

PLANNING COMMISSION
Wednesday, December 20, 2023
6:00 pm

#1 Call to Order

Planning Commission Chair Yeager 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 Duval, Gorham, Grunenwald, Marohn, Norwood, Stenglein, and Yeager. Also noted as present was Community Development Director Kramvik.

#3 Pledge of Allegiance

Commission Chair Yeager opened the meeting with the Pledge of Allegiance to the flag.

#4 Approval of Agenda

MOVED AND SECONDED BY COMMISSIONERS GRUNENWALD AND DUVAL, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

#5 Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS NORWOOD AND GRUNENWALD, DULY CARRIED, TO APPROVE THE MINUTES FROM THE NOVEMBER 15, 2023 MEETING.

#6 Unfinished Business

6a. Consider Country Manor Planned Unit Development and Conditional Use Permit for a Physical Therapy Office

Community Development Director Kramvik presented the PUD final plat for the construction of a senior living facility, childcare facility, and physical therapy office. There is no public hearing to be held for the PUD final plat.

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND NORWOOD, DULY CARRIED, TO RECOMMEND APPROVAL OF THE PLANNED UNIT DEVELOPMENT CONTAINING PARCEL ID'S 41330744, 41330745, AND 41330755 BASED ON THE FINDINGS OF FACT AND WITH THE CONDITIONS AS PRESENTED IN THE STAFF RECOMMENDATION.

Community Development Director Kramvik gave a brief review of the application details for a Conditional Use Permit to operate a physical therapy facility.

The Chair opened the public hearing at 6:10 pm.

No one came forward.

The Chair closed the public hearing at 6:11 pm.

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND STENGLEIN, DULY CARRIED, TO RECOMMEND APPROVAL OF THE CONDITIONAL USE PERMIT CONTAINING PARCEL ID'S 41330744, 41330745, AND 41330755 TO OPERATE A PHYSICAL THERAPY OFFICE BASED ON THE FINDINGS OF FACT AND CONDITIONS AS PRESENTED IN THE STAFF RECOMMENDATION.

6b. Discuss Proposed Short-Term Rental Ordinance

Community Development Director Kramvik indicated the City Council reviewed the draft short-term rental ordinance at the December 4th meeting and sent it back to the Commission. They stated concerns with the Mainstreet District, existing short-term property owners, the number of allowed properties by one owner and total cap numbers within the City.

Discussion took place and the following determinations were made:

- No changes for the Mainstreet District.
- Remove the limits on the number a property owner can have.
- Existing short-term rental owners may continue to operate under the current regulations.
- The total cap of VDU's remains at 20.

Community Development Director Kramvik will make the modifications to the draft and present it at the next meeting.

#7 New Business

7a. Consider Conditional Use Permit to Operate an Auto Repair Service at 100 Washington St

Community Development Director Kramvik explained the details of the application to operate an auto repair service at 100 Washington Street. Commissioner Duval questioned the air handling system and issues regarding dust and air pollution.

The Chair opened the public hearing at 6:37 pm.

The Chair recognized Dustin Smith, owner of AutoSmith Repair, who clarified the cleaning methods of the business are all water-based and no pollutants are released into the air.

The Chair closed the public hearing at 6:38 pm.

MOVED AND SECONDED BY COMMISSIONERS MAROHN AND DUVAL, DULY CARRIED, TO RECOMMEND APPROVAL OF THE OF THE CONDITIONAL USE PERMIT FOR AN AUTO REPAIR SERVICE AT 100 WASHINGTON ST., BRAINERD BASED ON THE FINDINGS OF FACT AND THE ADDED CONDITION OF AN INSPECTION BY THE FIRE MARSHAL.

7b. Consider Interim Use Permit to Operate a Short-Term Rental at 524 N 8th St

Community Development Director Kramvik gave a brief review of the application to allow the operation of a short-term rental at 524 N 8th Street. This property is currently a licensed rental.

The Chair opened the public hearing at 6:42 pm.

The Chair recognized the property owner, Nita Gross, who stated her adult children are residing at the home during the holidays to make sure everything is operational prior to renting it out.

The Chair closed the public hearing at 6:44 pm.

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND GRUNENWALD, DULY CARRIED, TO RECOMMEND APPROVAL OF THE INTERIM USE PERMIT TO OPERATE ONE SHORT-TERM RENTAL AT 524 N 8TH ST., BRAINERD WITH THE CONDITIONS LISTED IN THE PACKET.

7c. Consider Interim Use Permit to Operate a Short-Term Rental at 701 4th St SW

Community Development Director Kramvik reviewed the application with the Commission regarding the short-term rental request at 701 4th St SW.

The Chair opened the public hearing at 6:50 pm.

The applicant attempted to be present via Webex but technical issues prevented any sound from being heard from his side. He typed out his name and that this is his personal property; he lives in one of the three rooms and offers two rooms for short-term rental.

The Chair closed the public hearing at 6:54 pm.

MOVED AND SECONDED BY COMMISSIONERS NORWOOD AND DUVAL, DULY CARRIED, TO RECOMMEND APPROVAL OF THE INTERIM USE PERMIT TO OPERATE ONE SHORT-TERM RENTAL AT 701 4TH ST SW, BRAINERD BASED ON THE FINDINGS OF FACT AND WITH THE CONDITIONS LISTED IN THE PACKET AND THE ADDITIONAL CONDITION THAT THE PROPERTY CANNOT BE RENTED UNTIL APPROVAL FROM CITY COUNCIL.

7d. Discuss Garage Requirement for New Residential Construction and the Addition of Dwelling Units

Community Development Director Kramvik explained the zoning code requires at least a 16'x20' garage for each housing unit built, or a 12'x20' if there is a basement. He stated this has recently caused issues with some developers, such as Lakes Area Habitat for Humanity to try and create affordable housing. There are benefits to this requirement when it relates to converting historic homes into multi-family, or for the development of 4+ apartment complexes. He is asking the Commission to discuss what the intent of the ordinance is and if amendments need to be considered.

Discussion took place and this topic will be added to the itinerary for future research.

#8 Public Forum

The Chair opened the public forum at 7:22 pm.

No one came forward.

The Chair closed the public forum at 7:22 pm.

#9 Staff Reports

Community Development Director Kramvik made the following updates:

- EDA updates and tour of Lexington Manufacturing as a part for business retention
- EDA will soon have a website and logo
- EDA is researching a contract through Kamp Realty to market properties

#11 Commission Member Report

Commissioner Grunenwald asked for an update on the ice/water machine project.

Commissioner Marohn asked for an update on the crypto project.

#12 Adjournment

MOVED AND SECONDED BY COMMISSIONERS GRUNENWALD AND NORWOOD,
DULY CARRIED, TO ADJORN AT 7: 25 PM.

Don Gorham, Planning Commission Vice-Chair
(To sign as Chair Yeager's term expired)