

PLANNING COMMISSION
Wednesday, September 17th, 2025

#1 Call to Order

Planning Commission Chair Norwood 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 Gorham, Peterson, Powell, Erickson, and Norwood. Noted absent was Commissioner Grecula. Also noted as present were City Administrator Broyles and Community Development Director Kramvik.

#3 Pledge of Allegiance

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

#4 Approval of Agenda

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND PETERSON, DULY CARRIED, TO AMEND AND APPROVE THE AGENDA BY ADDING OATH OF OFFICE FOR NEW MEMBER DUVAL AND MOVING PUBLIC FORUM UP TO ITEM #7.

#5 Oath of Office (added item)

City Administrator Broyles administered the Oath of Office to new Member Duval and welcomed him to the Commission.

#6 Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND PETERSON TO APPROVE THE MINUTES FROM THE AUGUST 20TH, 2025 REGULAR MEETING AS PRESENTED.

Members Gorham, Norwood, Peterson, Powell, and Erickson voted "aye". Member Duval abstained from voting. The Chair declared the motion carried.

#7 Public Forum

The Chair opened the public forum at 6:02 pm.

No one came forward.

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

#8 Unfinished Business

8a. Hold Public Hearing and Consider Sign Ordinance

Community Development Director Kramvik explained the Commission has discussed the ordinance several times during the summer and this is the final draft for review.

The Chair opened the public hearing at 6:04 pm.

No one came forward.

The Chair closed the public hearing at 6:05 pm.

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND DUVAL, DULY CARRIED, TO APPROVE THE SIGN ORDINANCE AS PRESENTED.

CDD Kramvik indicated the first reading of the ordinance will be heard at the City Council meeting October 6th, 2025 at 7:30 pm.

#9 New Business

9a. Consider a Preliminary Plat, a Planned Unit Development (PUD), and a Rezoning for a Proposed 190-unit Apartment Complex for Parcel ID's 41020691 and 41020682 on HWY 371 S

Community Development Director Kramvik gave the details of the applications submitted to develop these parcels that are located along Highway 371 South. The properties are currently zoned RL-1 (Rural Living 1) and the purpose of rezoning to a PUD Overlay District is to allow for a mix of residential and commercial uses. A requirement prior to any approvals by the City Council is the completion of a traffic study and an EAW (Environmental Assessment Worksheet) by an engineering firm, as this is only the preliminary plan.

Commission questions were asked, and discussion took place. Commissioner Duval is encouraged by the lighting plans presented. Commissioner Peterson suggested Highway 371 access rather than Greenwood Street to alleviate added traffic. Commissioner Erickson stated MnDOT did address this in the letter provided. Commissioner Gorham expressed concerns with the costs of sewer and water services, and the lack of a walking/bike trail. He also believes it does not follow the comprehensive plan, land use goal 1; support mixed use development that is focused on integration instead of the separation of land uses.

The Chair opened the public hearing at 6:19 pm.

The Chair recognized Mike Patrick, the CFO for Kuepers Inc. who is representing the company and the project. He indicated they are excited to do this project in Brainerd, which would be done in two phases. There would be three buildings constructed in the first phase; two built in the second phase. This would be market rate rentals to try to help fulfill the need for housing.

The Chair recognized Nancy Schmitz, that is representing her daughter Amber White, 2536 Greenwood St SW who could not attend this evening. Ms. Schmitz read some statements from her daughter who disapproves of the project due to increased traffic on Greenwood, disruption of wooded areas, and increase of population to the quiet neighborhood.

The Chair closed the public hearing at 6:25 pm.

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND PETERSON TO RECOMMEND APPROVAL OF THE PRELIMINARY PLAT, THE PLANNED UNIT DEVELOPMENT, AND THE REZONING FOR THE PROPOSED 190-UNIT APARTMENT COMPLEX FOR PARCEL ID'S 41020691 AND 41020682 AS PRESENTED.

Members Duval, Peterson, Powell, Erickson, and Norwood voted "aye". Member Gorham voted "nay". The Chair declared the motion carried.

CDD Kramvik indicated the first reading of the ordinance will be heard at the City Council meeting October 6th, 2025 at 7:30 pm.

9b. Consider Zoning Text Amendment, an Interim Use Permit, and Variance for Cannabis Microbusiness at Yesterday's Gone – Parcel ID# 41241525

Community Development Director Kramvik indicated Steven Zelinski, owner of Yesterday's Gone, applied for a zoning text amendment, an IUP amendment and a variance for his property parcel #41241525 that currently houses his greenhouse. The purpose of the zoning text amendment is to allow cannabis microbusinesses to operate in an accessory greenhouse in the TC (Town Center) Zoning District. The IUP amendment would allow the cannabis microbusiness to operate in the existing greenhouse, and the variance would be to allow for a 10' fence to be constructed around the greenhouse to comply with state cannabis regulations.

The Chair opened the public hearing at 6:41 pm.

The Chair recognized Steven Zelinske, owner of the property and applicant. He stated he currently grows herbs for the restaurant but would discontinue this use if he is allowed the cannabis microbusiness. He has been working with and has been approved by the state on this project and holds a license through the City of Brainerd when available.

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

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND DUVAL, DULY CARRIED, TO RECOMMEND APPROVAL OF THE ZONING TEXT AMENDMENT TO ALLOW FOR CANNABIS MICROBUSINESSES TO OPERATE IN THE TC (TOWN CENTER) ZONING DISTRICT.

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND DUVAL, DULY CARRIED, TO RECOMMEND APPROVAL OF THE INTERIM USE PERMIT AMENDMENT TO ALLOW FOR THE OPERATION OF A CANNABIS MICROBUSINESS IN AN EXISTING ACCESSORY GREENHOUSE IN THE TC DISTRICT CONTINGENT UPON THE APPROVAL OF THE ZONING TEXT AMENDMENT AND WITH THE CONDITIONS PRESENTED.

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND ERICKSON, DULY CARRIED, TO RECOMMEND APPROVAL OF THE VARIANCE FOR A FENCE HEIGHT OF 10' AROUND THE GREENHOUSE TO COMPLY WITH STATE OCM REGULATIONS, WHICH IS CONTINGENT UPON THE APPROVAL OF THE INTERIM USE PERMIT AMENDMENT.

CDD Kramvik indicated the first reading of the ordinance will be heard at the City Council meeting October 6th, 2025 at 7:30 pm.

9c. Consider Rezoning and Future Land Use Map Amendment from CN-2 (Contemporary Neighborhood 2) to GC (General Commercial) to Allow for Office/Retail Building – 3424 Oak St

Community Development Director Kramvik gave the details of the application submitted by Joel Jacobson of Jacobson Excavating to rezone his vacant property from CN-2 (Contemporary Neighborhood 2) to GC (General Commercial) to allow for the construction of an office/retail building at 3424 Oak Street. The property to the west is currently zoned CN-2 and the property to the east is GC, which is consistent to many surrounding properties in the area. Prior to the zoning amendment in 2022, this property was zoned commercial.

Commissioner Duval questioned the possibility to zone this as Traditional Neighborhood 2 (TN-2) rather than General Commercial. He said this would eliminate the possibility of a future cannabis facility operating next to residential housing. CDD Kramvik indicated this was done to avoid spot zoning and there are already commercial businesses at the corner of Highway 18 and Oak Street.

MOVED BY COMMISSIONER DUVAL TO RECOMMEND DENIAL OF THE APPLICATION BASED ON A CONFLICT OF POTENTIAL FUTURE USES ALLOWED IN A GC DISTRICT NEAR RESIDENTIAL HOUSING AND ENCOURAGE THE APPLICANT TO REAPPLY FOR AN ALTERNATE ZONING DISTRICT, SUCH AS TN-2.

The motion dies for lack of a second.

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND PETERSON TO RECOMMEND APPROVAL OF THE REZONING AND FUTURE LAND USE MAP AMENDMENT FROM CN-2 (CONTEMPORARY NEIGHBORHOOD 2) TO GC (GENERAL COMMERCIAL) AT 3424 OAK STREET TO ALLOW FOR OFFICE/RETAIL BUILDING AS PRESENTED.

CDD Kramvik stated there was no public hearing held.

Commissioner Erickson withdrew his motion.

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

No one came forward.

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

MOVED AND SECONDED BY COMMISSIONERS ERICKSON AND PETERSON TO RECOMMEND APPROVAL OF THE REZONING AND FUTURE LAND USE MAP AMENDMENT FROM CN-2 (CONTEMPORARY NEIGHBORHOOD 2) TO GC (GENERAL COMMERCIAL) AT 3424 OAK STREET TO ALLOW FOR OFFICE/RETAIL BUILDING AS PRESENTED.

Members Gorham, Peterson, Powell, Erickson, and Norwood voted “aye”. Member Duval voted “nay”. The Chair declared the motion carried.

CDD Kramvik indicated the first reading of the ordinance will be heard at the City Council meeting October 6th, 2025 at 7:30 pm.

9d. Review Shoreland Ordinance

Community Development Director Kramvik stated the MN DNR directed the City the need to update our Shoreland Management Ordinance by the end of 2025. Staff have coordinated with the local DNR Hydrologist and drafted new regulations, and staff will be working on updates by adding shoreland PUD requirements to the zoning code, creating a use table, and definitions to the zoning code. This is just an initial review of the Shoreland Ordinance with a final draft being brought forth at the November 19th Planning Commission meeting.

#10 Staff Reports

Community Development Director Kramvik made the following updates:

- The City Council has approved a Childcare Incentives Policy created by the EDA, which waives City building permit fees, zoning permit fees and engineering permit fees up to \$450,000 for existing and new commercial and home daycare facilities. This incentive will be in effect until September 2035.

#11 Commission Member Reports

Commissioner Duval is looking forward to being on the Commission once again. The Commissioners welcomed him back.

#12 Adjournment

MOVED AND SECONDED BY COMMISSIONERS PETERSON AND ERICKSON, DULY CARRIED, TO ADJORN AT 7:12 PM.

James Norwood, Planning Commission Chair