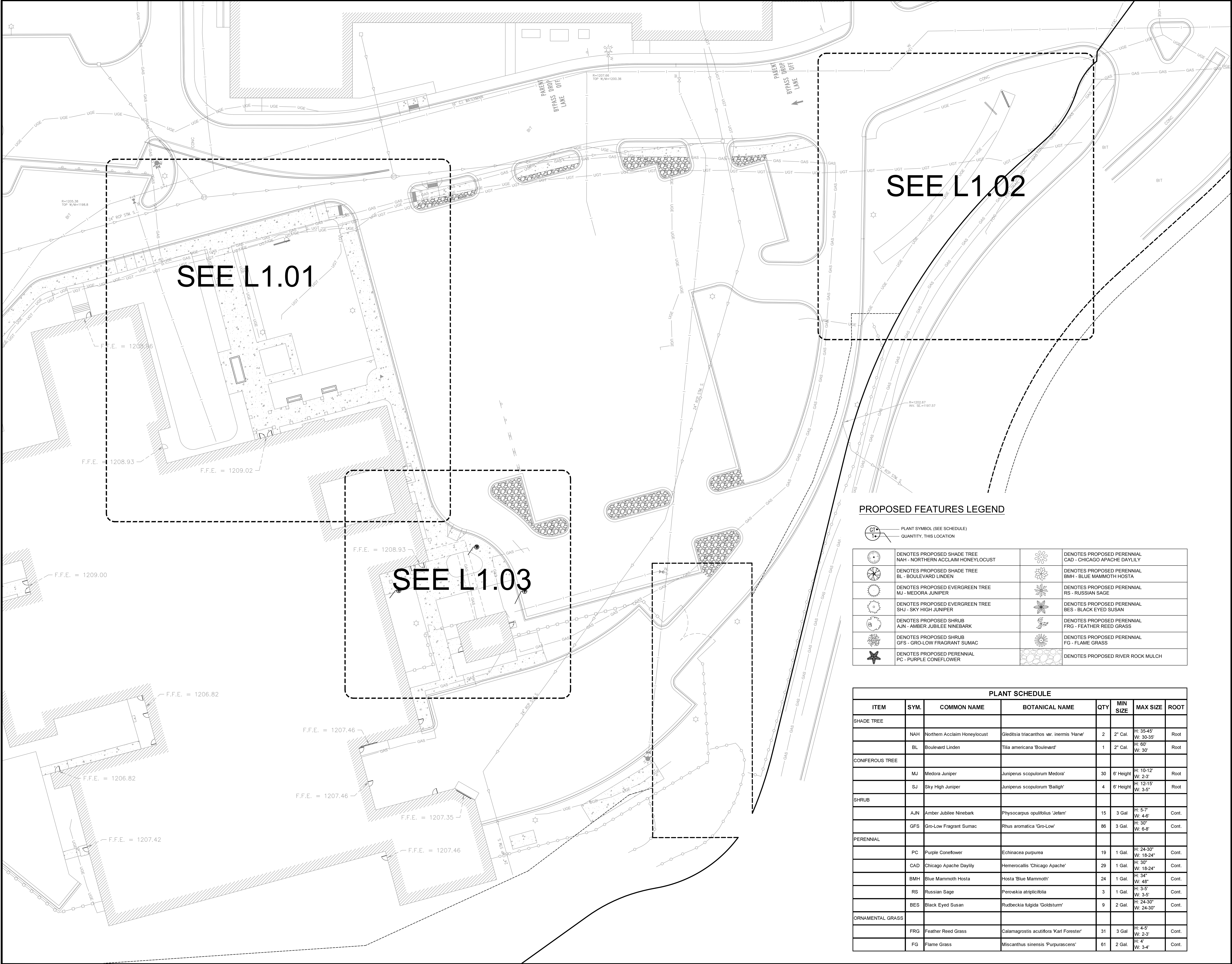
- PROVIDE 10-1/2" ROUND, TAPERED, STEEL POLE WITH HANDHOLE, ANCHOR BOLTS, BOLT TEMPLATE, VIBRATION DAMPER, AND BASE COVER. POLE AND BASE COVER SHALL BE FACTORY FINISHED TO MATCH LUMINAIRE.
- PROVIDE 20-1/2" ROUND, TAPERED, STEEL POLE WITH HANDHOLE, ANCHOR BOLTS, BOLT TEMPLATE, VIBRATION DAMPER, AND BASE COVER. POLE AND BASE COVER SHALL BE FACTORY FINISHED TO MATCH LUMINAIRE.
- PROVIDE CUSTOM MOUNTED BLU-LEVEL MOTION SENSOR. POWER SUPPLY TO BE 5-10V DIMMING TO 20W WATTAGE DOWN IN 1% INCREMENTS TO REDUCE LIGHT LEVEL WHEN AREA IS UNOCCUPIED.
- PER 4'-0" CROSS SECTION, FIXTURE LENS & REFLECTOR SHALL BE CONTINUOUS FROM END TO END (WITHOUT VISIBLE SECTION JOINTS) FOR THE TOTAL RUN LENGTH SPECIFIED.

TYPE	MANUFACTURER	SERIES	VOLT	LIGHT SOURCE				POWER SUPPLY/TRANSFORMER		DIMENSIONS	MOUNTING	FINISH	DESCRIPTION		
				WATT/TYPE	CCT KELVIN	CR	NOTES/ULI MENS	RATED/LE HRS	SYSTEM WATTS					DIMMING	
A1	EQUAL TO: WILLIAMS LIGHTING COLUMBIA LIGHTING FINELITE DAYBRITE METALUX LITHONIA	LT LCAT HPR D-10 CAUZE 2BLT	211V	40W LED	3500	MN	80	4500	50,000	40 W	DM 10% 0-10V	24" X 48" X 4"D	RECESSED T-GRID	WHITE	SPECIFICATION GRADE LED VOLU-METRIC, ONE-PIECE GOLD-ROLLED STEEL COATED POLY-ESTER FRAME, SMOOTH CURVED DROP DOWN OPTICAL GRADE CENTER ACRYLIC LENS.
	EQUAL TO: WILLIAMS LIGHTING COLUMBIA LIGHTING FINELITE DAYBRITE METALUX LITHONIA	LT LCAT HPR D-10 CAUZE 2BLT	211V	40W LED	3500	MN	80	4500	50,000	40 W	DM 10% 0-10V	24" X 24" X 4"D	RECESSED T-GRID	WHITE	SPECIFICATION GRADE LED VOLU-METRIC, ONE-PIECE GOLD-ROLLED STEEL COATED POLY-ESTER FRAME, SMOOTH CURVED DROP DOWN OPTICAL GRADE CENTER ACRYLIC LENS.
AA1	EQUAL TO: NLS LIGHTING VISONARE LITHONIA HCGRAW EDISON	NV SERIES VNA D-SERIES SLEEN	211V	160W LED	3000K	TN	10	14,500	50,000	166 W	30% 0-10V DM	21-5/8" L 21-3/4" W 4" H	20FT POLE	SELECTED BY ARCH	DOUBLE HEADED POLE MOUNTED SITE FIXTURE LOW-PROFILE RECESSED DESIGN HEAD WITH CURVED TOP, EXTRUDED ALUMINUM DRIVER ENCLOSURE, HEAVY-WALL DIE-CAST ALUMINUM END CAPS ENCLOSE HOUSING, 7" ARM, NET LOCATION LISTED, SINGLE HEAD WITH FORWARD THRU MEDIUM DISTRIBUTION, INTEGRAL MOTION SENSOR FOR DIMMING TO 30% DURING UNOCCUPIED PERIODS, 100% IP60 VERTICAL-PEDESTAL DETECTION.
	EQUAL TO: NLS LIGHTING VISONARE LITHONIA HCGRAW EDISON	NV SERIES VNA D-SERIES SLEEN	211V	(2) 166W LED	3000K	TN	10	14,500	50,000	332 W	30% 0-10V DM	21-5/8" L 21-3/4" W 4" H	20FT POLE	SELECTED BY ARCH	DOUBLE HEADED POLE MOUNTED SITE FIXTURE LOW-PROFILE RECESSED DESIGN HEAD WITH CURVED TOP, EXTRUDED ALUMINUM DRIVER ENCLOSURE, HEAVY-WALL DIE-CAST ALUMINUM END CAPS ENCLOSE HOUSING, 7" ARM, NET LOCATION LISTED, DOUBLE HEAD WITH FORWARD THRU MEDIUM DISTRIBUTION, INTEGRAL MOTION SENSOR FOR DIMMING TO 30% DURING UNOCCUPIED PERIODS, 100% IP60 VERTICAL-PEDESTAL DETECTION.
AK1	EQUAL TO: PHILIPS WILLIAMS LIGHTING LITHONIA LSI INDUSTRIES METALUX	275 S0 SERIES S4FL S24 26R	211V	50W LED	3500	S8	(MN)	(MN)	50,000	50 W	STANDARD	24" X 48" X 6"D	RECESSED T-GRID	WHITE	SPECIFICATION GRADE STATIC RECESSED LED TROFFER WITH FLAT STEEL, WING & LATCH DOOR, 0.125 MN PRISMATIC ACRYLIC LENS, PAINTED AFTER FABRICATION, GASKET AT DOOR FRAME & HOUSING.
	EQUAL TO: PHILIPS WILLIAMS LIGHTING LITHONIA LSI INDUSTRIES METALUX	275 S0 SERIES S4FL S24 26R	211V	50W LED	3500	S8	(MN)	(MN)	50,000	50 W	STANDARD	24" X 24" X 6"D	RECESSED T-GRID	WHITE	SPECIFICATION GRADE STATIC RECESSED LED TROFFER WITH FLAT STEEL, WING & LATCH DOOR, 0.125 MN PRISMATIC ACRYLIC LENS, PAINTED AFTER FABRICATION, GASKET AT DOOR FRAME & HOUSING.
B1	EQUAL TO: VERBATIM GE LIGHTING LITHONIA EATON LSI INDUSTRIES CREX LIGHTING	P24 LFL24 IP24FL 24FP 24FLP	211V	45W LED	3500	MN	50	4000	50,000	40 W	STANDARD	24" X 48" X 1-1/2"D	RECESSED T-GRID	WHITE	SLEEK EDGE LIT LED FLAT PANEL, RIGID HOUSING, DIE-FORMED STEEL CONSTRUCTION, SMOOTH WHITE FROST LENS, NO VISIBLE LED DIODES, SUITABLE FOR DAMP LOCATIONS.
	EQUAL TO: VERBATIM GE LIGHTING LITHONIA EATON LSI INDUSTRIES CREX LIGHTING	P24 LFL24 IP24FL 24FP 24FLP	211V	20W LED	3500	MN	50	4000	50,000	20 W	STANDARD	24" X 24" X 1-1/2"D	RECESSED T-GRID	WHITE	SLEEK EDGE LIT LED FLAT PANEL, RIGID HOUSING, DIE-FORMED STEEL CONSTRUCTION, SMOOTH WHITE FROST LENS, NO VISIBLE LED DIODES, SUITABLE FOR DAMP LOCATIONS.
BB1	EQUAL TO: NLS LIGHTING VISONARE LITHONIA HCGRAW EDISON	NV SERIES VNA D-SERIES SLEEN	211V	160W LED	3000K	TN	10	13,500	50,000	166 W	30% 0-10V DM	21-5/8" L 21-3/4" W 4" H	20FT POLE	SELECTED BY ARCH	DOUBLE HEADED POLE MOUNTED SITE FIXTURE LOW-PROFILE RECESSED DESIGN HEAD WITH CURVED TOP, EXTRUDED ALUMINUM DRIVER ENCLOSURE, HEAVY-WALL DIE-CAST ALUMINUM END CAPS ENCLOSE HOUSING, 7" ARM, NET LOCATION LISTED, SINGLE HEAD WITH FORWARD THRU MEDIUM DISTRIBUTION, INTEGRAL MOTION SENSOR FOR DIMMING TO 30% DURING UNOCCUPIED PERIODS, 100% IP60 VERTICAL-PEDESTAL DETECTION.
	EQUAL TO: GE LIGHTING METALUX LITHONIA	ALBEO (ABV SERIES) HUBLED BL	211V	145W LED	3500	S0	(MN)	24,000	50,000	145 W	STANDARD	21-5/8" L 20 7/8" W 45-18 1/2" H	CHAIN SUSPENDED	STANDARD	INDUSTRIAL LED HIGH-BAY, FORMED SPECULAR ALUMINUM END CAPS FABRICATED FROM STEEL WITH WIRE GUARD, PSE MIDE DISTRIBUTION.
CC1	EQUAL TO: VISONARE LITHONIA HCGRAW EDISON	VSC ARC2 SVC	211V	20W LED	4000	TN	10	1540	50,000	20 W	STANDARD	21" L 21-3/4" W 4" H	WALL MOUNT	SELECTED BY ARCH	BUILDING MOUNT SITE FIXTURE LOW-PROFILE RECESSED DESIGN HEAD WITH CURVED TOP, EXTRUDED ALUMINUM DRIVER ENCLOSURE, HEAVY-WALL DIE-CAST ALUMINUM END CAPS ENCLOSE HOUSING, 7" ARM, NET LOCATION LISTED, TYPE III DISTRIBUTION, INTEGRAL MOTION SENSOR FOR DIMMING TO 30% DURING UNOCCUPIED PERIODS, 100% IP60 VERTICAL-PEDESTAL DETECTION.
	EQUAL TO: BACKLIGHT VOSS	SRL CHIARO SRL-22	211V	3.6W PER FT LED	3500	S8	100LM PER FT	50,000	22 W	DM 10% 0-10V	SUPPORTED IN POOD SLAT CEILING	TO BE SELECTED BY ARCH	TO BE SELECTED BY ARCH	TO BE SELECTED BY ARCH	LOW-PROFILE LINEAR LED FIXTURE, AS RECOMMENDED BY MCOO SLAT CEILING SYSTEM MANUFACTURER, PROVIDE MOUNTING CLIPS, AND ACCESSORIES NECESSARY FOR INSTALLATION AND PROPER OPERATION. CONTRACTOR OPTION FOR REMOTE OR INTEGRAL DRIVER.
D4	EQUAL TO: BACKLIGHT VOSS	SRL CHIARO SRL-22	211V	3.6W PER FT LED	3500	S8	100LM PER FT	50,000	44 W	DM 10% 0-10V	SUPPORTED IN POOD SLAT CEILING	TO BE SELECTED BY ARCH	TO BE SELECTED BY ARCH	TO BE SELECTED BY ARCH	LOW-PROFILE LINEAR LED FIXTURE, AS RECOMMENDED BY MCOO SLAT CEILING SYSTEM MANUFACTURER, PROVIDE MOUNTING CLIPS, AND ACCESSORIES NECESSARY FOR INSTALLATION AND PROPER OPERATION. CONTRACTOR OPTION FOR REMOTE OR INTEGRAL DRIVER.
	EQUAL TO: APPROVED EQUAL TO: LITHONIA	RADOPT P1	211V	25W LED	4000	TN	10	9,165	50,000	25 W	STANDARD	21-5/8" L 24" W 26" H	18" L 18" W 26" H	18" L 18" W 26" H	18" L 18" W 26" H
E1	EQUAL TO: LIGHTALARM LSI LIGHTOLIER DUAL-LITE EVENLITE SURE-LITES	QUICK SERIES EX LL LX TLX LFX	211V	3.5W LED	--	--	--	--	--	3 W	--	STANDARD	UNIVERSAL	WHITE	SINGLE FACE THERMOPLASTIC / POLY CARBONATE EXT LIGHT, STENCIL FACE WITH RED OPTICAL DIFFUSER, AC ONLY.
	EQUAL TO: LIGHTALARM LSI LIGHTOLIER DUAL-LITE EVENLITE SURE-LITES	QUICK SERIES EX LL LX TLX LFX	211V	3.5W LED	--	--	--	--	--	3 W	--	STANDARD	UNIVERSAL	WHITE	DOUBLE FACE THERMOPLASTIC / POLY CARBONATE EXT LIGHT, STENCIL FACE WITH RED OPTICAL DIFFUSER, AC ONLY.
E3	EQUAL TO: LIGHTALARM LSI LIGHTOLIER DUAL-LITE EVENLITE SURE-LITES	QUICK SERIES EX LL LX TLX LFX	211V	3.5W LED	--	--	--	--	--	3 W	--	STANDARD	UNIVERSAL	WHITE	SINGLE FACE THERMOPLASTIC / POLY CARBONATE EXT LIGHT, STENCIL FACE WITH RED OPTICAL DIFFUSER, WIREGUARD, AC ONLY.
	EQUAL TO: MULE LIGHTING	PLMX	211V	3.5W LED	--	--	--	--	--	3 W	--	STANDARD	UNIVERSAL	SELECTED BY ARCH	EXTRUDED ALUMINUM HOUSING, CAST ALUMINUM INDICATES FULLY GASKETED PROVISIONS FOR CONTINUOUS RUN NOTED, EXTRUDED ACRYLIC SNAP-IN LENS FULLY GASKETED, FORMED ALUMINUM TRIM WITH HSB REFLECTIVE WHITE BEAM-POWDER COAT, NET LOCATION LISTED, IP45 RATED.
EE1	EQUAL TO: PAL	ML3PL-D	211V	17W PER 4'-0"	4000	MN	PER 4'-0"	1100	(MN)	150 W	STANDARD	3.5W 4" H 35-6 1/2"	SURFACE CEILING	SELECTED BY ARCH	SEMI-SPECULAR REFLECTOR, SMOOTH WHITE TRIM RING
	EQUAL TO: MAXLINE HALO	HH-LED ML86	211V	19W LED	3500	MN	80	1200	(MN)	14 W	STANDARD	8" HOUSING HEIGHT	RECESSED CEILING	RECESSED DOWNLIGHT, ALUMINUM LOWER REFLECTOR, STAINLESS STEEL TRIM RING IN STAINLESS STEEL, COUNTERBANK SCREWS, CAN BE SERVICED FROM ABOVE OR BELOW CEILING, DAMP LOCATION RATED.	

LIGHT FIXTURE SCHEDULE

GENERAL NOTES:

- NOTE NOT USED
- SEE SPEC SECTION 28.000 AND 28.5100 FOR ADDITIONAL REQUIREMENTS.
- EQUAL TO AND/OR EQUAL WHERE MATERIALS ARE SPECIFICALLY IDENTIFIED WITH EQUAL TO / OR EQUAL. SUBSTITUTE MANUFACTURERS COMPLYING WITH THE REQUIREMENTS OF THESE SPECIFICATIONS BUT NOT LISTED MAY BE INCORPORATED IN THE WORK. SUCH MATERIAL, EQUAL TO OR SUPERIOR, IN ENGINEER'S OPINION, TO THAT SPECIFIED IN CONSTRUCTION, EFFICIENCY, APPEARANCE, AND UTILITY.
- ALL DIMENSIONS ARE NOMINAL, UNLESS NOTED OTHERWISE.
- RATED LIFE OF LED LUMINAIRE IS TO BE 50,000 UNLESS NOTED OTHERWISE.
- COLOR TEMPERATURE OF LED LUMINAIRE IS NOMINAL, UNLESS NOTED OTHERWISE.
- SYSTEM MOUNTING SPECIFIED IS NOMINAL, UNLESS NOTED OTHERWISE.
- NOTE NOT USED
- 0-10V LED DRIVERS TO BE FURNISHED WITH ISOLATED GROUNDS. THE 0-10V COMMON WIRE NEEDS TO BE



PROPOSED FEATURES LEGEND

	PLANT SYMBOL (SEE SCHEDULE)		QUANTITY, THIS LOCATION
	DENOTES PROPOSED SHADE TREE NAH - NORTHERN ACCLAIM HONEYLOCUST		DENOTES PROPOSED PERENNIAL CAD - CHICAGO APACHE DAYLILY
	DENOTES PROPOSED SHADE TREE BL - BOULEVARD LINDEN		DENOTES PROPOSED PERENNIAL BMH - BLUE MAMMOTH HOSTA
	DENOTES PROPOSED EVERGREEN TREE MJ - MEDORA JUNIPER		DENOTES PROPOSED PERENNIAL RS - RUSSIAN SAGE
	DENOTES PROPOSED EVERGREEN TREE SJH - SKY HIGH JUNIPER		DENOTES PROPOSED PERENNIAL BES - BLACK EYED SUSAN
	DENOTES PROPOSED SHRUB AJN - AMBER JUBILEE NINEBARK		DENOTES PROPOSED PERENNIAL FRG - FEATHER REED GRASS
	DENOTES PROPOSED SHRUB GFS - GRO-LOW FRAGRANT SUMAC		DENOTES PROPOSED PERENNIAL FG - FLAME GRASS
	DENOTES PROPOSED PERENNIAL PC - PURPLE CONEFLOWER		DENOTES PROPOSED RIVER ROCK MULCH

PLANT SCHEDULE							
ITEM	SYM.	COMMON NAME	BOTANICAL NAME	QTY	MIN SIZE	MAX SIZE	ROOT
SHADE TREE							
	NAH	Northern Acclaim Honeylocust	Gleditsia triacanthos var. inermis 'Havre'	2	2" Cal.	H: 35-45' W: 30-35'	Root
	BL	Boulevard Linden	Tilia americana 'Boulevard'	1	2" Cal.	H: 60' W: 30'	Root
CONIFEROUS TREE							
	MJ	Medora Juniper	Juniperus scopulorum 'Medora'	30	6' Height	H: 10-12' W: 2-3'	Root
	SJ	Sky High Juniper	Juniperus scopulorum 'Bailligh'	4	6' Height	H: 12-15' W: 3-5'	Root
SHRUB							
	AJN	Amber Jubilee Ninebark	Physocarpus opulifolius 'Jefam'	15	3 Gal.	H: 5-7' W: 4-6'	Cont.
	GFS	Gro-Low Fragrant Sumac	Rhus aromatica 'Gro-Low'	86	3 Gal.	H: 30" W: 6-8"	Cont.
PERENNIAL							
	PC	Purple Coneflower	Echinacea purpurea	19	1 Gal.	H: 24-30" W: 18-24"	Cont.
	CAD	Chicago Apache Daylily	Heemerocallis 'Chicago Apache'	29	1 Gal.	H: 30" W: 18-24"	Cont.
	BMH	Blue Mammoth Hosta	Hosta 'Blue Mammoth'	24	1 Gal.	H: 34" W: 45"	Cont.
	RS	Russian Sage	Perovskia atriplicifolia	3	1 Gal.	H: 3-5' W: 3-5'	Cont.
	BES	Black Eyed Susan	Rudbeckia fulgida 'Goldsturm'	9	2 Gal.	H: 24-30" W: 24-30"	Cont.
ORNAMENTAL GRASS							
	FRG	Feather Reed Grass	Calamagrostis acutiflora 'Karl Forester'	31	3 Gal.	H: 4-5' W: 2-3'	Cont.
	FG	Flame Grass	Miscanthus sinensis 'Purpurascens'	61	2 Gal.	H: 4' W: 3-4'	Cont.



WIDSETH



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Project Name:



ISD 181 - LEVEL
IV, SOUTH
CAMPUS
RENOVATION

Project Location:
400 QUINCE STREET
BRainerd, MN

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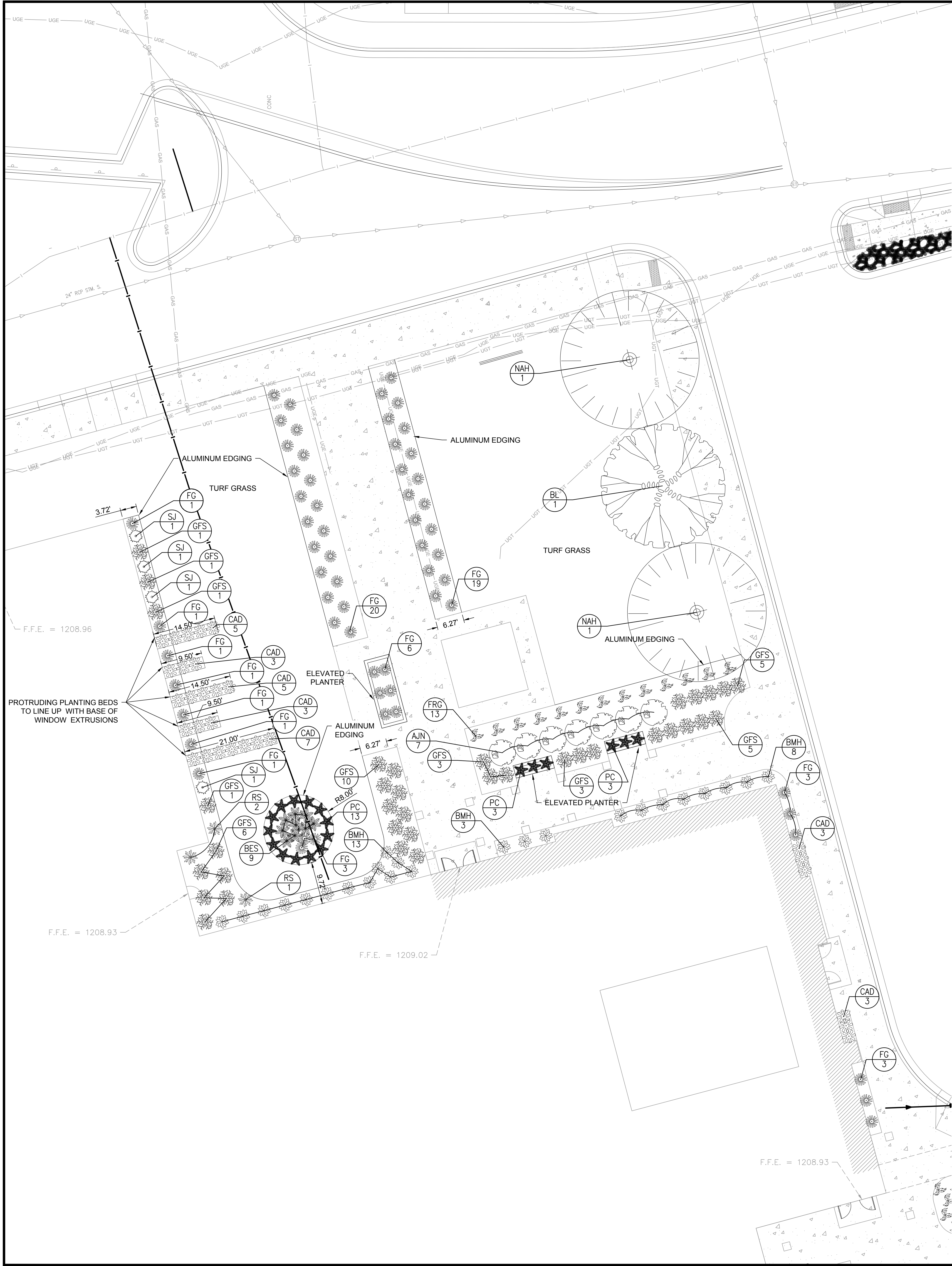
I hereby certify that this plan, specification,
or report was prepared by me or under my
direct supervision, and that I am a duly
Licensed Architect under the laws of the
State of Minnesota.

Signature: *Timothy T. Ramerth*
Printed Name: TIMOTHY T. RAMERTH
Date: 12/29/2020 Reg. No.: 41966

Project Information:
Project No. : 028180083.030
Drawn By : JWR
Checked By : TTR
Date : DECEMBER 2020
File Name:

Sheet Title:
OVERALL LANDSCAPE PLAN

Sheet Number:
L1.00



PROPOSED FEATURES LEGEND

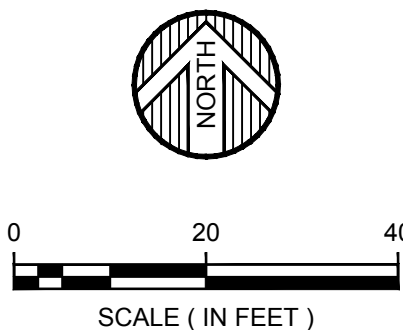
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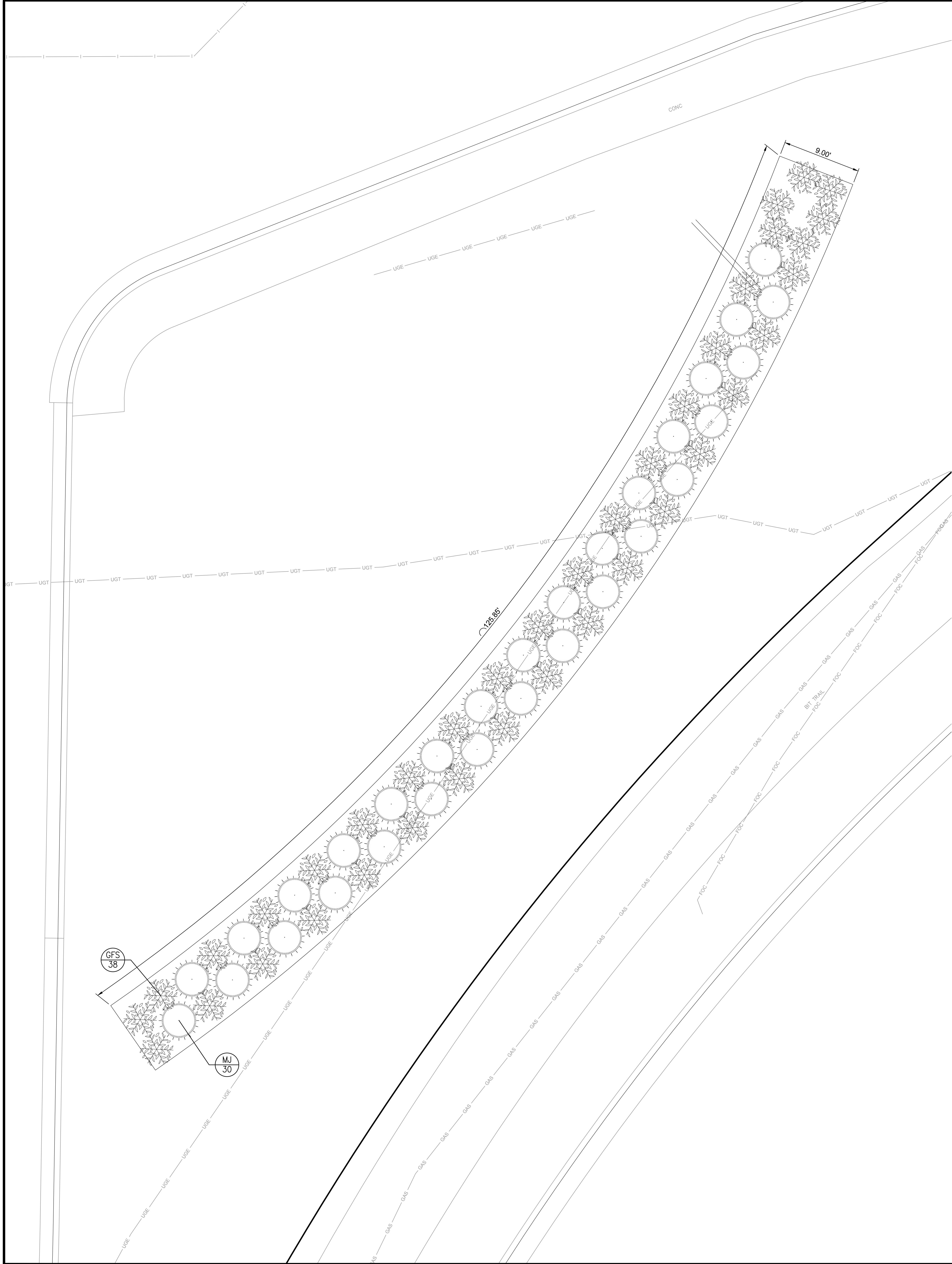
GENERAL NOTES

1. REMOVE ALL BURLAP. FROM THE TOP OF ROOT BALL. REMOVE ALL GREEN TREATED BURLAP. REMOVE ALL PLANT IDENTIFICATION TAGS FROM ALL PLANT MATERIALS.
2. KEEP ALL PLANT MATERIALS MOIST AND SHADED UNTIL PLANTED.
3. FOR CONTAINER PLANTS: MAKE 4 TO 5 VERTICAL CUTS IN ROOT BALL AFTER PLANT HAS BEEN REMOVED. MAKE CUTS 1/2" DEEP. PLANT IMMEDIATELY.
4. SPREAD MULCH SO THAT IT IS NOT IN CONTACT WITH WOODY BASE OF PLANT.
5. MULCH AT BASE OF TREES 5'-0" DIAMETER RING WHERE TREES ARE LOCATED IN OPEN GRASS AREAS.
6. THESE NOTES ARE FOR GENERAL REFERENCE IN CONJUNCTION WITH DETAILS. ADDENDA AND CHANGE ORDERS ASSOCIATED WITH THE CONTRACT DOCUMENTS.
7. LANDSCAPE CONTRACTOR SHALL COORDINATE ALL WORK WITH OTHER TRADES PRIOR TO INSTALLATION.
8. LANDSCAPE CONTRACTOR SHALL BECOME FAMILIAR WITH THE LOCATION OF ALL EXISTING AND FUTURE UNDERGROUND SERVICES AND IMPROVEMENTS WHICH MAY CONFLICT WITH WORK TO BE DONE.
9. FINE GRADING AND EDGING SHALL BE APPROVED PRIOR TO PLANTING OPERATIONS.
10. PLANT MATERIAL SHALL NOT BE INSTALLED IN AN AREA WHICH WILL CAUSE HARM TO ADJACENT STRUCTURES. NOTIFY THE ARCHITECT SHOULD CONFLICTS ARISE.
11. UNLESS OTHERWISE NOTED, FINISH GRADE OF PLANTING AREAS SHALL BE 2" BELOW ADJACENT PAVING. TAPER 3" DEPTH MULCH TOP DRESSING TO 1/2" BELOW ADJACENT PAVING (1 1/2" DEPTH) WITHIN 2" OF PAVING.
12. ALL EXISTING TREES, SHRUBS, VINES AND GROUND COVERS TO REMAIN SHALL BE PROTECTED. ANY DAMAGE CAUSED BY CONTRACTOR'S WORK OR NEGLIGENCE SHALL BE REPLACED OR REPAIRED AT THE CONTRACTORS EXPENSE TO THE SATISFACTION OF THE OWNER.
13. LANDSCAPE CONTRACTOR SHALL ASSURE COMPLIANCE WITH APPLICABLE CODES AND REGULATIONS GOVERNING THE WORK AND MATERIALS SUPPLIED.
14. LANDSCAPE CONTRACTOR SHALL PROTECT EXISTING ROADS, CURB AND GUTTER, TRAILS, TREES, LAWNS AND SITE ELEMENTS DURING CONSTRUCTION. DAMAGE TO THESE ITEM SHALL BE REPAIRED AT NO COST TO OWNER.
15. UNDERGROUND SERVICES SHALL BE INSTALLED SO THAT TRENCHES DO NOT CUT THROUGH ROOT SYSTEMS OF EXISTING TREES TO REMAIN.
16. LANDSCAPE CONTRACTOR SHALL REVIEW THE SITE FOR DEFICIENCIES IN SITE CONDITIONS WHICH MIGHT NEGATIVELY AFFECT PLANT MATERIALS ESTABLISHMENT, SURVIVAL OR WARRANTY. UNDESIRABLE SITE CONDITIONS SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT PRIOR TO BEGINNING OF WORK.
17. LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR ONGOING MAINTENANCE OF NEWLY INSTALLED MATERIALS UNTIL TIME OF SUBSTANTIAL COMPLETION. REPAIR OF ACTS OF VANDALISM OR DAMAGE WHICH MAY HAVE OCCURRED PRIOR TO SUBSTANTIAL COMPLETION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
18. EXISTING TREES OR SIGNIFICANT SHRUB MASSING FOUND ON SITE SHALL BE PROTECTED AND SAVED UNLESS NOTED TO BE REMOVED OR ARE LOCATED IN AN AREA TO BE GRADED. QUESTIONS REGARDING EXISTING PLANT MATERIALS SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT PRIOR TO REMOVAL.
19. EXISTING TREES TO REMAIN, UPON DIRECTION OF ARCHITECT, SHALL BE FERTILIZED AND PRUNED TO REMOVE DEAD WOOD, DAMAGED AND RUBBING BRANCHES.
20. SYMBOLS ON PLAN DRAWING TAKE PRECEDENCE OVER SCHEDULES IF DISCREPANCIES IN QUANTITIES EXIST. DETAILS TAKE PRECEDENCE OVER NOTES.
21. IT IS CONTRACTOR'S RESPONSIBILITY TO SALVAGE TREES INDICATED ON PLAN. VERIFY EXACT PLANT TYPE, KEEP MOIST AND IN GOOD CONDITION DURING CONSTRUCTION, AND REPLANT ACCORDING TO PLANTING PLAN.

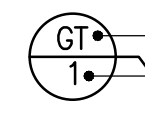
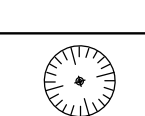
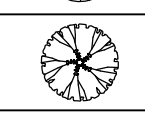
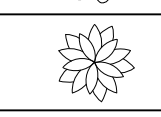
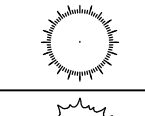
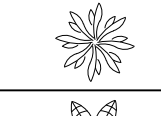
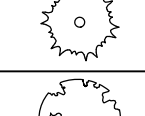
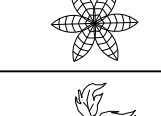
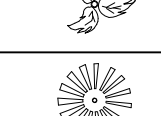
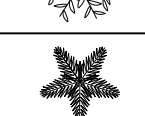
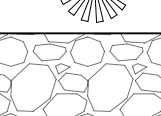
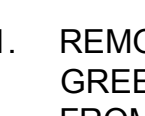
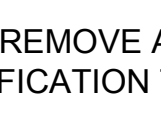
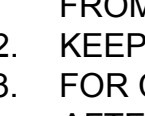
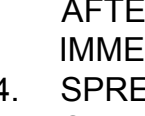
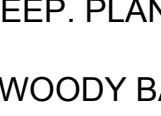
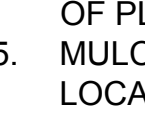
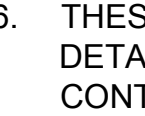
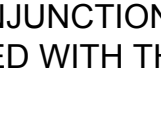
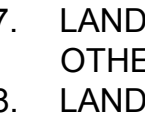
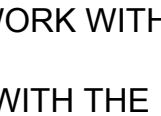
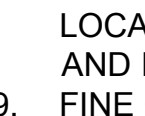
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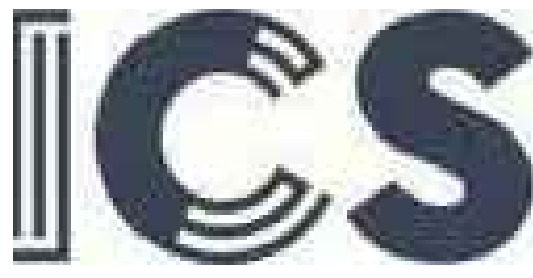
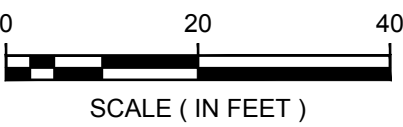
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WIDSETH



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Project Name:



ISD 181 - LEVEL
IV, SOUTH
CAMPUS
RENOVATION

Project Location:
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BRainerd, MN

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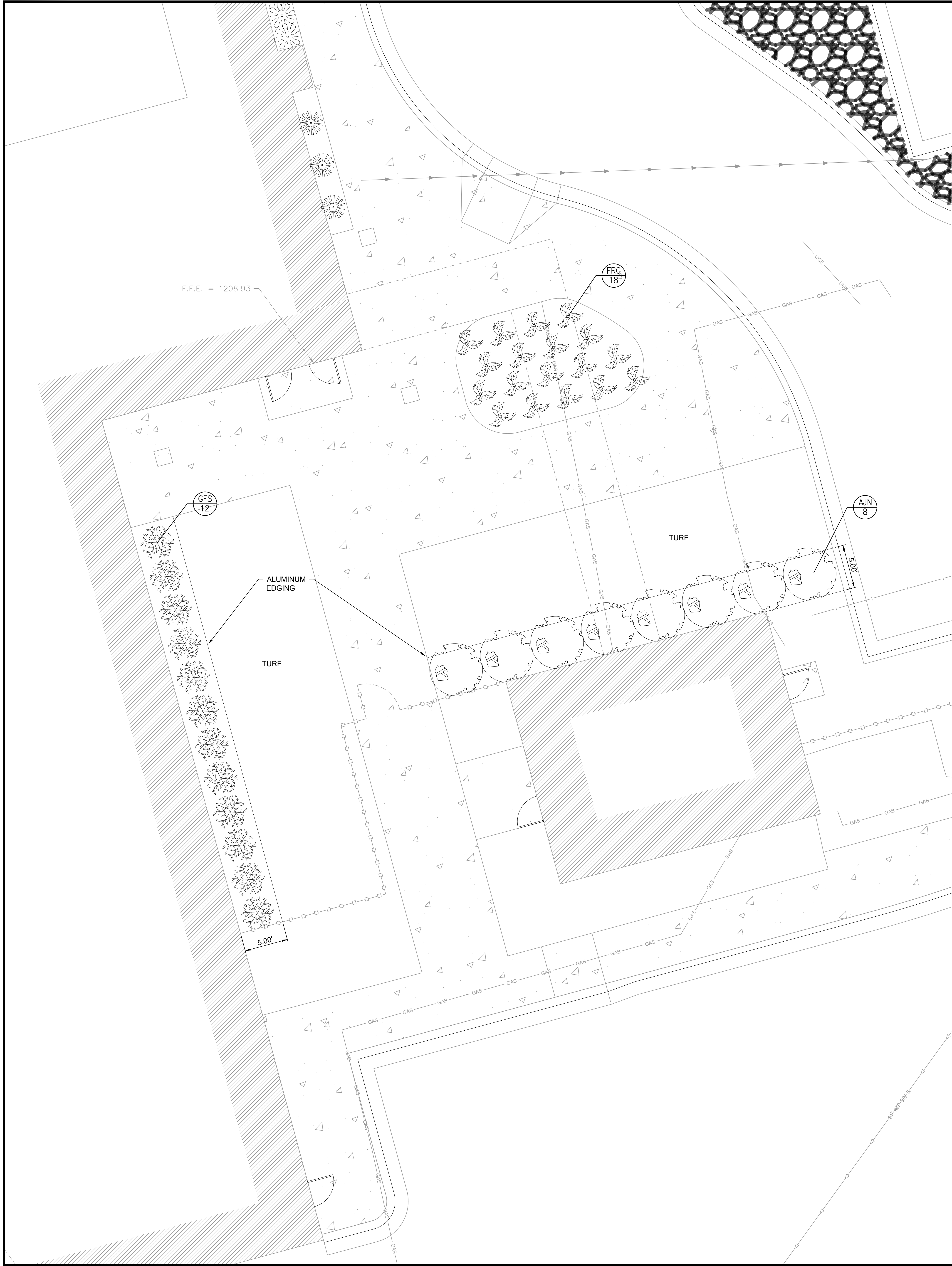
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Signature: *Timothy T. Ramerth*
Printed Name: TIMOTHY T. RAMERTH
Date: 12/29/2020 Reg. No: 41966

Project Information:
Project No. : 028180083.030
Drawn By : JWR
Checked By : TTR
Date : DECEMBER 2020
File Name:

Sheet Title:
LANDSCAPE PLAN

Sheet Number:
L1.02



PROPOSED FEATURES LEGEND

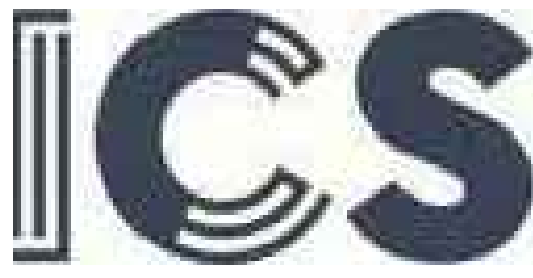
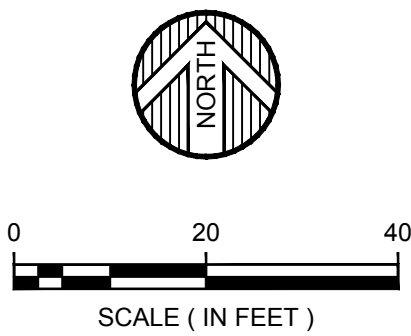
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I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Signature: *Timothy T. Ramerth*
Printed Name: TIMOTHY T. RAMERTH
Date: 12/29/2020 Reg. No: 41966

Project Information:
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Drawn By : JWR
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File Name:

Sheet Title:
LANDSCAPE PLAN

Sheet Number:

L1.03

MEMO



TO: Planning Commission

FROM: David Chanski, Community Development Director

DATE: January 20, 2021

RE: Future Land Use Map and Comprehensive Plan Revision

On January 15, 2020, Ashley Zidon and I came before the Planning Commission to discuss implementation of the Comprehensive Plan, following its adoption by the City Council in later 2019. During that presentation, staff recommended that the first action by the Planning Commission as outlined in Comprehensive Plan was to update the Future Land Use Map (FLU). As a result, the Planning Commission directed staff to begin the process to update the FLU.

While the COVID-19 pandemic caused a pause in the process for a few months, the Planning Commission began to truly tackle the FLU in July of 2020, holding a number of workshops as well as discussion during regular meetings through the end of 2020. It is now my pleasure to present the Planning Commission with a semi-final draft of the FLU.

Please see that attached memo from Ashley regarding the public review process of the Comp Plan revision that must be done prior to it being approved by the Planning Commission and adopted by the City Council.

During the January 20 Planning Commission meeting, staff will be seeking three things from the Commission.

- 1) Select the preferred language for the Mixed Commercial-Residential land use category.
- 2) Provide final comments on the updated language in the land use section of the Comprehensive Plan
- 3) Direct staff to begin the County and surrounding municipalities as well as public review of the Comprehensive Plan revision, scheduling the public hearing for adopting the Comprehensive Plan revision for April 21, 2021.

MIXED COMMERCIAL RESIDENTIAL (MCR)

9-20+ du/ac

****NEW**** This district is meant to support a mixture of housing densities and commercial uses that are not automobile dependent and serve as a buffer between high intensity commercial uses and lower density residential neighborhoods. In this district, housing, jobs, retail, and service-related uses will be within proximity to each other, offering residents the ability to live close to their jobs. This category focuses on an appropriate blend of these uses, seeking a balance of commercial and residential where no single type dominates any given area. This category reflects the continued trends that seek to integrate residential and nonresidential development in a walkable setting, places where transit is available and provides alternative circulation opportunities. This future land use category would benefit from sub-area and master planning efforts as well as targeted walkable infill development.

Appropriate uses within this district could include both vertical and horizontal mixed-use development where a focus is on walkability and strong pedestrian connections to support a pedestrian-friendly environment. This district should guide medium to high density residential development. Appropriate commercial uses would include clinic and health service-related uses, offices, professional services, hotel/lodging, retail, institutional, civic, and entertainment.

Commented [AK1]: This type is covered under the Medium- to High-Density Residential (MHR) District, so I'd like to not copy-paste that content if at all possible.

WHAT IS THE DIFFERENCE BETWEEN NEIGHBORHOOD MIX AND MIXED COMMERCIAL RESIDENTIAL?

Neighborhood mix	Mixed commercial-residential
Lower density residential (focused on missing middle)	Higher density residential encouraged
Neighborhood focused	More intense commercial uses; those that benefit being within distance of a large thoroughfare
Corridor focused	Larger district
Low intensity business uses	Higher intensity business uses – avoiding highway commercial uses
Focuses on corridor development	Vertical and horizontal mixed use
	Likely a higher allowable building height

FUTURE LAND USE CHART

EXISTING LANGUAGE: Designed to foster a blend of commercial and residential uses to meet the daily needs of people, focusing on both the neighborhood and district level. Development is appropriately scaled and offers transitions between various use intensities. This land use is within close proximity of large thoroughfares.

OPTION 1: A transition district between Gateway District and Neighborhood Mix. Meant to encourage medium to high density housing types and commercial uses; where the purpose is focused on walkability and deters auto-oriented commercial uses. Business uses will support the daily needs of residents while providing services to the broader community.

OPTION 2: A transition district between highway, automobile focused commercial uses and low to medium density residential neighborhoods. This district is meant to support a blend of higher residential and commercial uses, serving the needs of both the neighborhoods and broader community.

DRAFT



Future Land Use Plan

The future land use plan and future land use map illustrate the different future-oriented land use designations for the city and its planned growth areas. The designations influence zoning regulations and the city's future land use form. Collectively, these classifications provide a general framework for growth and development within Brainerd and its growth areas at full development. The plan text provides the policies, standards, and principles to guide the city's future physical form and function, and serves as the basis for updating the zoning ordinance and other development controls that are enforceable under the city's powers.

This plan is intended to serve as a guide to the Planning Commission and City Council on land use-related actions and decisions. It is important that residents, business owners, and landowners understand that the policies and map within this chapter are intended to direct development to areas where facilities and services are available and where adjacent land uses are compatible with one another. The future land use plan should not be used for site-specific decisions and does not preclude lower-intensity land uses or densities. This decision-making tool must be viewed as general in nature.

Five major elements define the physical character of the city: 1) development pattern, 2) road network, 3) neighborhood form, 4) future growth pattern of community facilities and open spaces and, 5) locality and nature of major business centers. Several guiding principles have been established for each element:

A set of future categories has been identified to guide growth and development within Brainerd. This set of categories address a range of land use types that exist throughout the city today, as well as land uses likely to occur in the future. The categories used in this plan are similar to those outlined in the 2004 Comprehensive Plan, but with more detail in the residential categories to reflect a wider range of densities.

FISCAL IMPACT ANALYSIS



A focus of this plan is infill development and neighborhood investments, transitioning the city to provide for a more walkable, mixed-use development style. Fiscal impact analysis focuses on the fiscal sustainability around the type of growth. Fiscal impact analysis is a policy that is adopted by the unit of government and requires that new development be analyzed to calculate its short- and long-term impacts on local government expense and revenues. A fiscal impact analysis can be completed for a variety of scales, such as a single-family house, multiple buildings, a proposed development or redevelopment, or on growth projections

Leverage the following tools and practices to advance the goals and policies in this section:

Smart Growth Principles: A set of framework designed to create walkable and sustainable communities.

Infill and Redevelopment: A practice of building within rather than extending the city's footprint outward.

Form-Based Codes: Address the relationship and form of buildings, rather than the use.



Both the plan text and map will help determine whether proposed changes to zoning are consistent with the comprehensive plan. Land use and densities are proposed as maximum allowed and not precluding lower-intensity land uses or densities. Recommended land uses are defined for gross areas, not on a per-parcel basis.



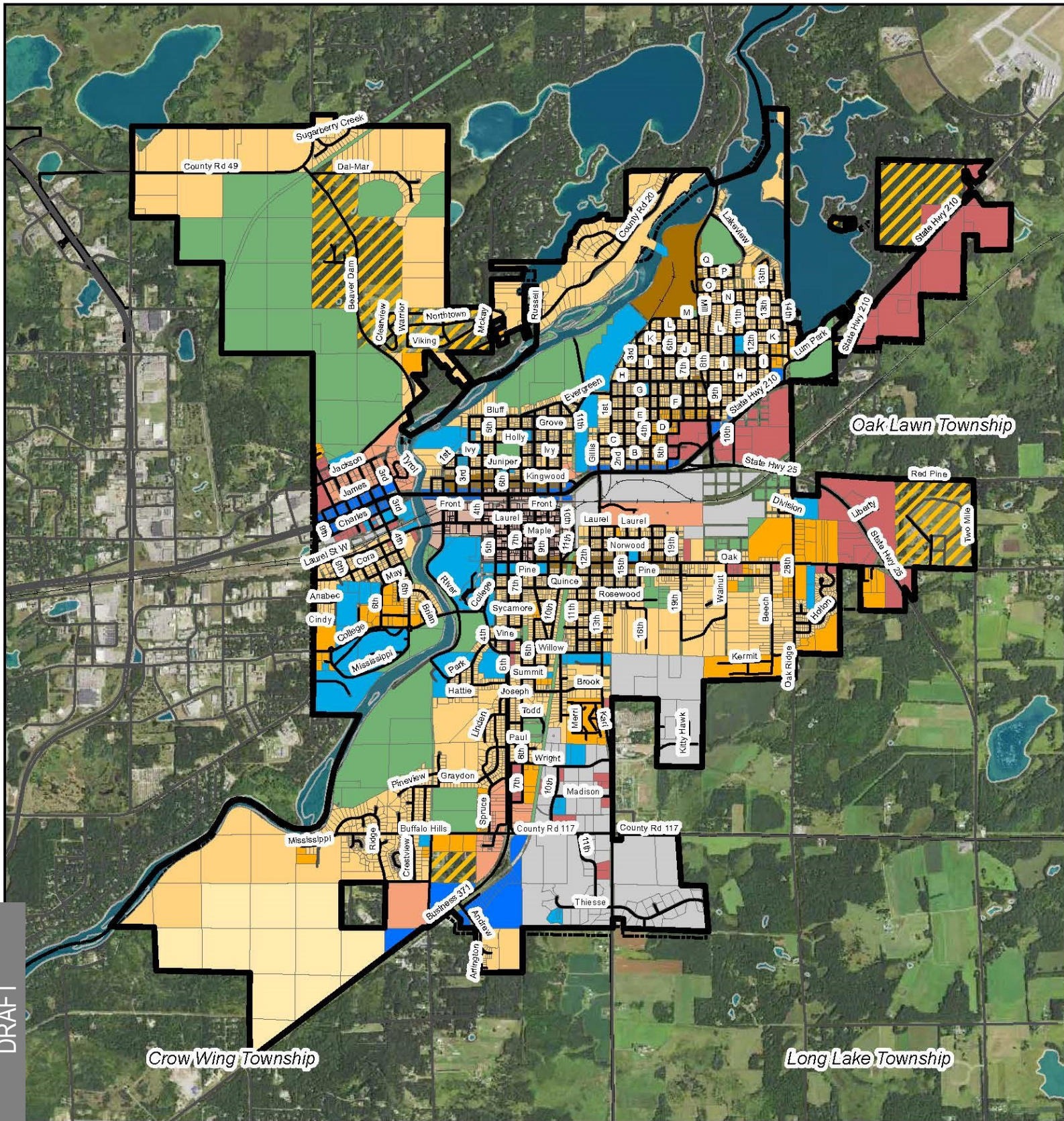
The future land use map does not share the same legal weight as the city's zoning map. The Future Land Use Map should be considered a guide and should be used to influence future land use decisions, **not** regulate the activities in specific zones.

Future Land Use Categories

The following categories introduce the intent behind the various future land use districts. These categories describe the general use, character, form, and offer a variety of descriptions that will influence policy direction for future zoning action, infill development strategies, infrastructure investment, and future planning studies.

CATEGORY	OVERVIEW	DENSITY
Development Reserve	This district takes an active step in preserving land from rapid development. This land use is the lowest density allowed within the community and at the time of annexation or development has limited street connection and on-site septic.	3-4 du/acre <i>Joint Board approved</i>
Low- to Medium-Density Residential	This category contains a blend of low- to medium-density with a mixture of larger to smaller lots to facilitate a variety of housing needs and development. Traditional neighborhoods have grid-like streets, whereas more suburban style residential developments have many layouts and located at the fringe of the community.	4-9 du/acre
Medium- to High-Density Residential	Contains a mixture of medium to high-density residential that are meant to accommodate a variety of housing types and create walkable neighborhoods.	10-20+ du/acre
Mixed Residential	The intent is to promote neighborhoods with a variety of housing types and densities within a single development; not dominated by any singular type.	4-12 du/acre
Mixed Commercial Residential	A transition district between Gateway District and Neighborhood Mix. Meant to encourage medium to high density housing types and commercial uses; where the purpose is focused on walkability and avoids auto-oriented commercial uses. Business uses will support the daily needs of residents while providing services to the broader community.	9-20+ du/acre
Neighborhood Mix	This category includes a mix of low intensity business uses and a range of residential densities. Development is comprised of small areas with a mix of uses that are located adjacent to or within residential neighborhoods to provide such amenities in a walkable context.	9-20+ du/acre
Downtown	The intent is to emphasize the core of social, civic, and cultural life in the city. This classification is meant to be a unique, historic, mixed-use district. This district is a place of exploration of local food, culture, history, and a place to live and work.	-
Commercial	The district supports economic growth and employment hubs that offer a variety of commercial uses. This district is within close proximity of arterial and collector streets.	-
Gateway District	The purpose of this district is to provide welcoming travel throughout the city's main highway corridor. The intent is to provide a prominent and evident architectural and design standards that highlight the identity of the community and support highway and light commercial related businesses.	-
Industrial	Intended to provide a series of industrial uses, separated from other businesses and concentrated in a general district.	-
Public/Semi-Public	Contains publicly owned uses that benefit the community.	-
Park and Open Space	Parks and open spaces meant for recreation and provide environmental benefit to the community.	-

DRAFT



FUTURE LAND USE MAP

DRAFT

Legend

- Rail
- Road Network
- Lakes and Hydro Features
- Township
- City Limits
- Parcels**
- Parcel boundary

Future Land Use Categories

- Development Reserve
- Low-Medium Density
- Medium-High Density
- Mixed Residential
- Public, Semi-public, Institution
- Park and Open Space

- Gateway District
- Mixed Commercial-Residential
- Neighborhood Mix
- Downtown
- Commercial
- Industrial

1

Miles

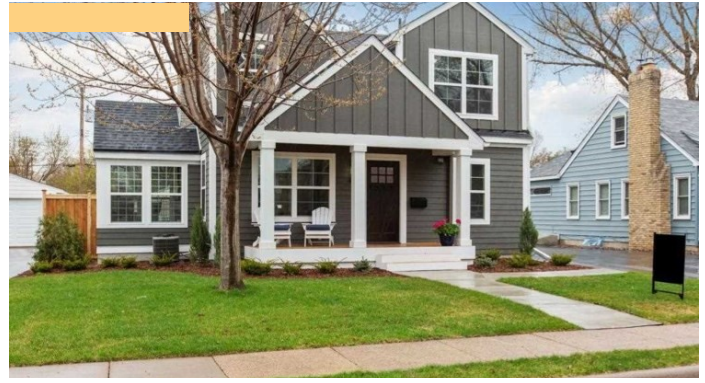




Development Reserve (DR)

3-4 dwelling units per acre or limited to Joint Powers Board

The purpose of this category is to protect currently undeveloped land from rapid growth prior to the availability of urban services. This category should include the lowest density allowed in the city. Secondary uses could include agricultural uses until services are available, forestry, and recreation.



Low- to Medium-Density Residential (LMR)

4-9 dwelling units per acre

This category provides for housing options that include one and two-family dwelling options, such as duplexes (stacked and side-by-side), twin homes, town houses, attached and detached single family dwellings. Low- to medium-density residential could include both older neighborhoods with smaller lots found within the city as well as large, new subdivisions within the city and planned growth areas.



Medium- to High-Density Residential (MHR)

10-20+ dwelling units per acre

This category provides a mix of housing options at a higher density, such as twin homes, duplex (side-by-side and stacked), triplex, fourplex, row houses, town houses, cottage court, courtyard building, multiplex, apartments, condos, senior housing options, manufactured home parks, and other multi-family developments. This also includes lesser intensity residential density types. The purpose of this category is to provide a buffer between lower residential densities and higher intensity land uses.



Mixed Residential (MR)

4-12 dwelling units per acre

This category is intended to promote neighborhoods with a variety of housing types and densities within a single development. A range of housing types are appropriate within this category: single-family, twin homes, duplex (side-by-side and stacked), triplex, fourplex, row houses, town houses, cottage court, courtyard building, multiplex, apartments, condos, and other housing typologies that align with the intent of the development. No single type should dominate any given area.



Mixed Commercial-Residential (MCR)

9-20+ dwelling units per acre

This district is meant to support a mixture of housing densities and commercial uses that are not automobile dependent and serve as a buffer between high intensity commercial uses and lower density residential neighborhoods. In this district, housing, jobs, retail, and service-related uses will be within proximity to each other, offering residents the ability to live close to their jobs. This category focuses on an appropriate blend of these uses, seeking a balance of commercial and residential where no single type dominates any given area. This category reflects the continued trends that seek to integrate residential and nonresidential development in a walkable setting, places where transit is available and provides alternative circulation opportunities. This future land use category would benefit from sub-area and master planning efforts as well as targeted walkable infill development.

Appropriate uses within this district could include both vertical and horizontal mixed-use development where a focus is on walkability and strong pedestrian connections to support a pedestrian-friendly environment. This district should guide medium to high density residential development. Appropriate commercial uses would include clinic and health service-related uses, offices, professional services, hotel/lodging, retail, institutional, civic, and entertainment.

Neighborhood Mix

9-20+ dwelling units per acre

This category includes a mix of low intensity business uses, such as office and limited commercial, that serve the everyday needs of residents and are located within or adjacent to neighborhoods, providing neighborhood amenities. This category also includes low, medium, and high-density residential uses, such as single-family homes (attached and detached), twin homes, town homes, row houses, duplex (stacked and side-by-side), triplex, fourplex, bungalow courts, cottage courts, courtyard buildings, multiplexes, and apartments. This future land use category aligns with form base code principles.





Commercial (C)

This category applies to commercial development outside of the central business district, providing services and retail and serving the adjacent neighborhoods, community, and regional needs. Supported uses include auto-oriented commercial development; mix of uses, office use, large-scale retail, and service-orientated businesses.



Downtown (D)

This category applies to the larger downtown Brainerd district, encouraging businesses that facilitate a pedestrian-oriented environment. This category encourages retail and commercial services, higher density residential, live/work, service, office, governmental, and public uses. Residential density is controlled by the zoning ordinance.

Higher density, mixed-use buildings and apartments are encouraged for the downtown core with an appropriate transition to more medium residential densities along the periphery.

Development in the downtown should seek to preserve historic structures, rehabilitation, focus on adaptive reuse, and promote mixed use development. New development or rehabilitation projects should utilize high quality building materials that compliment the historic architecture. This district will encourage active street frontages and ground floor uses in the downtown core, maintain a high quality streetscape, and preserve and showcase the district's character. The grid-street development patterns should continue and be encouraged for all new development projects. Building setbacks, heights, and orientations should be consistent with and proportionate to those neighboring structures.



Gateway District (GD)

This category identifies portions of the city that are located at major entrances and along major transportation corridors within the city. This intent of this district is to design a thoroughfare corridor experience that reflects the character of the community. This district will have higher-quality design elements, building construction and architectural guidelines for new commercial development. This category supports a variety of commercial development types, such as civic, medical, auto-oriented, retail, and professional office.



Industrial (I)

This category is intended to provide a series of industrial uses, separated from other businesses and concentrated in a specific location. Uses include manufacturing, warehousing, assembly, and other similar businesses that provide goods and services.

Public, Semi-Public, Institution (PSI)

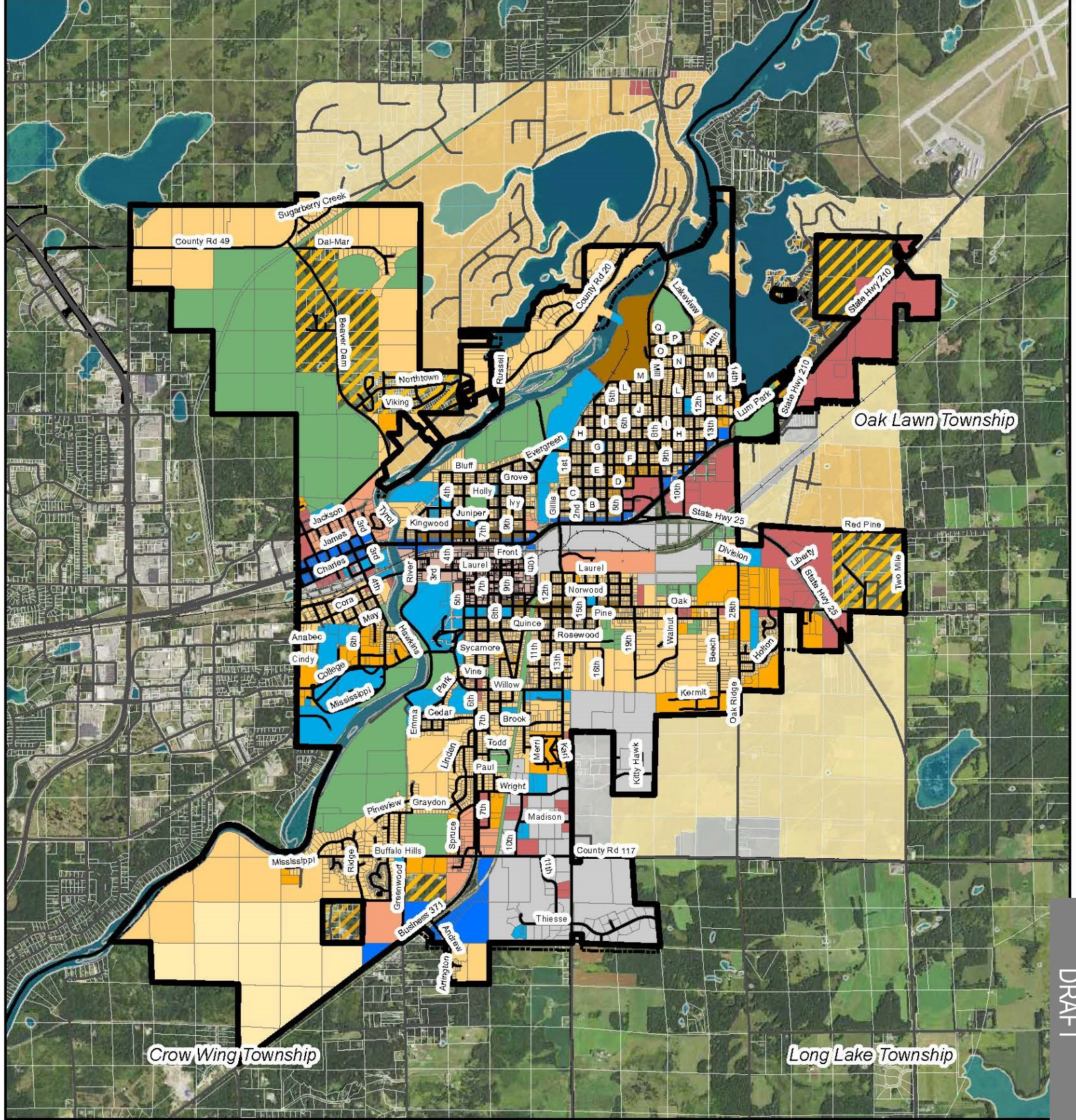
This category identifies portions of the city that should contain uses that benefit the public and provide a variety of value to residents. This includes all publicly owned uses, such as schools, city buildings, county and state buildings. In addition, this district include private institutions, such as hospitals, churches, and other similar types.



Park and Open Space (PO)

This category identifies portions of the city that contain parks and open spaces. This category also looks to preserve sensitive environmental resources such as river corridors, habitats, trails, and other natural resources that are important to the image of the city and neighborhoods.

DRAFT



FUTURE LAND USE MAP - URBAN GROWTH BOUNDARY

DRAFT

Legend

- Rail
- Road Network
- Lakes and Hydro Features
- Township
- City Limits
- Parcels**
- Parcel boundary

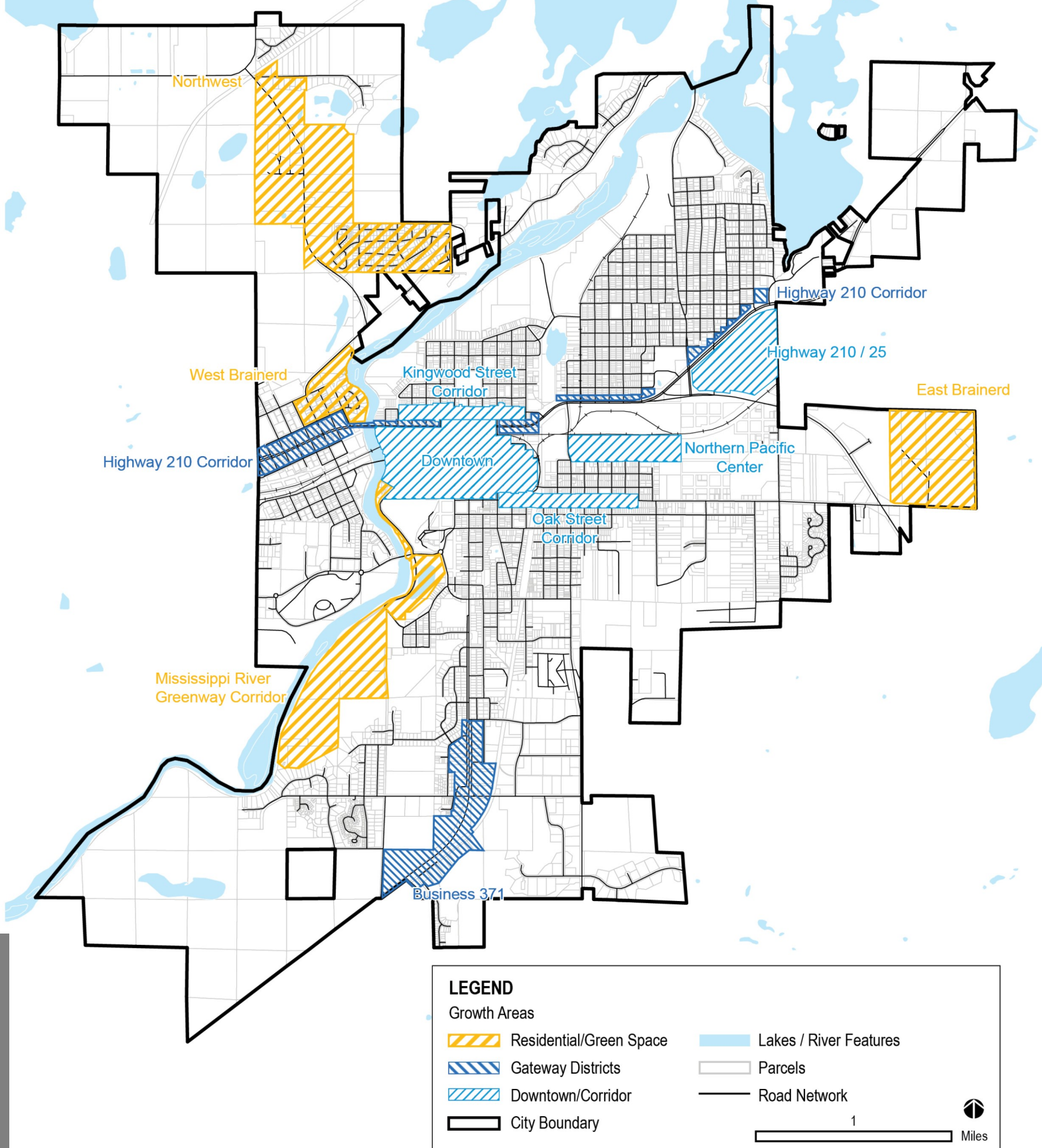
- Future Land Use Categories**
- Development Reserve
 - Low-Medium Density
 - Medium-High Density
 - Mixed Residential
 - Public, Semi-public, Institution
 - Park and Open Space

- Gateway District
- Mixed Commercial-Residential
- Neighborhood Mix
- Downtown
- Commercial
- Industrial



FUTURE GROWTH AREAS

Identifying targeted infill development opportunities



Future Growth Areas

A key principle of the Future Land Use Plan is centered around targeted growth and identifying development areas throughout the city. Significant deliberation and discussion informed a variety of sites that range from open space corridors, to residential neighborhoods, corridors, and commercial areas. The following is an overview of each selected “site.”

Northwest: Support a blend of residential uses from low density to medium-high density development. This would include single family homes, attached dwellings, townhomes, and other housing types. No one housing type should dominate, but rather a variety of typologies to foster walkable and interconnected neighborhoods.

West Brainerd: This development area should focus on a mix of commercial, medium, and higher density residential. This district aims to provide a blend of commercial uses to meet the daily needs of people. This development area will serve as a buffer between residential neighborhoods and the Highway 210 corridor.

Mississippi River Greenway Corridor: Focus on preserving green space, conservation efforts, and providing access to the variety of parks and open spaces.

East Brainerd: This site should provide a mix of housing densities to support the development of walkable neighborhoods. This would include single-family homes, attached dwellings, townhomes, and other housing types. No one housing type should dominate.

210 Corridor: Serving as a key gateway within the city, redevelopment opportunities should be targeted towards vacant properties. This development area supports a variety of infill commercial and redevelopment opportunities to transform this corridor into a vibrant thoroughfare; one that supports the needs of motorists, provides a variety of housing types, and a mix of commercial land uses. This corridor would benefit from new and improved development and design standards. Strategic redevelopment will support a pedestrian and bicycle-friendly corridor and ensure that all modes of transportation can utilize the corridor safely.

Business 371: This development area will continue to develop as a health-care district with office and office-service uses. Infill development and redevelopment opportunities should support smaller-scale retail that can serve the industrial employment base that is close-by. The corridor can support the development of a mix of uses and serve as a neighborhood district. Design guidelines should be developed to help influence the aesthetics, streetscape, site and architectural character, and overall experience of this corridor

Kingwood Street Corridor: The corridor will include a mix of low intensity business uses and a variety of residential densities and typologies. Through strategic infill development, the corridor will be transformed into a walkable streetscape; designed to serve the everyday needs of residents, and connect them to neighborhood amenities.

Downtown: This development area covers the historic area of Brainerd and the larger limits of the downtown district. Guide infill development within the general district, specifically live/work, retail, professional offices, and high-density residential. Strive to keep government buildings downtown as they create a cohesive district. Focus on placemaking and the importance that art and culture have in building a social center for the community.

Oak Street Corridor: This development area will create a neighborhood node, supporting residents with services to meet their daily needs. Development should include a mix of housing densities and neighborhood commercial uses. Underutilized sites and parcels should be targeted for redevelopment, and appropriate parcels should be combined to support a mix of residential uses and densities. This corridor will be transformed into a walkable thoroughfare, supporting all modes of transportation and needs.

Northern Pacific Center: Support the development of mixed commercial-residential development within the Northern Pacific Center Campus.

Highway 210/25: This development area serves as a gateway location where targeted commercial development should occur. This redevelopment site should remain a strong commercial node in the future; supported by aesthetic parking, access improvements, and improved site circulation.



Future Development Considerations

The content within the future land use plan highlights future land use categories and targeted growth areas. This framework will serve as the legal foundation for decision making. Other elements should also be considered and incorporated during the development process such as the themes identified throughout the chapter and planning practices and principles that lead to resilient and sustainable communities. The following considerations stem from smart growth principles, as outlined in this chapter. These considerations can transpire into policy and regulations or may simply be used during the development review process.

Walkability: Proactively planning for walkability can help lead to improved health, environmental conditions, and community building. Planning starts before the development review process. By identifying dedicated pathways, corridors, and sidewalk networks, the city can provide safe, comfortable spaces for pedestrians – for all abilities. Then, planners and review staff can ensure these plans are transferred over to design and redevelopment proposals. Focus should be put on prioritizing the pedestrian over the vehicle in new developments and mitigating the negative impact that parking lots have on walkable environments.

Natural Resource Planning: Preserving and protecting sensitive environmental features within the city is a critical function of the planning process. Maintaining unique landscape features and valuable natural resources provide a multitude of community benefits and can continue to

foster a walkable and bicycle-friendly environment. Identifying critical landscape features and character is an important step for a community to take towards conservation. Managing stormwater to preserve streams and water bodies is the single best way to mitigate negative impacts. By integrating green infrastructure practices into development proposals, the city can achieve water quality goals and ensure that runoff water becomes a resource rather than a waste product.

Compact Neighborhoods: Compact building design ultimately saves money, energy, time, and produces livable places and communities. Compact buildings use land more efficiently, allowing people to live closer to work, school, and businesses. This helps to reduce travel times and limit single trips. Compact building development also provides space for parks, trails, and environmental amenities.

To: Community Development Director Chanski

From: A. Kaisershot, Sourcewell

Date: December 31, 2020

RE: Brainerd Comprehensive Plan Amendment

The Comprehensive Plan Amendment process follows the same set of steps as adopting a new plan. This process generally includes public review and comments from a variety of partners, a public hearing, a recommendation from the Planning Commission and final adoption from the City Council through resolution.

COUNTY AND SURROUNDING MUNICIPALITY REVIEW (60 DAYS)

The first step is submitting the amended plan to partners for review and comment. I would recommend sending the entire plan and highlight areas you are seeking comment in a corresponding memo. Per state statute, the county is given 60-days upon receipt of the plan to review and submit comments.

Per state statute, surrounding local units of government should receive the plan “as soon as practical” (462.3535 Subd. 6). The city should provide the draft plan to adjacent municipalities for review and comment. The local entity has 30-days after receipt to review and submit comments. E-mail submissions have been effective in the past. The following is a list of local partners, understanding that Crow Wing County and surrounding LUG’s must receive the plan:

1. Crow Wing County Land Services Division
2. Surrounding Townships (Oak Lawn, Crow Wing, Lawn Lake, Unorganized (Crow Wing County))
3. City of Baxter
4. ISD 181 School District
5. Central Lakes College
6. DNR
7. Other partners as deemed appropriate

An important component that is outlined in statute is related to urban growth boundaries. Since the future land use proposes an urban growth outside of city limits, you may need to enter into a joint annexation agreement at the time of the plan’s amendment. Connect with your attorney and determine the best course of action to align with subdivision five of statute 462.3535.

<https://www.revisor.mn.gov/statutes/cite/462.3535>

PUBLIC REVIEW (30 DAYS)

It’s the purpose of this review window to allow the public adequate time to evaluate the plan’s content and submit comments for consideration in the document. The plan should be posted in a variety of easy access locations. You should consider posting the entire plan, amendment memo that highlights the changes, and a general summary of the purpose of the plan on the following places:

- City of Brainerd website
- Marketed through the city’s Facebook page and partner pages (HRA, Parks)
- An article written to the Dispatch promoting the plan

The plan shall be posted for a minimum of 30-days for public review. You can decide to post for public review during the county and surrounding municipality review time period or choose to submit after their 30-day review window is up and incorporate necessary comments. I’ve provided some comment review and submission timeline options for you (see attachment).

The Community Development Director shall determine the deadline to receive written or e-mailed comments. The plan should be available for a minimum of 30-days. In light of current circumstances, extra time should be accounted for.

INTERNAL REVIEW

In addition to the stakeholders listed above, internal circulation of the document shall occur. The following internal departments and people shall receive the document:

1. Forward to all committee's and boards within the city
2. Council Members
3. Internal departmental review(s)
4. City attorney

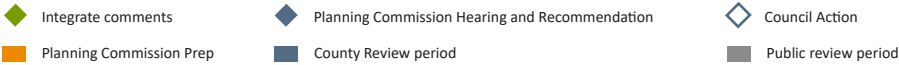
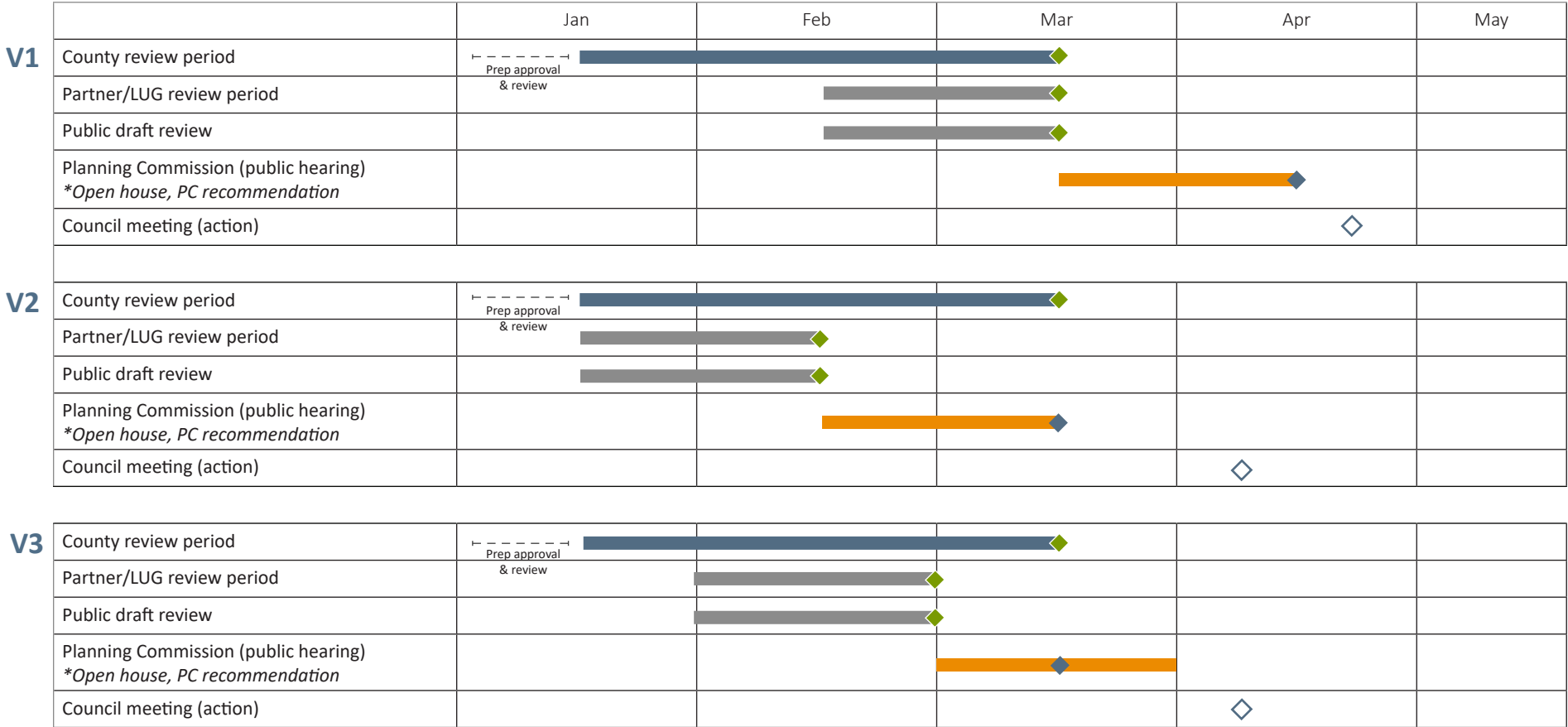
The Community Development Director shall determine a deadline to receive written or e-mailed comments. It's recommended to allow three weeks for internal comments.

Collecting and recording all comments is a normal part of the comment period. It's a good practice to include all comments in the Planning Commission packet and corresponding staff report. Those recommendations that are more substantial I bring to the Planning Commission for discussion. In the past I have made all comments that are simple, sensible, and any graphic or spelling-related changes.

SUMMARY

In conclusion, it's likely that plan review and comment will take between 60-90 days depending on how you stack and schedule review times. These review times are before your Planning Commission meeting where you will need to hold a public hearing and appropriately plan for packet development, staff report, and submission.

BRAINERD COMPREHENSIVE PLAN AMENDMENT ADOPTION SCHEDULE



***Call for public hearing and prior Planning Commission meeting*

MEMO



TO: Planning Commission

FROM: James Kramvik, Assistant Planner

DATE: January 20, 2021

RE: CUP – 923 Oak St.

Shannon Mills has submitted a request on behalf of Sharing Bread Soup Kitchen for a Conditional Use Permit to operate a neighborhood/ community center at 923 Oak Street, Brainerd, MN 56401.

Findings of Fact

1. 923 Oak Street is in a R-3 (High Density Residential) District.
2. The current building historically shared this parcel with Temple Baptist Church which was demolished in 2016.
 - a. Sharing Bread Soup Kitchen became a legal nonconforming use upon the purchase agreement for the property from Temple Baptist Church in 2015.
3. The applicant is proposing an outdoor 12x24 ft walk-in refrigerator/freezer connected by a covered breezeway.
4. The applicant must be approved for a Conditional Use Permit to operate as a neighborhood/ community center in a R-3 District for an expansion in use of the business. The expansion is an added 12x24 ft walk-in refrigerator/freezer that will serve as a county-wide collection hub for excess foods from area businesses.
5. Per [Section 515-57-5.A](#) of the Code of Ordinances, neighborhood/ community center use is a conditional use within a R-3 District provided that:
 - a. Side yards shall be double that required for the district.
 - i. *The proposed freezer will meet required setbacks.*
 - b. Screening from abutting residential uses in accordance with [Section 20](#) of this Ordinance.
 - i. *The parking lot does not meet residential screening requirements.*
 - ii. *Per Section 515-20-9.B of the code of ordinances, When a parking lot is adjacent to or across an alley from a residential use or zone, the required screen height shall be increased to six (6) feet.*
 - iii. *The landscaping shall maintain a year round fifty (50) percent opacity.*
 - c. Off-street parking and access must be provided on the site or on lots directly abutting or across the street from the principal use subject to the provisions of [Section 22](#) of this Ordinance.
 - i. *This property meets off street parking requirements.*
 - d. Off-street loading and service entrances subject to [Section 23](#) of this Ordinance.
 - i. *This property meets off street loading requirements.*

6. No significant change in the overall impervious is expected as there was previously a shed in the NW corner of the site (with approximately the same dimensions) that was recently removed.
7. Little to no grading is planned as the site is already very level. No grading plan is required by the City Engineer since the runoff will be directed east to the existing stormwater retention swale (per phone conversation between Paul Sandy and Mitch Brinks on 12-31-20).

As of this writing, no parties have contacted the Community Development Department with questions about this request.

Staff Opinion

Staff recommends approval of the CUP with conditions that the required landscape screening is completed in the Spring of 2021 with an approved landscape plan.



City Planning Department

City Hall – 501 Laurel Street
Brainerd, MN 56401
218-828-2309/Fax 218-828-2316
www.ci.brainerd.mn.us

Receipt # _____

Check # _____

Date Paid: _____

CONDITIONAL USE/REZONING/VARIANCE APPLICATION

RESIDENTIAL

CONDITIONAL USE PERMIT

☐

(\$250.00)

REZONING

☐

(\$300.00)

VARIANCE

☐

(\$250.00)

COMMERCIAL

☒

(\$400.00 + \$500.00 escrow deposit)

☐

(\$500.00)

☐

(\$400.00 + \$500.00 escrow deposit)

PROPERTY ADDRESS: _____

LEGAL DESCRIPTION: Lot(s): _____ Block: _____ Addition: _____
(attach description if lengthy)

Property Owner Name: _____

Street Address: _____ City: _____ State: _____ Zip Code _____

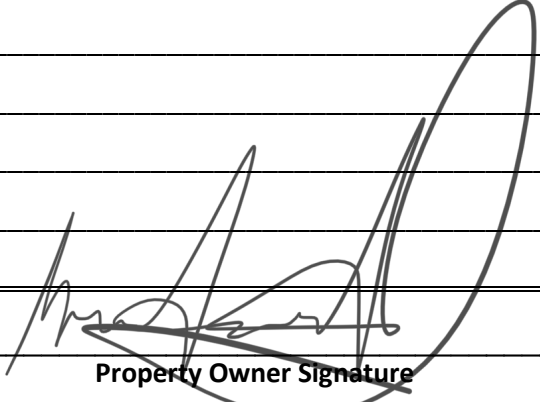
Phone Number: _____ Fax: _____ E-mail: _____

Applicant Name: (If different than Property Owner) _____

Street Address: _____ City: _____ State: _____ Zip Code: _____

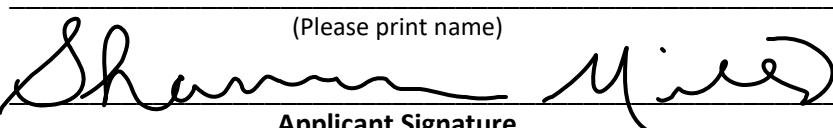
Phone Number: _____ Fax: _____ E-mail: _____

Description of Request: _____


Property Owner Signature

1-3-21
Date

(Please print name)


Applicant Signature

1/4/2021
Date

(Please print name)

(OVER)

Project Description:

The Sharing Bread Soup Kitchen plans to install a 12x24 ft walk-in refrigerator/freezer that will serve as a County-wide collection hub for excess foods from area businesses. This food is then distributed by the Soup Kitchen and partner entities, including: Central Lakes College Food Pantry, Lakes Area Food Shelf, Crosslake Food Shelf, and Cuyuna Range Food Pantry.

The refrigerator/freezer is going to be purchased from US Foods and set on a concrete pad of the same dimensions. Two vertical, concrete-filled ballards will also be installed to protect the refrigerator/freezer. A covered breezeway will connect the refrigerator/freezer to the existing building and also allow access from the outside.

Other Project Details:

Stormwater: Stormwater currently flows west to east across the lot and is collected in a stormwater swale along S. 10th Street.

Grading: Little to no grading is planned as the site is already very level. No grading plan is required by the City Engineer since the runoff will be directed east to the existing stormwater retention swale (*per phone conversation between Paul Sandy and Mitch Brinks on 12-31-20*).

Erosion Control: Little to no disturbance outside the project footprint is planned. The project will be constructed in the winter so sediment and erosion issues are expected to be minimal. Any disturbed soil that remains in the spring will be seeded and stabilized as soon as possible.

Impervious Surfaces: No significant change in the overall impervious is expected as there was previously a shed in the NW corner of the site (with approximately the same dimensions) that was recently removed.

Lighting: No additional lighting is planned

Signage: No additional signage is planned.

Traffic/Access/Parking: Current access to the site is in the NE corner of the site via South 10th Street. No changes are proposed. There are currently 31 parking spaces. 1-2 will be lost due to the project.

Screening: No changes to the existing shrubs and trees along the western and northern property lines are proposed.

Wetlands & other water bodies: No wetlands or surface water features exist on the site.

Sharing Bread Soup Kitchen: Site Plan



NOTICE OF HEARING

TO WHOM IT MAY CONCERN:

Notice is hereby given that Shannon Mills has submitted a request on behalf of Sharing Bread Soup Kitchen for a Conditional Use Permit at 923 Oak St., Brainerd, MN 56401. The property is legally described as:

*Lots 1 Thru 6 Inclusive Block 135, Town of Brainerd & First Addition to Brainerd
P.I.N. 41240995
Section 24, Township 45, Range 31*

The property is zoned R-3 (High Density Residential) District. A copy of the proposed site plan is on file for review with the Community Development Department.

A Public Hearing to consider this Conditional Use Permit request will be conducted by the Brainerd Planning Commission at 6:00 p.m. on Wednesday, January 20, 2021.

In accordance with the requirements of Minn. Stat. Section 13D.021, Jennifer Bergman, the City Administrator, has determined that an in-person meeting is not practical or prudent because of a health pandemic declared under Chapter 12 of the Minnesota Statutes.

Because of the health pandemic, it has been determined that attendance at the regular meeting location by members of the public is not feasible.

Because of the health pandemic, it has been determined that the physical presence at the regular meeting location by at least one member of the body, chief legal counsel or chief administrative officer is not feasible.

Therefore, some or all of the Planning Commission members may be participating by telephone or other electronic means.

Members of the public may monitor the meeting via phone. Information regarding how to attend this virtual meeting will be posted to the City's website (ci.brainerd.mn.us) by 4:30pm on Friday, January 15, 2021.

Please submit comments regarding this Conditional Use Permit request to Community Development Director David Chanski at dchanski@ci.brainerd.mn.us. Comments can also be mailed to City Hall at 501 Laurel St., Brainerd, MN 56401 or submitted via the dropbox located on the west side of City Hall.

Any individual needing special accommodations or would like more information about this request, please call (218) 828-2307.

Dated this 6th day of January 2021

Publication Date: January 10, 2021



David C. Chanski, MPA
Community Development Director

MEMO



TO: Planning Commission

FROM: David Chanski, Community Development Director

DATE: January 20, 2021

RE: Variance – 415 Cedar St.

Dennis and Erica Marcussen have submitted a request for a variance at 415 Cedar St., Brainerd, MN 56401.

The requested variance is from *Section 515-54-7.B Principal Building Setbacks*. The applicants are requesting a reduced front yard setback from 20 feet to 18 feet 4 inches for the addition of a covered porch.

Findings of Fact

1. 415 Cedar St. is in a R-1 (Single Family Residential) District.
2. [Section 515-53-7.B](#) lists a minimum front yard setback in R-1 Districts to be 20 feet from the property line.
 - a. The applicant is requesting that the setback requirement be reduced by 1 foot 8 inches to a setback of 18 feet 4 inches.
3. [Section 515-7-2](#), Subdivision 3A – Variances shall only be permitted:
 - a. When they are in harmony with the general purposes and intent of the ordinance
 - i. The purpose of a R-1 (Single Family Residential) District is to “allow and preserve area in the City of quiet neighborhoods of one and two family homes, free from other uses except those which are compatible with residents of such a district.”
 - b. When the variances are consistent with the Comprehensive Plan
 - i. Staff believes this variance request is supported by Goal 3 of Chapter 3 of the Comprehensive plan which states, “ensure quality living conditions for all residents.”
 1. Policy 2 under Goal 3 states, “promote the maintenance and rehabilitation of all properties.”
4. Section 515-7-2, Subdivision 3B & Subdivision 4 – Variances may be granted when the applicant for the variances establishes that there are practical difficulties in complying with the Zoning Ordinance.
 - a. The property owner proposes to use the property in a reasonable manner not permitted by the Zoning Ordinance.
 - i. Single-family dwellings are a permitted use within R-1 districts.
 - b. The plight of the landowner is due to circumstances unique to the property not created by the landowner.

- i. 415 Cedar St was construction in the 1954 and the front of the house is currently setback approximately 24 feet from the front property line.
- c. The variance, if granted, will not alter the essential character of the locality.
 - i. The property is currently used as a single-family dwelling and will continue to be used as such.

At the time of this writing, Jeff and Lilja Behr have expressed their support for this variance request, stating “We believe the minor setback reduction requested will allow an addition which will enhance the property and our neighborhood as well.”

Staff Opinion

Staff recommends approval of this variance request as staff believes the requested variance meets the requirements as outlined in Section 515-7 of the Code of Ordinances, is supported by the Comprehensive Plan, and the investment made will not only improve this property but will also have peripheral effects on the entire Cedar St. neighborhood and the City as a whole.



City Planning Department

City Hall – 501 Laurel Street
Brainerd, MN 56401
218-828-2309/Fax 218-828-2316
www.ci.brainerd.mn.us

Receipt # _____

Check # _____

Date Paid: _____

CONDITIONAL USE/REZONING/VARIANCE APPLICATION

RESIDENTIAL

COMMERCIAL

CONDITIONAL USE PERMIT

☐

(\$250.00)

☐

(\$400.00 + \$500.00 escrow deposit)

REZONING

☐

(\$300.00)

☐

(\$500.00)

VARIANCE

☒

(\$250.00)

☐

(\$400.00 + \$500.00 escrow deposit)

PROPERTY ADDRESS: 415 Cedar Street Brainerd, MN 56401

LEGAL DESCRIPTION: Lot(s): 007 Block: 000 Addition: Shady Brook
(attach description if lengthy)

Property Owner Name: Dennis and Erica Marcussen

Street Address: 415 Cedar Street City: Brainerd State: MN Zip Code 56401

Phone Number: 218-825-8130 Fax: _____ E-mail: demarcussen@charter.net

Applicant Name: (If different than Property Owner) _____

Street Address: _____ City: _____ State: _____ Zip Code: _____

Phone Number: _____ Fax: _____ E-mail: _____

Description of Request: To construct a covered porch that encroaches the 20' front yard setback by 1'-8".

Property Owner Signature

Erica Marcussen

(Please print name)

1/6/21

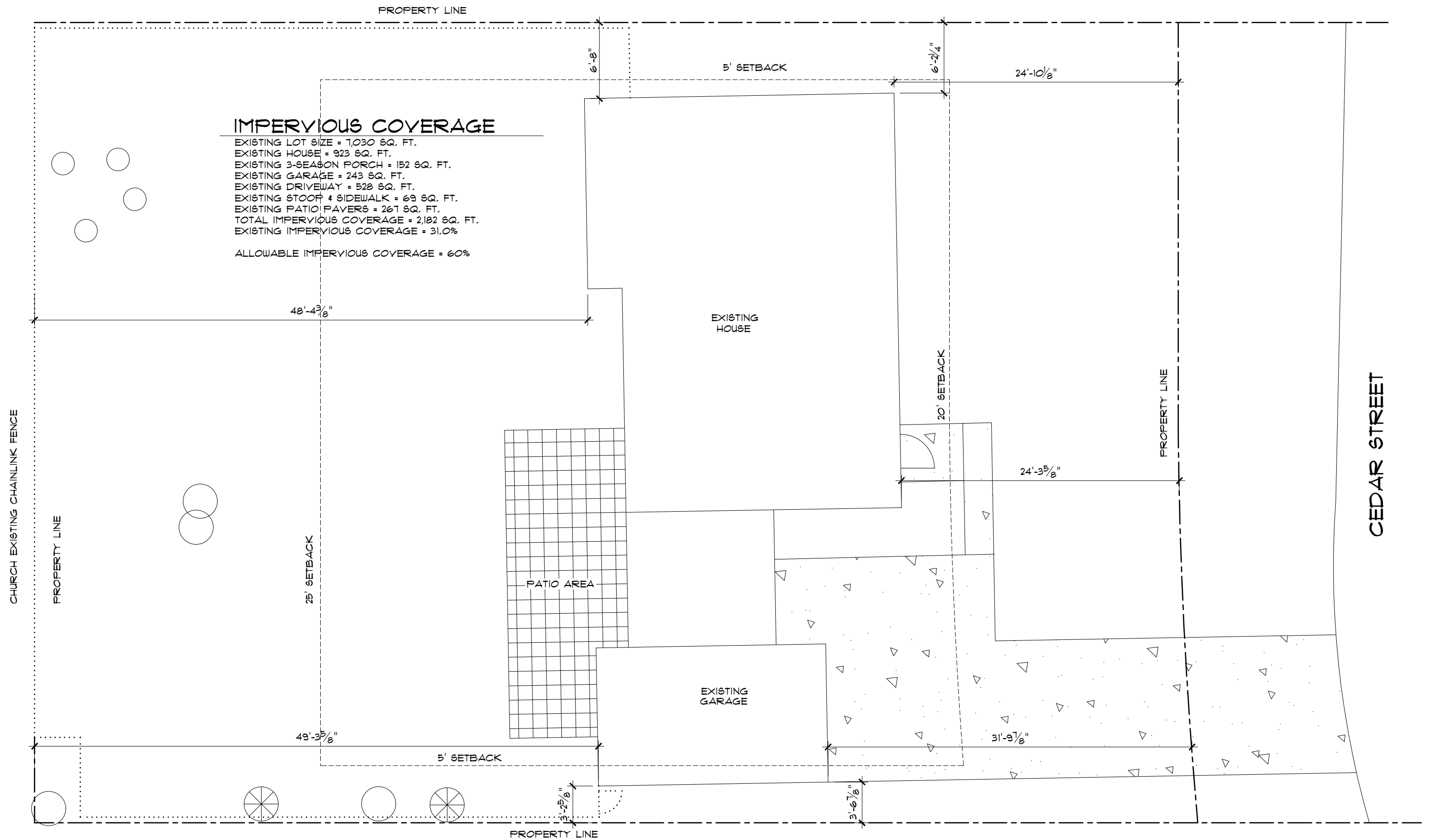
Date

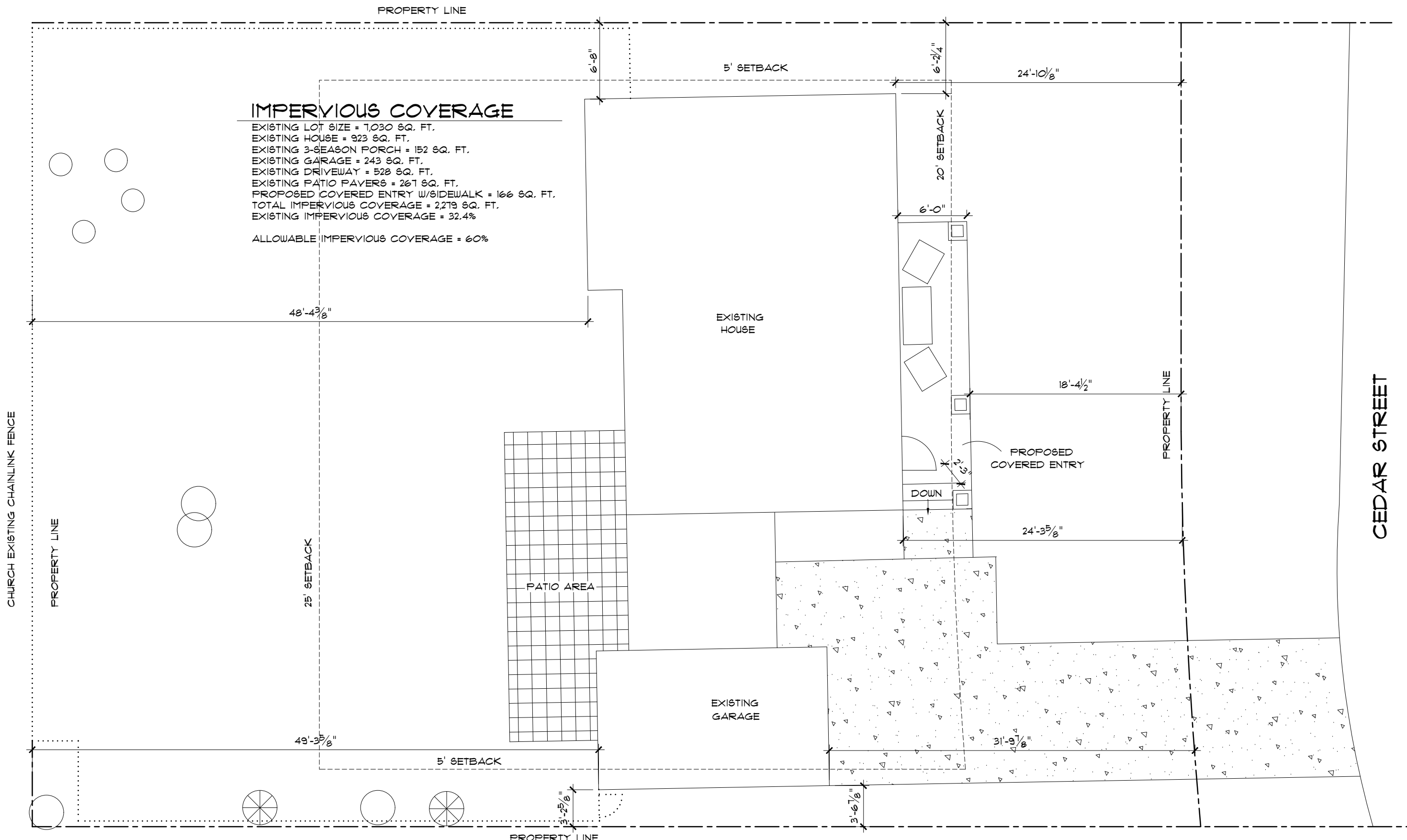
Applicant Signature

Date

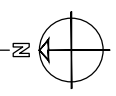
(Please print name)

(OVER)





1
C1.2
**PROPOSED
SITE PLAN**
SCALE: 1/8" = 1'-0"



NOTICE OF HEARING

TO WHOM IT MAY CONCERN:

Notice is hereby given that Dennis and Erica Marcussen have submitted a request for a variance at 415 Cedar St., Brainerd, MN 56401. The requested variance is from *Section 515-54-7.B Principal Building Setbacks*. The applicants are requesting a reduced front yard setback from 20 feet to 18 feet 4 inches for the addition of a covered porch. The property is legally described as:

*Lot 7, Shady Brook Addition to the City of Brainerd
P.I.N. 41360702
Section 36, Township 45, Range 31*

The property is zoned R-1 (Single-Family Residential) District. A copy of the proposed site plan is on file for review with the Community Development Department.

A Public Hearing to consider this variance request will be conducted by the Brainerd Planning Commission at 6:00 p.m. on Wednesday, January 20, 2021.

In accordance with the requirements of Minn. Stat. Section 13D.021, Jennifer Bergman, the City Administrator, has determined that an in-person meeting is not practical or prudent because of a health pandemic declared under Chapter 12 of the Minnesota Statutes.

Because of the health pandemic, it has been determined that attendance at the regular meeting location by members of the public is not feasible.

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Please submit comments regarding this variance request to Community Development Director David Chanski at dchanski@ci.brainerd.mn.us. Comments can also be mail to City Hall at 501 Laurel St., Brainerd, MN 56401 or submitted via the dropbox located on the west side of City Hall.

Any individual needing special accommodations or would like more information about this request, please call (218) 828-2307.

Dated this 7th day of January 2021

Publication Date: January 10, 2021



David C. Chanski, MPA
Community Development Director