

PLANNING COMMISSION (Amended Minutes)

Wednesday, February 19th, 2025

Community Development Director Kramvik administered the Oath of Office to new Commissioners Blake Higgins and Jeremy Powell prior to the meeting.

#1 Call to Order

Council Liaison Erickson 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 Higgins, Powell, Petersen, Grecula, and Erickson. Members Norwood and Gorham were noted as absent. Also noted as present were City Administrator Broyles, City Engineer Dehn, Public Works Director Evans, and Community Development Director Kramvik.

#3 Pledge of Allegiance

Council Liaison Erickson opened the meeting with the Pledge of Allegiance to the flag.

#4 Election of Officers (Added Item)

MOVED AND SECONDED BY COMMISSIONERS PETERSEN AND GRECUA, DULY CARRIED, TO APPOINT COUNCIL LIAISON ERICKSON AS THE TEMPORARY CHAIR FOR TONIGHT'S MEETING.

MOVED AND SECONDED BY COMMISSIONERS PETERSEN AND GRECUA, DULY CARRIED, TO APPOINT COMMISSIONER NORWOOD TO SERVE AS CHAIR AND COMMISSIONER GORHAM TO SERVE AS VICE CHAIR FOR 2025.

#5 Approval or Amendment of Agenda

Commissioner Petersen recused himself from New Business Item 7D.

MOVED AND SECONDED BY COMMISSIONERS GRECUA AND PETERSEN, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

#6 Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS GRECUA AND PETERSEN, DULY CARRIED, TO APPROVE THE MINUTES FROM THE JANUARY 15TH, 2025 REGULAR MEETING.

#7 New Business

7a. Consider Preliminary Plat Request for St. Francis Church – 411 N 10th St

Community Development Director Kramvik reviewed the details of the preliminary plat application to consolidate 14 parcels into three parcels; one each for the church, school, and rectory. There is also a street vacation request and the demolition of three homes to allow for this plat. The property would be rezoned from TN-1 (Traditional Neighborhood 1) to PSP (Public Semi Public) Zoning District.

The Chair opened the public hearing at 6:08 pm.

The Chair recognized Chad Connor, surveyor with WSN, Erica Marcussen, architect at WSN and Father Michael Garry with St. Francis Church spoke about the project and the intentions of creating a safe and cohesive campus.

The Chair recognized Mike Duval, 468 Tyrol Dr., who called in to the meeting. He has submitted some comments to staff to share with the Commission.

The Chair recognized Kevin Yeager, 325 Bluff Ave., who is in general support of the growth of the church but spoke against the street vacation which negatively affects neighborhoods. He urged the Commission to request other options that do not result in the removal of the three homes.

The Chair recognized the following residents that spoke in general support of the project and added their comments:

- Carla Coan, 1117 Broadway St
- Christopher Dens, 4784 Gull Lake Dam Rd
- Angie Gadacz, 902 Fir St
- Ginny Knudson, 12319 Thompson Rd

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

The Chair asked Erica Marcussen to respond to some of the questions asked by residents and Commissioners.

Commission discussion took place.

MOVED AND SECONDED BY COMMISSIONERS PETERSEN AND GRECUA, DULY CARRIED, TO RECOMMEND APPROVAL OF THE PRELIMINARY PLAT REQUEST WITH THE CONDITIONS LISTED FOR ST. FRANCIS CHURCH AS PRESENTED.

7b. Consider Rezoning and Zoning Text Amendment for Paradigm Auto – 310 W Laurel St

Community Development Director Kramvik indicated this property has been out of compliance for quite some time, due to the number of U-Haul's on the property and the current unapproved parking surface.

The Chair opened the public hearing at 6:55 pm.

The Chair recognized Al Schmitz 11573 River Vista Dr, Baxter, who is the owner of Tri Axis but has recently sold the business to Patrick Metzler, 1411 7th St S. He is concerned about the deadline to get the parking lot paved, as July may be hard to get a contractor to complete.

The Chair recognized Patrick Metzler, who said as the new owner, he is willing to do whatever is needed because there is a need for U-Haul rentals in Brainerd.

The Chair recognized Mike Duval, 468 Tyrol Dr., who indicated there is a difference in the code for the lighting standard vs what was referenced in the draft ordinance.

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

MOVED AND SECONDED BY COMMISSIONERS PETERSEN AND GRECUA, DULY CARRIED, TO RECOMMEND APPROVAL OF THE REZONING AND ZONING TEXT AMENDMENT FROM TC (TOWN CENTER) TO ME (MAKERS AND EMPLOYMENT) AT 310 W LAUREL WITH THE CONDITION THAT A POSSIBLE EXTENSION OF THE DATE TO PAVE THE LOT MAY BE REQUESTED AND TO REMOVE #A.c REGARDING LIGHTING FROM THE ORDINANCE.

7c. Consider Conditional Use Permit and Variance for Suite Properties LLC – 324 5th St S

Community Development Director Kramvik explained the property owner currently has one rental unit at this address and would like to incorporate two more units in the vacant space on the second floor. The main floor would remain a commercial space. A variance was also applied for from the landscape requirements.

The Chair opened the public hearing at 7:07 pm.

No one came forward.

The Chair closed the public hearing at 7:08 pm.

MOVED AND SECONDED BY COMMISSIONERS GRECUA AND PETERSEN, DULY CARRIED, TO RECOMMEND APPROVAL OF THE CONDITIONAL USE AND VARIANCE REQUESTS FOR 324 5TH ST S AS PRESENTED.

7d. Consider Preliminary and Final Plat for Three Pete LLC – 15770 Dellwood Dr

Commissioner Petersen recused himself from this topic, as he has ownership interest in the property.

Community Development Director Kramvik gave a brief review of the application for a preliminary and final plat for 15770 Dellwood Dr to create a Common Interest Community (CIC). The CIC will allow each mini-storage unit to be sold to individual property owners.

The Chair opened the public hearing at 7:12 pm.

The Chair recognized Mike Duval, 468 Tyrol Dr., who is asking about the need to insert a scheduled maintenance agreement in the covenants for the septic and well system.

The Chair closed the public hearing at 7:15 pm.

MOVED AND SECONDED BY COMMISSIONERS GRECUA AND POWELL TO RECOMMEND APPROVAL OF THE PRELIMINARY AND FINAL PLAT FOR 15770 DELLWOOD DR AND TO REMOVE THE PARKING CONDITION SHOWN.

Members Grecula, Powell, Higgins, and Erickson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

#8 Unfinished Business

8a. Discuss Data Center Ordinance

Community Development Director Kramvik brought a revised data center ordinance to the Commission for review.

Commissioner Petersen stated the Planning Commission should have no input regarding energy and he suggested removing item F. Energy Standards and leaving it to the professionals at BPU.

Public Utilities Director Evans spoke about the ordinance in general and added his comments.

Community Development Director Kramvik indicated there will be a few more changes to the ordinance before it is ready to be voted on.

8b. Review Planning Commission Yearly Itinerary

Community Development Director Kramvik reviewed the itinerary of items that have been completed, those in process and others for future discussion. He asked the Commission if they feel the itinerary is in appropriate order or would like to change the priority on any topic.

MOVED AND SECONDED BY COMMISSIONERS PETERSEN AND GRECUA, DULY CARRIED, TO APPROVE THE ITINERARY AS PRESENTED.

#9 Public Forum

The Chair opened the public forum at 7:36 pm.

No one came forward.

The Chair closed the public forum at 7:36 pm.

#10 Staff Reports

Community Development Director Kramvik made the following updates:

- The EDA held a special meeting last week and approved the revised purchase and development agreement with Blockmetrix for the Thiesse Drive property.

#11 Commission Member Reports

Commissioner Petersen would like all members to think about what types and styles of architecture they feel look best in the City and give their opinions on what they would like to see or not see for future developments.

#12 Adjournment

MOVED AND SECONDED BY COMMISSIONERS AND, DULY CARRIED, TO ADJORN
AT 7:40 PM.

Tad Erickson, Council Liaison