

PLANNING COMMISSION
Wednesday, November 19th, 2025

#1 Call to Order

Planning Commission Vice 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, Peterson, Powell and Gorham. Commissioner Norwood attended the meeting virtually. Noted absent were Commissioners Grecula, and Erickson. Also noted as present was Community Development Director Kramvik.

#3 Pledge of Allegiance

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

#4 Approval of Agenda

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

#5 Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND NORWOOD, DULY CARRIED, TO APPROVE THE MINUTES FROM THE OCTOBER 15TH, 2025 REGULAR MEETING AS PRESENTED.

#6 Public Forum

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

No one came forward.

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

#7 Unfinished Business

7a. Consider a Final 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 (DELAYED)

Community Development Director Kramvik explained this item is delayed until the January Planning Commission meeting, as the developer has made some changes to the plans.

7b. Consider RFP for Comprehensive Plan Update

Community Development Director Kramvik gave a summary of the RFP and asked for input from the Commission. Discussions took place and suggestions were made for changes.

A final RFP will be brought to the December Planning Commission meeting for approval.

#8 New Business

8a. Consider Rezoning, Future Land Use Map Amendment and a Conditional Use Permit from CN-2 (Contemporary Neighborhood 2) to GC (General Commercial) to Allow for an Animal Clinic on Parcel 41290683 (NE Corner of Oak Street and 28th St E)

Community Development Director Kramvik reviewed the application for the request to rezone parcel 41290683 from a CN-2 district to a GC district to allow for the construction of an animal clinic. This request includes an update to the Future Land Use Map to reflect the change from Medium-High Density Residential to Commercial, and a Conditional Use Permit to allow the operation of an animal clinic in the GC district. Staff feel the change to a GC is consistent with the setbacks of other parcels in the neighborhood.

The Vice Chair opened the public forum at 6:28 pm.

The Vice Chair recognizes Ryan Dutton, 2720 Oak Street, who is the owner of the vacant property and the Brainerd Animal Hospital. He explained the business is outgrowing the current location and would like to expand by constructing a new building in the same general area.

Commissioner Duval questioned the reason for choosing the GC district rather than another district.

Mr. Dutton stated with the assistance of CDD Kramvik, the decision was based on the setbacks of the parking lot being the minimum of 30 feet from Oak Street. He indicated the other option of the TN-2 (Traditional Neighborhood 2) district that was discussed, the parking lot would be required to be in the back which he feels does not aesthetically fit with the design he wants for the building facing Oak Street.

The Vice Chair closed the public forum at 6:32 pm.

Commission discussion took place.

Commissioner Duval stated the zoning should remain a residential district and suggests a rezoning to a TN-2 rather than GC. The General Commercial district opens up many uses that may not be appropriate for a neighborhood.

MOVED AND SECONDED BY COMMISSIONER PETERSON AND NORWOOD TO RECOMMEND APPROVAL OF THE REZONING OF PARCEL 41290683 FROM CN-2 (CONTEMPORARY NEIGHBORHOOD 2) ZONING DISTRICT TO GC (GENERAL COMMERCIAL) ZONING DISTRICT AS PRESENTED.

The Vice Chair invited the applicant to step up to the microphone. The applicant stated he does not anticipate selling the current building at 2720 Oak Street but rather intends to utilize it somehow as offices, pet training or pet grooming.

Upon roll call, Member Peterson voted “aye”. Members Duval, Powell, Norwood, and Gorham voted “nay”. The Vice Chair declared the motion failed.

MOVED AND SECONDED BY COMMISSIONER POWELL AND DUVAL TO RECOMMEND DENIAL OF THE RESOLUTION TO AMEND THE FUTURE LAND USE MAP FROM MEDIUM-HIGH DENSITY RESIDENTIAL TO COMMERCIAL OF PARCEL 41290683.

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

MOVED AND SECONDED BY COMMISSIONER DUVAL AND POWELL TO RECOMMEND DENIAL OF THE CONDITIONAL USE PERMIT TO ALLOW THE OPERATION OF AN ANIMAL CLINIC AS PRESENTED FOR PARCEL 41290683 BASED ON THE DENIAL OF THE REZONING FROM A CN-2 (CONTEMPORARY NEIGHBORHOOD 2) ZONING DISTRICT TO A GC (GENERAL COMMERCIAL) ZONING DISTRICT.

Upon roll call, Members Duval, Powell, Norwood, and Gorham voted “aye”. Member Peterson abstained from voting. The Vice Chair declared the motion carried.

CDD Kramvik indicated this will be heard at the City Council meeting December 1st, 2025 at 7:30 pm.

8b. Consider Interim Use Permit Renewal for a Short-Term Rental – 1005 S. 6th St

Community Development Director Kramvik gave the details of the application for the request to operate two short-term rentals at 1005 S 6th St. The property is a four-plex that has two long-term tenants. The applicant indicated the property contact is a neighbor that would be available for any issues that occur.

The Vice Chair opened the public hearing at 7:04 pm.

The Vice Chair recognized Richard Badeaux, 19868 159th St., Elk River, MN who is attending the meeting via phone. He stated he values the relationship with the City and the hybrid of mixing long-term with short-term has operated very well. He looks forward to continuing into the future.

The vice Chair closed the public hearing at 7:05 pm.

MOVED AND SECONDED BY COMMISSIONER DUVAL AND PETERSON TO RECOMMEND APPROVAL OF THE INTERIM USE PERMIT RENEWAL FOR TWO SHORT-TERM RENTALS AT 1005 S 6TH ST WITH THE CONDITIONS AS PRESENTED ADDING THE CONDITION THE HOUSE RULES MUST BE UPDATED TO REFLECT OCCUPANCY LIMITS.

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

CDD Kramvik indicated this will be heard at the City Council meeting December 1st, 2025 at 7:30 pm.

8c. Consider Interim Use Permit for a Short-Term Rental – 712 6th St N

Community Development Director Kramvik reviewed the application for the short-term rental. The size of the second bedroom was mistakenly identified as 8' x 7', when it should be 8' x 9' thus condition number four should be modified in the findings to a limit of 3 occupants. The applicant stated his mother resides at the property and is the contact person for the rental.

The Vice Chair opened the public hearing at 7:08 pm.

The Vice Chair recognized Richard Badeaux, 19868 159th St., Elk River, MN, who is attending the meeting via phone. He clarified the room size had already been corrected and had nothing else to add unless there were questions.

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

MOVED AND SECONDED BY COMMISSIONER PETERSON AND DUVAL TO RECOMMEND APPROVAL OF THE INTERIM USE PERMIT FOR A SHORT-TERM RENTAL AT 712 6TH ST N WITH THE CONDITIONS LISTED AS PRESENTED.

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

CDD Kramvik indicated this will be heard at the City Council meeting December 1st, 2025 at 7:30 pm.

8b. Consider Interim Use Permit for a Short-Term Rental – 9995 Island Drive

Community Development Director Kramvik described the details of the application for the short-term rental at 9995 Island Drive. The property owner's daughter resides on the lower level at the property and is the contact person for the rental.

The Vice Chair opened the public hearing at 7:11 pm.

No one came forward.

The Vice Chair closed the public hearing at 7:11 pm.

MOVED AND SECONDED BY COMMISSIONER PETERSON AND POWELL TO RECOMMEND APPROVAL OF THE INTERIM USE PERMIT FOR A SHORT-TERM RENTAL AT 9995 ISLAND DR WITH THE CONDITIONS LISTED AS PRESENTED.

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

CDD Kramvik indicated this will be heard at the City Council meeting December 1st, 2025 at 7:30 pm.

#9 Staff Reports

Community Development Director Kramvik made the following updates:

- Staff have met twice with the DNR regarding the Shoreland Ordinance since the last Planning Commission meeting. The DNR indicated that lot sizes can be negotiated as well as impervious surface. However, the City will need to make potential concessions elsewhere based on stronger state requirements. Research will take place into these areas.
- Further revisions will also be needed on lot sizes for duplexes, triplexes, and four-plexes. The DNR indicated the City may be more restrictive but not less restrictive in the Table of Uses.
- Staff are looking at the January meeting to bring the Commission an update

#10 Commission Member Reports

None

#11 Adjournment

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND POWELL, DULY CARRIED, TO ADJORN AT 7:15 PM.

Don Gorham, Planning Commission Vice Chair