



PLANNING COMMISSION AGENDA

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Wednesday, January 21, 2026 @ 6:00 PM

The public is invited to attend these meetings in person
Attend by Phone: 1-844-992-4726 Meeting Access Code: 2497 213 8317

Per MN Statutes 13D.02 Subd 1 Commission Members may participate by interactive technology.
Meetings are broadcast on CTC ch 8, Charter ch 181, YouTube, AppleTV, Roku, and Amazon FireTV

1. **Call To Order**

2. **Roll Call**

___D. Gorham ___J. Grecula ___D. Peterson ___J. Powell ___ M. Duval ___T. Erickson ___
vacant

3. **Pledge of Allegiance**

4. **Oath of Office**

A. **Don Gorham**

5. **Election of Officers**

6. **Approval Of Agenda - Voice Vote**

7. **Approval Of Minutes**

A. **Draft Minutes from December 17th, 2025 Meeting**

8. **Public Forum**

Time allocated for citizens to bring matters not on the agenda to the attention of the Commission -
Time limits may be imposed

9. **Unfinished Business**

A. **Final Plat and Final Planned Unit Development - Voyageur Heights**

B. **Review Shoreland Ordinance**

10. **New Business**

A. **Review Planning Commission Bylaws**

B. 2026 Planning Commission Meetings Calendar

11. **Staff Reports**
(Verbal: Any Updates since Packet)
12. **Commission Member Reports**
13. **Adjourn**

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MISSION

"Provide high quality, cost effective public services and leadership in creating a sustainable city"

PLANNING COMMISSION
Wednesday, December 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, Grecula, Duval, Peterson, Erickson, and Norwood. Also noted as present were Community Development Director Kramvik and City Engineer Dehn. City Administrator Broyles joined the meeting at 6:15 pm.

#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 GRECULA AND DUVAL, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

#5 Approval of Minutes

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND PETERSON, DULY CARRIED, TO APPROVE THE MINUTES FROM THE NOVEMBER 19TH, 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 Preliminary Plat Amendment and a Development Stage Planned Unit Development (PUD) Amendment from Kuepers Construction for Parcel ID's 41020691 and 41020682 for a Proposed 176-unit Apartment Complex/Development

Community Development Director Kramvik gave a brief review of the amendments to the plat and development stage plan for the proposed apartment complex. The changes were needed based on the results of the EAW review that determined a portion of the project was located in the City's Drinking Water Supply Management Area (DWSMA). This is a high vulnerability zone

for surface water contamination. A revised plan was created to divert all stormwater to an infiltration basin outside the DWSMA.

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

The Chair recognized Chris Raimann, VP of Architecture for Kuepers, who clarified the tree removal is strictly focused on the 20 acres of plantation area. The other wooded areas near Mr. Thompson's property will remain. He answered questions from Commissioner Duval regarding lighting requirements and will follow City regulations.

The Chair recognized Tom Thompson, 323 Woodland Hills Ln, who owns the property to the west of the proposed project site. He requested at least a 100' buffer zone be maintained between his west property line and any structures being constructed in the future.

The Chair closed the public hearing at 6:12 pm.

Commissioner Duval questioned the possibility of a future trail connecting to Buffalo Hills Park. City Engineer Dehn clarified the Walkable Bikeable Plan does not indicate a trail along Greenwood Street currently, but the topic may be evaluated in the future.

Commission discussion took place.

MOVED AND SECONDED BY COMMISSIONERS GORHAM AND GRECUA, DULY CARRIED, TO RECOMMEND APPROVAL OF THE PUD DEVELOPMENT STAGE PLAN AND PRELIMINARY PLAT FOR THE KUEPERS PROJECT WITH THE FINDINGS OF FACT AS PRESENTED WITH AN UPDATE TO THE SENTENCE IN LINE 5.o. ii. FROM ..."THE CITY *SHOULD* CONSIDER..." TO ..."THE CITY *SHALL* CONSIDER..."

7b. Consider RFP for Comprehensive Plan Update

Community Development Director Kramvik gave a brief review of the RFP to obtain bids from consultant companies to update the Comprehensive Plan.

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND ERICKSON, DULY CARRIED, TO RECOMMEND APPROVAL OF PUBLISHING THE RFP TO OBTAIN THE SERVICES OF A CONSULTANT TO UPDATE THE COMPREHENSIVE PLAN.

#8 New Business

8a. Consider Conditional Use Permit Amendment for St. Francis Catholic Church to allow for a Third Garage Stall to be Constructed on the Rectory – 908 Ivy Street

Community Development Director Kramvik indicated the church has brought forward a plan for adding another garage stall to the rectory. Construction has started on the structure, and a concrete foundation has been poured prior to freezing weather for the additional stall. If the Council does not approve this amendment to the CUP, this concrete slab will simply be used as driveway space.

The Chair opened the public forum at 6:30 pm.

The Chair recognized Father Michael Garry, 416 N 9th St, who indicated the original plan was to construct an additional detached garage on the property nearer to the church. However, it was found there was not enough space to do so and meet the setback requirements.

The Chair welcomed Mitchell Feierabend, general manager at Hy-Tec Construction explained the discussions that took place with the church staff regarding the garage plans. They agreed to install a window on the second story of the northeast side.

The Chair closed the public forum at 6:40 pm.

MOVED AND SECONDED BY COMMISSIONER DUVAL AND ERICKSON TO RECOMMEND APPROVAL OF THE CONDITIONAL USE PERMIT AMENDMENT TO ADD AN ADDITIONAL GARAGE STALL AS PRESENTED WITH THE CONDITION A WINDOW IS INSTALLED ON THE SECOND STORY OF THE NORTHEAST SIDE.

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

CDD Kramvik indicated this will be heard at the City Council meeting January 5th at 7:30 pm.

#9 Staff Reports

Community Development Director Kramvik made the following updates:

- City Council approved the Future Land Use Map rezoning and CUP for the Brainerd Animal Hospital on Oak Street.
- The EDA approved a \$25,000 grant for façade improvements for businesses along Washington Street, which is up to a \$5,000 matching grant.
- The EDA is working on a signage grant for up to \$15,000 for businesses for 2026.
- Commissioner Gorham was reappointed to the Commission for another term.
- Commissioner Norwood will be leaving the Commission, as tonight is his last meeting. We thank Mr. Gorham for re-applying and Mr. Norwood for serving on the Commission.

#10 Commission Member Reports

Commissioners thanked Mr. Norwood for his service on the Commission and Commissioner Gorham for re-applying.

Commissioner Duval appreciated the discussion the Council had regarding the rezoning topic of the animal clinic, as there was a lot of thought involved with the decision made. He would like to add to the itinerary to research available residential zoned property vs commercial.

Commissioner Gorham appreciates the welcome to serving another term. He also understands where the Council is coming from in their decisions, but he believes it is principle over pragmatics. He would like to see abandoned properties developed rather than developing vacant properties.

Commissioner Erickson explained the rezoning for the animal clinic was based on a traffic study and the basis on it located near the east end of Oak Street. He stated he voted for the

rezoning due to the context of the corridor and seemed appropriate for the location. If a housing developer was interested in developing that property, we would certainly appreciate and approve the project. However, we do not and this makes use of the vacant area.

Commissioner Norwood thanked the members for the opportunity to serve and asks that everyone thinks about who they are going to nominate for Chair and Vice-Chair for 2026.

#11 Adjournment

MOVED AND SECONDED BY COMMISSIONERS DUVAL AND GORHAM, DULY CARRIED, TO ADJORN AT 7:00 PM.

James Norwood, Planning Commission Chair

MEMO



TO: Planning Commission

FROM: James Kramvik, Community Development Director

DATE: January 21st, 2026

RE: Consider Final Plat and a Planned Unit Development Final Plan (PUD) for a Proposed 176-unit Apartment Complex for Parcel ID's 41020691 and 41020682 on HWY 371 S

REQUEST

Final Plat and Planned Unit Development Final Plan (PUD)

Kuepers Inc has submitted applications for a Final Plat and a Planned Unit Development (PUD) Final Plan for a Proposed 176-unit Apartment Complex for Parcel ID's 41020691 and 41020682.

CONTEXT

Parcel Numbers: 41020691 and 41020682

Zoning District: Rural Living 1 (RL-1) Zoning District – requested change to a PUD Overlay District with an underlying CN-2 Zoning District

Property Area: 49 Acres

Adjacent Uses: North: Single-family homes and duplexes
East: Mn Teen Challenge vacant property
South: Automotive Repair Shop & Big Wood Timber Frames
West: Single family homes and Thompson Excavating

Adjacent Zoning: North: CN-2 (Contemporary Neighborhood 2) District
CN -1 (Contemporary Neighborhood 1) District
East: Rural Living 1 (RL-1) Zoning District
South: Crow Wing Township – Commercial 2
West: Agricultural/ Forestry - Crow Wing Township

AERIAL MAP



ZONING MAP



ENVIRONMENTAL ASSESSMENT WORKSHEET (EAW)

Prior to a final decision by City Council, the Council is required to complete an Environmental Assessment Worksheet (EAW) for the development, as there are over one hundred and fifty (150) proposed units. The Environmental Assessment Worksheet (EAW) is a brief document designed to lay out the basic facts of a project necessary to determine if an Environmental Impact Statement (EIS) is required for the proposed project. In addition to the legal purpose of the EAW in determining the need for an EIS, the EAW also provides permit information, informs the public about the project, and helps identify ways to protect the environment. The EAW is not meant to approve or deny a project but instead act as a source of information to guide other approvals and permitting decisions. Kuepers has hired an engineering firm to complete the EAW.

The EAW was distributed and published in the EQB Monitor. The public comment period ended on December 1st, and the City Council held a public meeting to review the EAW. City Council made a final determination on the EAW findings at the December 15th meeting and determined that the EAW was sufficient and that an EIS is not required. The findings and comments from the EAW review are attached to the agenda. The EAW can be found on the Community Development page of the City's website at the following link:

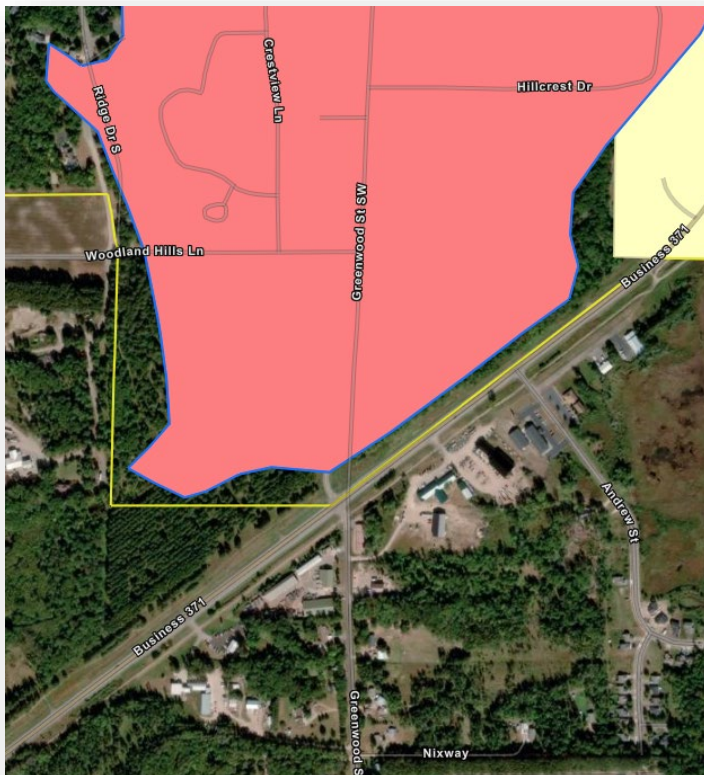
REVISION HISTORY

Kuepers originally submitted for the Voyageur Heights development project in September for a rezoning to a PUD Overlay District, PUD Development Stage Plan, and Preliminary Plat. City Council conducted the first reading for the rezoning and approved the PUD Development Stage Plan and Preliminary Plat at the October 6th City Council meeting.

As a result of the EAW review, it was determined that a portion of the project was located in the City's Drinking Water Supply Management Area (DWSMA) and in a high vulnerability zone for surface water contamination. According to City Code Section 725, stormwater infiltration is not allowed outside of an Emergency Response Area (ERA) within a DWSMA classified as high or very high vulnerability unless the permittee performs or approves a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater.

Kuepers adjusted the site plan to divert all stormwater to an infiltration basin outside of the DWSMA. The three 38-unit buildings and site plan on the northern portion of the property remain relatively unchanged. The previous two 38-unit buildings to the south were combined into one large 62-unit building. The total proposed development is now 176-units with the infiltration basin placed outside of the high vulnerability zone. The original proposal included five 38-unit buildings for a total of 190-units.

DWSMA MAP



FINDINGS OF FACT - PLANNED UNIT DEVELOPMENT AND (PUD) ZONING OVERLAY

1. According to [Section 515-5-7.B](#), a Planned Unit Development (PUD) may include land uses from a variety of Base Zoning Districts, and may include design flexibility related to density, setbacks, building heights, lot area, lot width, etc. Any mixed-use project that does not comply with the dimensional or use standards may utilize the Planned Unit Development (PUD) Overlay Zoning District. All PUD Overlay Zoning Districts must identify the areas where flexibility from the Base Zoning District standards is established.
2. [Section 515-2-21](#) states the purpose and intent of the Planned Unit Development Overlay District is to provide for the integration and coordination of land parcels as well as the combination of various types of residential, commercial, and industrial uses.
3. Approval of a proposed Zoning Map amendment which changes all or part of the existing classification of a zoning district from Residential to Commercial, Industrial, or Planned Unit Development that allows for commercial or industrial uses shall require a two-thirds (2/3) vote of the City Council.
4. **Voyageur Heights - Planned Unit Development (VH-PUD).** The purpose of the VH-PUD is to allow for the development and redevelopment of the property with a mix of uses and dimensional standards. The following standards are established.
 - a. The standards and uses contained within the Contemporary Neighborhood-2 (CN-2) Base Zoning District shall govern the VH-PUD district, with the modifications as noted in Table 515-2-21.3
 - b. Additions to existing structures are permitted provided it meets the CN-2 Zoning District Dimensional Standards of Table 515-2-7.1 and all other requirements in the Zoning Code.
 - c. Development Standards. All approved Final PUD Plans shall govern the development of the property and shall be kept on file with the City Zoning Administrator.

Proposed Table 515-2-21.3 VH-PUD Dimensional and Use Standards - Density, Lot Size, Coverage and Height Standards.

Lot Dimensions		
	Lot Size	None
	Density (minimum)	4+ DU/Acre
	Lot Width	None
Principal Building, Attached Accessory Building, and Detached Accessory Building Standards		
	Front Yard Setback (minimum)	20'
	Rear Yard Setback (minimum)	20'
	Location, detached	Must meet Principal Structure setbacks, may be located in any Yard
	Total Number of Permitted Accessory Buildings	3 per Primary Structure
Coverage and Height Standards		
	Impervious Surface Coverage (maximum)	75%
	Principal structure height (maximum)	45'
Other Standards		

	Driveway	Width at ROW maximum is 36'
	Parking (minimum)	none
	Shrub Planting (minimum)	Four (4) shrubs or perennials shall be planted per first floor dwelling unit
	Landscape Islands (minimum)	One (1) island per thirty (30) continuous rows of internal parking spaces
	Commercial and Industrial Use Design Construction Standards	Facades facing a public street shall not exceed twenty-five (25) percent metal unless allowed upon approval of a Conditional Use Permit. Side and Rear Facades may be one hundred (100) percent metal and may have exposed fasteners.
Uses Permitted		
	Appendix A: Table of Uses, CN-2 District	All permitted, conditional and interim uses
	Multifamily attached dwelling units (5+ units)	P
	Car Wash Accessory to Motor Vehicle Fuel Sales	C
	Commercial/Retail Establishments	C
	Contractor Offices	C
	Motor Vehicle Fuel Sales	C
	Office Businesses	C
	Light Manufacturing	C
	Warehouse, distribution facilities and wholesale business	C

The City may approve the Planned Unit Development (PUD) only if it is found that the development satisfies all of the following standards:

5. The proposed Planned Unit Development (PUD) is in conformance with the Comprehensive Plan for Brainerd. At a minimum, the City must find that:
 - a. The use will not create an excessive burden on existing parks, schools, streets, and other public facilities and utilities, which serve or are proposed to serve the area.
 - i. *According to the EAW's trip generation, the proposed site and Greenwood Street can accommodate the increased traffic from the development.*
 - ii. *The development will connect to the City's sewer, water, and electrical system. The City Engineer has no concerns at this time regarding the increased utility usage.*
 - iii. *The additional residential units will positively impact the City and School District.*
 - b. The use is reasonably related to the overall needs of the City and is compatible with the surrounding land use.
 - i. *The City and Crow Wing County as a whole are in need of diverse housing options, which are a part of the Housing Goals and Policies of the Comprehensive Plan.*
 1. HOUSING GOAL 1 Provide a diverse mix of housing choices for all stages of life, income ranges, and ownership/rental preferences.
 - a. Policy 2 - Expand home ownership and rental opportunities through rehabilitation and new construction.
 - b. Policy 5 - Ensure an adequate supply of quality and affordable housing units for current and future residents.

- c. The Planned Unit Development (PUD) is an effective and unified treatment of the development possibilities on the project site, and the development plans provide for the preservation of unique natural amenities.
 - i. *The development intends to use the rural setting of the site as an integral element of the development. The wetland to the north will provide as a buffer between this property and the low-medium density Woodland Hills Development.*
 - ii. *The site plan has been revised to accommodate future development and future stormwater requirements.*
- d. The uses proposed will not have an undue and adverse impact on the reasonable enjoyment of neighboring property and will not be detrimental to surrounding uses.
 - i. *This property is surrounded primarily by vacant land and is adjacent to Business 371 and will not have an undue and adverse impact on the reasonable enjoyment of neighboring properties and will not be detrimental to surrounding uses.*
 - ii. *The proposed apartment buildings are at least 300 feet from any other neighboring structure. The property to the West is depicted as an outlot in the Final Plat, which would need City Council approval for any future development.*
 - iii. *Properties along Business 371 in this area are all commercial uses.*
 - iv. *According to the EAW, increased traffic will generate a relatively small corresponding increase in carbon monoxide levels and other vehicle-related air emissions. The Project is expected to have a negligible impact on air quality. Based on traffic impact findings described further in EAW Item 20, the Project is anticipated to have approximately 1,293 total weekday trips, the majority of which will be from residents commuting to and from work.*
 - v. *Trip generation was estimated using the methodology outlined in the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition (2021). The proposed project is expected to generate about 1,293 vehicle trips per weekday. Within the PM peak hour, the Project is expected to generate 102 trips, consisting of 64 entering vehicles and 38 exiting vehicles (Table 20-1 of the EAW).*
 - 1. *The proposed Project does not meet the threshold of 250-peak hour trips, or 2,500 new daily trips described in MnDOT Access Management Manual Chapter 5.3, and a full Traffic Impact Study is not required for this development.*
- 6. Additionally, the Planned Unit Development (PUD) meets one or more of the following development criteria according to Section 515-5-7.C.2
 - a. A minimum of two (2) or more principal structures is proposed.
 - i. *The applicant is proposing the construction of four (4) multi-unit buildings with separate garages.*
 - b. The tract is at least two (2) acres in size.
 - i. *Lot 1 Block 1 is 8.48 acres*
 - ii. *Lot 1 Block 2 is 3.81 acres*

- c. The Planned Unit Development (PUD) can be planned and developed to harmonize with any existing or proposed development in the areas surrounding the project site.
 - i. *Natural buffers will be maintained between existing developments and the site, specifically to the north where there is existing residential development.*
 - ii. *While not required, the applicant has submitted a tree removal plan that depicts a significant buffer to the west.*
 - iii. *The surrounding developments are comprised of residential properties, a senior living facility, a recovery facility, and commercial properties along Business 371.*
- d. Each phase of the proposed development is of sufficient size, composition, and arrangement so that its construction, marketing, and operation are feasible as a complete unit, and that provision for and construction of dwelling units and common open space are balanced and coordinated. In addition, the total development is designed in such a manner as to form a desirable and unified environment within its own boundaries.
 - i. *The proposed development will be fully constructed with four apartment buildings to accommodate 176 dwelling units. The project will be constructed in two phases.*
 - ii. *The remaining property has been divided into Outlots that would require future approvals from the City to develop.*
 - iii. *The proposed design allows for the future expansion of both residential and commercial uses and the developer plans to subdivide Outlot A in the future for commercial uses along Business 371 and additional residential uses to the west.*
- e. Financing is available to the applicant on conditions and in an amount which is sufficient to assure completion of the Planned Unit Development (PUD). To evidence this finding, a written statement of financial feasibility, which is accepted by the City, shall be submitted by the applicant.
 - i. *The applicant has the ability to acquire the necessary financing to complete the proposed development in full.*
 - ii. *The applicant has provided an escrow to the City to pay for legal review.*
- f. Planned Unit Development (PUD) provides for architectural diversity by way of varied building types and exterior building design.
 - i. According to [Section 515-4-2 Building Design Standards](#) - Multi-family dwelling units shall be designed to create visual interest through a variety of materials, colors, textures, installation direction, structural elements such as balconies, porches, and wall patterns, or other characteristics that create articulation either between units or floors.
 - 1. *The proposed building has a variety of elements to create visual interest such as alternating wall patterns, color changes, stonework, and balconies.*
- g. Underground Utilities - In any Planned Unit Development (PUD), all utilities, including, but not limited to, telephone, electricity, gas, and cable television shall be installed underground.

- i. *All utilities in the development are planned to be placed underground.*
- h. Utility Connections -
 - i. Water Connections. When more than one property is served from the same service line, a shut off valve must be located in such a way that each unit's service may be shut off and secured by the City, in addition to the normally supplied shut off at the street.
 - ii. Sewer Connections. When more than one (1) unit is served by a sanitary sewer lateral which exceeds three hundred (300) feet in length, provisions must be made for a manhole to allow adequate cleaning and maintenance of the lateral. All maintenance and cleaning shall be the responsibility of the property owner's association or owner.
 - 1. *Staff have no concerns about the utility design at this time.*
 - 2. *The Sanitary Sewer model performed by SEH indicates that the current sewer system can accommodate the flow from the planned development. The model indicates the pipe will operate near its recommended capacity limit during wet weather conditions.*
 - 3. *A provision has been added to the development agreement to allow the City to upsize the utilities for potential future development in the area.*
- i. Roadways, Private Design - Private roadways within the project shall have an improved surface to 28 feet or more in width and shall be so designed as to permit the City fire trucks to provide protection to each building.
 - i. *The applicant proposes to create a public street between the two apartment complexes.*
 - ii. *The Fire Department has reviewed the site plan and has no concerns about access.*
- j. Parking - No portion of the required private road system may be used in calculating required off-street parking space or be used for parking.
 - i. *The proposed planned unit development does not have a private road.*
 - ii. *The proposed PUD Overlay district regulations propose no parking minimums for this development as the applicant has adequately addressed off-street parking in the plans.*
 - iii. *This development is subject to parking maximums which the proposed site plan does not exceed.*
- k. Landscaping - In any Planned Unit Development (PUD), landscaping shall be provided according to a plan approved by the City Council, which shall include a detailed planting list with sizes and species indicated as part of the final plan. In assessing the landscaping plan, the City Council shall consider the natural features of the particular site, the architectural characteristics of the proposed structures and the overall scheme of the Planned Unit Development plan.
 - i. *A detailed landscape plan has been submitted. The landscape plan has been designed to enhance the structures and parking facilities.*
 - ii. *Staff will work with the developer prior to issuance of the building permit, to make any required minor changes to ensure that the development is consistent with the Landscaping Improvement Standards of the Zoning Code.*

- iii. *The proposed project meets the shrub and tree requirements of the Zoning Code.*
 - iv. *Significant natural buffers will be maintained that will help screen the development from surrounding areas and roadways.*
- l. Public services - The proposed project shall be served by the City water and sewer system, and fire hydrants shall be installed at such locations as necessary to provide fire protection.
 - i. *The development will be served by City sewer and water, and there are no concerns over placement of the fire hydrants at this time.*
- m. Refuse - Provision for trash pick-up shall be provided according to a plan approved by the City Council.
 - i. *Per City Code, refuse must be collected at a minimum on a weekly basis.*
- n. Best Management Practices - All Planned Unit Developments shall incorporate Best Management Practices for stormwater management as defined by Chapter 7 of the City Code, subject to review and approval of the Zoning Administrator, Planning Commission and City Council.
 - i. *Upon review of the EAW it was determined that the proposed project is located in the Drinking Water Supply Management Area (DWSMA) and is in a High Vulnerability Surface Water Contribution Area.*
 - ii. *According to [Section 725 Stormwater Management](#) of the City Code, stormwater infiltration is prohibited within a DWSMA classified as high or very high vulnerability unless the permittee performs or approves a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater.*
 - iii. *The revised design places the infiltration basin outside of the high vulnerability zone.*
 - iv. *The development agreement states that all improvements and final designs must adhere to City Code and must be approved by the City prior to issuance of the building permit.*
- o. Sidewalks and Trails - Except as otherwise determined by the City Council, concrete sidewalks not less than five (5) feet in width and/or bituminous trails not less than eight (8) feet in width shall be provided.
 - i. *The applicant proposes a sidewalk on the south side of Voyageur Drive.*
 - ii. *Upon final approval and commencement of the project, the City shall consider a future trail that would connect this development to Buffalo Hills Park and the existing City trail system.*

FINDINGS OF FACT – FINAL PLAT

1. That the proposed subdivision is consistent with adopted applicable general and specific comprehensive plans of the City.
 - a. *The applicant proposes to rezone the property from Rural Living 1 (RL-1) to a PUD Overlay District.*
 - i. *Section 515-2-21 states the purpose and Intent of the Planned Unit Development Overlay District is to provide for the integration and*

coordination of land parcels as well as the combination of various types of residential, commercial, and industrial uses.

- ii. *The applicant proposes to construct 176 apartment units with future commercial uses fronting Business 371.*
 - iii. *The future land use map designates this area for Mixed Residential/Commercial.*
2. The proposed subdivision is consistent with the Comprehensive Plan.
 - a. HOUSING GOAL 1 - Provide a diverse mix of housing choices for all stages of life, income ranges, and ownership/rental preferences.
 - i. Policy 2 - Expand home ownership and rental opportunities through rehabilitation and new construction.
 - ii. Policy 5 - Ensure an adequate supply of quality and affordable housing units for current and future residents.
3. That the physical characteristics of this site, including but not limited to topography, percolation rate, soil conditions, susceptibility to erosion and siltation, susceptibility to flooding, water storage, drainage and retention, are such that the site are suitable for the type of development, design, or use contemplated.
 - a. *The site does not have topographical challenges.*
 - b. *The developer has spoken with the City Engineer and regulatory authority about utility construction through the wetland and there are no concerns at this time.*
 - c. *Upon preliminary review the City Engineer has no concerns about the proposed infiltration basin.*
4. That the site is physically suitable for the proposed density of development.
 - a. The density for Lot 1 Block 1 is 13.44 dwelling units per acre
 - b. The density for Lot 1 Block 2 is 16.27 dwelling units per acre
 - i. *The CN-2 District, which is the base zoning district for the proposed PUD overlay, allows for a maximum of 12 dwelling units per acre.*
 - ii. *The proposed PUD Overlay district does not have a maximum dwelling unit per acre requirement and density will be reviewed on a case-by-case basis for each phase proposed by the developer.*
 - iii. *This area is currently underdeveloped with access to Greenwood Street that leads to Business 371 and Buffalo Hills Lane East. City staff have no concerns regarding traffic at this time.*
 - iv. *The site plan is designed appropriately for the four apartment buildings, garages, off-street parking, and community open space.*
5. That the design of the subdivision or the proposed improvements are not likely to cause environmental damage.
 - a. *Improvements will not cause environmental damage to the surrounding neighborhood. The development agreement would ensure that all stormwater is properly managed on site according to City Code requirements.*
 - b. *A thorough environmental review has been conducted through the EAW report and findings.*
6. That the design of the subdivision or the type of improvements, is not likely to cause public health problems.
 - a. *The improvements will not cause any public health problems.*

7. That the design of the subdivision or the type of improvements will not conflict with easements of record or with easements established by judgment of a court.
 - a. *Utility easements will remain and future easements are depicted on the preliminary plat.*
8. That the proposed subdivision, its site, or its design does not adversely affect the flood carrying capacity of the floodway increases flood stages and velocities or increases flood hazards within the floodway fringe or within other areas of the City.
 - a. *The proposed site will not increase flood hazards and is not located in a floodway or flood fringe.*
9. The proposed subdivision is consistent with the policies and standards of the State defined shoreland, floodplain, and wetland regulations.
 - a. *The proposed plat is outside of the shoreland district and floodplain.*
10. The City Council deems the subdivision is not premature.
 - a. *The proposed subdivision is located along current infrastructure.*
 - b. *Utilities will need to be constructed to serve the proposed development but are in close proximity to the site.*
11. A subdivision shall be consistent with the following plans:
 - a. Brainerd Comprehensive Plan.
 - b. Brainerd Sanitary Sewer Plan/Engineering Specifications.
 - c. Brainerd Water Plan/Engineering Specifications.
 - d. Stormwater Management Plan.
 - e. Comprehensive Trail Plan.
 - f. Capital Improvement Plan.
 - i. *A full list of the requirements in the capital improvement plan can be found in [Section 500-2-5.11.f](#)*
 - ii. *The Engineering Department and Community Development Department have no concerns with the above plans.*

As of this writing, the Community Development Department has received two calls regarding the proposed project. The residents were concerned about losing their view of the forest across from Woodland Hills Lane if this property is developed.

Two members of the public spoke at the original public hearing, and one had concerns about increasing density along Greenwood Street, specifically regarding vehicle and pedestrian travel.

Also, Mr. Thompson, who owns the property to the west, requested that the Planning Commission/ City consider a permanent 100' wide conservation easement on the west side of the property to create a vegetative screening buffer between his property and the proposed development. Staff indicated that we would work with the developer to see what was possible.

STAFF RECOMMENDATION

Staff recommend approval of the Final Plat and PUD Final Plan as presented.



Community Development Department

City Hall – 501 Laurel Street Brainerd, MN 56401

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www.ci.brainerd.mn.us

PRELIMINARY PLAT/FINAL PLAT/P.U.D APPLICATION

- ☐ **PRELIMINARY PLAT** (\$500.00 + \$30.00/lot residential + \$1,000.00 escrow deposit)
(\$600.00 + \$50.00/lot commercial + \$1,000.00 escrow deposit)
- ☒ **FINAL PLAT** (fee included with Preliminary Plat)
- ☒ **PLANNED UNIT DEVELOPMENT** (\$1,000 + \$2,000 escrow deposit/residential)
FINAL PUD - REVISED (\$1,500 + \$2,000 escrow deposit/commercial)

PROPERTY ADDRESS: TBD Greenwood Street

LEGAL DESCRIPTION: Lot(s): _____ Block: _____ Addition: _____
(attach description if lengthy) PID#s: 41020691 and 41020682

Property Owner Name: Lively Auto Company

Street Address: 512 Laurel Street **City:** Brainerd **State:** MN **Zip Code:** 56401

Phone Number: _____ **Fax:** _____ **E-mail:** rbœe@larkinhoffman.com

Applicant Name: (if different than Property Owner) Kuepers Inc.

Street Address: 17018 Commercial Park Rd. **City:** Brainerd **State:** MN **Zip Code:** 56401

Phone Number: 218-829-0707 **Fax:** 218-829-0383 **E-Mail:** stevek@kuepers.com

Description of Request: Final PUD and Final Plat Application for
Voyageur Heights Apartments revised site design.

Henry Charles Mills

Property Owner Signature

Henry Charles Mills

(Please print name)

Steve Kuepers

Applicant Signature

Steve Kuepers

(Please print name)

12/26/2025

Date

12/29/25

Date

VOYAGEUR HEIGHTS

KNOW ALL PERSONS BY THESE PRESENTS That Voyageur Heights Apartments of Brainerd, LLP, a Minnesota limited liability limited partnership, fee owner of the following described property situated in the County of Crow Wing, State of Minnesota, to wit:

The Southeast Quarter of the Northeast Quarter (SE1/4 NE1/4) and that part of the Northeast Quarter (NE1/4 SE1/4) North and West of the right of way of the Northern Pacific Railway Company, of Section Two (2), of Township Forty-four (44) North, of Range Thirty-one (31) West, Crow Wing County, Minnesota;

Has caused the same to be surveyed and plotted as VOYAGEUR HEIGHTS and does hereby dedicate to the public for public use forever the public ways and also dedicates the easement as shown on this plot for drainage and utility purposes as shown on this plot.

In witness whereof said Voyageur Heights Apartments of Brainerd, LLP, a Minnesota limited liability limited partnership, has caused these presents to be signed by its proper officers this _____ day of _____, 20____.

Voyageur Heights Apartments of Brainerd, LLP, a Minnesota limited liability limited partnership

By: Voyageur Heights Apartments of Brainerd, LLC
Its General Partner

By: _____
Steven D. Kuipers
Its Chief Manager

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Steven D. Kuipers, Chief Manager of Voyageur Heights Apartments of Brainerd, LLC, General Partner of Voyageur Heights Apartments of Brainerd, LLP, a Minnesota limited liability limited partnership, on behalf of the partnership.

(Signature)

(Print Name)

Notary Public, _____ County, Minnesota

My Commission Expires _____

I, Matthew J. Welinski, do hereby certify that this plot was prepared by me or under my direct supervision; that I am a duly licensed Land Surveyor in the State of Minnesota; that this plot is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plot; that all monuments depicted on this plot have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plot; and all public ways are shown and labeled on this plot.

Dated this _____ day of _____, 20____.

Matthew J. Welinski, Land Surveyor
Minnesota License No. 53598

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me on this _____ day of _____, 20____, by Matthew J. Welinski

(Signature)

Notary Public, _____ County, Minnesota My Commission Expires _____

CITY OF BRAINERD

This plot of VOYAGEUR HEIGHTS was approved by the City Council of Brainerd, Minnesota, on this _____ day of _____, 20____.

Attest: _____
Mayor City Administrator

CROW WING COUNTY RECORDER

I hereby certify that the within plot of VOYAGEUR HEIGHTS was recorded on this _____ day of _____, 20____, at _____ o'clock _____ M. as Document No. _____

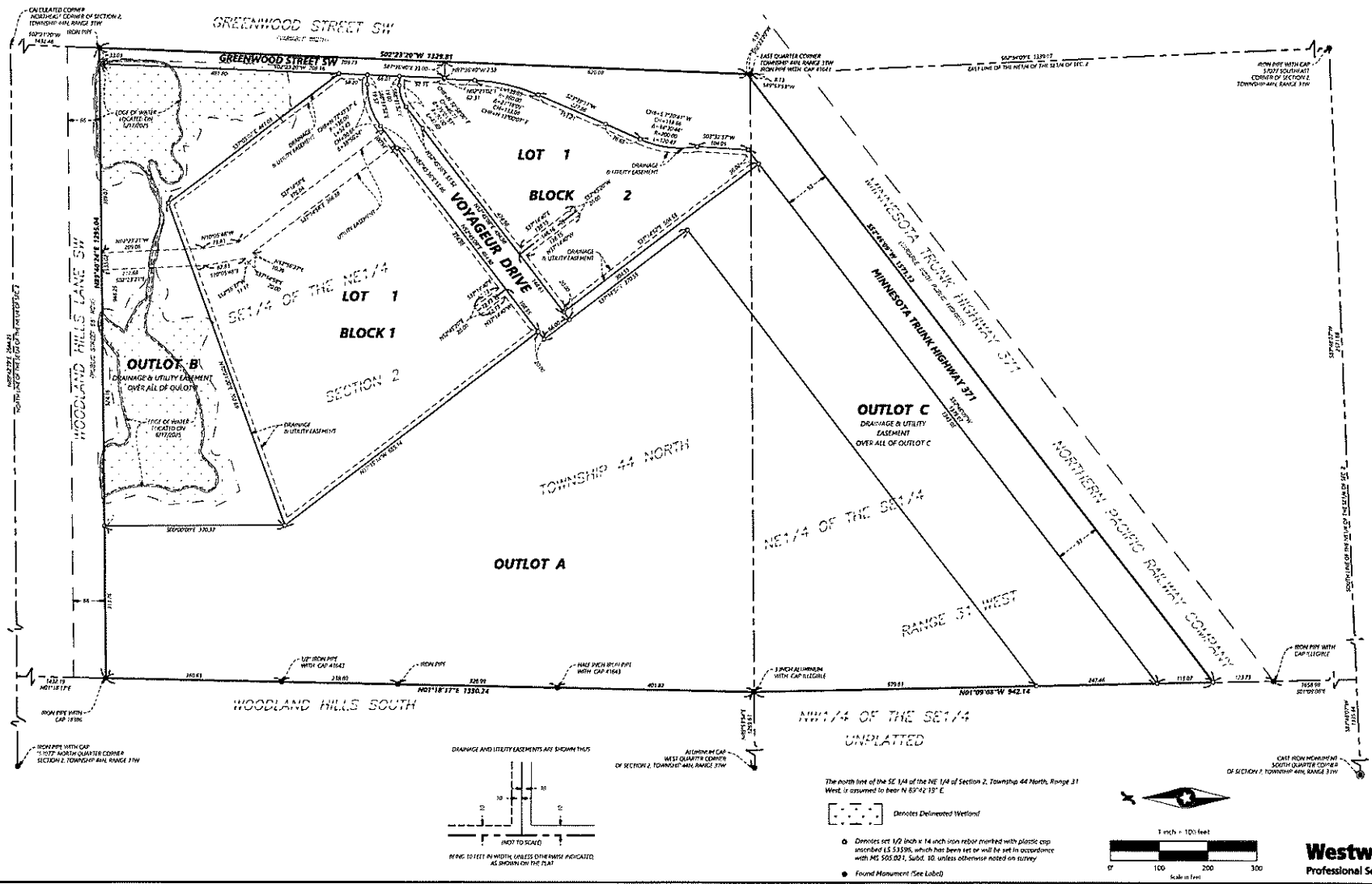
Gary Griffin, County Recorder
Crow Wing County, Minnesota

CROW WING COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Chapter 272.12, that there are no delinquent taxes on the land hereinbefore described on this plot and transfer and pursuant to Chapter 505.01, Subd. 3, taxes payable for the year _____ on the land herein described have been paid this _____ day of _____, 20____.

Gary Griffin, County Auditor/Treasurer
Crow Wing County, Minnesota

VOYAGEUR HEIGHTS



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SITE IMPROVEMENTS

VOYAGEUR HEIGHTS

BRAINERD, MN

CONTACT: DAVID BADE

C504	STORM SEWER PLAN - NORTH
C505	STORM SEWER PLAN - SOUTH
C506	DRAINTILE STORM SEWER PLAN
C507	STREET & STORM PROFILE
C508	STORM SEWER PROFILES
C900	DETAILS
C901	DETAILS
C902	DETAILS
C903	DETAILS
C904	DETAILS
C905	DETAILS
C950	LIFT STATION SITE PLAN
C951	LIFT STATION DETAILS
E100	ELECTRICAL SPECS
E101	ELECTRICAL NOTES
E102	ELECTRICAL DETAILS
E200	SITE PLAN
E300	SINGLE LINE DIAGRAM
L100	LANDSCAPE PLAN
L101	LANDSCAPE PLAN - NORTH
L102	LANDSCAPE PLAN - SOUTH
L103	LANDSCAPE NOTES & DETAILS

[illegible]

PROJECT NUMBER: 0068943.00



EXISTING	PROPOSED
<u>EXISTING</u>	<u>REMOVALS</u>
	CURB & GUTTER
	SANITARY SEWER
	WATER MAIN
	HYDRANT
	STORM SEWER
	GAS
	UNDERGROUND ELECTRIC
	OVERHEAD ELECTRIC
	OVERGROUND TELEPHONE
	TELEPHONE FIBER OPTIC
	CABLE TELEVISION
	RETAINING WALL
	FENCE
	CONCRETE
	BITUMINOUS
	BUILDING
	TREE
	LIGHT POLE
	TRAFFIC SIGN
	CONSTRUCTION BARRIER/CADE
	SOIL BORING LOCATION
	TREE LINE

REMOVAL NOTES

1. LOCATIONS AND ELEVATIONS OF EXISTING TOPOGRAPHY AND UTILITIES AS SHOWN ON THIS PLAN ARE APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY SITE CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY IF ANY DISCREPANCIES ARE FOUND.
2. CONTRACTOR SHALL COORDINATE LIMITS OF REMOVALS WITH PROPOSED IMPROVEMENTS AND FIELD VERIFY CONDITION OF EXISTING APPEARANCES TO REMAIN. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING OR REMOVING MISCELLANEOUS ITEMS (SUCH AS FENCES, SIGNS, IRRIGATION FIELDS, ETC.) THAT MAY BE DAMAGED BY CONSTRUCTION.
3. CONTRACTOR SHALL PLACE ALL NECESSARY EROSION CONTROL MEASURES REQUIRED TO MAINTAIN SITE STABILITY PRIOR TO EXECUTING ANY SITE REMOVALS.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION WITH UTILITY PROVIDERS FOR REMOVAL AND/OR RELOCATION OF EXISTING UTILITIES AFFECTED BY SITE DEVELOPMENT. ALL PERMITS, APPLICATIONS AND/OR FEES FOR UTILITY RELOCATION ARE THE RESPONSIBILITY OF THE CONTRACTOR.

Call 48 Hours before digging:
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Common Ground Alliance

INITIAL ISSUE	8/29/2025	DESIGNED
REVISIONS		CHECKED
△ 10/09/2025	FUD PLANS	DRAWN
△ 1/5/2026	FINAL FUD PLANS	HORIZONTAL SCALE
△		VERTICAL SCALE
△		

PREPARED FOR:

KUEPERS, INC

17018 COMMERCIAL PARK RD
BRAINERD, MN

DAVID TRADE
8/29/2025 LICENSE NO 40409

**KUEPERS
BRAINERD -
VOYAGEUR
HEIGHTS
BRAINERD, MN**

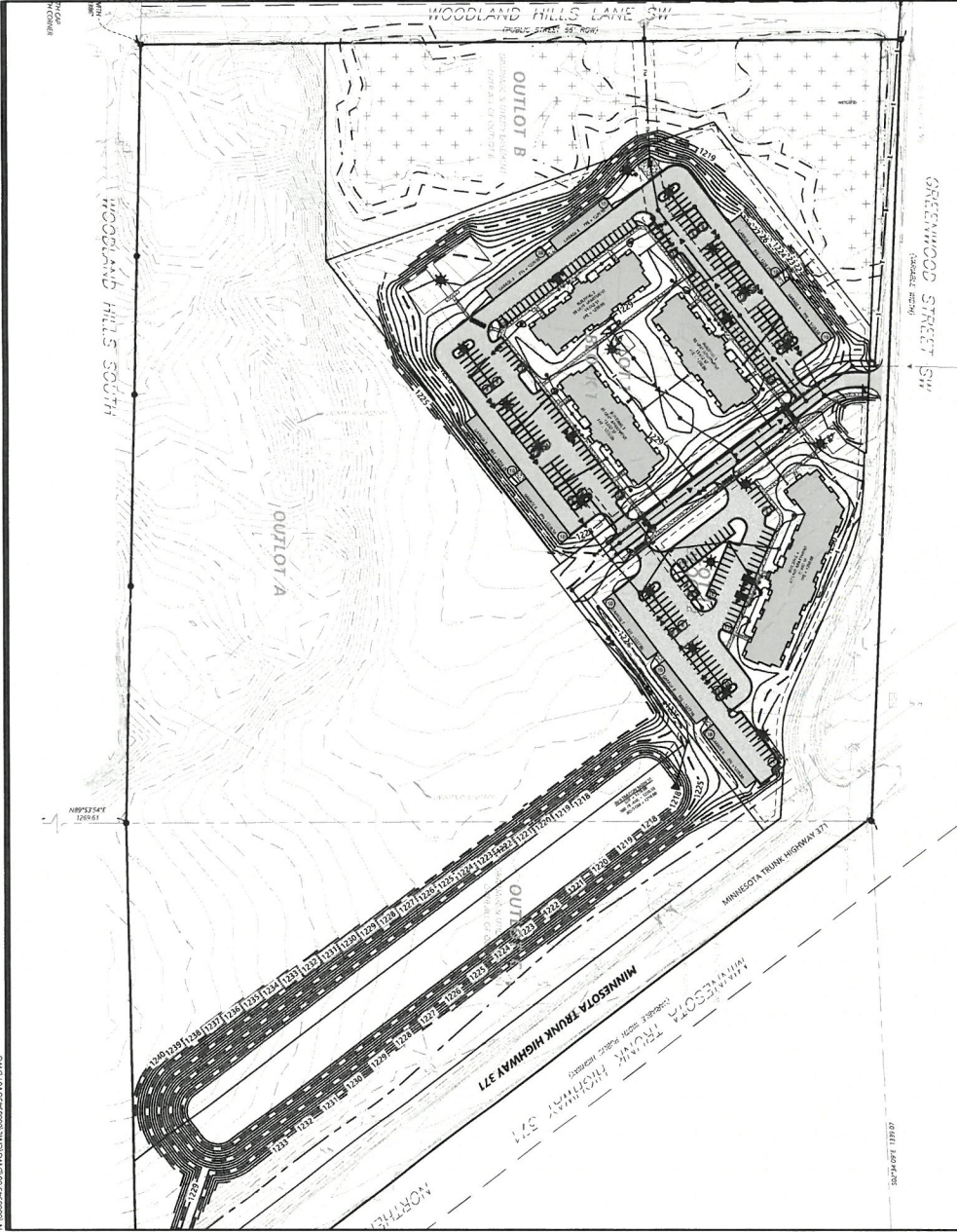
Westwood
Phone (952) 937-5150 12701 Westminster Drive, Suite #300
Fax (952) 937-5150 Minneapolis, MN, 55414
www.westwood.com
Westwood Professional Services, Inc.

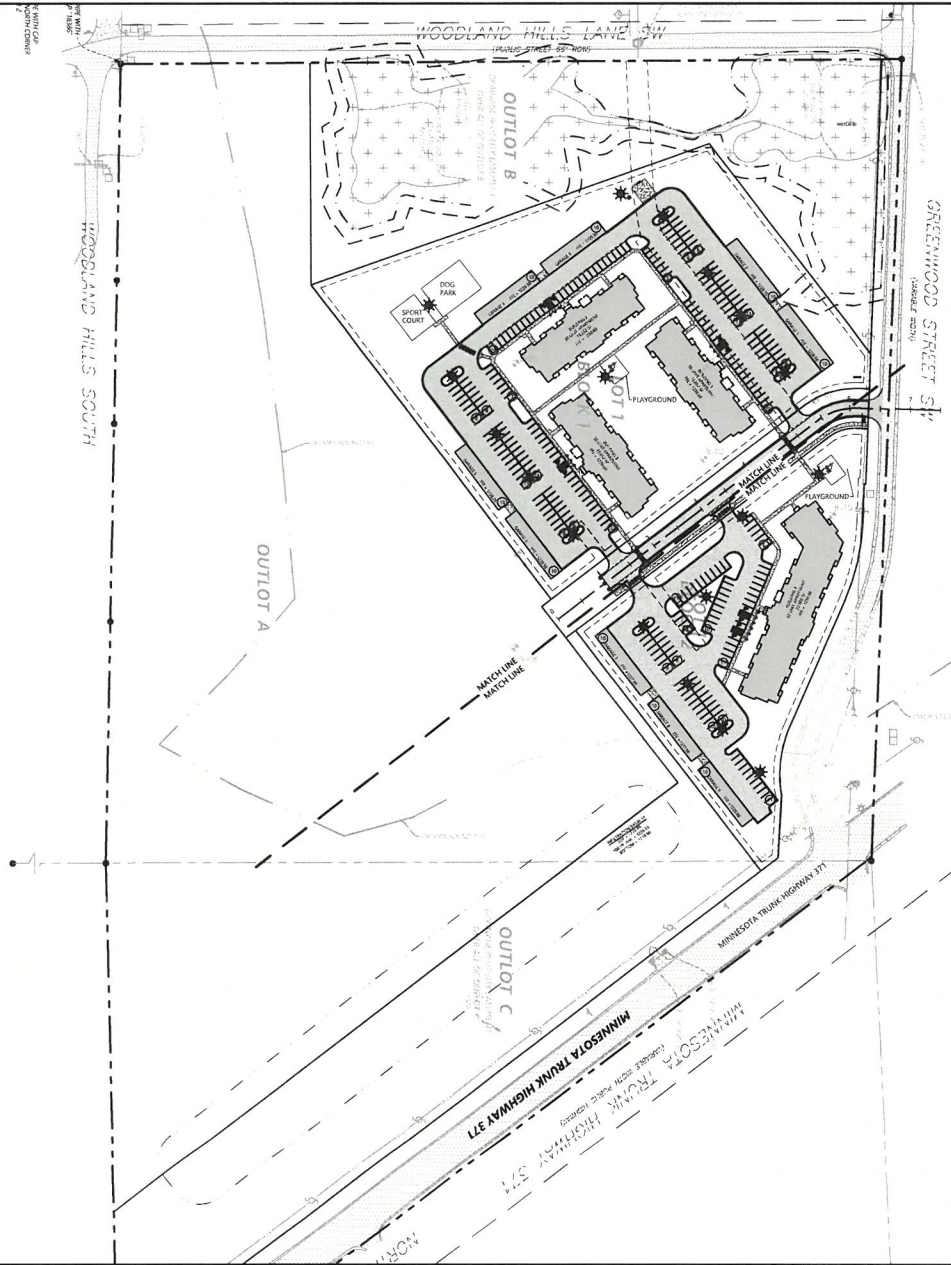
EXISTING
CONDITIONS
& REMOVAL
PLAN

SHEET NUMBER:

C100

DATE: 8/29/2025
CT NUMBER: 0068943.0





SITE LEGEND

EXISTING	PROPOSED	
		PROPERTY LINE
		LOT LINE
		SETBACK LINE
		EASEMENT LINE
		CURB AND GUTTER
		TYP-OUT CURB AND GUTTER
		POND NORMAL WATER LEVEL
		RETAINING WALL
		FENCE
		CONCRETE PAVEMENT
		CONCRETE SIDEWALK
		HEAVY DUTY BITUMINOUS PAVEMENT
		NORMAL DUTY BITUMINOUS PAVEMENT
		WETLAND
		NUMBER OF PARKING STALLS
		TRANSFORMER
		SITE LIGHTING
		TRAFFIC SIGN
		POWER POLE
		BOLLARD / POST

SITE DEVELOPMENT SUMMARY

• EXISTING ZONING	RL-1, RURAL LIVING
• PROPOSED ZONING	CN-2 WITH PUD OVERLAY
• PARCEL DESCRIPTION	PORTION OF 41020691 & 41020682
• PROPERTY DEVELOPMENT AREA	837,842.39 SF (19.23 AC)
• DEVELOPMENT AREA INCLUDES THE FOLLOWING (SEE PRELIMINARY PLAN FOR LOT AREA DATA)	
• LOT 1 - BLOCK 1	365,549.71 SF (8.48 AC)
• LOT 1 - BLOCK 2	165,929.23 SF (3.81 AC)
• OUTLOT C	260,122.38 SF (5.97 AC)
• VOYAGEUR DRIVE	42,241.07 SF (0.97 AC)
• EXISTING IMPERVIOUS SURFACE	0 SF (0.00%)
• PROPOSED IMPERVIOUS SURFACE	294,319 SF (6.75%)
• BUILDING GROSS SIZE	62,958 SF (COMBINED)
	13,652 SF (INDIVIDUAL 38 UNIT BUILDING)
	22,002 SF (62 UNIT BUILDING)
• FLOOR-AREA-RATIO(FAR)	0.07 (COMBINED)
	0.015 (INDIVIDUAL 38 UNIT BUILDING)
	0.024 (62 UNIT BUILDING)
• PARKING PROVIDED	379
• SURFACE	289
• GARAGE	90

GENERAL SITE NOTES

- BACKGROUND INFORMATION FOR THIS PROJECT PROVIDED BY WESTWOOD PROFESSIONAL SERVICES, MINNETONKA, MN, JUNE 2025.
- LOCATIONS AND ELEVATIONS OF EXISTING TOPOGRAPHY AND UTILITIES AS SHOWN ON THIS PLAN ARE APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY SITE CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. IF ANY DISCREPANCIES ARE FOUND, THE ENGINEER SHOULD BE NOTIFIED IMMEDIATELY.
- REFER TO BOUNDARY SURVEY FOR LOT BEARINGS, DIMENSIONS AND AREAS.
- ALL DIMENSIONS ARE TO FACE OF CURB OR EXTERIOR FACE OF BUILDING UNLESS OTHERWISE NOTED.
- REFER TO ARCHITECTURAL PLANS FOR EXACT BUILDING DIMENSIONS AND LOCATIONS OF EXITS, RAMPS, AND TRUCK DOORS.
- ALL CURB RADII ARE SHALL BE 3.0 FEET (TO FACE OF CURB) UNLESS OTHERWISE NOTED.
- ALL CURB AND GUTTER SHALL BE B612 UNLESS OTHERWISE NOTED.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGGERS AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE CITY AND ENGINEER PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MNDOT STANDARDS.
- BITUMINOUS PAVEMENT AND CONCRETE SECTIONS TO BE IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER.
- CONTRACTOR SHALL MAINTAIN FULL ACCESS TO ADJACENT PROPERTIES DURING CONSTRUCTION AND TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES.
- SITE LIGHTING SHOWN ON PLAN IS FOR REFERENCE ONLY. REFER TO LIGHTING PLAN PREPARED BY OTHERS FOR SITE LIGHTING DETAILS AND PHOTOMETRICS.

Call 48 Hours before digging:
811 or call 811.com
Common Ground Alliance

DESIGNED	8/29/2025
CHECKED	
APPROVED	
PROJECT MANAGER	
PROJECT ENGINEER	
PROJECT SURVEYOR	
PROJECT DRAFTER	

PREPARED FOR:
KUEPERS, INC.
17018 COMMERCIAL PARK RD
MINNETONKA, MN

DATE: 8/29/2025
DRAWING NO: 40409

KUEPERS - BRAINERD - VOYAGEUR HEIGHTS
BRAINERD, MN

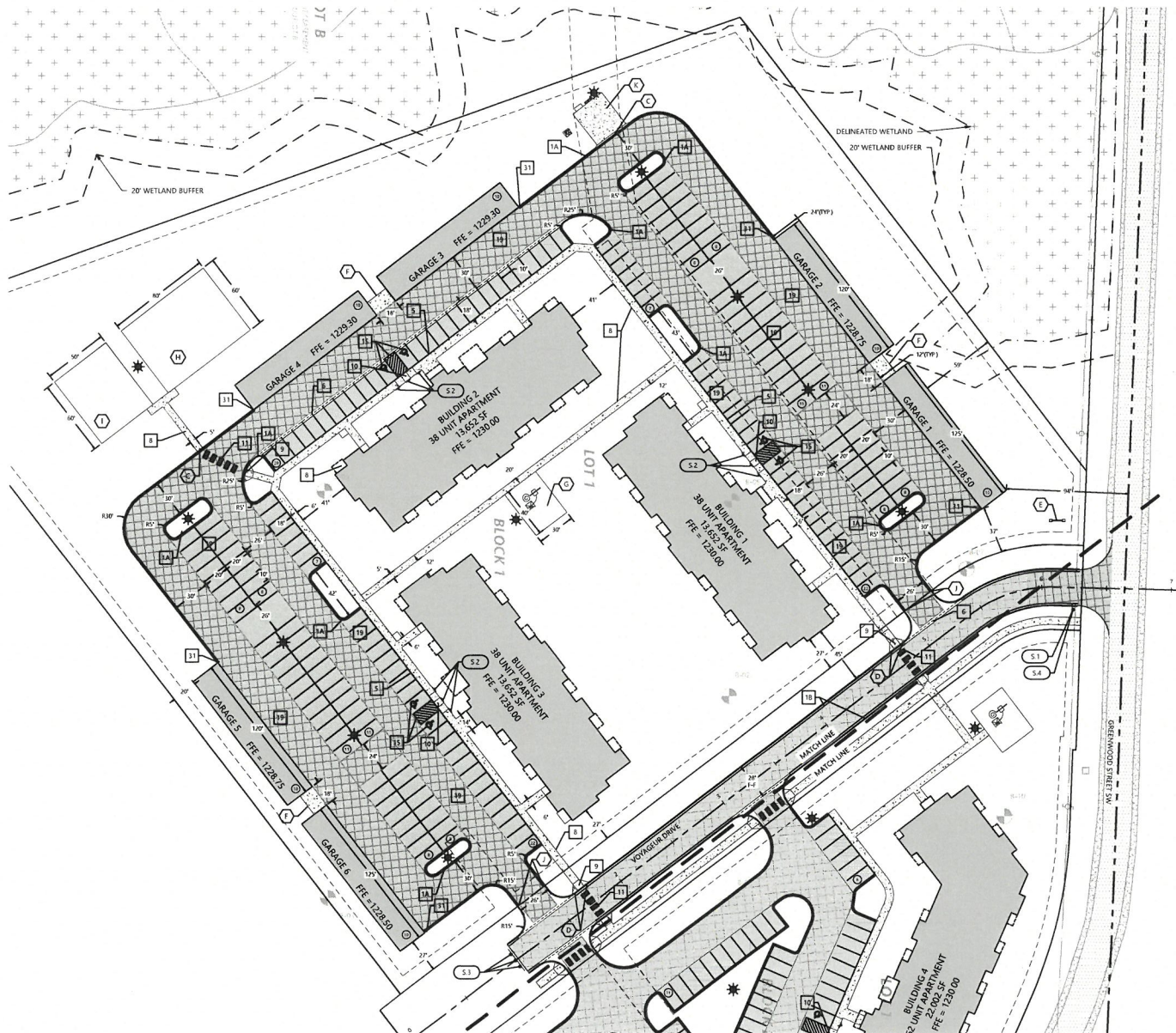
Westwood
Professional Services, Inc.
1000 100th Ave SW, Suite 1000
Minnetonka, MN 55345
Phone: 952-835-5100
Fax: 952-835-5101
www.westwoodps.com

SITE PLAN

SHEET NUMBER
C200

DATE: 8/29/2025
PROJECT NUMBER: 0068943.00





SITE LEGEND

EXISTING	PROPOSED	
---	---	PROPERTY LINE
---	---	LOT LINE
---	---	SETBACK LINE
---	---	EASEMENT LINE
---	---	CURB AND GUTTER
---	---	TIP-OUT CURB AND GUTTER
---	---	POND NORMAL WATER LEVEL
---	---	RETAINING WALL
---	---	FENCE
---	---	CONCRETE PAVEMENT
---	---	CONCRETE SIDEWALK
---	---	HEAVY DUTY BITUMINOUS PAVEMENT
---	---	NORMAL DUTY BITUMINOUS PAVEMENT
---	---	WETLAND
---	---	NUMBER OF PARKING STALLS
---	---	TRANSFORMER
---	---	SITE LIGHTING
---	---	TRAFFIC SIGN
---	---	POWER POLE
---	---	BOLLARD / POST

GENERAL SITE NOTES

1. SEE SHEET C200 FOR GENERAL SITE NOTES

1 SITE DETAILS (SI-0XX)

- 1A B612 CURB AND GUTTER
1B B618 CURB AND GUTTER
5 INTEGRAL CURB AND WALK
6 CONCRETE CROSS GUTTER
8 PRIVATE CONCRETE SIDEWALK
9 PEDESTRIAN CURB RAMP (SEE MNDOT DETAILS)
10 PARALLEL PEDESTRIAN CURB RAMP (SEE MNDOT DETAILS)
11 CROSS WALK STRIPING
14 SIGN INSTALLATION
15 HANDICAP ACCESSIBLE SIGNAGE AND STRIPING
19 PAVEMENT SECTIONS
31 BEAVERTAIL CURB

2 SIGN LEGEND

REFERENCE	SIZE
S1 STOP SIGN	R1-1 30" X 30"
S2 HANDICAP ACCESSIBLE	R7-6M 12" X 18"
S3 TYPE 4 OBJECT MARKER	OM 4-2 18" X 18"
S4 CITY STREET NAME SIGN	

3 SITE KEYNOTES

- A MATCH EXISTING PAVEMENT
B MATCH EXISTING CONCRETE PAVEMENT WITH SAWCUT
C FLUSH CURB
D TRANSITION CURB
E MONUMENT SIGN (SEE ARCH PLANS)
F CONCRETE PAD FOR TRASH (SEE ARCH PLANS)
G PLAY AREA BY OTHERS (SEE ARCH PLANS)
H DOG PARK AREA BY OTHERS (SEE ARCH PLANS)
I SPORT COURT BY OTHERS (SEE ARCH PLANS)
J CURB TRANSITION FROM B618 TO B612
K LIFT STATION, SEE DETAILS ON SHEETS C951

Call 48 Hours before digging:
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Common Ground Alliance

DESIGNED	8/29/2025
CHECKED	8/29/2025
DATE	8/29/2025
SCALE	AS SHOWN
PROJECT	VOYAGUEUR HEIGHTS
SHEET	C201

PREPARED FOR:
KUEPERS, INC.
17018 CAMBERLAND PARK RD
BRAINERD, MN

DATE: 8/29/2025
PROJECT: VOYAGUEUR HEIGHTS
SHEET: C201

**KUEPERS -
BRAINERD -
VOYAGUEUR
HEIGHTS**
BRAINERD, MN

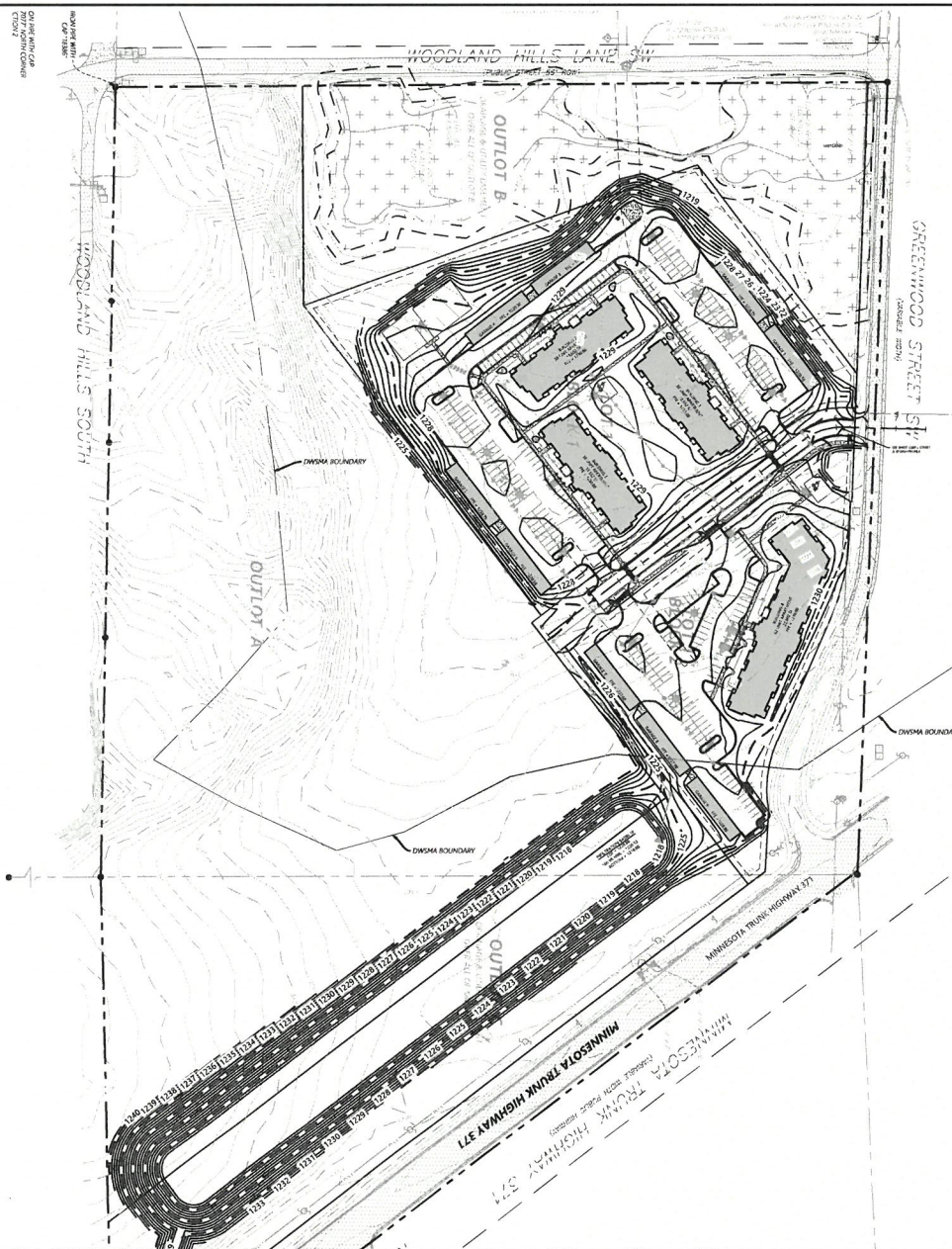
Westwood
Professional Services, Inc.
17018 CAMBERLAND PARK RD
BRAINERD, MN 56305
763.479.1100
www.westwoodps.com

**SITE PLAN -
NORTH**

SHEET NUMBER:

C201

DATE: 8/29/2025
PROJECT NUMBER: 0068943.00



GRADING LEGEND

[illegible]

GRADING NOTES

1. LOCATIONS AND ELEVATIONS OF EXISTING TOPOGRAPHY AND UTILITIES AS SHOWN ON THIS PLAN ARE APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY SITE CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY IF ANY DISCREPANCIES ARE FOUND.
2. CONTRACTORS SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF VESTIBULE, SLOPED PAVEMENT, EXIT PORCHES, RAMPS, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS, DOCK BUILDING UTILITY ENTRANCE LOCATIONS, AND EXACT LOCATIONS AND NUMBER OF DOWNPOUTS.
3. ALL EXCAVATION SHALL BE IN ACCORDANCE WITH THE CURRENT EDITION OF "STANDARD SPECIFICATIONS FOR TRENCH EXCAVATION AND BACKFILL/SURFACE RESTORATION" (AS PREPARED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA).
4. ALL DISTURBED UNPAVED AREAS ARE TO RECEIVE SIX INCHES OF TOPSOIL AND SOO OR SEED. THESE AREAS SHALL BE WATERED UNTIL A HEALTHY STAND OF GRASS IS OBTAINED. SEE LANDSCAPE PLAN FOR PLANTING AND TUFF ESTABLISHMENT.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES AS BARRELS, CONE TRAFFIC CONTROLS, OR SIGNS. ENGINEER SHALL BE NOTIFIED TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE ENGINEER PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MNDOT STANDARDS.
6. ALL SLOPES SHALL BE GRADDED TO 3:1 OR FLATTER, UNLESS OTHERWISE INDICATED ON THIS SHEET.
7. CONTRACTOR SHALL UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING AND PROVIDE A SMOOTH FINISH TO SURFACE WITHIN 10 FEET OF DISTANCE FROM POINTS WHERE ELEVATIONS ARE SHOWN OR INDICATED AT SUCH POINTS AND EXISTING ELEVATIONS.
8. **SPOT ELEVATIONS SHOWN INDICATE FINISHED PAVEMENT ELEVATIONS & GUTTER FLUSH SURFACE. ELEVATIONS OTHERWISE NOTED. PROPOSED CONTOURS ARE TO FINISHED SURFACE GRADE.**
9. SEE SOLS REPORT FOR PAVEMENT THICKNESSES AND HOLD DOWNS.
10. CONTRACTOR SHALL DISPOSE OF ANY EXCESS SOL MATERIAL THAT EXISTS AFTER THE SITE GRADING AND UTILITY CONSTRUCTION IS COMPLETED. THE CONTRACTOR SHALL DISPOSE OF ALL EXCESS SOL MATERIAL IN A MANNER ACCEPTABLE TO THE OWNER AND THE REGULATING AGENCIES.
11. CONTRACTOR SHALL PROVIDE A STRUCTURAL RETAINING WALL CERTIFIED BY A LICENSED PROFESSIONAL ENGINEER.
12. ALL CONSTRUCTION SHALL CONFORM TO LOCAL, STATE AND FEDERAL RULES INCLUDING: THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS.
13. PRIOR TO PLACEMENT OF ANY STRUCTURE OR PAVEMENT, A PROOF ROLL AT MINIMUM, WILL BE REQUIRED ON THE SUBGRADE. PROOF ROLLING SHALL BE ACCOMPLISHED BY MAKING MINIMUM OF 2 FULL LENGTH PASSES WITH HEAVY DUTY, LOW-STEERABLE ADJ. TRUCK OR APPROVED EQUIP. IN EACH OF 2 PERPENDICULAR DIRECTIONS WHILE UNDER SUPERVISION AND DIRECTION OF THE INDEPENDENT TESTING LABORATORY. AREAS OF FAILURE SHALL BE EXCAVATED AND RE-COMPACTED AS SPECIFIED HEREIN.
14. EMBAIMENTMENT MATERIAL PLACED BENEATH BUILDINGS AND STREET OR PARKING AREAS SHALL BE COMPACTED IN ACCORDANCE WITH THE SPECIFIED DENSITY METHOD AS OUTLINED IN MNDOT 2105.31-F AND THE REQUIREMENTS OF THE GEO-TECHNICAL ENGINEER.
15. EMBAIMENTMENT MATERIAL NOT PLACED IN THE BUILDING PAD, STREETS OR PARKING AREA, SHALL BE COMPACTED IN ACCORDANCE WITH REQUIREMENTS OF THE ORDINARY COMPACTION METHOD AS OUTLINED IN MNDOT 2105.31-F.
16. ALL SOLS AND MATERIALS TESTING SHALL BE COMPLETED BY AN INDEPENDENT GEO-TECHNICAL ENGINEER. EXCAVATION FOR THE PURPOSE OF REMOVING UNSTABLE OR UNSUITABLE SOLS SHALL BE COMPLETED AS REQUIRED BY THE GEO-TECHNICAL ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOLS TESTS AND INSPECTIONS WITH THE GEO-TECHNICAL ENGINEER.

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[illegible]

PREPARED FOR:
KUEPERS, INC
17018 COMMERCIAL PARK RD
BRAINERD, MN

I HEREBY CERTIFY THAT THE PLAN WAS PREPARED BY ME
 OR UNDER MY DIRECT SUPERVISION AND THAT I AM A
 DAY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS
 OF THE STATE OF MINNESOTA.

 DAVID BLADE

8/29/2025 LICENSE NO 40409

**KUEPERS
BRAINERD -
VOYAGEUR
HEIGHTS
BRAINERD, MN**

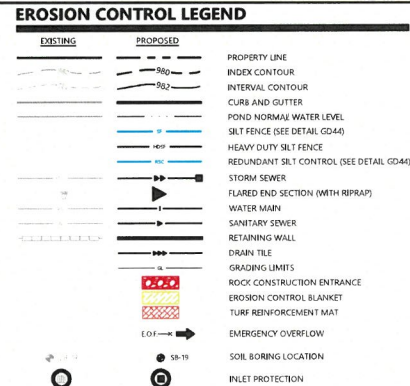
Westwood

GRADING PLAN

SHEET NUMBER.

C300

DATE: 8/29/2025
NUMBER: 0068943.00



1. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITIES AGENCIES AND LIMITED SURVEYS TAKEN IN THE FIELD. THE INFORMATION CONTAINED HEREIN SHOULD NOT BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY THE OWNER OR ENGINEER OF DISCREPANCIES.
2. ALL SILT FENCE AND OTHER EROSION CONTROL FEATURES SHALL BE IN PLACE PRIOR TO ANY EXCAVATION/CONSTRUCTION AND SHALL BE MAINTAINED UNTIL VARIABLE TURF OR GRASS COVER HAS BEEN ESTABLISHED. DURING SILT FENCE ON-SITE SHALL BE MAINTAINED AND OR REPAIRED SHALL BE CONDUCTED IMMEDIATELY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR IT IS OF EXTREME IMPORTANCE TO BE AWARE OF CURRENT FIELD CONDITIONS WITH RESPECT TO EROSION CONTROL. TEMPORARY PONDING, DITCHES, HAYBALES, ETC., REQUIRED BY THE CITY SHALL BE INCIDENTAL TO THE GRADING CONTRACT.
3. EROSION AND SILTATION CONTROL (ESC) THE CONTRACTOR SHALL ASSUME COMPLETE RESPONSIBILITY FOR CONTROLLING ALL SILTATION AND EROSION OF THE PROJECT AREA. THE CONTRACTOR SHALL USE WHATEVER MEANS NECESSARY TO CONTROL THE EROSION AND SILTATION INCLUDING BUT NOT LIMITED TO CATCH BASINS, BARRIERS, CONSTRUCTION ENTRANCES, EROSION CONTROL BLANKET, AND SILT FENCE. ESC SHALL COMMENCE WITH GRADING AND CONTINUE THROUGHOUT THE PROJECT UNTIL ACCEPTANCE OF THE WORK BY THE CITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER IMPLEMENTATION AS REQUIRED TO PREVENT OR REDUCE THE DEPOSITING OF SILT. THE OWNER MAY DIRECT THE CONTRACTOR TO USE ANY METHOD OF EROSION CONTROL TO PROTECT PROPERTY AND IMPROVEMENTS. ANY DEPOSITION OF SILT OR MUD ON NEW OR EXISTING PAVEMENT OR IN EXISTING STORM SEWERS OR DRAINS SHALL BE REMOVED AFTER EACH RAIN EVENT. AFFECTED AREAS SHALL BE REPAIRED TO THE SATISFACTION OF THE OWNER. AT THE EXPENSE OF THE CONTRACTOR, ALL TEMPORARY EROSION CONTROL SHALL BE REMOVED BY THE CONTRACTOR AFTER THE TURF IS ESTABLISHED.
4. ALL STREETS DUSTED DURING WORKING HOURS MUST BE CLEANED AT THE END OF EACH WORK DAY. A CONSTRUCTION ENTRANCE TO THE SITE MUST BE PROVIDED ACCORDING TO DETAILS TO REDUCE TRACKING OF DIRT ONTO PUBLIC STREETS.
5. PROPOSED PONDS SHALL BE EXCAVATED FIRST AND USED AS TEMPORARY PONDING DURING CONSTRUCTION.
6. WHEN INSTALLING END-OF-LINE FLARED END SECTIONS, BRING THE SILT FENCE UP & OVER THE FLARED END SECTIONS & COVER DISJUNCTION AREAS WITH BIP RAP. THE UPSTREAM FLARED END SECTIONS SHALL HAVE VENTING TO THE PONDING AREA.
7. ALL UNPAVED AREAS ALTERED DUE TO CONSTRUCTION ACTIVITIES MUST BE RESTORED WITH SEED AND MULCH. SOD, EROSION CONTROL BLANKET OR BARE HARD SURFACE WITHIN 2 WEEKS OF COMPLETION OF CONSTRUCTION.
8. THE SITE MUST BE STABILIZED PER THE REQUIREMENTS OF THE MPCA, NPDES, MNDOT, AND CITY.
 - A. TEMPORARY (GREATER THAN 1-YEAR) SEED SHALL BE MNDOT SEED MKX-21-11 AT 30-POUNDS PER ACRE.
 - B. TEMPORARY (LESS THAN 1-YEAR) SEED SHALL BE MNDOT SEED MKX-21-12 (FALL) OR MKX-21-13 (SPRING) MULCH AT 100-POUNDS PER ACRE.
 - C. IRRIGATION/FILL/ERATION BASIN SHALL BE MNDOT SEED MKX-24-22 AT 14.5-POUNDS PER ACRE.
 - D. GROUND SLOPES SHALL BE MNDOT SEED MKX-33-261 AT 35-POUNDS PER ACRE.
 - E. GENERAL SEEDING SHALL BE MNDOT SEED MKX-25-151 AT 70-POUNDS PER ACRE.
 - F. MULCH SHALL BE MNDOT TYPE 1 APPLIED AT 2-TONS PER ACRE.
9. FOR AREAS WITH SLOPE OF 3:1 OR GREATER, RESTORATION WITH SOD OR EROSION CONTROL BLANKET IS REQUIRED.
10. ALL TEMPORARY STOCKPILES MUST HAVE SILT FENCE INSTALLED AROUND THEM TO TRAP SEDIMENT.
11. ALL PERMANENT PONDS USED AS TEMPORARY SEDIMENT BARRIERS DURING CONSTRUCTION SHALL BE DREDGED AFTER THE POND HAS BEEN STABILIZED TO RESTORE THE POND TO THE PROPOSED BOTTOM ELEVATION.
12. ALL CONSTRUCTION SHALL CONFORM TO LOCAL AND STATE RULES INCLUDING THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS.
13. THE SITE MUST BE KEPT IN A WELL-DRAINED CONDITION AT ALL TIMES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR TEMPORARY DITCHES, PIPING OR OTHER MEANS REQUIRED TO REDUCE PROPER DRAINAGE DURING CONSTRUCTION. LOW POINTS IN ROADWAYS OR BUILDING PADDS MUST BE PROVIDED WITH A POSITIVE OUTFLOW.

INITIAL ISSUE:	8/29/2025
TERMS	
☐ 10/09/2025	PUD PLANS
☐ 1/5/2026	FINAL PUD PLANS
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DESIGNED _____
 CHECKED _____
 DRAWN _____
 HORIZONTAL SCALE _____
 VERTICAL SCALE _____

PREPARED FOR:

DAVID BADE
8/29/2025 LICENSE NO 40409

**KUEPERS
BRAINERD -
VOYAGEUR
HEIGHTS
BRAINERD, MN**

Westwood

Phone (942) 937-5150 12791 Whitewater Drive, Suite #300
(800) 937-5150 Murrieta, CA 92561
www.westwoodj.com

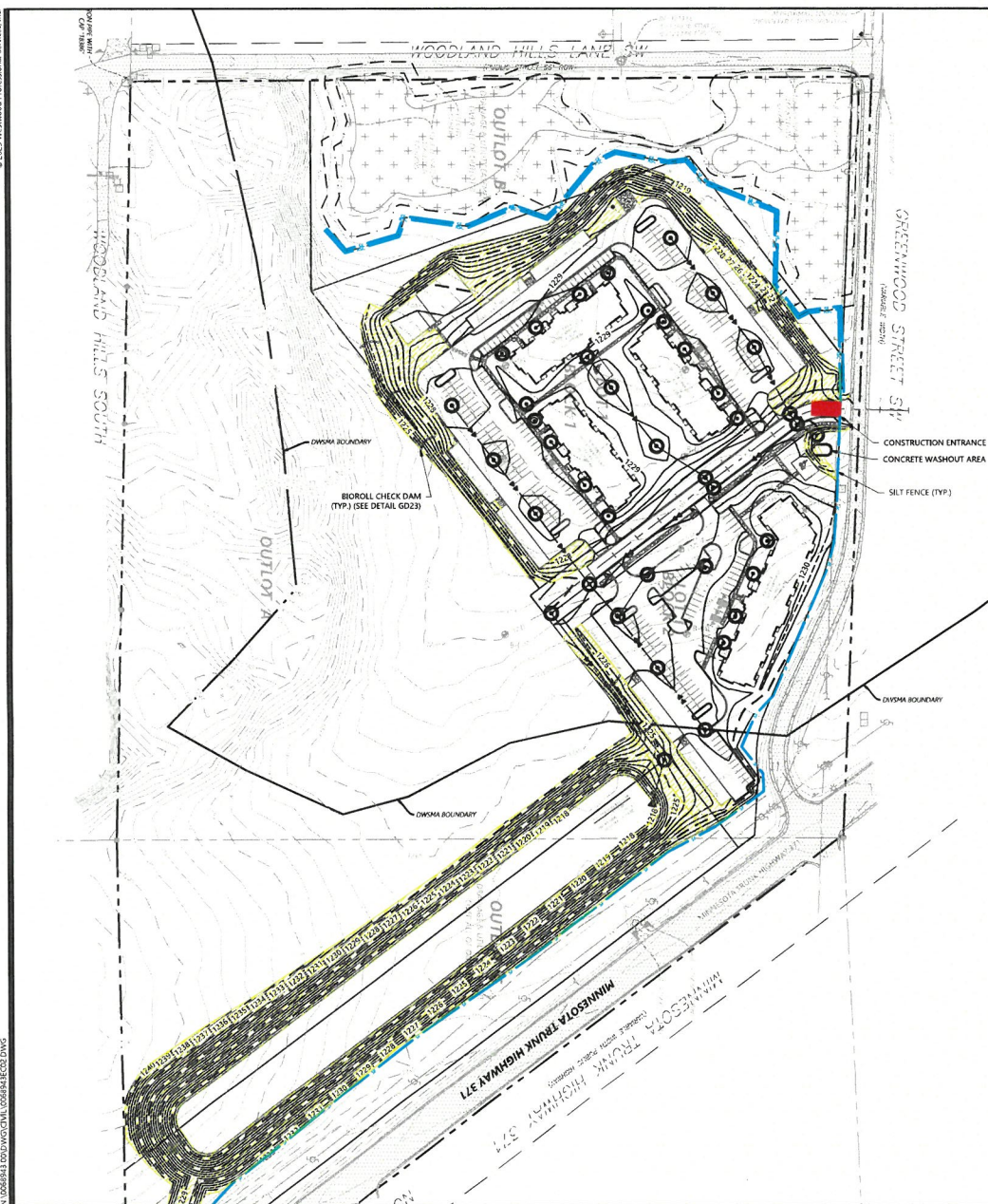
Westwood Professional Services, Inc.

INITIAL
EROSION
CONTROL
PLAN
VAYAGEUR HEIGHTS

SHEET NUMBER:

C400

DATE: 8/29/2025
NUMBER: 0068943.00



EROSION CONTROL LEGEND

EXISTING

PROPOSED

PROPERTY LINE

INDEX CONTOUR

INTERVAL CONTOUR

CURB AND GUTTER

POHD NORMAL WATER LEVEL

SILT FENCE (SEE DETAIL CD-4)

HEAVY DUTY SILT FENCE

REDUNDANT SILT CONTROL (SEE DETAIL CD-4)

STORM SEWER

FLARED END SECTION (WITH RIPRAP)

WATER MAIN

SANITARY SEWER

RETAINING WALL

DRAIN TILE

GRADING LIMITS

ROCK CONSTRUCTION ENTRANCE

EROSION CONTROL BLANKET

TURF REINFORCEMENT MAT

EMERGENCY OVERFLOW

SOIL BORING LOCATION

INLET PROTECTION

GENERAL EROSION CONTROL NOTES

1. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND INVESTIGATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES. THE CONTRACTOR SHALL NOT BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY THE OWNER OR ENGINEER OF DISCREPANCIES.
2. ALL SILT FENCE AND OTHER EROSION CONTROL FEATURES SHALL BE IN-PLACE PRIOR TO ANY EXCAVATION/CONSTRUCTION AND SHALL BE MAINTAINED UNTIL WABLE TUFF OR GROUND COVER HAS BEEN REFINISHED. EXISTING SILT FENCE ON SITE SHALL BE MAINTAINED AND OR REPAIRED AND SHALL BE CONSIDERED INCIDENTAL TO THE GRADING CONTRACT. IT IS OF EXTREME IMPORTANCE TO BE AWARE OF THE LOCATION AND CONDITION OF ALL UTILITIES PRIOR TO EXCAVATION. CONSIDERING DINGS, DIPS, HAYMAKES, ETC. REQUIRED BY THE CITY SHALL BE INCIDENTAL TO THE GRADING CONTRACT.
3. EROSION AND SILTATION CONTROL (ESC) THE CONTRACTOR SHALL ASSUME COMPLETE RESPONSIBILITY FOR CONTROLLING ALL SILTATION AND EROSION OF THE PROJECT AREA. THE CONTRACTOR SHALL USE ANY METHODS NECESSARY TO CONTROL THE EROSION AND SILTATION INCLUDING BUT NOT LIMITED TO: CATCH BASIN INSERTS, CONSTRUCTION ENTRANCES, EROSION CONTROL BLANKET, AND SILT FENCE SHALL COMMENCE WITH GRADING AND CONTINUE THROUGHOUT THE PROJECT UNTIL ACCEPTANCE OF THE PROJECT. THE OWNER OF THE PROJECT ASSUMES RESPONSIBILITY FOR ALL IMPLEMENTATION AS REQUIRED TO PREVENT EROSION AND THE DEPOSITING OF SILT. THE OWNER MAY DIRECT THE CONTRACTOR'S METHODS AS DEEMED FIT TO PROTECT PROPERTY AND IMPROVEMENTS. ANY DEPOSITION OF SILT OR SOIL ON NEW OR EXISTING PAVING OR IN EXISTING STORM SEWERS OR DRAINS SHALL BE REMOVED AFTER EACH RAIN EVENT. AFFECTED AREAS SHALL BE CLEANED TO THE SATISFACTION OF THE OWNER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR EROSION CONTROL. SILT SHALL BE REMOVED BY THE CONTRACTOR AFTER EACH RAIN EVENT IS ESTABLISHED.
4. ALL STREETS DISTURBED DURING WORKING HOURS MUST BE CLEANED AT THE END OF EACH WORKING DAY. A CONSTRUCTION ENTRANCE TO THE SITE MUST BE PROVIDED ACCORDING TO DETAILS TO REDUCE TRACKING OF DIRT ONTO PUBLIC STREETS.
5. PROPOSED PONDS SHALL BE EXCAVATED FIRST AND USED AS TEMPORARY PONDING DURING CONSTRUCTION.
6. WHEN INSTALLING END-OF-PIPE FILL PLACED END, THE CONTRACTOR SHALL SILT FENCE UP & OVER THE FLORED END SECTIONS & COVER DISTURBED AREAS WITH RIP RAP. THE UPSTREAM FLORED END SECTIONS SHALL HAVE WOOD FIBER BLANKET INSTALLED ON THE DISTURBED SOILS.
7. ALL UNPAVED AREAS ALTERED DUE TO CONSTRUCTION ACTIVITIES MUST BE RESTORED WITH SEED AND MULCH. SOIL, EROSION CONTROL BLANKET OR HARD SURFACE SHALL BE APPLIED WITHIN 2 WEEKS OF COMPLETION OF CONSTRUCTION.
8. THE SITE MUST BE STABILIZED PER THE REQUIREMENTS OF THE MPCA, NPDES, AND/OR CITY.
 - A. TEMPORARY (GREATER THAN 1-YEAR) SEED SHALL BE MNDOT SEED MIX 21-111 AT 30+5-POUNDS PER ACRE.
 - B. TEMPORARY (LESS THAN 1-YEAR) SEED SHALL BE MNDOT SEED MIX 21-112 (FALL) OR 21-111 (SPRING/SUMMER) AT 10+POUNDS PER ACRE.
 - C. INFILTRATION/RETENTION BASIN SHALL BE MNDOT SEED MIX 34-262 AT 14.5-POUNDS PER ACRE.
 - D. POND SOILS SHALL BE MNDOT SEED MIX 31-261 AT 35-POUNDS PER ACRE.
 - E. GENERAL SEEDING SHALL BE MNDOT SEED MIX 25-151 AT 70+POUNDS PER ACRE.
 - F. MULCH SHALL BE MNDOT TYPE 1 REPLED AT 2-TONS PER ACRE.
9. FOR AREAS WITH SLOPE OF 3:1 OR GREATER, RESTORED WITH SOIL OR EROSION CONTROL, BLANKET IS REQUIRED.
10. ALL PERMANENT PONDS USED AS TEMPORARY SEDIMENT BASINS DURING CONSTRUCTION SHALL BE DREDGED AFTER THE SITE HAS BEEN STABILIZED TO RESTORE THE POND TO THE PROPOSED BODIED ELEVATION.
11. ALL CONSTRUCTION SHALL CONFORM TO LOCAL AND STATE RULES INCLUDING THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS.
12. THE SITE MUST BE KEPT IN A WELL-DRAINED CONDITION AT ALL TIMES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR TEMPORARY DITCHES OR DRAINAGE DURING CONSTRUCTION. ANY OVERSIGHT OR MISMANAGEMENT OF DRAINAGE DURING CONSTRUCTION, LOW POINTS IN ROADWAYS OR BUILDING PAD'S MUST BE PROVIDED WITH A POSITIVE OUTFLOW.
13. MASS GRADING SHALL BE PHASED SUCH THAT NOT MORE THAN 10-ACRES IS UNSTABILIZED AT ANY GIVEN TIME. IF MORE THAN 10-ACRES IS GRADED AT ONE TIME AND MORE THAN 10-ACRES IS DRAINING TO A SINGLE DISCHARGE POINT, 1 TEMPORARY SEDIMENT BASIN SHALL BE PROVIDED.

Call 48 Hours before digging
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Common Ground Alliance

INITIAL ISSUE:	8/29/2025	DESIGNED
REVISIONS		
10/09/2025	PUD PLANS	CHECKED
1/5/2026	FINAL PUD PLANS	DRAWN
		HORIZONTAL SCALE 1/8" = 1'
		VERTICAL SCALE 1" = 12'

PREPARED FOR:
KUEPERS, INC
17018 COMMERCIAL PARK RD

HERLEY CERTIFY THAT THE PLAN WAS INFORMED BY ME
OR UNDER MY DIRECT SUPERVISION AND THAT I AM A
FULLY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS
OF THE STATE OF MINNESOTA.

DAVID BADE
9/29/2026 10:00

**KUEPERS
BRAINERD -
VOYAGEUR
HEIGHTS**

Westwood

Phone (952) 932-2150 12791 Whitewater Drive, Suite #100
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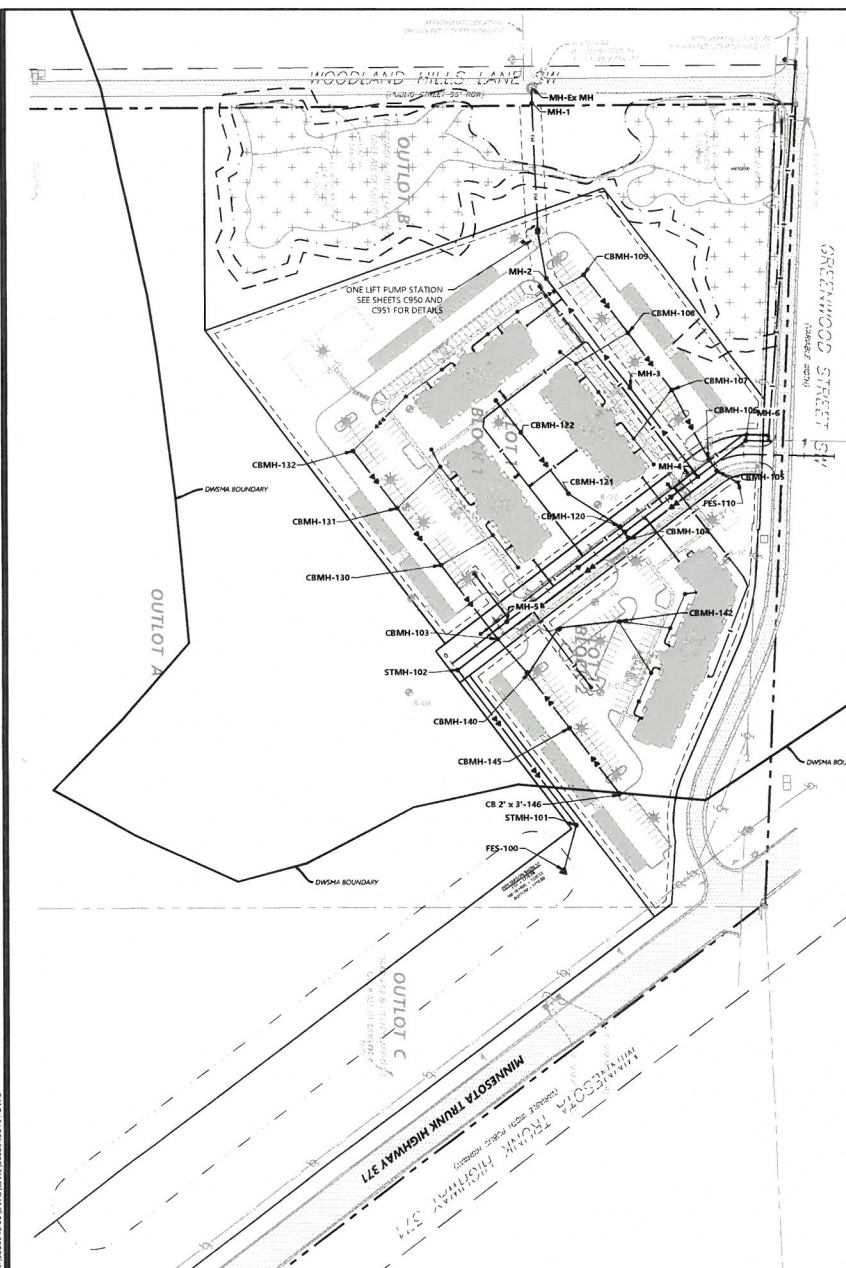
FINAL EROSION CONTROL PLAN

SHEET NUMBER

C401

DATE: 8/29/2025

PROJECT NUMBER: 0068943.00



UTILITY LEGEND

EXISTING

PROPOSED

PROPERTY LINE

EASEMENT LINE

CURB AND GUTTER

SANITARY SEWER

SANITARY SEWER FORCE MAIN

STORM SEWER

DRAIN TILE

WATER MAIN

HYDRANT

UNDERGROUND ELECTRIC

OVERHEAD ELECTRIC

GATE VALVE

FLARED END SECTION (WITH RIPRAP)

LIGHT POLE

GENERAL WATERMAIN & SANITARY SEWER NOTES

- THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND LIMITED MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION SHALL NOT BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY THE OWNER OR ENGINEER OF DISCREPANCIES.
2. ALL SANITARY SEWER AND WATER MAIN MATERIAL AND INSTALLATIONS SHALL BE PER CITY REQUIREMENTS, MINNESOTA PLUMBING CODE, AND IN ACCORDANCE WITH THE CURRENT EDITION OF "STANDARD SPECIFICATIONS FOR WATER MAIN AND SERVICE LINE INSTALLATION AND SANITARY SEWER AND STORM SEWER INSTALLATION AS PREPARED BY THE CITY OF MINNEAPOLIS ASSOCIATION OF MINNEAPOLIS, REFERENCE TO THE CITY-UNIFIED PUBLIC UTILITY WATERMAIN STANDARD 2504 FOR ALL WATERMAIN ON THIS PROJECT.
3. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL OBTAIN THE NECESSARY FEDERAL, STATE AND LOCAL PERMITS FOR THE PROPOSED WORK OR VERIFY WITH THE OWNER OR ENGINEER THAT PERMITS HAVE BEEN OBTAINED. PERMIT FEES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR UNLESS OTHERWISE ARRANGED WITH THE OWNER.
4. CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATION AND DIMENSIONS OF DOORWAYS, RAMPS, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY CONNECTION LOCATIONS.
5. ALL PRIVATE UTILITIES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE SPECIFICATIONS OF THE APPROPRIATE UTILITY COMPANY. THE CONTRACTOR SHALL COORDINATE THE SERVICE LINE CONSTRUCTION WITH THE UTILITY COMPANIES.
6. CONTRACTOR SHALL OBTAIN ALL NECESSARY CITY PERMITS FOR UTILITY CONNECTIONS, AND UTILITIES SHALL BE INSPECTED AND APPROVED BY THE CITY. THE CITY SHALL BE NOTIFIED 48-HOURS PRIOR TO COMMENCING WITH THE UTILITY CONNECTION OR ANY REQUIRED TESTING. CONTRACTOR SHALL NOT OPERATE, INTERFERE WITH OR DAMAGE ANY PIPE OR HOSE TO, OR TO HAVE ANY WATER MAIN EXPOSED TO THE PUBLIC OR OTHERWISE ALLOWED TO DO SO BY THE CITY. ANY ADVERSE CONSEQUENCES OF SCHEDULED OR UNSCHEDULED DISRUPTIONS OF SERVICE TO THE PUBLIC ARE TO BE THE RESPONSIBILITY OF THE CONTRACTOR.
7. WATER MAIN LENGTHS AS SHOWN ARE APPROXIMATE HORIZONTAL LENGTHS. ALLOW FOR ADDITIONAL PIPE WHEN INSTALLING ON SLOPES OR WHEN DEFLECTIONS ARE REQUIRED. THE JOINT DEFLECTIONS SHALL NOT EXCEED THE MINIMUM MAINTENANCE MAINTENANCE MAINTENANCE MAINTENANCE MAINTENANCE MAINTENANCE MAINTENANCE FITTINGS REQUIRED TO CONSTRUCT WATER MAIN SHALL BE INCLUDED IN WATER MAIN CONSTRUCTION.
8. PROVIDE WATER MAIN THIRSTY RESTRAINTS PER STANDARD REQUIREMENTS.
9. A MINIMUM VERTICAL SEPARATION OF 18 INCHES IS REQUIRED AT ALL WATER LINE CROSSINGS WITH SANITARY SEWER OR STORM SEWER AND WATER LINES SHALL CROSS ABOVE ANY SEWER. IF THIS IS NOT ACHIEVABLE, SANITARY SEWER OR STORM SEWER SHALL BE INSTALLED AT A MINIMUM VERTICAL SEPARATION OF 10 FEET. ANY BUILDING AND UTILITY CONNECTIONS WITHIN 10 FEET OF THE CROSSING INCLUDING CROSSINGS WITH STORM SEWER.
10. UTILITY SERVICES TYPICALLY TERMINATE 5' OUTSIDE BUILDING WALL UNLESS OTHERWISE SHOWN OR NOTED.
11. PVC WATER LINES SHALL BE PER AWWA C900 (DR 18) AND INSTALLED PER AWWA C905.
12. ALL WATER LINES SHALL BE 8" MINIMUM COVER. INSULATE WATER MAIN IF LESS THAN 6" OF COVER. INSULATION SHALL BE RIGID, EXTRUDED POLYSTYRENE BLOCK, MINIMUM THICKNESS 2 INCHES, AND THERMAL RESISTANCE (R) SHALL BE 5.0 SIZE SHALL BE 8" BY 8" WITH COMPRESSIVE STRENGTH OF 35 PSI, AND WATER ABSORPTION IN ACCORDANCE WITH ANSI/ASTM D2842 SHALL BE A MAXIMUM OF 0.1 PERCENT BY VOLUME.
13. SANITARY SEWER PIPE OUTSIDE THE BUILDING ENDSHALL NOT BE A WITHIN 10' OF WATER LINE SHALL BE POLYVINYL CHLORIDE (PVC) SDR 26 OR RCP. SDR 26 IS REQUIRED FOR DEPTHS GREATER THAN 15'. SOLVENT WELD JOINTS SHALL BE USED FOR ALL JOINTS. INSULATION SHALL BE 2 INCHES THICK. INSULATION SHALL BE SCHEDULE 40 INSULATED DOWNS. PLASTIC SANITARY SEWER SHALL BE INSTALLED PER D3231. SANITARY JOINTS MUST INCLUDE USE OF A PRIMER WHICH IS OF A CONTRASTING COLOR TO THE PIPE AND CEMENT. ALL SANITARY SEWER SHALL BE TESTED ACCORDING TO MINNESOTA PLUMBING CODE, PART 712.0.
14. ALL NONCONDUCTIVE SEWER PIPE SHALL BE INSTALLED WITH A LOCATE (TRACER) WIRE PER MINNESOTA PLUMBING CODE, PART 604.1.
15. ALL NONCONDUCTIVE WATERMAIN AND WATER SERVICES SHALL BE INSTALLED WITH VERTICAL RISE TO THE SURFACE AND PER CITY OF MINNEAPOLIS UTILITY SPECIFICATIONS. TRACER WIRE SHALL BE MINIMUM 12 AWG COPPER CLAD STEEL RATED TO 30 VOLTS, INSULATION SHALL BE HMWPE MEETING ASTM D1528, WITH DESIGNATION IDENTIFIED ON THE OUTSIDE OF THE WIRE CASCADING SHALL BE HIGH STRENGTH WITH MIN. 50 LB. BREAK LOAD AND MIN. 100 PSI INSULATING STRENGTH. TRACER WIRE SHALL BE INTERCONNECTED AT TEES AND CROSSINGS, JOINED USING SINGLE 3-WAY OR 4-WAY LOCABLE CONNECTION.
16. A 1/2 INCH TRACER WIRE LOOP SHALL BE PROVIDED ON EACH SIDE OF A SPLICED CONNECTION.
17. TRACER WIRE LENGTHS GREATER THAN 500 LINEAR FEET, WITHOUT SERVICE LATERALS OR HYDRANTS, ARE TO INCLUDE AN ENDPOINT IDENTIFICATION. ENDPOINT IDENTIFICATION SHALL BE LOCATED AT THE CLOSE OF PAVEMENT WHERE EVER FEASIBLE.
18. TRACER WIRE SHALL BE GROUNDED AT ALL TERMINAL ENDS.
19. A CONTINUITY TEST SHALL BE PERFORMED BY THE CONTRACTOR ON ALL NEW LINES PER FINAL ACCEPTANCE.
20. AFTER CONSTRUCTION IS COMPLETED, THE CONTRACTOR SHALL PROVIDE THE OWNER WITH AN AS-BUILT RECORD OF UTILITY CONSTRUCTION. THE AS-BUILT SHALL INCLUDE LOCATION AND LENGTH ELEVATIONS OR CHANGES TO THE PLAN. CONTRACTOR TO VERIFY WITH OWNER OR ENGINEER WHETHER A PLAN WITH POST-CONSTRUCTION ELEVATIONS IS REQUIRED.
21. ALL MANHOLE CASTINGS IN PAVED AREAS SHALL BE SUMPED 0.05 FEET. RIM ELEVATIONS ON PLAN REFLECT THE

GENERAL STORM SEWER NOTES

1. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND LIMITED MEASUREMENTS TAKEN IN THE FIELD. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES TO COMPLETE. THE CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY THE OWNER OR ENGINEER OF DISCREPANCIES.
2. ALL STORM SEWER MATERIAL AND INSTALLATIONS SHALL BE PER CITY REQUIREMENTS, MINNESOTA PLUMBING CODE, AND IN ACCORDANCE WITH THE CURRENT EDITION OF "STANDARD SPECIFICATIONS FOR WATER MAIN AND SEWER INSTALLATION AND SANITARY SEWER AND STORM SEWER INSTALLATION" AS PREPARED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA.
3. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL OBTAIN THE NECESSARY FEDERAL, STATE AND LOCAL PERMITS FOR THE PROPOSED WORK OR VERIFY WITH THE OWNER OR ENGINEER THAT PERMITS HAVE BEEN OBTAINED. PERMIT FEES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR UNLESS OTHERWISE ARRANGED WITH THE OWNER.
4. CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATION AND DIMENSIONS OF DOORWAYS, RAMPS, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS AND EXIST BUILDING UTILITY CONNECTION LOCATIONS.
5. ALL PRIVATE UTILITIES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE SPECIFICATIONS OF THE APPROPRIATE UTILITY COMPANIES. THE CONTRACTOR SHALL COORDINATE THE SERVICE LINE CONSTRUCTION WITH THE UTILITY COMPANIES.
6. CONTRACTOR SHALL OBTAIN ALL NECESSARY CITY PERMITS FOR UTILITY CONNECTIONS, AND UTILITIES SHALL BE INSPECTED AND APPROVED BY THE CITY. THE CITY SHALL BE NOTIFIED 48-HOURS PRIOR TO COMMENCING WITH THE UTILITY CONNECTION OR ANY REQUIRED TESTING. CONTRACTOR SHALL NOT OPERATE, INTERFERE WITH, OR DISRUPT ANY EXISTING OR PROPOSED UTILITY WATER MAIN BELONGING TO THE CITY UNLESS DULY AUTHORIZED TO DO SO BY THE CITY. ANY ADVERSE CONSEQUENCES OF SCHEDULED OR UNSCHEDULED DISRUPTIONS OF SERVICE TO THE PUBLIC ARE TO BE THE RESPONSIBILITY OF THE CONTRACTOR.
7. A MINIMUM VERTICAL SEPARATION OF 18 INCHES IS REQUIRED AT ALL WATER LINE CROSSINGS WITH STORM SEWER. THE WATER LINE SHALL NOT HAVE JOINTS OR CONNECTION WITHIN 10-FEET OF THE CROSSING INSIDE CROSSINGS WITH STORM SEWER.
8. UTILITY SERVICES MUST TERMINATE 5' OUTSIDE BUILDING WALL UNLESS OTHERWISE SHOWN OR NOTED.
9. STORM SEWER PIPE
 - A. HOPE PIPE MAY BE INSTALLED WITH APPROVAL OF LOCAL GOVERNING AGENCY.
 - B. HOPE STORM PIPE 12- TO 10-INCHES IN DIAMETER SHALL MEET REQUIREMENTS OF AASHTO M252, HOPE STORM PIPE 12- TO 10-INCHES IN DIAMETER SHALL MEET REQUIREMENTS OF ASTM D3218, FITTINGS SHALL BE PER ASTM D3212 AND INSTALLED PER ASTM D3231.
 - C. PVC STORM SEWER PIPE AND FITTINGS SHALL BE SCHEDULE 40 PER ASTM D2566 AND INSTALLED PER ASTM D2321.
 - D. ALL STORM SEWER JOINTS AND STRUCTURE CONNECTIONS SHALL BE GASTIGHT OR WATERTIGHT AS REQUIRED BY MINNESOTA PLUMBING CODE, PART 703.2 STORM SEWER LOCATED WITHIN 10- FEET OF A BUILDING AND/OR WATER LINE SHALL BE TESTED PER MINNESOTA PLUMBING CODE, PART 712.
10. ALL NONCONDUCTIVE PIPE SHALL BE INSTALLED WITH A LOCATE (TRACER) WIRE PER MINNESOTA PLUMBING CODE, PART 604.9.
11. AFTER CONSTRUCTION IS COMPLETED, THE CONTRACTOR SHALL PROVIDE THE OWNER WITH AN 8-BUILT RECORD OF CONSTRUCTION. THE 8-BUILT SHALL INCLUDE LOCATION AND LENGTH DEDUCTIONS OR CHANGES TO THE PLAN. CONTRACTOR TO VERIFY WITH OWNER OR ENGINEER WHETHER A PLAN WITH POST-CONSTRUCTION ELEVATIONS IS REQUIRED.
12. ALL CATCH BASIN CASTINGS IN CURB SHALL BE SUMPED 5' OF RISE AND MANHOLE CASTINGS IN PAVED AREAS SHALL BE SUMPED 15' RISE. RIM ELEVATIONS ON PLAN REFLECT THE SUMPED ELEVATIONS.
13. ADJUSTING RINGS MAY BE INJECTED MOLDED-RECYCLED HOPE AS MANUFACTURED BY LATITECH INC. OR APPROVED ALIKE AND INSTALLED AS PER MANUFACTURER'S RECOMMENDATIONS; THE COMPLETE ADJUSTMENT SYSTEM INCLUDING THE HOPE RINGS SHALL CONSIST OF THE RINGS, SEALED TO THE MANHOLE STRUCTURE, CASTING AND ONE ANOTHER BY MEANS OF AN APPROVED BUTYL SEALANT. THE MANHOLE ADJUSTING RINGS SHALL BE MOLDED FROM HIGH DENSITY POLYETHYLENE AS DEFINED IN ASTM SPECIFICATION D-4976. THE CONTRACTOR SHALL UTILIZE FLAT AND SPRING UNITS TO MATCH THE REQUIRED SLOPE AND OR GRADE OF THE STRUCTURE. THE ADJUSTMENT RINGS SHALL BE SPECIFIED TO ENSURE COMPLIANCE WITH IMPACT AND LOADING REQUIREMENTS PER THE ASSOCIATED STANDARDS SPECIFICATION FOR HIGHWAY GIDGES. INSTALLATION SHALL BE PER MANUFACTURER'S RECOMMENDATIONS ONLY.
14. MANHOLE INVERT'S SHALL BE POURD USING PLANT MIX READY MIX SUCH AS THE APPROVED CURB & GUTTER MIX. NO ONSITE MNDG MATERIAL WILL BE ACCEPTABLE.

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Common Ground Alliance

INITIAL ISSUE:	8/29/2025
REVISIONS	
DESIGNED	
CHECKED	
DRAWN	
HORIZONTAL SCALE	
VERTICAL SCALE	1"=10'

PREPARED FOR:
KUEPERS, INC
1701A COMMERCIAL PARK RD

DAVID BADE

**KUEPERS
RAINERD -
VOYAGEUR
HEIGHTS
RAINERD, MN**

Westwood

OVERALL
UTILITY PLAN

SHEET NUMBER

C500

DATE: 8/29/2025

PROJECT NUMBER: 0068943.00

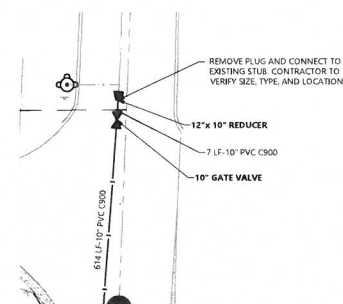


PROPERTY LINE
EASEMENT LINE
CURB AND GUTTER
SANITARY SEWER
SANITARY SEWER FORCE MAIN
STORM SEWER
WATER MAIN
HYDRANT
UNDERGROUND ELECTRIC
OVERHEAD ELECTRIC
GATE VALVE
FLARED END SECTION (WITH RIPRAP)
LIGHT POLE

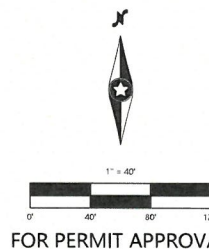
Call 48 Hours before digging:
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Common Ground Alliance

UTILITY NOTES

1. SEE SHEET CS00 FOR UTILITY NOTES



INSET - CITY UTILITY CONNECTION



FOR PERMIT APPROVAL

INITIAL ISSUE	8/29/2025	DESIGNED
REVISIONS		CHECKED
△ 10/09/2025	RIP PLANS	DRAWN
△ 1/5/2026	FINAL RIP PLANS	HORIZONTAL SCALE 40'
△		VERTICAL SCALE 8" = 4'

ORDER FOR:
KUEPERS, INC
7018 COMMERCIAL PARK RD
BRainerd, MN

I HEREBY CERTIFY THAT THE PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DAILY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DAVID RAGE
8/29/2025
40409

**KUEPERS
BRAINERD -
VOYAGEUR
HEIGHTS**

Westwood

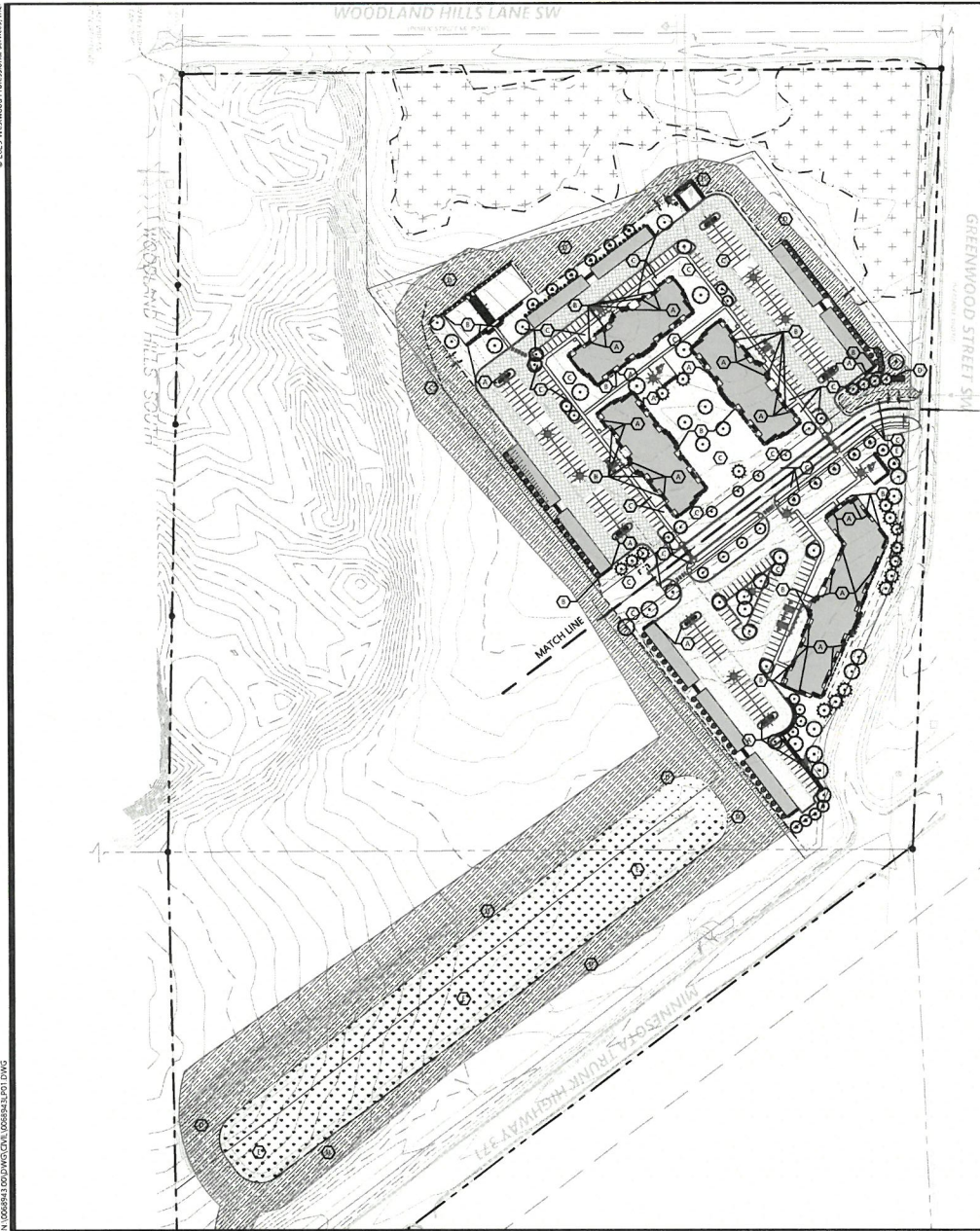
SANITARY
SEWER &
WATERMAIN
PLAN

SHEET NUMBER:

C501

DATE 8/29/2025

CLUEPERS BRAINERD - VOYAGEUR HEIGHTS

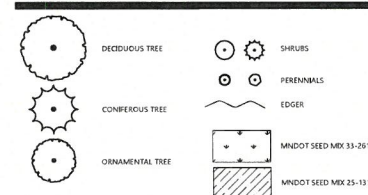


PLANT SCHEDULE

CODE	QTY	COMMON / BOTANICAL NAME	SIZE	SPACING	MATURE SIZE
CONIFEROUS TREES					
NWS	15	INVERWAY SPRUCE / PICEA ABIES	8' HT. B&B	AS SHOWN	H 50'-60' W 25'-30'
BHS	10	BLACK HILLS WHITE SPRUCE / PICEA GLAUCA 'DENSATA'	8' HT. B&B	AS SHOWN	H 35'-45' W 20'-25'
REP	5	RED PINE / PINUS RESINOSA	8' HT. B&B	AS SHOWN	H 40'-50' W 25'-35'
DECIDUOUS TREES					
TSM	5	TALL PRESTIGE SUGAR MAPLE / ACER SACCHARUM 'BAILEY'	25" CAL. B&B	AS SHOWN	H 50'-60' W 40'-50'
MM	4	MATADOR FREEMAN MAPLE / ACER X FREEMANII 'EALSTON'	25" CAL. B&B	AS SHOWN	H 40'-50' W 30'-35'
COM	8	COMMON HACKBERRY / CELTIS OCCIDENTALIS	25" CAL. B&B	AS SHOWN	H 50'-60' W 50'-60'
AGS	2	AUTUMN GOLD GINKGOTREE / GINKGO BILOBA 'AUTUMN GOLD'	25" CAL. B&B	AS SHOWN	H 40'-50' W 25'-35'
SKH	13	SEPTUNE HONEY LOCUST / GLADIOLIA FRACANTHOS INDIANA 'SKYCOLE'	25" CAL. B&B	AS SHOWN	H 40'-50' W 30'-35'
PSE	18	PRINCETON AMERICAN ELM / ULMUS AMERICANA 'PRINCETON'	25" CAL. B&B	AS SHOWN	H 40'-60' W 40'-60'
ORNAMENTAL TREES					
NWS	15	EMERALD MULTI-TRUNK / BETULA NIGRA	6" CLP. B&B	AS SHOWN	H 40'-50' W 25'-35'
BBS	18	BLUE BEECH / CARPINUS CAROLINIANA	1.75" CAL. B&B	AS SHOWN	H 20'-25' W 15'-20'
CONIFEROUS SHRUBS					
AND	50	ANDORRA JUNIPER / JUNIPERUS HORIZONTALIS 'ANDORRA'	#5 CONT	4'-0" O.C.	H 3'-4' W 3'-4'
BPJ	18	BLUE PRINCE CREeping JUNIPER / JUNIPER HORIZONTALIS 'BLUE PRINCE'	#5 CONT	5'-0" O.C.	H 3'-4' W 3'-4'
TVP	17	TAYLOR JUNIPER / JUNIPERUS VIRGINIANA 'TAYLOR'	#25 CONT	5'-0" O.C.	H 15'-20' W 4'-5'
JMP	25	JACOBSEN MUGO PINE / PINUS MUGO 'JACOBSEN'	#5 CONT	4'-0" O.C.	H 3'-4' W 3'-4'
TAY	45	TAUNTON'S YEW / TAXUS X MEDIA 'TAUNTON'	#5 CONT	4'-0" O.C.	H 3'-4' W 3'-4'
DSA	20	DEGROOT'S SPINE ARBORVITAE / THUJA OCCIDENTALIS 'DEGROOT'S SPINE'	#25 CONT	5'-0" O.C.	H 15'-20' W 4'-5'
DECIDUOUS SHRUB					
RES	14	RECENT SERVICEBERRY / AMELANCHIER ALABAMICA 'RECENT'	#5 CONT	5'-0" O.C.	H 4'-6' W 4'-6'
ADP	44	ASCLEPIAD TREES / RED TWIG DOGWOOD / CORNUS SERICEA 'FARROW'	#5 CONT	5'-0" O.C.	H 3'-4' W 3'-4'
DBH	45	DWARF BUSH HONEYSUCKLE / DIERVILLA LONICERA	#5 CONT	5'-0" O.C.	H 3'-4' W 3'-4'
ANH	42	ANNABELLE HYDRANGEA / HYDRANGEA ARBORESCENS 'ANNABELLE'	#5 CONT	4'-0" O.C.	H 4'-6' W 4'-6'
DSB	61	DIANE'S DOGWOOD / POTENTILLA POTENTILLA 'DIANE'S DOGWOOD'	#5 CONT	5'-0" O.C.	H 3'-4' W 3'-4'
GLS	28	GRD-LOW FRAGRANT SUMAC / RHUS AROMATICA 'GRD-LOW'	#5 CONT	5'-0" O.C.	H 3'-5' W 4'-6'
RWW	68	RED WING AMERICAN CRANBERRYBUSH / VIBURNUM THIBOSUM 'RED WING'	#5 CONT	7'-0" O.C.	H 8'-10' W 6'-10'
PERENNIALS					
SDD	24	STELLA DE ORO DAYLILY / HEMEROCALLIS X STELLA DE ORO	#1 CONT	24" O.C.	H 15'-18" W 18'-24"
ACB	76	ACANTHUS EXPOSURE / ANEMONE CORAL BELLS / FLOCHERA X 'INHEUNGA'	#1 CONT	18" O.C.	H 15'-18" W 16'-20"
ROS	12	ROSE BLAZING STAR / LATHRUS SPICATA 'ROSE'	#1 CONT	18" O.C.	H 24"-30" W 14'-18"
WLC	30	WALKER'S LOW CALIMINT / NERITA X WALKER'S LOW	#1 CONT	24" O.C.	H 18'-24" W 18'-24"
BLS	27	BLACK-EYED SUSAN / RUDEBECKIA FRIATA	#1 CONT	24" O.C.	H 26'-32" W 18'-24"
GRASSES					
YFG	147	YORKSTER FEATHER REED GRASS / CALAMAGROSIS X ACUTIFLORA 'KARL FORKSTER'	#1 CONT	30" O.C.	H 3'-4' W 2'-3'
PDS	65	PRIDE OF THE SOUTH / SPONDYLUS HETEROLOPHUS	#1 CONT	24" O.C.	H 2'-3' W 2'-3'

ABBREVIATIONS: B&B = BALLED AND BURLAPPED CAL = CALIPER HT = HEIGHT MIN = MINIMUM O.C. = ON CENTER QTY = QUANTITY CONT. = CONTAINER
NOTE: QUANTITIES ON PLAN SUPERSEDE LIST QUANTITIES IN THE EVENT OF A DISCREPANCY.

LANDSCAPE LEGEND



LANDSCAPE KEYNOTES

- A ROCK MULCH (TYP)
- B EDGER (TYP)
- C SOD (TYP)
- D MNDOT SEED MIX 25-131
- E MNDOT SEED MIX 33-261

SEEDING NOTES

STORMWATER POND:
MNDOT SEED MIX 33-261 STORMWATER SOUTH-WEST (OR A MIX COMPRISED OF SIMILAR VARIETIES OF GRASSES AND FORBS, TO BE APPROVED BY LANDSCAPE ARCHITECT).
SEED MIX TO BE APPLIED AT A RATE OF 35 LBS/ACRE
GENERAL TURF:
MNDOT SEED MIX 25-131 LOW MAINTENANCE TURF (OR A MIX COMPRISED OF SIMILAR VARIETIES OF GRASSES AND FORBS, TO BE APPROVED BY LANDSCAPE ARCHITECT)
SEED MIX TO BE APPLIED AT A RATE OF 220 LBS/ACRE
ALL SEED MIXES TO BE APPLIED DURING RECOMMENDED PLANTING SEASON, AND USING AN APPROVED METHOD, AS FOUND IN THE MNDOT SEEDING MANUAL.
ALL SEED MIXES AVAILABLE FROM TWIN CITY SEED COMPANY (TWINCITYSEED.COM, 1.800.545.TURF)

LANDSCAPE SUMMARY

MULTIFAMILY RESIDENTIAL USE REQUIREMENT:

FOUR SHRUBS SHALL BE PLANTED PER DWELLING UNIT. TWO PERENNIALS CAN BE SUBSTITUTED FOR ONE SHRUB.

REQUIRED TREE PLANTINGS:

IN ALL RURAL LIVING ZONING DISTRICTS LOTS SHALL INCLUDE PLANTINGS AT THE RATE OF ONE TREE PER 3,000 SF OF OPEN SPACE AREA. AREA DOES NOT INCLUDE DELINEATED WETLAND AREA. ALL REQUIRED TREE PLANTINGS SHALL HAVE A MIXTURE OF CONIFER AND DECIDUOUS TREES.

REQUIREMENTS:

NUMBER OF DWELLING UNITS:	176
SHRUBS REQUIRED:	704 (176x4 = 704)
OPEN SPACE PROVIDED:	283,401 SF
TREES REQUIRED:	95 (283,401/3,000 = 94.5)
TREES PROVIDED:	95 (40 DECIDUOUS + 20 CONIFEROUS + 35 CONIFEROUS)
SHRUBS PROVIDED:	704 (31 DECIDUOUS + 163 CONIFEROUS + 421 PERENNIALS = 210 SHRUBS)

SEED AREAS:

MNDOT SEED MIX 33-261	135,350 SF (3.11 AC)
MNDOT SEED MIX 25-131	287,832 SF (6.61 AC)



Call 48 Hours before digging.
811 or call 811.com
Common Ground Alliance

DATE: 8/29/2025	DESIGNED: [Signature]
PROJECT: L100	CHECKED: [Signature]
LOCATION: [Address]	APPROVED: [Signature]
SCALE: 1" = 100'	SCALE: 1" = 100'

PREPARED FOR:
KUEPERS, INC.
17016 CAMDEN AVE. RD.
BRAINERD, MN

ISSUED FOR THE: [Signature]
DATE: 8/29/2025
PROJECT: L100

KUEPERS - BRAINERD - VOYAGEUR HEIGHTS
BRAINERD, MN

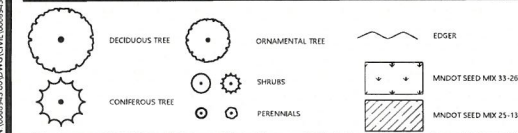
Westwood
1000 1st St. N.
St. Cloud, MN 56301
Phone: 800.333.3333
Fax: 800.333.3333
www.westwoodpro.com

LANDSCAPE PLAN

SHEET NUMBER:
L100

DATE: 8/29/2025
PROJECT NUMBER: 0068943.00

KUEPERS BRAINERD - VOYAGEUR HEIGHTS



LANDSCAPE KEYNOTES 

A ROCK MULCH (TYP.)
B EDGER (TYP.)
C SOD (TYP.)
D MNDOT SEED MIX 25-131
E MNDOT SEED MIX 33-261

PLANT SCHEDULE (FOR REFERENCE ONLY, SEE SHEET L100 FOR PLANT COUNTS)

[illegible]

ABBREVIATIONS: B&B = BALLED AND BURLAPPED CAL = CALIPER HT. = HEIGHT MIN. = MINIMUM O.C. = ON CENTER
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INITIAL ISSUE	8/29/2025	DESIGNED
REVISIONS		CHECKED
△ 15/06/2025	FINAL MEASURING	DRAWN
△ 1/5/2026	FINAL PUD PLANS	HORIZONTAL SCALE 1/2"
△		VERTICAL SCALE 8" = 1'

PREPARED FOR:

KUEPERS, INC

JEFF WESTENDORF
8/29/2025 LICENSE NO 53596

**KUEPERS
BRAINERD -
VOYAGEUR
HEIGHTS
BRAINERD, MN**

Westwood

Phone (952) 937-5150
Fax (952) 937-5150
12701 W. Arden Drive, Suite #100
Minneapolis, MN, 55341
www.mn-copd.com

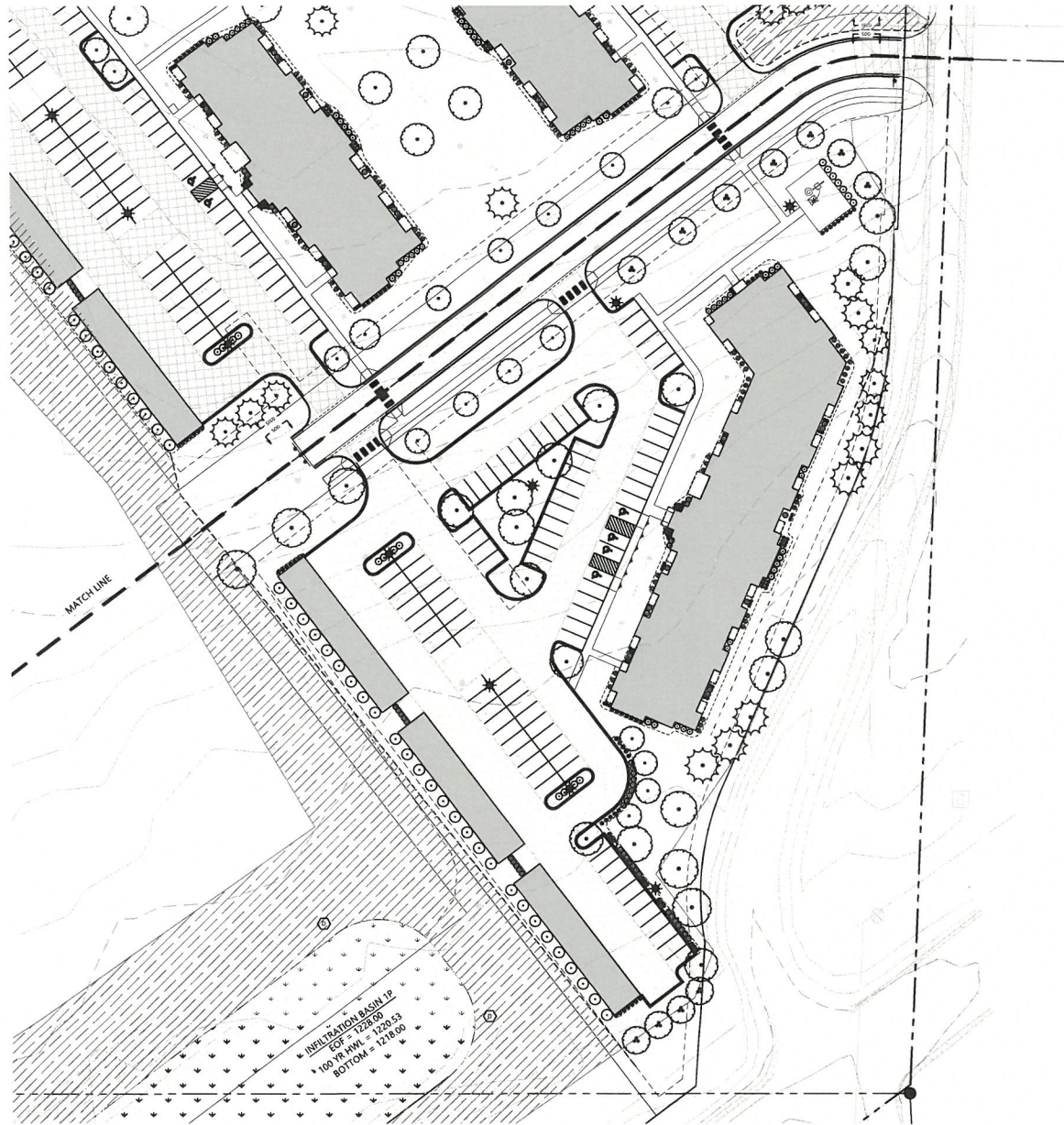
LANDSCAPE
PLAN -
NORTH

SHEET NUMBER

L101

DATE: 8/29/2025

PROJECT NUMBER: 0068943.00

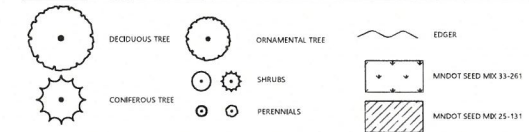


PLANT SCHEDULE (FOR REFERENCE ONLY, SEE SHEET L100 FOR PLANT COUNTS)

CODE	COMMON / BOTANICAL NAME	SIZE	SPACING	MATURE SIZE
CONIFEROUS TREES				
MD	DOUGLASS SPRUCE / PICEA MARY	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	BLACK PINE WHITE PINE / PINEA GALICA VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	RED PINE / PINEA RESINOSA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
DECIDUOUS TREES				
MD	RED BARK DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
ORNAMENTAL TREES				
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
CONIFEROUS SHRUBS				
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
DECIDUOUS SHRUBS				
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB
MD	DOUGLASS DOGWOOD / ZELCOA SACCABUNDUM VANDATA	10' DB	AS SHOWN	10' DB - 20' W 20' DB

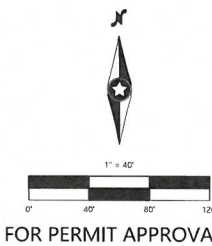
ABBREVIATIONS: RMB = RAISED AND BURIED CAL = CALIPER HT. = HEIGHT MIN. = MINIMUM O.C. = ON CENTER
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NOTE: QUANTITIES ON PLAN SUPERSEDE LIST QUANTITIES IN THE EVENT OF A DISCREPANCY.

LANDSCAPE LEGEND



LANDSCAPE KEYNOTES (A)

- A ROCK MULCH (TYP)
- B EDGER (TYP)
- C SOD (TYP)
- D MNDOT SEED MIX 25-131
- E MNDOT SEED MIX 33-261



FOR PERMIT APPROVAL

Call 48 Hours before digging:
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Common Ground Alliance

REVISION	DATE	BY	CHKD
1	8/29/2023	JTB	JTB
2	8/29/2023	JTB	JTB
3	8/29/2023	JTB	JTB
4	8/29/2023	JTB	JTB
5	8/29/2023	JTB	JTB
6	8/29/2023	JTB	JTB
7	8/29/2023	JTB	JTB
8	8/29/2023	JTB	JTB
9	8/29/2023	JTB	JTB
10	8/29/2023	JTB	JTB

PREPARED FOR
KUEPERS, INC.
17018 S. 100TH AVE.
BAINBRIDGE, MN 55556

LANDSCAPE ARCHITECT
JTB WESTBROOK
8/29/2023, LICENSE NO. 53556

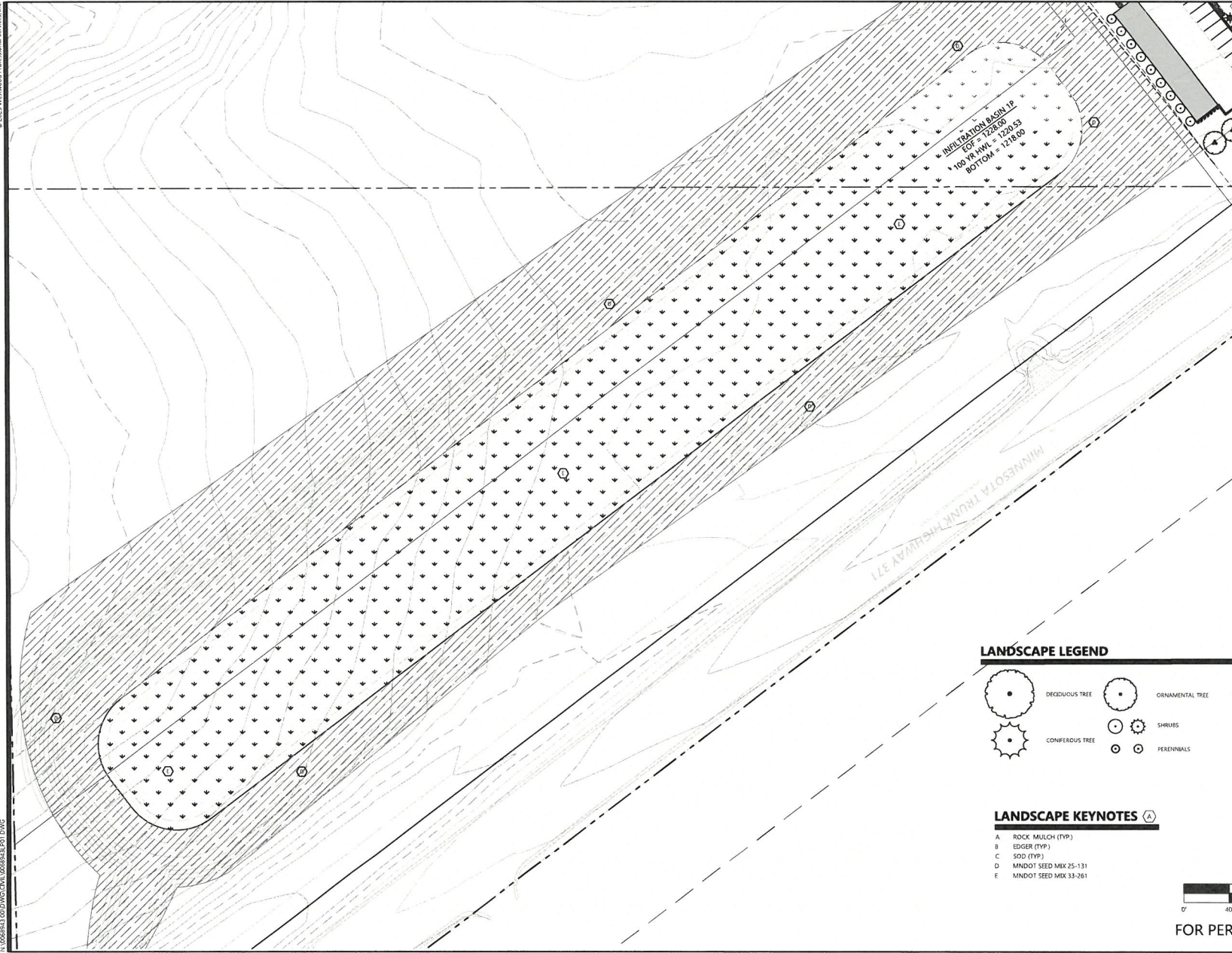
**KUEPERS -
BRANNER -
VOYAGEUR
HEIGHTS**
BRANNER, MN

Westwood
LANDSCAPE ARCHITECTURE
1000 1ST AVE. S.W.
MINNEAPOLIS, MN 55415
612.338.1100
westwoodpro.com

**LANDSCAPE
PLAN -
SOUTH**

SHEET NUMBER
L102

DATE: 8/29/2023
PROJECT NUMBER: 0068943.00



Call 48 Hours before digging
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Common Ground Alliance

DESIGNED	8/29/2025
CHECKED	
DATE	
SCALE	
VERTICAL SCALE	
HORIZONTAL SCALE	

PREPARED FOR
KUEPERS, INC
1701 E. COMMERCE RD
BRainerd, MN

WESTWOOD CERTIFY THAT THIS PLAN WAS PREPARED BY ME
OR UNDER MY DIRECT SUPERVISION AND THAT I AM A
LICENSED PROFESSIONAL LANDSCAPE ARCHITECT
OF THE STATE OF MINNESOTA
TJFF WESTENDORF
8/29/2025, LICENSE NO. 53396

**KUEPERS -
BRainerd -
VOYAGEUR
HEIGHTS**
BRainerd, MN

Westwood
800.333.5100 3515 Minnesota Ave. Suite #100
Brainerd, MN 56601
westwoodpro.com
Westwood Professional Services, Inc.

**LANDSCAPE
PLAN - POND**

SHEET NUMBER
L103

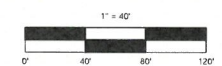
DATE: 8/29/2025
PROJECT NUMBER: 0068943.00

LANDSCAPE LEGEND

	DECIDUOUS TREE		ORNAMENTAL TREE		EDGER
	CONIFEROUS TREE		SHRUBS		MNDOT SEED MIX 33-261
	PERENNIALS		MNDOT SEED MIX 25-131		

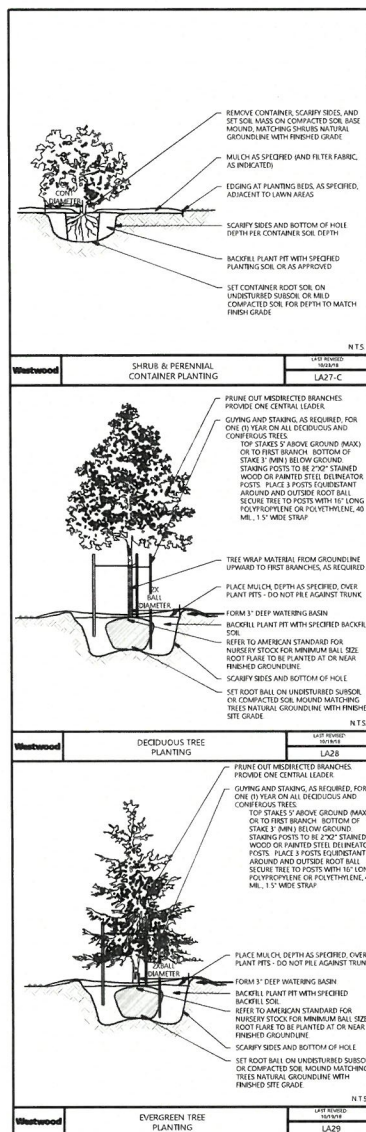
LANDSCAPE KEYNOTES (A)

- A ROCK MULCH (TYP.)
- B EDGER (TYP.)
- C SOD (TYP.)
- D MNDOT SEED MIX 25-131
- E MNDOT SEED MIX 33-261



FOR PERMIT APPROVAL





PLANTING NOTES

1. CONTRACTOR SHALL FACT COMMON GROUND ALLIANCE AT #11 OR CALL#11.COM TO VERIFY LOCATIONS OF ALL UNDERGROUND UTILITIES PRIOR TO INSTALLATION OF ANY PLANTS OR LANDSCAPE MATERIAL.
2. ACTUAL LOCATION OF PLANT MATERIAL IS SUBJECT TO FIELD AND SITE CONDITIONS.
3. NO PLANTING WILL BE INSTALLED UNTIL ALL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.
4. ALL SUBSTITUTIONS MUST BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO SUBMISSION OF ANY BID AND APPROVAL BY THE LANDSCAPE CONTRACTOR.
5. CONTRACTOR SHALL PROVIDE TWO YEAR GUARANTEE ON ALL PLANT MATERIALS. THE GUARANTEE BEGINS ON THE DATE OF THE LANDSCAPE ARCHITECT'S OR OWNER'S WRITTEN ACCEPTANCE OF THE INITIAL PLANTING. REPLACEMENT PLANT MATERIAL SHALL HAVE A ONE YEAR GUARANTEE COMMENCING UPON PLANTING.
6. ALL PLANTS TO BE SPECIEM GRACE, MINNESOTA-GROWN AND/OR HARDY. SPECIEM GRACE SHALL ADHERE TO, BUT NOT BE LIMITED BY, THE FOLLOWING:
 - a. ALL PLANTS SHALL BE FREE FROM DISEASE, PESTS, WOUNDS, SCARS ETC.
 - b. ALL PLANTS SHALL BE FREE FROM GRAFT UNIONS, GRAFT HOLES OR DEFORMITIES.
 - c. ALL PLANTS SHALL BE FREE FROM BROKEN OR DEAD BRANCHES.
 - d. CONSPICUOUS TREES SHALL HAVE HEADS AND BRANCHES WITH A LENGTH TO WIDTH RATIO OF NO LESS THAN 5:1.
7. PLANTS TO MEET AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1-2014) OR MOST CURRENT VERSION. REQUIREMENTS FOR SOIL AND TYPE SPECIFIED.
8. PLANTS TO BE INSTALLED AS PER IRLA & ANSI STANDARD PLANTING PRACTICES.
9. TREES SHALL BE IMMEDIATELY PLANTED UPON ARRIVAL AT SITE. PROPERTY HENRICHES IN NECESSARY TEMPORARY OR PERMANENT.
10. PRIOR TO PLANTING, FIELD VERIFY THAT THE ROOT COLLAR/ROOT FLAIR IS LOCATED AT THE TOP OF THE BALLED & BURLAP TREE. IF THIS IS NOT THE CASE, SOIL SHALL BE REMOVED DOWN TO THE ROOT COLLAR/ROOT FLAIR. THE BALLED & BURLAP TREE IS PLANTED, THE ROOT COLLAR/ROOT FLAIR SHALL BE EVEN OR SLIGHTLY ABOVE FINISHED GRADE.
11. OPEN TOP OF BURLAP ON BID MATERIALS. REMOVE TOP ON POTTED PLANTS. SPILT AND BEAKEN OFF PEAT POTS.
12. PRUNE PLANTS AS NECESSARY - PER STANDARD NURSERY PRACTICE AND TO CORRECT POOR BRANCHING OF DROOPED AND PROPOSED TREES.
13. WRAK ALL SMOOTH-BARKED TREES - FASTEN TOP AND BOTTOM. REMOVE BY APRIL 1ST.
14. STRIPING OF TREES AS REQUIRED, REPOSITION, FLUMS AND STAKE IF NOT FLUMS AFTER ONE YEAR.
15. THE NEED FOR SOIL AMENDMENTS SHALL BE DETERMINED UPON SITE SOIL CONDITIONS PRIOR TO PLANTING. LANDSCAPE CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT FOR THE NEED OF ANY SOIL AMENDMENTS.
16. BACKFILL, SOIL AND TOPSOIL TO ADHERE TO MINVOT STANDARD SPECIFICATION 3877 SELECT TOPSOIL, BORROW) AND TO BE EXISTING TOP SOIL FROM SITE SURFACE FEET OF ROOTS, ROCKS LARGER THAN ONE INCH, SUBSIDI, DEBRIS, AND OTHERS. MINN. ELEC. SPECIFICATION 1075 TOPSOIL TO BE EXISTING TOP SOIL FOR ALL LAWN GRASS AREAS, AND 12" DEPTH TO BE AT TREE, SHRUBS, AND PERENNIALS.
17. MULCH TO BE AT TREE, SHRUBS, PERENNIAL, AND MAINTENANCE AREAS. TREE AND SHRUB PLANTING BEDS TO BE 12" DEPTH TO EXISTING GRADE. MULCH TO BE 2" DEPTH TO EXISTING GRADE. MULCH TO BE USED AROUND ALL PLANTS WITHIN TREES, SHRUBS, PERENNIAL, AND ORNAMENTAL GRASS BEDS SHALL HAVE 1" DEPTH SHREDED HAYWOOD MULCH. MULCH TO BE FREE OF DEBRIS, PLANTS MATERIAL, AND COLORED REX. OR APPROVED EQUAL. MULCH TO BE BLUFF TO EXISTING GRADE. MULCH TO BE 2" DEPTH TO EXISTING GRADE. MULCH TO BE USED AROUND ALL ROCK MULCH TO BE TO BE ON COMMERCIAL GRADE REX FABRIC, BY INSTALL, OR APPROVED EQUAL, WITH NO EXPOSURE TO EXISTING FABRIC TO BE APPROVED BY OWNER PRIOR TO INSTALLATION. MULCH TO MATCH EXISTING CONDITIONS (WHERE APPLICABLE).
18. EGOING TO BE COMMERCIAL GRADE VALLEY-VIEW BLACK OAK (OR EQUAL) POLY EGOING OR SPREAD EGO, AS INDICATED. POLY EGOING SHALL BE FLAMED WITH SMOOTH CURVES AND STAYED WITH METAL SPIES. EGOING SHALL BE BLUFF TO EXISTING GRADE. EGOING SHALL BE 2" DEPTH TO EXISTING GRADE. EGOING TO BE USED AROUND ALL PLANTS WITHIN TREES, SHRUBS, PERENNIAL, AND ORNAMENTAL GRASS BEDS SHALL HAVE 1" DEPTH SHREDED HAYWOOD MULCH. MULCH TO BE FREE OF DEBRIS, PLANTS MATERIAL, AND COLORED REX. OR APPROVED EQUAL. MULCH TO BE BLUFF TO EXISTING GRADE. MULCH TO BE 2" DEPTH TO EXISTING GRADE. MULCH TO BE USED AROUND ALL ROCK MULCH TO BE TO BE ON COMMERCIAL GRADE REX FABRIC, BY INSTALL, OR APPROVED EQUAL, WITH NO EXPOSURE TO EXISTING FABRIC TO BE APPROVED BY OWNER PRIOR TO INSTALLATION. MULCH TO MATCH EXISTING CONDITIONS (WHERE APPLICABLE).
19. ALL DISTURBED AREAS TO BE SOCCED OR SEERED, UNLESS OTHERWISE NOTED. FARKING, LOT BLANDS TO BE SOCCED WITH SHREDED HAYWOOD MULCH AROUND ALL TREES AND SHRUBS. SOIL TO BE STANDARD MINNESOTA GROWN AND HARDY BLUEGRASS MIX, 7 FEET OF LAWN WEEDS. ALL TOPSOIL AREAS TO BE RAKED TO REMOVED DEBRIS AND EXISTING GRADE. SLOPES OF 1:1 OR GREATER SHALL BE STAKED. SEED AS SPECIFIED AND PER MINVOT SPECIFICATIONS. IF NOT INDICATED ON LANDSCAPE PLAN, SEE EROSION CONTROL PLAN.
20. PROVIDE IRRIGATION TO ALL PLANTED AREAS ON SITE. IRRIGATION SYSTEM TO BE DESIGNED/BUILT BY LANDSCAPE ARCHITECT AND APPROVED BY LANDSCAPE CONTRACTOR. IRRIGATION SYSTEM TO BE USED AROUND ALL PLANTS PRIOR TO APPROVAL PRIOR TO INSTALLATION OF IRRIGATION SYSTEM. CONTRACTOR TO PROVIDE OPERATION MANUALS, AS-BUILT PLANS, AND NORMAL PROGRAMMING. SYSTEM SHALL BE WHITEWASHED AND HAVE SPRING STARTUP. DURING YEAR OF OPERATION, CONTRACTOR SHALL HAVE ONE YEAR WARRANTY ON THE IRRIGATION. ALL INFORMATION ABOUT INSTALLATION AND SCHEDULING CAN BE OBTAINED FROM THE GENERAL CONTRACTOR.
21. CONTRACTOR SHALL PROVIDE NECESSARY MATERIAL OF PLANT MATERIALS UNTIL THE PLANT IS FULLY ESTABLISHED OR IRRIGATION SYSTEM IS OPERATIONAL. OWNER WILL NOT PROVIDE WATER FOR CONSTRUCTION.
22. REPAIR, REPLACE, OR PROVIDE SODDERS AS REQUIRED FOR ANY ROADWAY BOULEVARD AREAS ADJACENT TO THE SITE DURING CONSTRUCTION.
23. REPAIR ALL DAMAGE TO PROPERTY FROM PLANTING OPERATIONS AT NO COST TO OWNER.

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811 or call811.com
Common Ground Alliance

INITIAL ISSUE	8/29/2025	DESIGNED
REVISIONS		CHECKED
△ 18/09/2025	PROPOSED LANS	DRAWN
△ 1/5/2026	FINAL PUD PLANS	HORIZONTAL SCALE 40'
△		VERTICAL SCALE 8' = 1"

PREPARED FOR:

I HEREBY CERTIFY THAT THE PLAN WAS PREPARED BY ME
 OR UNDER MY DIRECT SUPERVISION AND THAT I AM A
 DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS
 OF THE STATE OF MINNESOTA.

JEFF WESTENDORF
 8/29/2025 LICENSE NO. 53596

**KUEPERS
BRAINERD -
VOYAGEUR
HEIGHTS
BRAINERD, MN**

Westwood
12701 Wilshire Drive, Suite #100
Marinette WI 53143
(920) 932-1150
westwoodcpa.com

LANDSCAPE
NOTES &
DETAILS

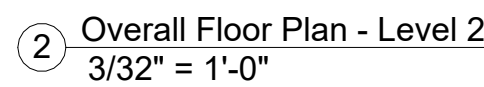
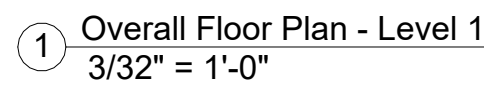
SHEET NUMBER

L104

DATE: 8/29/2025

PROJECT NUMBER: 0068943.00





Date: 4-13-2020 License #: 46319

BRAINERD/BAXTER, MN 218-829-0707

Voyageur Heights Apartments - Building 1

Kuepers Inc.
38 Unit

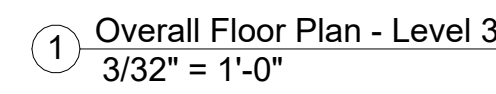
Project number	01-25-1108	Date	xx-xx-xxxx
Drawn by	RET	Checked by	CJR/ZAR

A1.1

Overall Floor Plan

Scale $3/32" = 1'-0"$

PRELIMINARY NFC



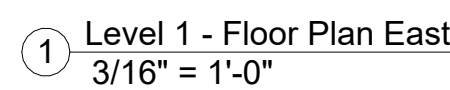
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Name: Christopher J. Raimann, AIA

Signed:

Scale $3/32" = 1'-0"$

8/27/2025 8:34:25 AM



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Name: Christopher J. Raimann, AIA
Signed:

Date: 4-13-2020 License #: 46319

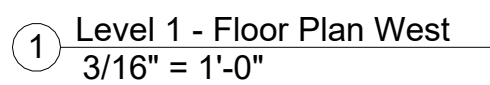
Voyageur Heights Apartments - Building 1

Kuepers Inc.
38 Unit

A1.3

Floor Plan - Level 1

Scale $3/16" = 1'$



Date: 4-13-2020 License #: 46319

BRAINERD/BAXTER, MN 218-829-0707

Voyageur Heights Apartments - Building 1

Kuepers Inc.
38 Unit

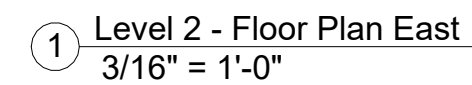
Project number	01-25-1108	Date	xx-xx-xxxx
Drawn by	RET	Checked by	CJR/ZAR

A1.4

Floor Plan - Level 1

Scale $3/16" = 1'-0"$

PRELIMINARY NFC



Date: 4-13-2020 License #: 46319

KUEPERS^{INC}
ARCHITECTS & BUILDERS

BRAINERD/BAXTER, MN 218-829-0707

Voyageur Heights Apartments - Building 1

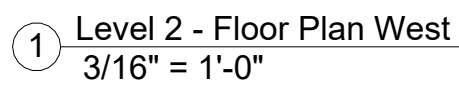
Kuepers Inc.
38 Unit

Project number 01-25-1108	Date xx-xx-xx
Drawn by RET	Checked by CJR/Z

A1.5

Floor Plan - Level 2

Scale $3/16" = 1'-0"$



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Name: Christopher J. Raimann, AIA
Signed:

Date: 4-13-2020 License #: 46319

Kuepers Inc.
38 Unit

Project number	01 25 1100	Date	
----------------	------------	------	-------

Drawn by	BET	Checked by	C. JB/Z
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A1.6

Floor Plan - Level 2

Scale $3/16" = 1'$

Voyageur Heights Apartments - Building 1



Date: 4-13-2020 License #: 46319

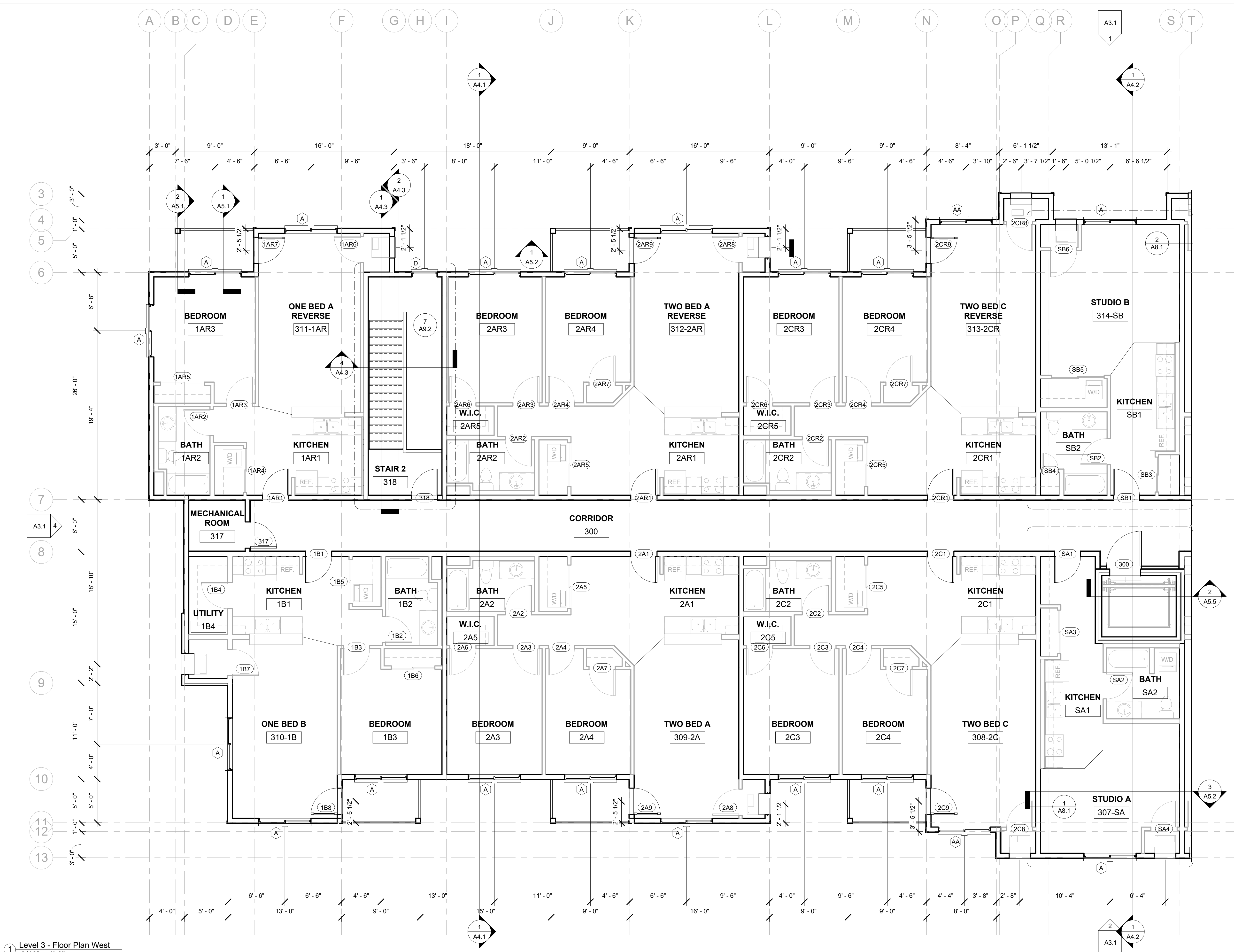
Voyageur Heights Apartments - Building 1

A1.7

Floor Plan - Level 3

Scale $\frac{3}{16}" = 1'-0"$

8/27/2025 8:34:34 AM



1 Level 3 - Floor Plan West
3/16" = 1'-0"

No.	Description	Date
1	A4.1	
2	A4.2	
3	A4.3	
4	A4.4	
5	A4.5	
6	A4.6	
7	A4.7	
8	A4.8	
9	A4.9	
10	A4.10	
11	A4.11	
12	A4.12	
13	A4.13	
14	A4.14	
15	A4.15	
16	A4.16	
17	A4.17	
18	A4.18	
19	A4.19	
20	A4.20	
21	A4.21	
22	A4.22	
23	A4.23	
24	A4.24	
25	A4.25	
26	A4.26	
27	A4.27	
28	A4.28	
29	A4.29	
30	A4.30	
31	A4.31	
32	A4.32	
33	A4.33	
34	A4.34	
35	A4.35	
36	A4.36	
37	A4.37	
38	A4.38	
39	A4.39	
40	A4.40	
41	A4.41	
42	A4.42	
43	A4.43	
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45	A4.45	
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49	A4.49	
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95	A4.95	
96	A4.96	
97	A4.97	
98	A4.98	
99	A4.99	
100	A4.100	

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Signed:

Date: 4-13-2020 License #: 46319

KUEPERS

ARCHITECTS & BUILDERS

BRainerd/BAXTER, MN 218-829-0707

Voyageur Heights Apartments - Building 1

Kuepers Inc.

38 Unit

Project number	01-25-1108	Date	xx-xx-xxxx
Drawn by	RET	Checked by	CJR/ZAR

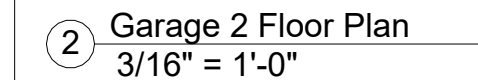
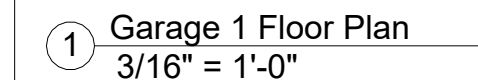
A1.8

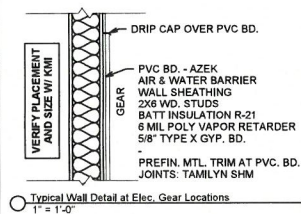
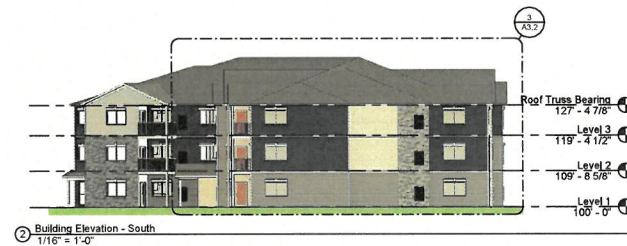
Floor Plan - Level 3

Scale

3/16" = 1'-0"

PRELIMINARY N/C





GENERAL NOTES:

1. ALL PLUMBING PENETRATIONS MUST TERMINATE AT A MIN. OF 12" ABOVE THE ROOF SURFACE LINE.
2. ADDRESS NUMBERS SHALL BE INSTALLED IN A VISIBLE LOCATION PER IBC 501.2.
3. FDC (CONNECTION) MUST BE LOCATED AT THE ADDRESS SIDE OF THE BLDG. OR AT AN APPROVED LOCATION.
4. WATER FLOW ALARMS MUST BE INSTALLED ON THE EXTERIOR PER IBC 903.4.2.
5. ALL EXIT DISCHARGE SHALL BE ILLUMINATED PER IBC 1006.1
6. ALL GLAZING WITHIN 24" OF THE ARC OF A DOOR SHALL BE SAFETY GLAZING PER IBC 2406.3.

PRELIMINARY NFC

[illegible]

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.
Name: Christopher J. Raimann, AIA
Signed:

Date: 4-13-2020

License #: 46319



KUEPERS^{INC}
ARCHITECTS & BUILDERS

BRAINERD/BAXTER, MN 218-829-0707

Voyageur Heights - 62 Unit

Kuepers Inc.
62 Unit

Project number	Date
----------------	------

XX-XX-XXXX	XX-XX-XXXX

Drawn by	Author	Checked by	Checker
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FC

A3 1

ACKNOWLEDGMENTS

Building Elevations

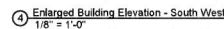
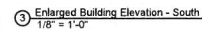
Scale As indicated

	As indicated

D 12 51

Page 49 of 71

9



6. ALL GLAZING WITHIN 24" OF THE ARC OF A DOOR SHALL BE SAFETY GLAZING PER IBC 2406.3.

Date: 4-13-2020 License #: 46319

Voyageur Heights - 62 Unit

Scale	Elevations As indicated
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Voyageur Heights Apartments | Renderings
BRAINERD, MN | 11.25.2025 | #XX-XXXX



RENDERINGS ARE FOR CONCEPTUAL USE ONLY

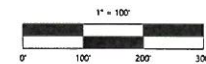
Voyageur Heights Apartments | Renderings

BRAINERD, MN | 11.25.2025 | #XX-XXXX





TREE REMOVAL AREA



DESIGNED	DATE
CHECKED	DATE
IN CHARGE	DATE
PROJECT NO.	
DATE	
SCALE	
BY	

PREPARED FOR:
KUEPERS, INC
1701 E. COMMERCIAL BANK RD
BRainerd, MN

**KUEPERS -
BRainerd -
VOYAGEUR
HEIGHTS**
BRainerd, MN

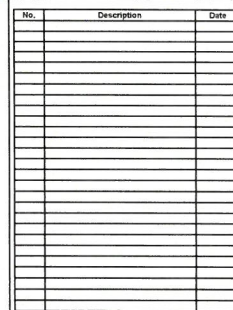
Westwood
12000 Highway 100, Suite 100
Brainerd, MN 56601
Phone: 828-337-1510
westwoodenv.com
Westwood Environmental Services, Inc.

**TREE
REMOVAL
EXHIBIT**

SHEET NUMBER:
1 Of **1**

DATE: 12/31/2025
PROJECT NUMBER: 0068943

KUEPERS BRainerd - VOYAGEUR HEIGHTS



I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am duly Licensed Master Electrician under the laws of the State of Minnesota.

Name: Jason Wold
Signed: 

Date: 12-31-2025 License #: PM077845



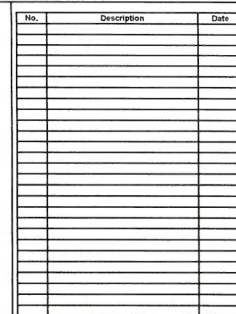
Buildings 1-4

Project number	NA	Date	12/31/2002
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Drawn by	AJS	Checked by	B
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AJS	JV
500	

22



I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Master Electrician under the laws of the State of Minnesota.
Name: Jason Wold
Signed: 
Date: 12-31-2025 License #: PM077845



KMI MECHANICAL

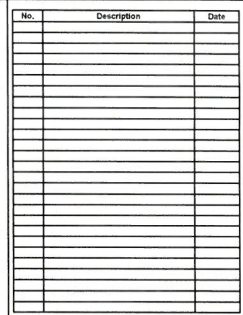
Buildings 1-4

Project number	NA	Date	12/31/2025
Drawn by	AJS	Checked by	JM

E3.3
Photometric

Scale

— 27 —



I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Master Electrician under the laws of the State of Minnesota.
Name: Jason Wold
Signed: 

Date: 12-31-2025 License #: PM077845



VOYAGEUR HEIGHTS APARTMENTS
BRAINERD, MN 56401

KMI MECHANICAL

Buildings 1-4

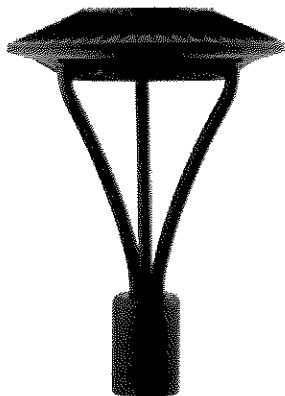
Project number	NA	Date	12/31/2025
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Drawn by	AJS	Checked by	JW
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525

E3.5 Photometric

Scale



High output LED pole top area light with IES type V circular distribution. Wide and uniform 360 degree pattern ideal for large outdoor areas such as parking lots, corporate parks, and retail settings.

Color: Bronze

Weight: 22.1 lbs

Project:

Type:

Prepared By:

Date:

Driver Info

Type	Constant Current
120V	0.68A
208V	0.39A
240V	0.34A
277V	0.30A
Input Watts	81.2W

LED Info

Watts	78W
Color Temp	3000K (Warm)
Color Accuracy	70 CRI
L70 Lifespan	100,000 Hours
Lumens	9,430 lm
Efficacy	116.1 lm/W

Technical Specifications

Compliance

UL Listed:

Suitable for wet locations

IP Rating:

Ingress protection rating of IP66 for dust and water

IESNA LM-79 & LM-80 Testing:

RAB LED luminaires and LED components have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80.

DLC Listed:

This product is on the Design Lights Consortium (DLC) Qualified Products List and is eligible for rebates from DLC Member Utilities. Designed to meet DLC 5.1 requirements.
DLC Product Code: PC2VR2QQ

LED Characteristics

LEDs:

6x13W high-output, long-life LEDs

Color Consistency:

3-step MacAdam Ellipse binning to achieve consistent fixture-to-fixture color

Color Stability:

LED color temperature is warrantied to shift no more than 200K in color temperature over a 5-year period

Color Uniformity:

RAB's range of Correlated Color Temperature follows the guidelines of the American National Standard for Specifications for the Chromaticity of Solid State Lighting (SSL) Products, ANSI C78.377-2017.

Performance

Lifespan:

100,000-Hour LED lifespan based on IES LM-80 results and TM-21 calculations

Wattage Equivalency:

Equivalent to 250W Metal Halide

Construction

Cold Weather Starting:

The minimum starting temperature is -40°F (-40°C)

Maximum Ambient Temperature:

Suitable for use in up to 104°F (40°C)

Effective Projected Area:

EPA = 1.2

Housing:

Precision die-cast aluminum, Type V distribution

Support Arms:

Extruded aluminum

Lens:

Clear tempered glass lens

Reflector:

Specular vacuum-metallized polycarbonate, Type V distribution

Gaskets:

High-temperature silicone

Finish:

Formulated for high durability and long-lasting color

Green Technology:

Mercury and UV free. RoHS-compliant components.

Optical

BUG Rating:

B3 U0 G3

Other

Patents:

The designs of the ALED5T78 are protected by patents pending in US, Canada, China, Taiwan and Mexico

Technical Specifications (continued)

5-Year, No-Compromise Warranty:
RAB warrants that our LED products will be free from defects in materials and workmanship for a period of five (5) years from the date of delivery to the end user, including coverage of light output, color stability, driver performance and fixture finish. RAB's warranty is subject to all terms and conditions found at rablighting.com/warranty.

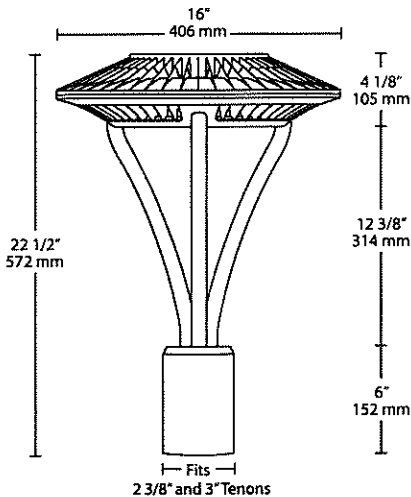
Electrical

Drivers:
Constant Current, Class 2 with 6kV surge protection,
120-277VAC, 50/60 Hz, 120V: 0.68A, 208V: 0.39A,
240V: 0.34A, 277V: 0.30A

THD:
2.51% at 120V, 7.98% at 277V

Power Factor:
99.9% at 120V, 96.4% at 277V

Dimensions

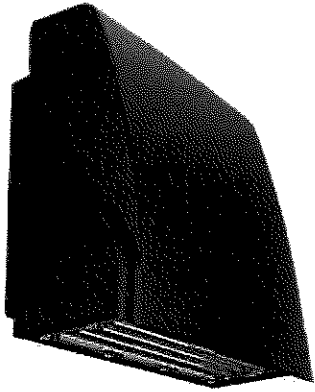


Features

- IES type V (circular) distribution
- 100,000-hour LED lifespan
- Compatible with standard 2 3/8" and 3" tenons
- "Air-Flow" fins for maximum heat dissipation
- 5-Year, No-Compromise Warranty

Ordering Matrix

Family	Distribution	Wattage	Color Temp	Finish	Driver Option	Options	Other Options
ALED	5T	78	Y				
5T = Type V							
		26 = 26W	Blank = 5000K Cool	Blank = Bronze	Blank = 120-277V	Blank = No Option	Blank = Standard
		52 = 52W	N = 4000K Neutral	W = White	/480/D10 = 480V w/Dimmable	/LC = Lightcloud	USA = BAA Compliant
		78 = 78W	Y = 3000K Warm	K = Black	/480 = 480V	/PCT = 120-277V Twistlock	
				RG = Gray	/BL = Bi-Level	Photocell	
					/D10 = Dimmable	/PCT4 = 480V Twistlock	
						Photocell	



Color: Bronze

Weight: 3.0 lbs

Project:

Type:

Prepared By:

Date:

Driver Info

Type	Constant Current
120V	0.25A
208V	0.20A
240V	0.15A
277V	0.12A
Input Watts	29.4/28.4/29.7W

LED Info

Watts	30W
Color Temp	3000K/4000K/5000K
Color Accuracy	70 CRI
L70 Lifespan	100,000 Hours
Lumens	3540/3813/3768 lm
Efficacy	120.5/134.1/127 lm/W

Technical Specifications**Field Adjustability****Field Adjustable:**

Color temperature selectable by 3000K, 4000K and 5000K

Compliance**UL Listed:**

Suitable for wet locations

IESNA LM-79 & LM-80 Testing:

RAB LED luminaires and LED components have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80.

IP Rating:

Ingress protection rating of IP65 for dust and water

DLC Listed:

This product is listed by Design Lights Consortium (DLC) as an ultra-efficient premium product that qualifies for the highest tier of rebates from DLC Member Utilities. Designed to meet DLC 5.1 requirements.

DLC Product Code: PL8HS37YLUB0

Performance**Lifespan:**

100,000-Hour LED lifespan based on IES LM-80 results and TM-21 calculations

Wattage Equivalency:

Equivalent to 175W Metal Halide

LED Characteristics**LEDs:**

Long-life, high-efficiency, surface-mount LEDs

Electrical**Driver:**

Constant Current, Class 2, 120-277V, 50/60 Hz, 120V: 0.25A, 208V: 0.20A, 240V: 0.15A, 277V: 0.12A

Dimming Driver:

Driver includes dimming control wiring for 0-10V dimming systems. Requires separate 0-10V DC dimming circuit. Dims down to 10%.

Photocell:

120-277V Integrated button photocell included.

Surge Protection:

L-N:2.5 kV, L/N-GND:2.5 kV

Construction**Cold Weather Starting:**

The minimum starting temperature is -40°F (-40°C)

Ambient Temperature :

Max Power Temp Rating: 122°F (50°C)

Middle Power Temp Rating: 122°F (50°C)

Low Power Temp Rating: 122°F (50°C)

Housing:

Precision die-cast aluminum housing and door frame

Lens:

Polycarbonate lens

Cut Off:

Adjustable from 0° (full cutoff) to 90°. 7 settings at 15° each.

Finish:

Formulated for high durability and long-lasting color

Green Technology:

Mercury and UV free. RoHS-compliant components.

Installation**Mounting:**

Hinged wiring access and conduit entries on the back, sides, top and bottom make installation a snap

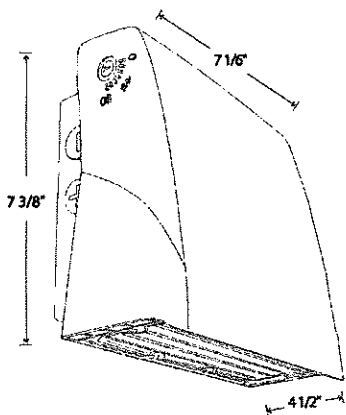
Technical Specifications (continued)

Other

5-Year Limited Warranty:

The RAB 5-year, limited warranty covers light output, driver performance and paint finish. RAB's warranty is subject to all terms and conditions found at rablighting.com/warranty.

Dimensions



Features

- Selectable CCT
- Adjustable cutoff
- Integrated photocell
- 0-10V dimming, standard

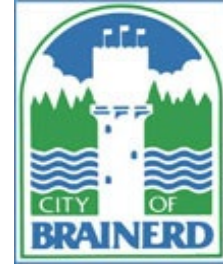
Ordering Matrix

Family	Wattage	Style
SLIM17FA	30	ADJ

15 = 15W
30 = 30W

ADJ = Angle Adjustable

MEMO



TO: Planning Commission

FROM: James Kramvik, Community Development Director

DATE: January 21st, 2026

RE: Shoreline Overlay District Standards

INTRODUCTION

Staff reviewed one hundred twenty-one properties located in northeast Brainerd that are non-riparian sewered lots located in the Rice Lake Shoreland Overlay District. Rice Lake is considered a General Development Lake, which means any property located within 1,000 FT of the ordinary high-water level is in the shoreland overlay district and is subject to additional requirements.

Planning Commission directed staff to work with the MN DNR to investigate if lot widths and sizes are negotiable. The current DNR standard for lot widths and sizes are not consistent with the Brainerd Zoning Code or the City's historic development patterns. The MN DNR recommended that staff perform a survey of properties located in the shoreland district prior to making a request. In addition to reviewing the lot sizes and widths, staff also determined the impervious surface of each lot. The numbers below indicate the mode and mean of the 121 properties reviewed by staff:

Lot frontage (mean)	- 77.94 FT
Lot frontage (mode)	- 50 FT (52 properties)
Lot area (mean)	- 12,128.82 SF
Lot area (mode)	- 6,500 SF – 7,500 SF (59 Properties)
Impervious surface (mean)	- 3196.51 SF
Impervious surface % (mean)	- 31.48%
Properties Exceeding 40%	- 20 Properties

GIS MAP (Property Survey Area)



PROPOSED TABLE

Lot Dimensions		Natural Environmental Lakes	Recreational Development Lakes	General Development Lakes	General Development Lakes – Contemporary & Traditional Neighborhood Zoning Districts
A	Non-riparian Lot Size - Sewered (minimum)				
1	Single Family - Non-riparian Lot Size - Sewered (minimum)	20,000 SF	15,000 SF	10,000 SF	7,000 SF
2	Duplex - Non-riparian Lot Size - Sewered (minimum)	35,000 SF	26,000 SF	17,500 SF	10,000 SF
3	Triplex - Non-riparian Lot Size - Sewered (minimum)	52,000 SF	38,000 SF	25,000 SF	13,000 SF
4	Quad - Non-riparian Lot Size - Sewered (minimum)	65,000 SF	49,000 SF	32,000 SF	16,000 SF

B Non-riparian Lot Frontage on All Roads and Water Frontage - Sewered (minimum)					
1	Single Family - Non-riparian Lot Frontage on All Roads and Water Frontage - Sewered (minimum)	125'	75'	75'	50'
2	Duplex - Non-riparian Lot Frontage on All Roads and Water Frontage - Sewered (minimum)	220'	135'	135'	75'
3	Triplex - Non-riparian Lot Frontage on All Roads and Water Frontage - Sewered (minimum)	315'	190'	190'	100'
4	Quad - Non-riparian Lot Frontage on All Roads and Water Frontage - Sewered (minimum)	410'	245'	245'	125'
Other Standards					
	Impervious Surface Coverage (maximum) Contemporary & Traditional Neighborhood Zoning Districts	40%			
	Impervious Surface Coverage (maximum)	25%			

RIVER CLASSIFICATION STANDARDS

River/Stream Minimum Lot Width Standards. There are no minimum lot area requirements for rivers and streams. The lot width standards in feet are:

Lot Type	Forested	Transition	Tributary (No Sewer)	Tributary (Sewer)
Single	200	250	100	75
Duplex	300	375	150	115
Triplex	400	500	200	150
Quad	500	625	250	190

Staff does not recommend any changes to the river classification standards as the shoreland district for rivers is 300' compared to 1,000' for lakes. Increasing impervious surface percentages in the Traditional and Contemporary Neighborhood Districts will help existing property owners along rivers.

STAFF RECOMMENDATION

Staff recommend that the Planning Commission review the data and proposed table provided by staff and direct any necessary changes before staff begins final negotiations with the MN DNR.

Planning Commission Bylaws

Article I. Introduction

Section 1. Purpose

It is the intent of the City of Brainerd Planning Commission to conduct its business and perform its responsibilities and duties in an orderly, efficient, fair and lawful manner. These bylaws are established for that purpose.

Section 2. Application of Bylaws

Unless otherwise specifically indicated, these bylaws shall apply to the transaction and administration of all Planning Commission business and the conduct of all Planning Commission meetings and hearings.

Article II. Offices and Duties

Section 1. Offices Designated

The Commission, at its first regular meeting in January of each year, shall select a Chairperson and Vice Chairperson.

Section 2. Recording of Meetings

The Planning Department shall supply a qualified staff member to perform all general corresponding and recording secretarial duties for the Planning Commission.

Section 3. Duties of Offices

The duties and powers of the office of the Planning Commission shall be as follows:

A. Chairperson

- 1) Preside at all meetings of the Commission
- 2) Call special meetings of the Commission in accordance with the City Ordinance
- 3) Sign documents of the Commission
- 4) See that all actions of the Commission are properly taken
- 5) Cancel or postpone any regularly scheduled meetings
- 6) Order end to disorderly conduct and direct law enforcement to remove disorderly persons from Planning Commission meetings

B. Vice Chairperson

In the event of the absence, disability or disqualification of the Chairperson, the Vice Chairperson shall exercise or perform all the duties and be subject to all the responsibility of the Chairperson.

C. Secretary

A city staff member will be assigned to perform the functions of Secretary. The Secretary shall keep record of the proceedings of every meeting of the Planning Commission.

Section 4. Preparation of the Comprehensive Plan

The Commission shall prepare, adopt and revise from time to time a Comprehensive Plan for the physical development of the City, including proposed public buildings, street arrangements and improvements, public utility services, parks, playgrounds, and other similar developments, the use of property, the density of population, and other matters relating to the physical development of the City. Such plan may be prepared in sections, each of which shall relate to, a major subject of the plan.

Section 5. Means of Executing the Comprehensive Plan

Upon the adoption of the Comprehensive Plan or any section thereof, the Commission shall recommend to the City Council reasonable and practicable means for putting into effect such plan or section thereof in order that the same will serve as a pattern and guide for the orderly physical development of the City and as a basis for the efficient expenditures of the funds thereof relating to the subjects of the plan. Such means shall consist of a zoning plan, the control of subdivision plats, a plan of future streets, coordination of the normal public improvements of the City, a long-term program of capital expenditures and such other matters as will accomplish the purpose of the plan.

Article III. Members

Section 1. Number

The Planning Commission shall consist of seven (7) voting members, one of which is a City Council member.

Section 2. Members Appointed.

Voting member shall be appointed by the City Council for three years. Terms shall run from January 1 through December 31. Terms shall be staggered so that there will be continuity of the Commission.

Section 3. Removal

City Council has the power to remove a Commissioner by a 5/7 vote.

Section 4. Voting

A member must be present to vote.

Section 5. Vacancies.

Vacancies shall be filled by appointment of the City Council for the unexpired portion of the term.

Article IV. Meetings and Hearings

Section 1. Notice

Notices of all meetings and hearings of the Planning Commission shall be made in accordance with all statutory and ordinance notification requirements.

Section 2. Meetings

All meetings of the Planning Commission shall be open to the public.

Section 3. Workshops

Workshops and other meetings whose sole purpose is for general information and/or educational purposes will be open to the public. Public testimony may or may not be allowed.

Section 4. Meeting Records

All tapes, minutes, evidence, exhibits, correspondence, maps, plats, etc. shall be made a part of the record, become the property of the City Brainerd, and be maintained as a permanent record.

Section 5. Meetings

A. Date and Time

The Planning Commission shall meet regularly on the third Wednesday of each month at 6:00 pm, or as soon as practical.

B. Location

The Commission shall meet in regular session in the City Hall Council Chambers.

C. Order of Business

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Approval of Agenda
- 5) Approval of Minutes
- 6) Public Forum
- 7) Presentations
- 8) Unfinished Business
- 9) New Business
- 10) Staff Reports (Verbal: Any updates since the packet)
- 11) Commission Member Reports
- 12) Adjourn

*Subd. 4 – Varying Order of Business may be varied by the presiding officer of the Council

D. Special meetings

The Chairperson, Vice Chairperson, City Council, or Mayor may call for a special meeting at any time. Notice of the time and place shall conform to the Open Meeting Law.

E. Additional Agenda Items

After an agenda has been published, at the discretion of the Chair and approval by the Commission items may be added up to the time of the published meeting.

Section 6. Parliamentary Procedure

All Commission meetings shall be governed by Sturgis Standard Code of Parliamentary Procedure in all cases to which they are applicable and not in conflict with these bylaws, City Code, or other rules this Commission may adopt.

Section 7. Agenda

- A. The agenda shall be prepared by the Community Development Director with the input of the Chair as requested for the Planning Commission meeting and shall close 7 days prior to the meeting.
- B. Any Planning Commission member can place an item on the agenda. No item shall be placed on the agenda unless the item is expressed in such a way as to clearly show the subject matter involved.
- C. The agenda may be amended during a Planning Commission meeting by a majority vote of the Commission.
- D. The agenda shall generally organize matters to be addressed at the meeting so as to best promote opportunities for effective public input and the timely and efficient performance of Planning Commission responsibilities. Items of business likely to attract the attendance of many persons should generally be placed early on the agenda.
- E. Planning staff shall prepare a written report detailing the request and the ordinance provisions that apply to the matter.

Section 8. Procedure for Public Hearings

Planning staff or consultants, if any, shall summarize for the public the relevant issues of the application contained in the written staff report. The Commission members may direct question to staff regarding the application.

- A. The Chairperson shall call the public hearing to order and declare the time, and prior to taking testimony, shall explain:
 - 1) The order of testimony
 - 2) The purpose and requirements of the public hearing under Minnesota Law
 - 3) That each speaker shall provide their name and address and that public comments should be limited to matters pertinent to the application under review and avoid duplicative testimony. The Chairperson may place reasonable time limits on public comments, depending on the number of persons waiting to testify on the matter.
- B. The applicant and/or representative shall be given an opportunity to present evidence in support of the request and rebut any issues or conditions identified in the staff report
- C. Members of the public, if any, may testify, either in person or through their agent. Written testimony submitted may be read and will be added to the public record.
- D. The applicant shall have an opportunity to answer questions from the Commission.
- F. The Commission may direct questions to the applicant, planning staff, or public to clarify issues but no further testimony may be received from the public.

- G. When all public comment has been received the Commission shall close the public hearing by motion and majority vote of the Commission. The Commission may deliberate and decide the matter. Should the Commission identify relevant facts that remain unknown or disputed the Commission may postpone closing the hearing by motion and majority vote until the Planning Commission's next meeting and refer the issue to planning staff for further fact finding.

Section 9. Protocol for Public Hearings

- A. Everyone who wishes to give testimony shall be given a reasonable opportunity to speak.
- B. All statements or questions should be directed to the chairperson.
- C. All statements should be as factual as possible and should not involve personalities.
- D. Speakers should refrain from repeating what has already been stated.
- E. Each speaker shall provide his or her name and address to the recorder.
- F. The Planning Commission reserves the right to question any speaker.
- G. Written testimony may be received.
- H. No additional testimony may be offered after the close of the public hearing.

Section 10. Communication with Public and Applicant

- A. General. Prior to the public hearing or Commission deliberation, no Commission member shall lobby the merits of a pending case with staff, applicant, Commission member, or the general public.
- B. Disclosures. If a commissioner has discussed the pending case, the commissioner shall disclose the facts relating to such discussion during the public hearing.
- C. Exception. Nothing in this section shall preclude the general information communication by Commission members relating to the general conduct of a meeting or hearing, nor shall anything in this section forbid staff or commissioners from discussing with commissioners an upcoming meeting, so long as the facts or merits of the meeting are not discussed.

Section 11. Quorum

A majority of the Commission members entitled to vote shall constitute a quorum for the transaction of business.

Section 12. Conflict of Interest

Any member of the Planning Commission who shall feel that he or she may appear to have or in fact has, a conflict of interest on any matter that is on the Planning Commission agenda shall

voluntarily excuse himself or herself, vacate his or her seat, and refrain from discussing and voting on said matter as a Planning Commissioner.

A conflict of interest is any direct contractual, pecuniary, or other beneficial interest in the outcome of a matter before the Planning Commissioner.

Section 13. Orientation of new Planning Commissioners

To assist new Planning Commission members in learning their responsibilities, and to develop their understanding of the planning process as quickly as possible, they will be required to:

- A. Attend an orientation session with the Community Development Director, Planning Commission Chair, and City Council member.
- B. Read the Comprehensive Plan and Zoning Ordinance.

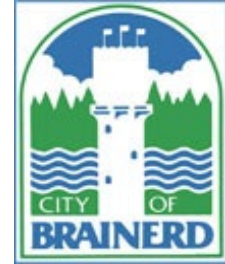
Article V. Education, Conference and Convention Policy

The City Council and Planning Commission of the City of Brainerd recognize and accept the concept that the acquisition and maintenance of a body of knowledge and skills are necessary and desirable to perform the job of the Planning Commissioner. Further, both groups encourage and highly recommend periodic attendance at various educational opportunities conferences and conventions.

The following is the policy of the City of Brainerd Planning Commission on educational meetings, conferences, and conventions:

- A. Attendance at educational meetings, conferences, and conventions is subject of availability of funds.
- B. Attendance at educational meetings, conferences, and conventions is voluntary. Planning Commission members are encouraged to attend educational meetings, conferences, and conventions.
- C. Involvement in relevant professional organizations such as APA-MN, office holding, or committee work is considered educational.
- D. Planning Commission members are encouraged to participate in the budget process and to request allocations for educational purposes.

MEMO



TO: Planning Commission

FROM: James Kramvik, Community Development Director

DATE: January 21st, 2026

RE: Planning Commission 2026 Meeting Dates and Submission Deadline Calendar

INTRODUCTION

Staff have drafted the 2026 Planning Commission calendar for approval by the Planning Commission. Meeting dates in 2026 are not affected by any holidays. In addition to meeting dates, staff have included deadlines for applications and notice of hearings.

MEETING DATE	APPLICATION DEADLINE	SEND NOH TO DISPATCH BY 3:00PM	PUBLISH DATE
1/21/26	12/29/25	12/31/25	1/3/26
2/18/26	2/2/26	2/4/26	2/7/26
3/18/26	3/2/26	3/4/26	3/7/26
4/15/26	3/30/26	4/1/26	4/4/26
5/20/26	5/4/26	5/6/26	5/9/26
6/17/26	6/1/26	6/4/26	6/6/26
7/15/26	6/29/26	7/1/26	7/4/26
8/19/26	8/3/26	8/5/26	8/8/26
9/16/26	8/31/26	9/2/26	9/5/26
10/14/26	9/28/26	9/30/26	10/3/26
11/18/26	11/2/26	11/4/26	11/7/26
12/16/26	11/30/26	12/2/26	12/5/26