

PLANNING COMMISSION
Wednesday, November 20, 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 Duval, Norwood, Stenglein, and Gorham. Noted absent was Commissioner Peterson. 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 DUVAL AND NORWOOD, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

#5 Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS NORWOOD AND STENGLEIN, DULY CARRIED, TO APPROVE THE MINUTES FROM THE OCTOBER 16, 2024 REGULAR MEETING AND THE OCTOBER 21, 2024 SPECIAL MEETING.

#6 New Business

6a. Consider Interim Use Permit Renewal for a Short-Term Rental at 502 Juniper St.

Community Development Director Kramvik explained this is a renewal of the existing short-term rental that has been operating for a little over a year. There have been no complaints or problems at the property.

The Chair opened the public hearing at 6:03 pm.

The Chair recognized Michael Fish, property manager, who explained the process has been going very well with no issues.

The Chair closed the public hearing at 6:03 pm.

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND STENGLEIN, DULY CARRIED, TO RECOMMEND APPROVAL OF THE INTERIM USE PERMIT TO OPERATE A SHORT-TERM RENTAL AT 502 JUNIPER ST AS PRESENTED.

6b. Consider Interim Use Permit Renewal for a Short-Term Rental at 524 N. 8th St.

Community Development Director Kramvik stated this is a renewal of the existing short-term rental that has been operating for almost a year. There have been no issues or concerns regarding the property. The only change is the occupancy should be advertised as a maximum of four guests from the five listed due to the room sizes.

The Chair opened the public hearing at 6:06 pm.

The Chair recognized Nita Gross, Nisswa, who is the property owner. She explained her property manager does a very good job with the guests that book a stay. There have not been more than four guests at a time since they started.

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

MOVED AND SECONDED BY COMMISSIONERS NORWOOD AND STENGLEIN, DULY CARRIED, TO RECOMMEND APPROVAL OF THE INTERIM USE PERMIT TO OPERATE A SHORT-TERM RENTAL AT 524 N. 8TH ST AS PRESENTED.

6c. Consider Interim Use Permit Renewal for a Short-Term Rental at 203 Hawkins Dr.

Community Development Director Kramvik indicated this property has been operating a short-term rental for over a year and has had no problems or complaints.

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

No one came forward.

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

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND STENGLEIN, DULY CARRIED, TO RECOMMEND APPROVAL OF THE INTERIM USE PERMIT TO OPERATE A SHORT-TERM RENTAL AT 203 HAWKINS DR AS PRESENTED.

6d. Consider Conditional Use Permit for a Brew Pub at 214 S. 8th St.

Community Development Director Kramvik gave a review of the application to operate a brew pub at The Last Turn Saloon. The operator of Ya Sure Kombucha will be operating the brew pub at the restaurant, and he has experience with the equipment.

The Chair opened the public hearing at 6:13 pm.

No one came forward.

The Chair closed the public hearing at 6:13 pm.

Commissioners asked about mitigating odors and what are the steps to take regarding any complaints. Staff indicated that it is a part of the conditions, and the permit may be revoked if not taken care of.

MOVED AND SECONDED BY COMMISSIONERS NORWOOD AND STENGLEIN, DULY CARRIED, TO RECOMMEND APPROVAL OF THE CONDITIONAL USE PERMIT TO OPERATE A BREW PUB AT 214 S. 8TH ST. AS PRESENTED.

6e. Consider Conditional Use Permit and Variance for a Mixed-Use Building at 722 Laurel St.

Community Development Director Kramvik indicated the property owner applied for a conditional use permit for a mixed-use building at 722 Laurel St., which is currently the Bob & Fran's Factory Direct store that is going out of business. He is also requesting a variance from the parking requirements in the Main Street Zoning District.

The Chair opened the public hearing at 6:24 pm.

The Chair recognized Dave Pueringer, the property owner, who attended the meeting virtually. He gave a brief explanation of the proposed project and the intent to reuse a 20,000 square foot building.

The Chair recognized Andy Larson, chairman of the BN Credit Union, who stated although the credit union is not opposed to the project, they do have some concerns. There are issues with parking, occupancy of apartments, tenants having grills and patio furniture in the alley and having dogs using the green space they maintain.

Dave Pueringer addressed the concerns by explaining that pets, grills and alley use are not allowed by their downtown tenants. He said parking concerns can be addressed as they arise, and he is willing to secure some leased alley parking spaces as they become available.

The Commissioners asked questions of the applicant and discussed.

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

MOVED AND SECONDED BY COMMISSIONERS STENGLEIN AND NORWOOD, DULY CARRIED, TO RECOMMEND APPROVAL OF THE CONDITIONAL USE PERMIT FOR A MIXED-USE BUILDING AT 722 LAUREL ST. AS PRESENTED.

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND STENGLEIN, DULY CARRIED, TO RECOMMEND APPROVAL OF THE VARIANCE FROM THE PARKING REQUIREMENTS FOR A MIXED-USE BUILDING AT 722 LAUREL ST. AS PRESENTED, ADDING THE CONDITIONS OF SECURING FOUR LEASED ALLEY PARKING SPACES AS THEY BECOME AVAILABLE AND RESTRICT PARKING IN PRIVATE LOTS.

All topics will be heard for approval or denial at the December 2nd, 2024 City Council meeting.

#7 Unfinished Business

7a. Review Proposed Design Standards Ordinance

Community Development Director Kramvik gave a brief review of the proposed ordinance based on the input of the Commission at the previous meeting. He indicated one item that was

not discussed that he would like input on is the standing seam metal roof requirement on a single-family home.

MOVED AND SECONDED BY COMMISSIONERS NORWOOD AND STENGLEIN TO REQUIRE STANDING SEAM METAL ROOFING ON SINGLE FAMILY HOMES AND FOR ACCESSORY STRUCTURES UNDER 200 SQUARE FEET.

Members Norwood and Stenglen voted “aye”. Members Gorham and Duval voted “nay”. The Chair declared the motion tied and failed.

MOVED AND SECONDED BY COMMISSONERS STENGLEIN AND DUVAL, DULY CARRIED, TO REQUIRE STANDING SEAM METAL ROOFING ON SINGLE FAMILY HOMES AND ACCESSORY STRUCTURES OVER 200 SQUARE FEET BUT ALLOW EXPOSED FASTENERS ON ACCESSORY STRUCTURES UNDER 200 SQUARE FEET.

#8 Public Forum

The Chair opened the public forum at 7:00 pm.

No one came forward.

The Chair closed the public forum at 7:01 pm.

#9 Staff Reports

Community Development Director Kramvik made the following updates:

- He gave a presentation at the Morning Rotary meeting regarding housing and economic development in Brainerd. Discussion took place on ADU's.
- Next Planning Commission meeting will include a discussion on a crypto mining ordinance.
- The downtown business window walk, and City Hall tree lighting ceremony will take place on Saturday, November 30th.

#10 Commission Member Report

Commissioner Norwood would also like the topic of data hosting discussed with the crypto mining ordinance. He also asked the Commissioners to look into the website SocialCapital.org for how socioeconomics connect to planning.

Commissioner Gorham asked if anyone had applied to fill the vacancies. Community Development Director Kramvik indicated one person has applied and will go to the City Council for an appointment.

#11 Adjournment

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND NORWOOD, DULY CARRIED, TO ADJORN AT 7:08 PM.

Don Gorham, Planning Commission Chair