

PLANNING COMMISSION
Wednesday, September 18, 2024
6:00 pm

#1 Call to Order

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

#3 Pledge of Allegiance

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

#4 Approval of Agenda

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

#5 Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS PETERSON AND STENGLEIN, DULY CARRIED, TO APPROVE THE MINUTES FROM THE AUGUST 21, 2024 MEETING.

#6 New Business

6a. Consider Variance Request for 1306 Chicago Ave - Duplex

Community Development Director Kramvik gave a brief review of the application to adjust the property lines to create two equal parcels in order to construct a duplex. A variance is required as the proposed parcels would exceed the lot maximum frontage and would be below the minimum lot size requirements. The variance will also be from the required front yard setback.

The Chair opened the public hearing at 6:07 pm.

The Chair recognized Jennifer Petrie, who is the applicant along with her husband Dan. She stated as the parcels now exist, one of them is too small to do anything with. This boundary line adjustment will allow the ability to create a duplex.

The Chair closed the public hearing at 6:09 pm.

MOVED AND SECONDED BY COMMISSIONERS PETERSON AND STENGLEIN, DULY CARRIED, TO RECOMMEND APPROVAL OF THE VARIANCE REQUEST AT 1306 CHICAGO AVE WITH THE CONDITIONS AND STAFF RECOMMENDATIONS AS PRESENTED.

#7 Unfinished Business

7a. Discuss Building Design Standards

Community Development Director Kramvik gave a recap of the last meeting discussion regarding some ideas for updating building design standards. Discussion took place on each item in the packet individually.

MOVED AND SECONDED BY COMMISSIONERS PETERSON AND NORWOOD TO APPROVE THE STANDARD FOR GARAGES IN 515-2-6 CONTEMPORARY NEIGHBORHOOD DISTRICTS (CN-1 AND CN-2) AS SHOWN.

Upon roll call vote, members Norwood and Peterson voted “aye”. Members Duval, Stenglein, and Gorham voted “nay”. The Chair declared the motion failed.

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND STENGLEIN, DULY CARRIED, TO APPROVE THE REVISED STANDARD FOR GARAGES IN 515-2-6 CONTEMPORARY NEIGHBORHOOD DISTRICTS (CN-1 AND CN-2) TO “IF FRONT LOADED, MUST EXTEND NO FURTHER THAN 2’ BEYOND THE FAÇADE INTO THE FRONT YARD OR SIDE YARD (CORNER)”.

The Commission discussed Accessory Dwelling Units and recommended removing the requirement that the main structure must be owner occupied.

Discussion took place on the remaining districts and ideas shared.

An ordinance will be brought to the Planning Commission for more discussion at the October meeting.

#8 Public Forum

The Chair opened the public forum at 7:30 pm.

No one came forward.

The Chair closed the public forum at 7:30 pm.

#9 Staff Reports

Community Development Director Kramvik made the following updates:

- City Council approved the garage and crypto mining ordinances
- Members Francis and Grunenwald have resigned from the Commission
- The Touch A Truck and Flapjack Festival is taking place on Saturday, September 21st downtown 10:00am-12:00pm

#10 Commission Member Report

Commissioner Stenglein attended the Rosenmeier discussion on housing, which was well attended and the MnDOT meeting on the HWY 371 project. She also invited residents to an event at the Northland Arboretum on Saturday.

Commissioner Duval is looking forward to the AI and crypto discussions at a future meeting. He announced the State has invested money toward housing and new programs being established in the near future.

#11 Adjournment

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND STENGLEIN, DULY CARRIED, TO ADJORN AT 7:36 PM.

Don Gorham, Planning Commission Chair