

PLANNING COMMISSION
Wednesday, December 15, 2021

#1 Call to Order

Planning Commission Chair Duval called the meeting of the Brainerd Planning Commission to order at 6:00 pm in the City Hall Council Chambers.

#2 Roll Call

Noted present were Commissioners Woodward, Erickson, Yeager, Gorham, and Duval. Commissioners Kallroos, and Foley were noted as absent. Also noted as present were Council Members Stenglein and Bevans (Bevans departed at 7:15), City Administrator Bergman, Community Development Director Chanski, and Consultants Jennifer Haskamp and Michael Lamb from Swanson Haskamp.

#3 Pledge of Allegiance

Commissioner Duval opened the meeting with the Pledge of Allegiance to the flag.

#4 Approval/Change of Agenda

MOVED AND SECONDED BY COMMISSIONERS YEAGER AND GORHAM, DULY CARRIED, TO APPROVE THE AGENDA.

#5 Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS YEAGER AND GORHAM, DULY CARRIED, TO APPROVE THE MINUTES FROM THE NOVEMBER 17, 2021 REGULAR MEETING.

#6 Old Business

6a. Discussion on Miscellaneous Zoning Code Update Standards

Community Development Director Chanski indicated miscellaneous items, the industrial districts, and the general building design of the zoning code will be the topics for discussion.

Jennifer Haskamp gave an update to the schedule going forward. She indicated the Technical Advisory Group will be meeting January 6th to review the zoning map which will then be available to the Commission. She said discussion will also take place on the allowed uses. A full code session with a public hearing will be scheduled sometime in the near future.

Michael Lamb indicated there are a couple of outlying areas; one in northeast Brainerd and the Mills land in southwest Brainerd that he suggests being zoned RL-1 until future development takes place. It would then be zoned TN-3G for example. He started with discussion on the industrial districts by explaining a new defined district; Maker-Employment District (ME-1). Ms. Haskamp and Mr. Lamb continued discussion and the following items were noted.

- General Industrial and Light Industrial uses to be under one category: General Industrial
- Lot sizes and setback requirements were discussed
- Ninety percent (90%) of industrial properties are in Industrial Park
- Summaries of changes for the following were reviewed:
Overall: Matched Section 4 Standards with Zoning District Standards and maintained Consistent Definitions across all divisions
 - o Division 1: General Building Design Standards
 - o Minimum 20-foot principal structure frontage
 - o Added new Accessory Dwelling Unit language
 - o Reduce size minimum to 500 SF to allow for tiny houses
 - o Minimum one enclosed garage space – discussed reasons for keeping in the revised code
 - o Add language that all homes must have permanent foundation
 - o Building Materials
 - Must create visual interest through materials, colors, textures, or other characteristics that create articulation either between units or floors; add language about keeping it in character and context according to code within its district or setting
 - Metal roofs are allowed and not just standing seam metal material for primary and accessory structures
 - 4-1-7 Ground Water Elevation – not needed and may be omitted
 - o Accessory Buildings, Uses and Equipment - match zoning code to building code regarding accessory structures; permit required over 200 square feet. No “hoop houses”, or tarp materials
 - o Swimming pools – revise to no fence required for pools up to 24” deep or 5,000 gallons
 - o Division 2: Lot and Yard Provisions – most of the updates are definition clarifications
 - o Division 3: Outdoor Lighting – discussed color standards of lighting should be outlined in the ordinance
 - o Division 4: Landscaping, Green Space, Screening, and Fence Requirements – discussed green space definition and parking lot updates. Remove II. Other incentives as approved by the City Council from 4-4-4 B. Green Space section.

Discussion took place and questions asked/answered in each area.

#7 New Business

None

#8 Public Forum

The Chair opened the public forum at 8:50 p.m.

No one came forward.

The Chair closed the public forum at 8:50 p.m.

#9 Community Development Director's Report

Community Development Director Chanski gave a brief update of the crypto-mining proposals presented to the City recently.

#10 Commissioner's Questions/Comments

None

#11 Adjourned at 9:00 p.m.

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND YEAGER, DULY CARRIED, TO ADJORN.

Michael Duval, Planning Commission Chair