

BEMIDJI PLANNING BOARD REGULAR MEETING AGENDA

Monday, July 14, 2025

**Council Chambers
City Hall – 317 4th Street NW
5:30 PM**



ROLL CALL

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA

MINUTES

- 1) **June 9, 2025 Planning Board Meeting Minutes**

VISITORS WITH BUSINESS BEFORE THIS BOARD – NOT ON AGENDA

Public Comment – Please give your name, address, and state your concern/comment. Visitors may share their concerns with the Planning Board on any issue, which is not already on the agenda. Each person will have 3 minutes to speak. The Chair reserves the right to limit an individual's presentation if it becomes redundant, repetitive, irrelevant, or overly argumentative. The Chair may also limit the number of individual presentations on any issue to accommodate the scheduled agenda items. COMMENTS WILL BE TAKEN UNDER ADVISEMENT BY THE PLANNING BOARD.

NEW BUSINESS

- 2) **Consider Resolution for Interim Use Permit Request - Parcel 800556900 - Hanson Contracting LLC**
- 3) **Consider Resolution for Variance Request - Parcels 800009300 & 800009401 - Marco McLane Development representing Security Bank**

STAFF REPORTS

- 4) **Director's Report**
- 5) **Site Analyst and Enforcement Report**

UPCOMING MEETINGS

ADJOURN

PLANNING BOARD PROCEEDINGS

BEMIDJI, MINNESOTA

REGULAR MEETING - June 9, 2025

Pursuant to due call and notice, a regular meeting of the Planning Board of the City of Bemidji, Beltrami County, Minnesota, was held on Monday, June 9, 2025 at 5:30 PM in the Council Chambers, Chair Thayer presiding.

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ROLL CALL

Upon roll call, the following board members were declared present: Prince, Fiskevold Gould, Peterson, Dickinson, Rivera, Eaton, Thayer.

Staff Present: Planning Director Jamin Carlson, Assistant Planner Melissa Fahrenbruch, Compliance Inspector & Site Analyst David Wielenberg, Administrative Assistant Ainslee Krause.

Others Present: Troy Gilchrist, Town Law Center PLLP (via WebEx), John Hamrin, Reed Olson.

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA

Motion by Prince, seconded by Peterson, approving agenda as presented. Motion carried by unanimous voice vote.

MINUTES

Planning Board Meeting: May 12, 2025

Motion by Eaton, seconded by Dickinson, approving minutes as presented. Motion carried by unanimous voice vote.

CONSENT AGENDA

Chair Thayer called for any amendments to be made to Consent Agenda. Motion by Prince, seconded by Eaton, to approve Consent Agenda as presented. Motion carried by unanimous voice vote. The following Consent Agenda items were presented for approval:

Resolution to Revoke an Interim Use Permit - Parcels 800422900 & 800423000 - South Car Savings

VISITORS WITH BUSINESS BEFORE THIS BOARD – NOT ON AGENDA

No appearance.

NEW BUSINESS

Consider Variance Request - Parcel 800167100 - John Hamrin

Carlson presented the planning case request: John Hamrin is requesting a Variance from the OHWL & side yard setbacks and lot width requirements to build an attached lakeside deck on an existing lot of record in the R-4 Moderate Density Residential zoning district and the Shoreland Overlay (General Development Lake). The subject property is located at 1725 S Lake Irving Dr SW (PIN #80.01671.00) in the City of Bemidji. The requested variances are as follows:

1. A reduction of 7.1 feet from the OHW setback per Section 28-352 requirement of 50 feet from the ordinary high-water mark and at the building line.
2. A reduction of 2.23 feet from the side yard setback per Section 28-352 requirement of 10 feet for the proposed deck.
3. A reduction of 25 feet from the lot width minimum per Section 28-352 requirement of 100 feet.

The Planning Commission and staff recommend approval of three variances to build an attached lakeside deck on parcel # 800167100, 1725 S Lake Irving Dr SW, with the conditions and findings of fact presented in the packet.

Board members made the following comments regarding the request:

- Rivera requested clarification on the erosion control plan. Carlson addressed the erosion control is required during construction to mitigate runoff.

Motion by Peterson, second by Fiskevold Gould, to approve Resolution 2025-16 for three variances to build an attached lakeside deck on parcel # 800167100, 1725 S Lake Irving Dr SW, with the findings of fact and conditions as presented. Motion carried by the following roll call vote: Ayes: Prince, Fiskevold Gould, Peterson, Dickinson, Rivera, Eaton, Thayer. Nays: None.

Wolfe Center Update - Parcel 800097900 - Reed Olson

Reed Olson, executive director of the Wolfe Center and the New Day Center, presented an update on the Nameless Coalition to the Planning Board.

STAFF REPORTS

Director's Report

Carlson presented the Director's Report.

Board members had the following comments:

- Members discussed.

Site Analyst and Enforcement Report

Wielenberg presented the Site Analyst & Enforcement Report.

Board members had the following comments:

- Members discussed.

UPCOMING MEETINGS

Planning Board Meeting: Monday, July 14, 2025, 5:30 pm

ADJOURN

There being no further business, motion by Eaton, seconded by Peterson, to adjourn the meeting. Motion carried.

Respectfully submitted,

Ainslee Krause
Planning & Building Administrative Assistant

The City of Bemidji Planning and Zoning Department

PLANNING CASE: SUP-2025-0002	MEETING DATE: June 26, 2025
APPLICANT: Hanson Contracting, LLC (Derek Hanson, owner)	60-DAY RULE DATE: July 26, 2025
PROCEEDING: Interim Use Permit (IUP) - Greater than two (2) temporary storage containers and/or semi-trailers on the parcel.	ZONING DISTRICT: Low Density Commercial Zoning District (B-1)
PREPARED BY: Melissa Fahrenbruch Assistant Planner	EXHIBITS: Aerial Map, Application, Site Plans, Supporting Documentation

PLANNING MEMORANDUM

I. SUMMARY OF REQUEST

Derek Hanson representing Hanson Contracting, LLC is requesting an Interim Use Permit (IUP) for having greater than two (2) temporary storage containers and/or semi-trailers on the parcel. The subject property is located at 3426 Irvine Ave NW (PIN 800556900) in the City of Bemidji and is in the B-1 Low Density Commercial District and Airport Zone 3 Overlay District.

II. PUBLIC HEARING & DISCUSSION

Commission members made the following comments:

- Peterson addressed damage from the recent storm and noted this may increase the need for temporary storage containers in town. Staff addressed the provision in the code for a storage container being allowed with an open building permit.
- Lemmer inquired as to the number of containers being requested. Staff clarified that the request is for greater than 2 containers as long as the ordinance and conditions are followed.

Public Hearing opened at 5:42 p.m.

No Comments.

Public Hearing closed at 5:42 p.m.

Commission members made no further comments.

III. RECOMMENDATION & FINDINGS

Conclusion based on the Ordinance and the Comprehensive Plan.

The Planning Commission decided that the conditions are sufficient for approval of an interim use permit.

RECOMMENDATION FOR APPROVAL

Approval is recommended with the following conditions based on the findings of fact:

Conditions

1. A screening plan shall be submitted to Planning staff to meet Section 28-411 of the Ordinance and any screening must be completed within six months of approval.
2. The temporary storage containers shall be placed on an approved hard surface per Sections 28-402, 28-409, & 28-411 of the Ordinance.
3. A temporary storage container license (one license per container) shall be obtained and maintained per Section 28-411 of the Ordinance on an annual basis. Materials shall not be piled or stacked on, against, or next to a temporary storage container/semi-trailer.
4. The property shall comply with all standards outlined within Section 28-411 and of the city code throughout the duration of the temporary use.
5. The IUP shall expire and become void if the use it allows is not substantially started within twelve (12) months from its date of issuance. A substantial start means more than preliminary steps have been taken such that preparations to initiate the use are mostly complete. The council may, upon written request of the owner, grant an extension to this deadline not to exceed an additional twelve (12) months.
6. The IUP shall terminate upon a change in use, a change in the owner/operator (leaseholder), or a change in the lease space as may be determined by the Planning Staff.

Findings of Fact

1. **Whether the proposed use adversely affects the public safety, health, morals, convenience, and general welfare of the occupants of the surrounding land.**
The proposed use is not anticipated to adversely affect, nor create an unreasonable level of disruption or interference upon the surrounding area.
2. **Whether the proposed use adversely affects traffic conditions and parking on adjacent streets and land.**
This use should not have an impact on the adjacent street and/or land as the parking for the business is on the front and side of the building on the parcel. The containers are next to the building at the back of the lot.
3. **Whether the proposed use adversely affects property in the surrounding area.**
The proposed use is not anticipated to adversely affect, nor create an unreasonable level of disruption or interference upon the surrounding area. The use of temporary storage containers should not have an impact on the surrounding properties as this use has been utilized in the past.
4. **Whether the proposed use is in conformance with the community's Comprehensive Plan or Land Use Plan.**
The proposed use is consistent with the goals and policies of the City of Bemidji Comprehensive Plan as well as the City Code through an approved IUP.
5. **Whether adequate utility, drainage and other such necessary facilities have been or can be provided.**
The property has adequate infrastructure and is served by City services.

Motion by **Peterson**, second by **Meehlhause**, to recommend approval of the Interim Use Permit request for parcel 800556900, with the conditions and findings of fact as presented in the packet.

Board members had additional comments:

- Heinonen expressed support for the applicant to follow through with conditions from a prior approved planning case.

Ayes: **Peterson, Meehlhause, McCoy, Lemmer, Heinonen, Faver**

Nays: **None.**

Abstentions: **None.**

Motion carried 6-0.

CITY OF BEMIDJI PLANNING BOARD

Resolution No. 2025-18

RESOLUTION APPROVING AN INTERIM USE PERMIT FOR PARCEL 800556900

WHEREAS, an application was made on May 27, 2025, by Derek Hanson of Hanson Contracting, requesting an Interim Use Permit (IUP) for having greater than two (2) temporary storage containers and/or semi-trailers, on their property located at 3426 Irvine Ave NW, within the City of Bemidji; and

WHEREAS, the proposed requested Interim Use Permit will be located on parcel 800556900, legally described as SECT-33 TWP-147 RANGE-033 ALGOMA PARK LOT-011 BLOCK-002 LESS CSAH 15 OLD # 31.00864.00; and

WHEREAS, the Property is zoned and located within the B-1 Low Density Commercial District and Airport Zone 3 Overlay District; and

WHEREAS, the requested Interim Use Permit meets all requirements, standards and specifications of the City's Development Ordinance; and

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. WHEREAS, the Planning Commission held a public hearing on June 26, 2025, to review the application for an Interim Use Permit following mailed and published noticed as required by law; and

WHEREAS, the Planning Board has reviewed all materials submitted by the Applicant; considered the oral and written testimony offered by the applicant and all interested parties; and has now concluded that the application is in compliance with all applicable standards and can be considered for approval; and

WHEREAS, the Planning Board has made the following findings regarding the Interim Use Permit application request:

1. Whether the proposed use adversely affects the public safety, health, morals, convenience, and general welfare of the occupants of the surrounding land.

The proposed use is not anticipated to adversely affect, nor create an unreasonable level of disruption or interference upon the surrounding area.

2. Whether the proposed use adversely affects traffic conditions and parking on adjacent streets and land.

This use should not have an impact on the adjacent street and/or land as the parking for the business is on the front and side of the building on the parcel. The containers are next to the building at the back of the lot.

3. Whether the proposed use adversely affects property in the surrounding area.

The proposed use is not anticipated to adversely affect, nor create an unreasonable level of disruption or interference upon the surrounding area. The use of temporary storage containers should not have an impact on the surrounding properties as this use has been utilized in the past.

4. Whether the proposed use is in conformance with the community's Comprehensive Plan or Land Use Plan.

The proposed use is consistent with the goals and policies of the City of Bemidji Comprehensive Plan as well as the City Code through an approved IUP.

5. Whether adequate utility, drainage and other such necessary facilities have been or can be provided.

The property has adequate infrastructure and is served by City services.

NOW, THEREFORE BE IT RESOLVED that the Planning Board hereby grants the approval of an Interim Use Permit (IUP) to allow Hanson Contracting to have greater than two (2) temporary storage containers and/or semi-trailers, on their property located at 3426 Irvine Ave NW within the City of Bemidji, with the following conditions:

1. A screening plan shall be submitted to Planning staff to meet Section 28-411 of the Ordinance and any screening must be completed within six months of approval.

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2. The temporary storage containers shall be placed on an approved hard surface per Sections 28-402, 28-409, & 28-411 of the Ordinance.
3. A temporary storage container license (one license per container) shall be obtained and maintained per Section 28-411 of the Ordinance on an annual basis. Materials shall not be piled or stacked on, against, or next to a temporary storage container/semi-trailer.
4. The property shall comply with all standards outlined within Section 28-411 and of the city code throughout the duration of the temporary use.
5. The IUP shall expire and become void if the use it allows is not substantially started within twelve (12) months from its date of issuance. A substantial start means more than preliminary steps have been taken such that preparations to initiate the use are mostly complete. The council may, upon written request of the owner, grant an extension to this deadline not to exceed an additional twelve (12) months.
6. The IUP shall terminate upon a change in use, a change in the owner/operator (leaseholder), or a change in the lease space as may be determined by the Planning Staff.

CITY OF BEMIDJI PLANNING BOARD

State of Minnesota
County of Beltrami

This instrument was acknowledged before me on this 14th day of July, 2025, by Audrey Thayer, Planning Board Chair.

Audrey Thayer, Planning Board Chair

Subscribed and sworn to before me
this ____th day of _____, 2025.

Notary Public

Applicant Signature and Date

The City of Bemidji Planning and Zoning Department

PLANNING CASE: SUP-2025-0005	MEETING DATE: June 26, 2025
APPLICANT: Hanson Contracting, LLC (Derek Hanson, owner)	60-DAY RULE DATE: July 26, 2025
PROCEEDING: Interim Use Permit (IUP) - Greater than two (2) temporary storage containers and/or semi-trailers on the parcel.	ZONING DISTRICT: Low Density Commercial Zoning District (B-1)
PREPARED BY: Melissa Fahrenbruch Assistant Planner	EXHIBITS: Aerial Map, Application, Site Plans, Supporting Documentation

PLANNING REPORT

I. SUMMARY OF REQUEST

Derek Hanson representing Hanson Contracting, LLC is requesting an Interim Use Permit (IUP) for having greater than two (2) temporary storage containers and/or semi-trailers on the parcel. The subject property is located at 3426 Irvine Ave NW (PIN 800556900) in the City of Bemidji and is in the B-1 Low Density Commercial District and Airport Zone 3 Overlay District.

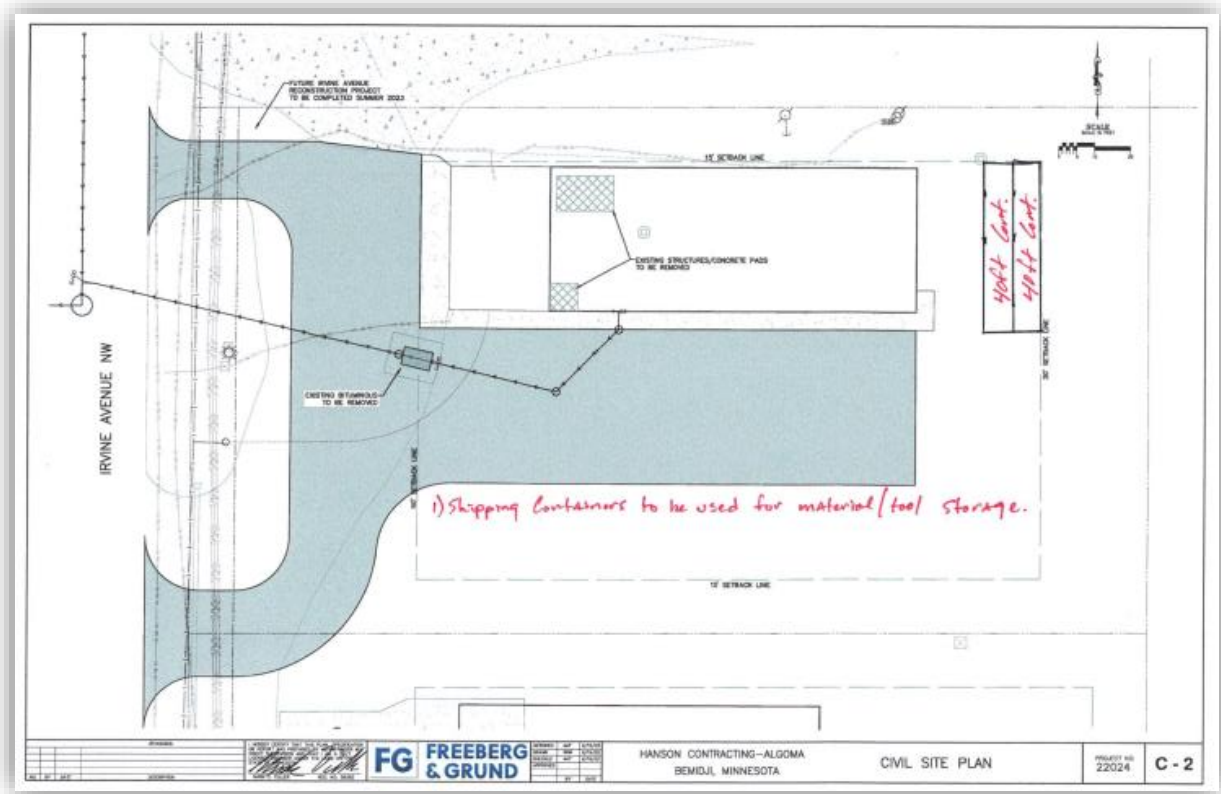
II. BACKGROUND

The property is a redeveloped B-1 lot with a conforming structure that was previously operated as an auto sales office. Hanson Contracting, LLC (Applicant) was granted a Conditional Use Permit (CUP) from the Joint Planning Board in May of 2022 for a Contractor Shop. The applicant has utilized the site as general office space, adding on to the building in 2022. The City Public Works collaborated with Beltrami County to redo Irvine Ave NW and installed water and sewer lines along the West front Right-of-Way. The applicant has since abandoned the septic system and has connected to the city water and sewer systems. The applicant is currently working on completing his conditions from the 2022 CUP.

The applicant is seeking an Interim Use Permit (IUP) to maintain more than two (2) temporary storage containers and/or semi-trailers for their business operation. The containers are currently located east of the building at the rear of the property as shown in the following site plan. The Applicant states that three (3) containers; one (1) forty-foot and two (2) twenty-foot storage containers are for material and tool storage.

The 2019 Ordinance/code update allows temporary storage containers in the Commercial and Industrial Zoning Districts with proper permitting and review. Staff have been working with the applicant to bring this property into compliance with the temporary storage container requirements of the Ordinance.

The following site plan shows location of the storage containers:



III. DISCUSSION/DEVELOPMENT ANALYSIS

Planning Considerations

All Interim Use Permits must follow the general requirements including process, criteria, and findings. An interim use permit runs with the owner/lease holder and terminates when the property changes hands or after a set amount of time.

Per City of Bemidji Code:

INTERIM USE: A temporary use of property until a particular date, until a particular event, or until zoning regulations no longer permit it. Interim use permits are not recorded and do not run with the land upon transfer. All interim uses shall conform to standards listed in Sec. 28-524 of this development code.

Section 28-3. - Intent and purpose.

Per the Ordinance, it's our responsibility to protect and conserve the value of land throughout the city, and the value of buildings appropriate to the various districts established by this ordinance.

Sec. 28-122. - Lot Size and Bulk Regulations by Zoning District

Now that this property is hooked up to city services, it may be considered B-2 General Commercial which greatly reduces the lot size requirement and setbacks along with increasing the buildable area.

*Developments with municipal water and sewer utility services may be permitted in accordance with the standards of Sec. 28-122(J) of this development code.

** Lots within a major subdivision or planned unit development platted after September 12, 2018 may contain one (1) acre and have a width of one-hundred (100) feet. The flexibility provided in Sec. 28-524 is also available to planned unit development.

J. General Commercial (B-2)	
Lot Size:	
Minimum lot area:	7,500 square feet
Minimum lot width:	75 feet
Minimum lot depth:	100 feet
Setbacks, Height, Impervious:	
Front yard	30 feet
Side yard, principal structure	10 feet
Side and rear yard, accessory structures	10 feet
Rear yard	20 feet
Height of Structures	50 feet
Maximum Impervious Surface Coverage	80%*



Pictured from the front property ROW looking towards the northeast.

Section 28-411. - Temporary Uses or Structures

Per Section 28-411 (g, 2) of the Ordinance, in commercial and business districts, up to two temporary storage containers/semi-trailers per property are allowed with the issuance of a permit. An interim use permit is required if more than a combined total of two temporary storage containers/semi-trailers are located on a property. The use of a temporary storage container/semi-trailer in these districts is subject to the following:

- a. No temporary storage container or semi-trailer shall exceed four hundred (400) square feet, unless expressly authorized in an interim use permit;

- b. The temporary storage container/semi-trailer is counted toward impervious surface requirements;
- c. The temporary storage container/semi-trailer may only be located in the side or rear yard of a property, and shall not be located within the front yard setback, on greenspace, in a right-of-way, or other areas on which the placement of a structure is prohibited;
- d. The temporary storage container/semi-trailer shall be screened with sight obscuring fencing or landscaping approved by council staff;
- e. The permit must be renewed annually, or the temporary storage container/semi-trailer shall be removed;
- f. Any existing unpermitted storage container/semi-trailer shall be brought into compliance with this section by obtaining the required permit within one (1) year of the effective date of this section or it shall be removed from the property.

The following standards apply to an allowed temporary storage container/semi-trailer:

- a. It must be kept free of nuisances (grass, weeds, trash, vermin, holes, peeling paint, rust, damage, etc.) or it can be deemed a nuisance and be subject to legal action or revocation of the applicable permit;
- b. It shall not exceed four hundred (400) square foot each, except in a commercial or business district with the issuance of an interim use permit;
- c. It shall not be used for any advertising purpose and shall be kept free of all alpha-numeric signage and writing, except for identifying information required by law and job trailers used on a construction site;
- d. It shall not occupy any required off-street parking or loading areas;
- e. It shall be placed so as to comply with setbacks applicable to the zoning district in which it is located;
- f. It shall not be stacked on top of another temporary storage container/semi-trailer;
- g. Materials shall not be piled or stacked on, against, or next to a temporary storage container/semi-trailer;
- h. The maximum height of a temporary storage container/semi-trailer is fifteen (15) feet; and
- i. A temporary storage container/semi-trailer in violation of this section shall be removed from the property within thirty (30) days of notification of the violation by the council. An extension for the removal may be granted by the planning director if a building permit is obtained for on-site construction to correct the violation.

Section 28-402 Exterior Storage and Outdoor Display of Merchandise (c, 3)

(3) Exterior storage accessory to a permitted principal use.

- a. The exterior storage area shall also only be located upon an improved hard surface in accordance with Sec. 28-409 of this development code.
- b. Exterior storage shall not be allowed within the front yard setback.
- c. The exterior storage area shall meet the screening requirements of Sec. 28-405 of this development code. For areas where it may be impractical to fully screen with the exact provisions of Sec. 28-405 the planning director may approve an alternate to allow densely planted evergreen trees.



Development Team:

[City Engineer/Director of Public Works, Sam Anderson](#)

Good afternoon,

No major engineering related concerns.

Thanks,

Sam Anderson, P.E. | City Engineer/Director of Public Works | City of Bemidji

Neighboring Property Owner input

No surrounding property input was obtained when this report was written.

Comprehensive Plan References

Objective 4.2: Preserve and Promote Commercial and Industrial Redevelopment or In-Fill Development Where Appropriate

Providing opportunity for commercial and industrial redevelopment is imperative to reduce urban sprawl and increase land use densities where appropriate. Land use planning can preserve existing developed areas and ensure land is available as well as compatible for increased development.

Objective 6.2: Promote and Maintain the Status of an Economic Regional Center

The City of Bemidji has become an economic regional center for northern Minnesota. The community will continue to provide the amenities for shopping, recreation, and entertainment that keep jobs and people coming to the area.

Zoning Ordinance References

Section 28-3. - Intent and purpose

Section 28-9. – Definitions

Section 28-122. - Lot Size and Bulk Regulations by Zoning District

Section 28-402. - Exterior Storage and Outdoor Display of Merchandise

Section 28-409. - Off-Street Parking, Loading & Surfacing Standards

Section 28-411. - Temporary Uses or Structures

Section 28-524. - Conditional Use Permits & Interim Use Permits

IV. RECOMMENDATION & FINDINGS

Conclusion based on the Ordinance and the Comprehensive Plan.

The Planning Commission must decide whether the conditions are sufficient for approval of an Interim Use Permit (IUP) for having greater than two (2) temporary storage containers and/or semi-trailers on the parcel. The subject property is located at 3426 Irvine Ave NW (PIN 800556900) in the City of Bemidji.

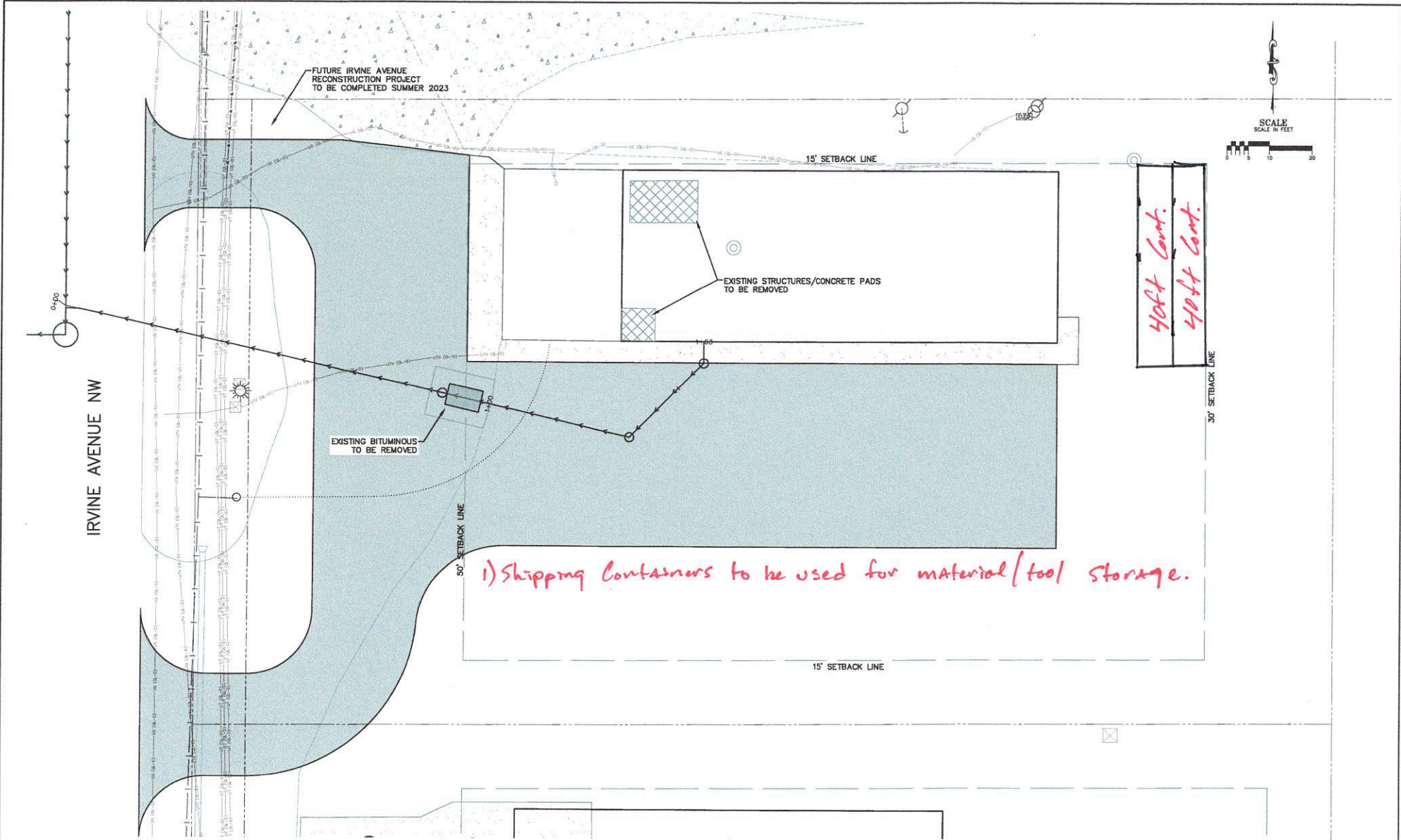
The following are the proposed conditions and findings of fact:

Conditions

1. A screening plan shall be submitted to Planning staff to meet Section 28-411 of the Ordinance and any screening must be completed within six months of approval.
2. The temporary storage containers shall be placed on an approved hard surface per Sections 28-402, 28-409, & 28-411 of the Ordinance.
3. A temporary storage container license (one license per container) shall be obtained and maintained per Section 28-411 of the Ordinance on an annual basis. Materials shall not be piled or stacked on, against, or next to a temporary storage container/semi-trailer.
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6. The IUP shall terminate upon a change in use, a change in the owner/operator (leaseholder), or a change in the lease space as may be determined by the Planning Staff.

Findings of Fact

- 1. Whether the proposed use adversely affects the public safety, health, morals, convenience, and general welfare of the occupants of the surrounding land.**
The proposed use is not anticipated to adversely affect, nor create an unreasonable level of disruption or interference upon the surrounding area.
- 2. Whether the proposed use adversely affects traffic conditions and parking on adjacent streets and land.**
This use should not have an impact on the adjacent street and/or land as the parking for the business is on the front and side of the building on the parcel. The containers are next to the building at the back of the lot.
- 3. Whether the proposed use adversely affects property in the surrounding area.**
The proposed use is not anticipated to adversely affect, nor create an unreasonable level of disruption or interference upon the surrounding area. The use of temporary storage containers should not have an impact on the surrounding properties as this use has been utilized in the past.
- 4. Whether the proposed use is in conformance with the community's Comprehensive Plan or Land Use Plan.**
The proposed use is consistent with the goals and policies of the City of Bemidji Comprehensive Plan as well as the City Code through an approved IUP.
- 5. Whether adequate utility, drainage and other such necessary facilities have been or can be provided.**
The property has adequate infrastructure and is served by City services.



FUTURE IRVINE AVENUE RECONSTRUCTION PROJECT TO BE COMPLETED SUMMER 2023

15' SETBACK LINE

EXISTING STRUCTURES/CONCRETE PADS TO BE REMOVED

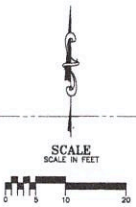
EXISTING BITUMINOUS TO BE REMOVED

30' SETBACK LINE

1) Shipping Containers to be used for material/tool storage.

15' SETBACK LINE

30' SETBACK LINE



IRVINE AVENUE NW

NO.	BY	DATE	DESCRIPTION

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 ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

Mark C. Fuller
 MARK C. FULLER REG. NO. 59382



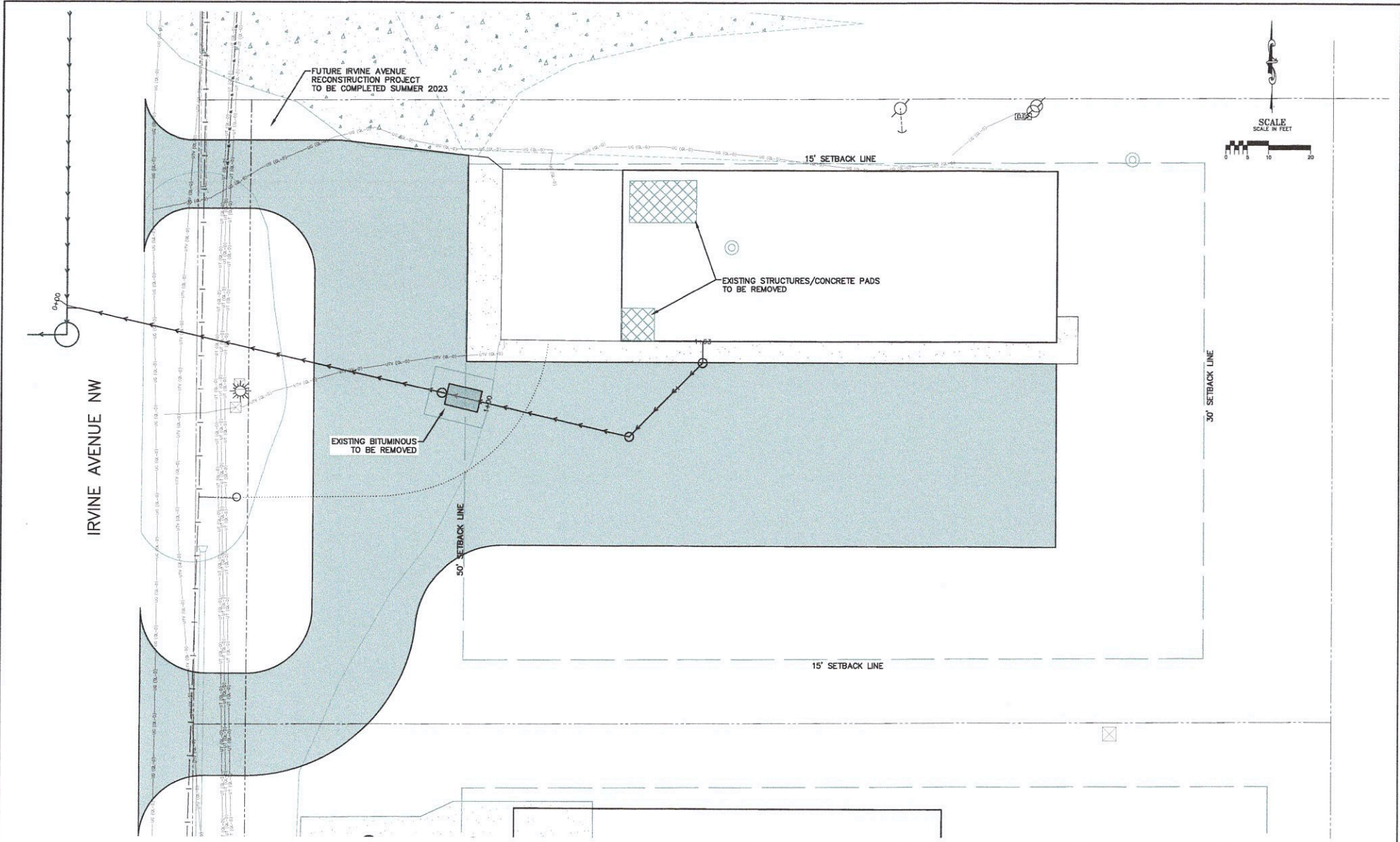
DESIGNED	M.F.	6/19/22
DRAWN	MM	9/19/22
CHECKED	M.F.	9/19/22
APPROVED		
	BY	DATE

HANSON CONTRACTING—ALGOMA
 BEMIDJI, MINNESOTA

CIVIL SITE PLAN



PROJECT NO.
 22024

C - 2



REVISIONS:		
NO.	BY	DATE

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 ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.



 MARK J. FULLER REG. NO. 59392



DESIGNED	M.F.	8/18/22
DRAWN	KAM	8/18/22
CHECKED	M.F.	8/18/22
APPROVED		
	BY	DATE

HANSON CONTRACTING—ALGOMA
BEMIDJI, MINNESOTA

CIVIL SITE PLAN

PROJECT NO.
22024

C - 2



Application

SUP-2025-0005

CONDITIONAL OR INTERIM USE PERMIT

SITE ADDRESS: 3426 IRVINE AVE NW BEMIDJI
PRIMARY PARCEL: 800556900
PROJECT NAME: HANSON ELECTRIC - IUP

ISSUED:
EXPIRES:

APPLICANT: Hanson, Derek
3426 Irvine Ave NW
BEMIDJI, MN 56601
2187660234

OWNER: HANSON CONTRACTING LLC
5712 BIRCHMONT DR NE
BEMIDJI, MN 56601

Detail Name	Detail Value
Select the type of use permit application from the list:	Interim Use
Describe the proposed use of your property:	Material Storage
Describe the existing use of your property:	Electrical Contracting Business
Are you aware of any existing Use Permits or Variances for this property?	No
Will the proposal generate increased traffic over existing conditions?	No
Will the proposal require additional parking spaces?	No
How many people will occupy your premises on an average day? Please provide numbers for employees, customers, and residents.	3
Will your proposal increase water usage or sewage generation over the existing use?	No
Will your proposal generate additional waste?	No
Describe your disposal method .	N/A
Does your property contain low areas, wetlands, or areas with standing water?	No
Please explain if you intend to drain, fill or otherwise alter this area for any reason (If this does not apply, enter N/A)	N/A
Enter Escrow Payer's Name and Mailing Address (where escrow funds are to be returned when the project is completed)	Derek Hanson. 3426 Irvine Ave NW. Bemidji
I hereby certify that I am the owner or authorized agent of the owner of the above described property and that all uses will conform to the provisions of the City of Bemidji Development Code. I further certify that I will comply with all conditions placed upon this permit should this application be approved. Intentional or unintentional falsification of this application or any attachments thereto will serve to make this application and any resultant permit invalid.	I certify
I also authorize City of Bemidji staff to inspect the property during review of this application and subsequent construction during reasonable times of the day.	I certify



CONDITIONS

* An escrow account is established to cover technical and legal expenses incurred by the City of Bemidji as part of the plan review. The applicant is responsible for all costs incurred by the City during plan review. If the escrow amount drops below 10% of the original deposit amount the City may require submittal of an additional escrow deposit sufficient to cover any anticipated expenses. Upon determination by the City that the project is complete or expired, the City will return the remaining escrow deposit to the applicant.

* A Conditional Use or Interim Use Permit shall expire and become void if it is not acted upon within twelve (12) months from its date of issuance. A substantial start means more than preliminary steps have been taken such that preparations to initiate the required work are mostly complete. Bemidji Planning may, upon written request of the owner, grant an extension to this deadline not to exceed an additional twelve (12) months.

FEES:	<u>Paid</u>	<u>Due</u>
PLN Special/Conditional/Interim Use Permit	\$500.00	\$0.00
Planning Escrow Deposit	\$500.00	\$0.00
Totals :	\$1,000.00	\$0.00

City of Bemidji: IUP

The intended use of the shipping containers is for additional storage of tools and material. Thanks

**Derek Hanson
Hanson Contracting LLC
218-766-0234
derekhanson@hansoncontractingllc.com**

Packet Distribution List

City of Bemidji – SUP-2025-0005

	<u>Contact</u>	<u>E-MAILED</u>	<u>US Mailed</u>
<input checked="" type="checkbox"/>	Applicant / Representative	6/4/2025	_____
<input checked="" type="checkbox"/>	City Building Department	6/4/2025	_____
<input type="checkbox"/>	City Attorney	_____	_____
<input checked="" type="checkbox"/>	City Engineer	6/4/2025	_____
<input checked="" type="checkbox"/>	City Manager	6/4/2025	_____
<input type="checkbox"/>	City Community Development (Vacant)	_____	_____
<input checked="" type="checkbox"/>	City GIS Department	6/4/2025	_____
<input checked="" type="checkbox"/>	City Police Department	6/4/2025	_____
<input checked="" type="checkbox"/>	City Fire Department	6/4/2025	_____
<input type="checkbox"/>	City Parks Department	_____	_____
<input type="checkbox"/>	Beltrami County ESD/SWCD	_____	_____
<input type="checkbox"/>	Beltrami County Recorder	_____	_____
<input type="checkbox"/>	Beltrami County GIS Department	_____	_____
<input type="checkbox"/>	Beltrami County Sheriff	_____	_____
<input checked="" type="checkbox"/>	Beltrami County Engineer / Highway	6/4/2025	_____
<input type="checkbox"/>	Beltrami County Natural Resources	_____	_____
<input type="checkbox"/>	MnDNR Trails	_____	_____
<input type="checkbox"/>	MnDNR Waters	_____	_____
<input type="checkbox"/>	MnDNR District	_____	_____
<input type="checkbox"/>	MnDOT	_____	_____
<input type="checkbox"/>	Airport	_____	_____
<input type="checkbox"/>	Bemidji School District	_____	_____
<input type="checkbox"/>	MPCA Closed Landfill Program	_____	_____
<input type="checkbox"/>	U.S. Army Corps of Engineers	_____	_____
<input type="checkbox"/>	Minnesota Chippewa Tribe	_____	_____
<input type="checkbox"/>	Red Lake Nation DNR	_____	_____
<input type="checkbox"/>	White Earth Nation DNR	_____	_____
<input type="checkbox"/>	Leech Lake Band DRM	_____	_____
<input type="checkbox"/>	Bemidji Sustainability Commission	_____	_____
<input checked="" type="checkbox"/>	Other: Planning & Zoning Attorney	6/4/2025	_____



Planning and Zoning Department
City of Bemidji

317 4th Street NW Bemidji, MN 56601 Office (218) 759-3579 Fax (218) 759-3591

June 4, 2025

City of Bemidji – SUP-2025-0005: - Derek Hanson representing Hanson Contracting, LLC is requesting an Interim Use Permit (IUP) for having greater than two (2) temporary storage containers and/or semi-trailers on the parcel. The subject property is located at 3426 Irvine Ave NW (PIN 800556900) in the City of Bemidji and is in the B-1 Low Density Commercial District and Airport Zone 3 Overlay District.

The parcel limited legal description is as follows:

SECT-33 TWP-147 RANGE-033 ALGOMA PARK LOT-011 BLOCK-002
LESS CSAH 15 OLD # 31.00864.00

The City of Bemidji Planning and Zoning Commission will consider this proposal at its meeting on **Thursday, June 26th, 2025**, at **5:30 p.m.** in the Council Chambers at Bemidji City Hall or may be viewed on Local Channel 2.

If you have any comments, you may present them to the Commission at that time. It would be encouraged to direct your comments in writing to the Planning and Zoning Planner assigned to the Case, **Melissa Fahrenbruch's** attention at the Planning office at 317 4th Street NW, or by email to **SGAdmin@ci.bemidji.mn.us**. If possible, your comments should be submitted by **Friday, June 20th, 2025**, so they may be incorporated into our report to the Planning and Zoning Commission. The report, along with any other pertinent information regarding this planning case will be available prior to the meeting on our website ([City of Bemidji/Boards, Commissions, and Committees/Planning Commission](#)) and at city hall. Attached is a copy of the application and other supporting documentation.

If you have any questions or need further information, please feel free to contact our office at 218-759-3579 or email the planner assigned to the case (see email address above). City departments may access through SmartGov application **SUP-2025-0005**.

Respectfully,

Melissa Fahrenbruch
Assistant Planner
City of Bemidji Planning and Zoning Department



Planning & Zoning Department
City of Bemidji

317 4th Street NW Bemidji, MN 56601 Office (218) 759-3579 Fax (218) 759-3591

June 4, 2025

Dear Property Owner:

The City of Bemidji Planning and Zoning Commission will conduct a public hearing to discuss the following application:

City of Bemidji – SUP-2025-0005: - Derek Hanson representing Hanson Contracting, LLC is requesting an Interim Use Permit (IUP) for having greater than two (2) temporary storage containers and/or semi-trailers on the parcel. The subject property is located at 3426 Irvine Ave NW (PIN 800556900) in the City of Bemidji and is in the B-1 Low Density Commercial District and Airport Zone 3 Overlay District.

The parcel limited legal description is as follows:

SECT-33 TWP-147 RANGE-033 ALGOMA PARK LOT-011 BLOCK-002 LESS
CSAH 15 OLD # 31.00864.00

This public hearing will be held on **Thursday, June 26th, 2025, at 5:30 p.m.** The meeting will be held in the Council Chambers of the Bemidji City Hall located at 317 4th Street NW or may be viewed on local Channel 2. You are invited to attend this public hearing, express your opinions on the proposal at the hearing, or if not able to attend, by email (preferred method), letter, or phone call to the Planning and Zoning Department. If possible, your written comments should be submitted by **Friday, June 20th, 2025**, so they may be incorporated into our report to the Planning Commission. **Our report, along with any other pertinent information regarding this planning case will be available prior to the meeting on our website ([City of Bemidji/Boards, Commissions, and Committees/Planning Commission](#)) and at city hall.**

If you have any questions, please feel free to contact us at (218) 759-3579, or email comments to **SGAdmin@ci.bemidji.mn.us**

Respectfully,

Planning Staff
City of Bemidji
Planning & Zoning Department

TAMI D NISWANDER
824 WILTON HILL RD NW
BEMIDJI, MN 56601

ARTHUR GULLETTE SR
JEANNE GULLETTE
3408 CEDAR LN NW
BEMIDJI, MN 56601

NORTHERN TOWNSHIP
445 TOWN HALL RD NW
BEMIDJI, MN 56601

WADE R YOUNG
MICHELLE L YOUNG
3401 CEDAR LN NW
BEMIDJI, MN 56601

ROBERT FERDINANDT
GRACE FERDINANDT
3400 CEDAR LANE NW
BEMIDJI, MN 56601

HANSON CONTRACTING LLC
5712 BIRCHMONT DR NE
BEMIDJI, MN 56601

JKV INVESTMENTS LLC
PO BOX 141
MANVEL, ND 58256

ANDREW D JOHNSON
3503 CEDAR LN NW
BEMIDJI, MN 56601

DUANE L SEA
3514 CEDAR LANE NW
BEMIDJI, MN 56601

PENGUIN ENTERPRISES LLC
3008 WELLNER DR NE
ROCHESTER, MN 55906

DARLENE G BENSON TRUSTEE
DARLENE G BENSON TRUST
3405 CEDAR LN NW
BEMIDJI, MN 56601

MARIA ROZENBERG
3507 CEDAR LN NW
BEMIDJI, MN 56601

THOMAS W SCHWARTZ
NANCY J SCHWARTZ
3111 BIRCHMONT DR NE
BEMIDJI, MN 56601

KYLE FODNESS
3506 CEDAR LN NW
BEMIDJI, MN 56601

MARY K MARTELL
3600 CEDAR LN NW
BEMIDJI, MN 56601

BENJAMIN C FILIPI
TRACY L FILIPI
3510 CEDAR LN NW
BEMIDJI, MN 56601

GARY PETERS
21733 COUNTY RD 9
BEMIDJI, MN 56601

DARREN DEW
RUBY DEW
3502 CEDAR LN NW
BEMIDJI, MN 56601

NEIL L HALL
SERENA P HALL
3310 CEDAR LANE NW
BEMIDJI, MN 56601

KEITH J BUSH
CHRISTINE J BUSH
3524 ZEALAND AVE N
MINNEAPOLIS, MN 55427

KIM R OLSON
3409 CEDAR LN NW
BEMIDJI, MN 56601

CITY OF BEMIDJI
317 4TH ST NW
BEMIDJI, MN 56601

LONE TREE HILL ENTERPRISES LLC
3330 IRVINE AVE NW
BEMIDJI, MN 56601



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

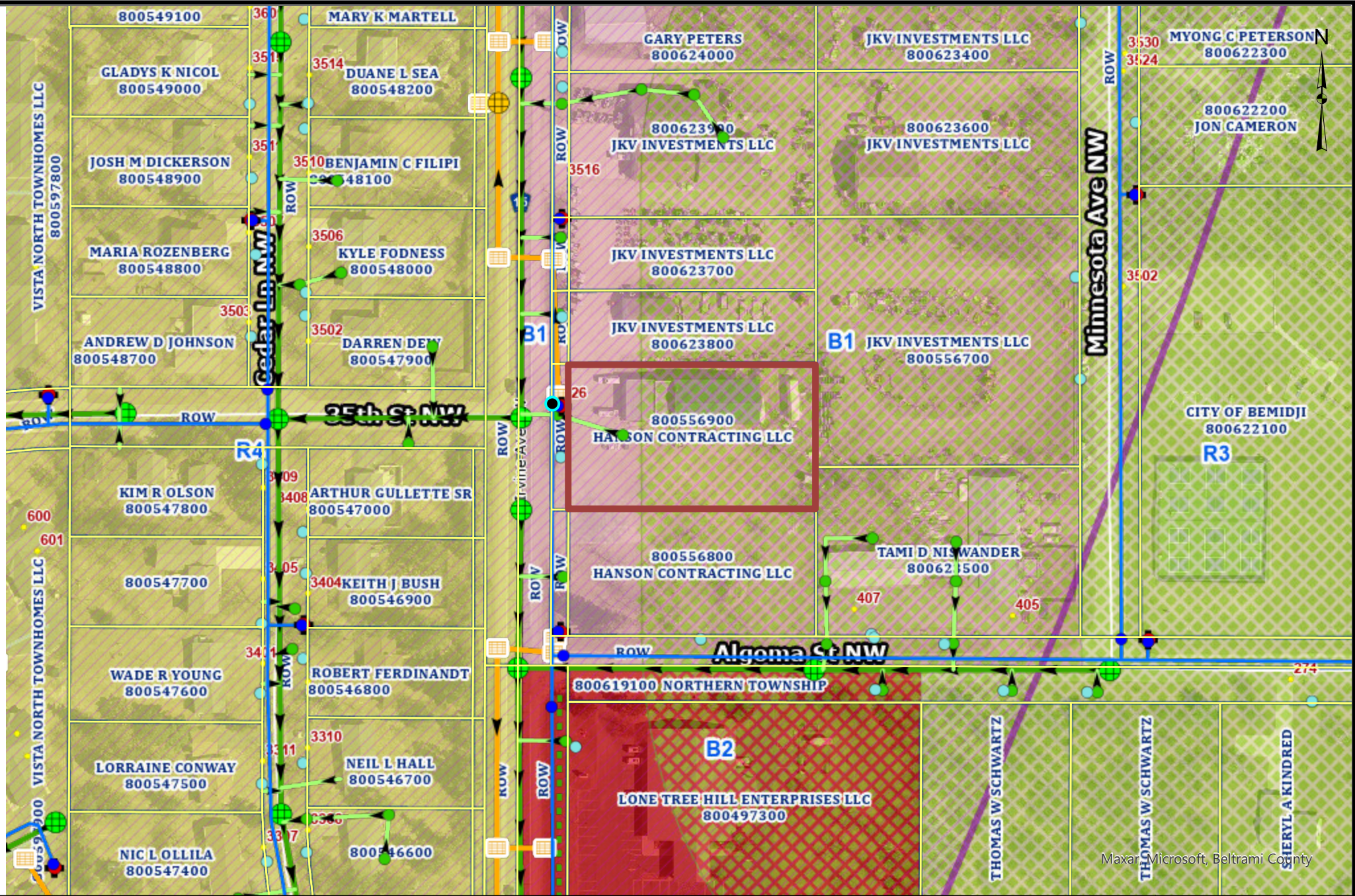
Aerial Map

1:1,128	Date: 5/29/2025
This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.	



Bemidji
First City On The Mississippi

Page 27 of 81



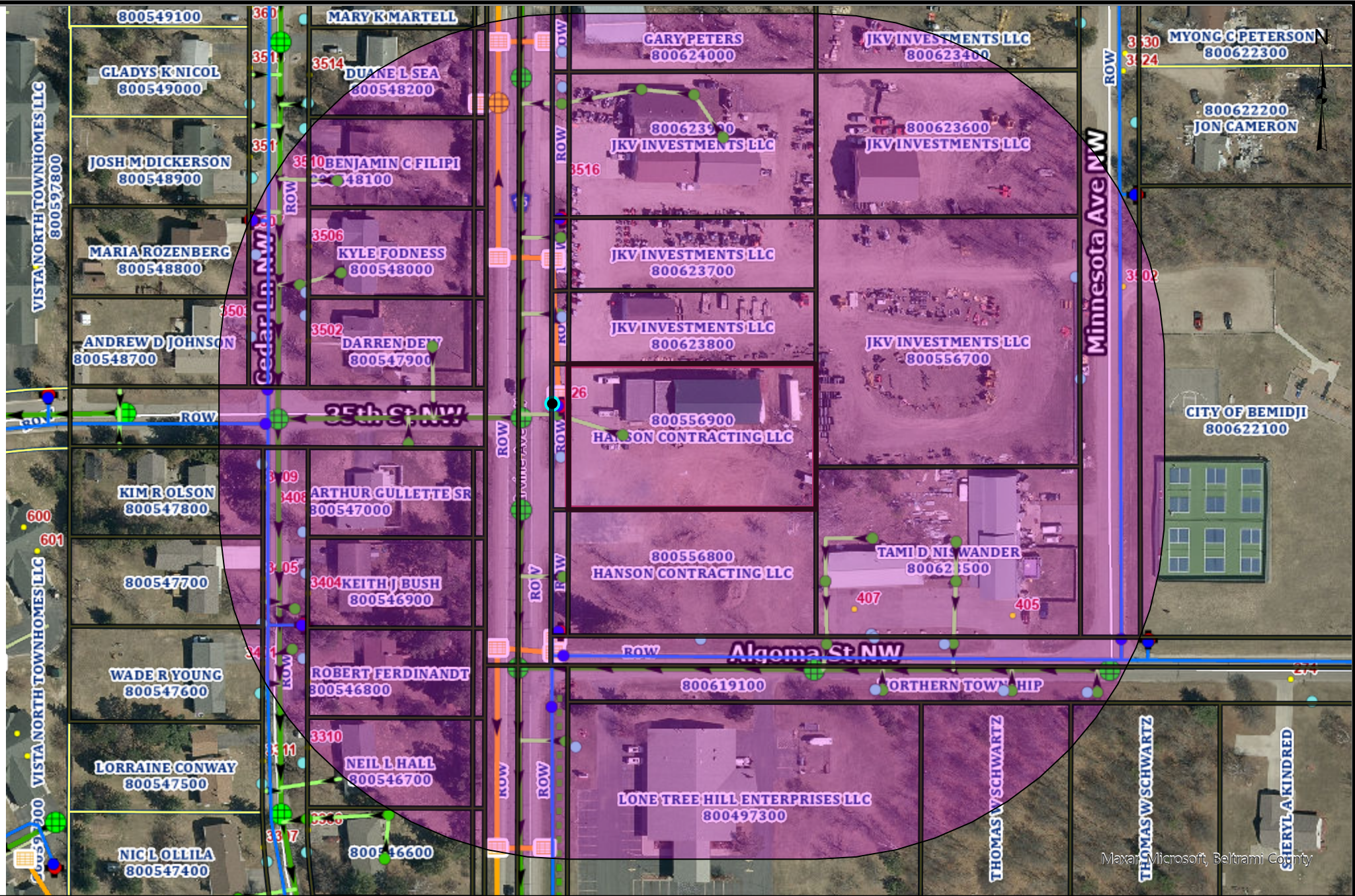
These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Zoning Map

1:2,257

Date: 5/29/2025

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

1:2,257

Buffer Map

Date: 5/29/2025

Maxar, Microsoft, Beltrami County

Page 29 of 81

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.



AFFIDAVIT OF PUBLICATION

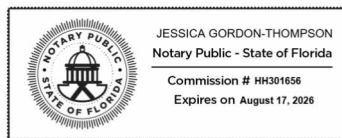
State of Florida, County of Orange, ss:

Ankit Sachdeva, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC and duly authorized agent of the The Bemidji Pioneer, a newspaper printed and published in the City of Bemidji, County of Beltrami, State of Minnesota.

1. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
3. The dates of the month and the year and the day of the week upon which the public notice attached/copied below was published in the newspaper are as follows: Saturday, June 14, 2025
4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to §331A.06, is as follows: \$13.00 per column inch.
5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in BELTRAMI County. The newspaper complies with conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

Ankit Sachdeva

(Signed) _____



VERIFICATION

State of Florida
County of Orange

Subscribed in my presence and sworn to before me on this: 06/16/2025

Notary Public

Notarized remotely online using communication technology via Proof.

**CITY OF BEMIDJI PLANNING AND ZONING COMMISSION
NOTICE OF PUBLIC HEARINGS & MEETINGS**

NOTICE IS HEREBY GIVEN, that on **Thursday, June 26, 2025, at 5:30 PM** or as soon thereafter as possible, the City of Bemidji Planning and Zoning Commission will conduct a Public Hearing in-person in the Council Chambers of Bemidji City Hall, located at 317 4th St. NW, Bemidji MN, and broadcasted on Channel 2, regarding the following request(s):

Interim Use Permit Request: Derek Hanson representing Hanson Contracting, LLC is requesting an Interim Use Permit (IUP) for having greater than two (2) temporary storage containers and/or semi-trailers on a parcel, located at 3426 Irvine Ave NW (PIN 800556900) in the City of Bemidji. The parcel is in the B-1 Low Density Commercial District and Airport Zone 3 Overlay District.

Variance Request: Marco McLane Development, representing Security Bank USA, is requesting a variance from the side yard setback for off-street parking, loading and surfacing standards for the redevelopment of a parking area. The subject properties are the east abutting parcels (parking area for Security Bank) on Paul Bunyan Dr NW (PIN: 800009300, & 800009401) in the City of Bemidji. The properties are in the B-2 General Commercial District and the HWY 197 & Airport 3 Overlays.

All interested parties are invited to attend the public hearing(s) and comment on the proposal(s). If you are unable to attend in person, comments can be submitted by email to SGAdmin@ci.bemidji.mn.us (preferred method), letter, or phone call to the Planning and Zoning Department. Call 218-759-3579 or visit our website at www.ci.bemidji.mn.us for more information. If possible, your written comments should be submitted by **Friday, June 20, 2025**, so they may be incorporated into the staff report to the Planning Commission.
(Jun. 14, 2025)

Ainslee Krause

From: Tom Schwartz <bjigolfr@paulbunyan.net>
Sent: Monday, June 16, 2025 9:32 PM
To: SGAdmin
Subject: SUP- 2025-005, Hanson contracting

[EXTERNAL]

To Whom it may concern:

I am writing to fully support the IUP for two or more storage containers. At the rate of taxation a property owner is assessed the owner needs to utilize their property as best they can without excessive government. This IUP is excessive. Let's encourage business to thrive in the city rather than say "enough" and move to a business friendly township or neighboring county

Tom Schwartz
Adjacent/nearby Property Owner
Sent from my iPhone.

**The City of Bemidji
Planning and Zoning Department**

PLANNING CASE: V-2025-0003	PC MEETING DATE: June 26, 2025
APPLICANT: Security Bank USA, represented by Marco McLane Development	60-DAY RULE DATE: July 29, 2025
PROCEEDING: Variance from the side yard setback for off-street parking, loading, and surfacing standards for the redevelopment of a parking area.	ZONING DISTRICT: (B-2) General Commercial Zoning District and the HWY 197 & Airport 3 Overlays
PREPARED BY: Jamin Carlson Planning Director	EXHIBITS: Zoning Map, Aerial Map, Application, Site Plan, Supporting Documentation

PLANNING & ZONING MEMORANDUM

I. SUMMARY OF REQUEST

Marco McLane Development, representing Security Bank USA, is requesting a variance from the side yard setback for off-street parking, loading and surfacing standards for the redevelopment of a parking area. The subject properties are the east abutting parcels (parking area for Security Bank) on Paul Bunyan Dr NW (PIN: 800009300, & 800009401) in the City of Bemidji. The properties are in the B-2 General Commercial District and the HWY 197 & Airport 3 Overlays. The variance is as follows:

- 1) A side yard setback reduction from 5' to 0' to build additional parking spaces and ingress/egress

II. PUBLIC HEARING & DISCUSSION

Chair Heinonen turned the gavel over to Vice Chair Michael Meehlhause for this planning case request.

Commission members made the following comments:

- Faver inquired if there would be access to the street in the back of the lot. Staff addressed that an access exists with plans to realign it, however, it would not be part of the variance request.

Public Hearing opened at 5:49 p.m.

- Tim Marco, representing Security Bank, addressed the commission and reviewed the request.

Public Hearing closed at 5:53 p.m.

Commission members made no further comments.

III. RECOMMENDATION & FINDINGS

Conclusion based on the Ordinance and the Comprehensive Plan.

The Planning Commission decided that the conditions are sufficient for approval of an interim use permit.

RECOMMENDATION FOR APPROVAL

Approval is recommended with the following conditions based on the findings of fact:

Conditions

1. The applicant shall follow Section 28-406 of the Zoning Ordinance for landscaping requirements.
2. Applicant shall follow all requirements of the Ordinance and apply for all permits before any work can start on the parcels.
3. All future exterior lighting shall conform to Section 28-408 of the Zoning Ordinance. Lighting plans and specs sheets shall be submitted for approval to city staff prior to installation.
4. A stormwater & grading plan along with erosion control plan must be submitted for review and approved prior to construction. Additionally, other types of stormwater retention like rain gardens should be used within the project area.
5. The Applicant shall establish easements/agreements for the shared parking area.
6. A tree removal permit shall be obtained prior to any trees being removed from the site.
7. The variance shall expire and become void if the use is not substantially started within twelve (12) months from its date of issuance. A substantial start means more than preliminary steps have been taken such that preparations to initiate the use are mostly complete. The Planning Board may, upon written request of the owner, grant an extension to this deadline not to exceed an additional twelve (12) months.

Findings of Fact Variances

1. **Has the applicant demonstrated a practical difficulty?**
The Applicant is proposing to use the property in a reasonable manner not permitted under the Ordinance. Due to complicated ownership of the parcels, a lot combination cannot be obtained and a variance is required to be able to redevelop parking areas across the lot lines.
2. **Are there exceptional circumstances unique to this property, which have not been created by the landowner?**
This is an existing lot of record and was platted before the current ownership. According to the Applicant, the lots cannot be combined with banking rules and property ownership.
3. **Can the variance be granted and that such action will be in keeping with the spirit, purpose and intent of the Zoning Ordinance?**
The granting of a variance will be in keeping with the spirit, purpose and intent of the Zoning Ordinance. This request proposes to make use of the property in a reasonable manner.
4. **Can the variance be granted without altering the essential character of the surrounding area?**
There are many properties along the Hwy 197 corridor that share parking lots and this request would not alter the character of the surrounding area.

Motion by **Lemmer**, seconded by **Faver**, to recommend approval of the variance request for a side yard setback reduction from 5' to 0' to build additional parking spaces and ingress/egress on parcels 800009300 and 80009401, with the conditions and findings of fact as presented in the packet.

Ayes: **Peterson, Meehlhause, McCoy, Lemmer, Faver.**

Nays: **None**

Abstentions: **Heinonen.**

Motion carried 5-0.

CITY OF BEMIDJI PLANNING BOARD

Resolution No. 2025-19

RESOLUTION APPROVING VARIANCE FOR PARCELS 80.00093.00 & 80.00094.01

WHEREAS, an application was submitted on May 30, 2025, by Marco McLane Development representing Security Bank USA requesting a variance from the side yard setback for off-street parking, loading and surfacing standards for the redevelopment of a parking area. The subject properties are the east abutting parcels (parking area for Security Bank) on Paul Bunyan Dr NW (parcels 800009300 & 800009401) in the City of Bemidji. The variance is as follows:

1. A reduction of the side yard setback from 5 feet to 0 feet to build additional parking spaces and ingress/egress; and

WHEREAS, the proposed requested variances will be located on parcels 80.00093.00 & 80.00094.01. See attached Appendix A for legal descriptions; and

WHEREAS, these parcels are within the B-2 General Commercial District and the HWY 197 & Airport 3 Overlays; and

WHEREAS, the requested variance meets all requirements, standards and specifications of the City Ordinance; and

WHEREAS, on June 26, 2025, the Planning Commission held a public hearing, after due notice having been provided, on the application and, after providing the Applicant and the public an opportunity to be heard, voted to forward the application to the Planning and Zoning Board with a recommendation that it be approved; and

WHEREAS, the Planning Board has reviewed all materials submitted by the Applicant; considered the oral and written testimony offered by the applicant and all interested parties; and has now concluded that the application is in compliance with all applicable standards and can be considered for approval; and

WHEREAS, the Planning Board has made the following findings regarding the Variance application request:

Findings of Fact

1. Has the applicant demonstrated a practical difficulty?

The Applicant is proposing to use the property in a reasonable manner not permitted under the Ordinance. Due to complicated ownership of the parcels, a lot combination cannot be obtained and a variance is required to be able to redevelop parking areas across the lot lines.

2. Are there exceptional circumstances unique to this property, which have not been created by the landowner?

This is an existing lot of record and was platted before the current ownership. According to the Applicant, the lots cannot be combined with banking rules and property ownership.

3. Can the variance be granted and that such action will be in keeping with the spirit, purpose and intent of the Zoning Ordinance?

The granting of a variance will be in keeping with the spirit, purpose and intent of the Zoning Ordinance. This request proposes to make use of the property in a reasonable manner.

4. Can the variance be granted without altering the essential character of the surrounding area?

There are many properties along the Hwy 197 corridor that share parking lots and this request would not alter the character of the surrounding area.

NOW, THEREFORE BE IT RESOLVED that the City of Bemidji Planning Board hereby grants the approval of a variance from the side yard setback to build additional parking spaces and ingress/egress on parcels 80.00093.00 and 80.00094.01 in the City of Bemidji, with the following conditions:

1. The applicant shall follow Section 28-406 of the Zoning Ordinance for landscaping requirements.
2. Applicant shall follow all requirements of the Ordinance and apply for all permits before any work can start on the parcels.
3. All future exterior lighting shall conform to Section 28-408 of the Zoning Ordinance. Lighting plans and specs sheets shall be submitted for approval to city staff prior to installation.
4. A stormwater & grading plan along with erosion control plan must be submitted for review and approved prior to construction. Additionally, other types of stormwater retention like rain gardens should be used within the project area.
5. The Applicant shall establish easements/agreements for the shared parking area.
6. A tree removal permit shall be obtained prior to any trees being removed from the site.
7. The variance shall expire and become void if the use is not substantially started within twelve (12) months from its date of issuance. A substantial start means more than preliminary steps have been taken such that preparations to initiate the use are mostly complete. The Planning

DRAFT

Board may, upon written request of the owner, grant an extension to this deadline not to exceed an additional twelve (12) months.

CITY OF BEMIDJI, PLANNING BOARD

State of Minnesota

County of Beltrami

This instrument was acknowledged before me on this 14th day of July 2025 by Audrey Thayer, Planning Board Chair.

Audrey Thayer, Planning Board Chair

Subscribed and sworn to before me
this ___th day of _____, 2025.

Notary Public

Applicant Signature

Date

Appendix A

Legal Descriptions for Parcels 80.00093.00 & 80.00094.01

Parcel 80.00093.00: SECT-05 TWP-146 RANGE-033 0.82 AC W 100 FEET OF E1/2 OF W1/2 OF SW1/4 OF NE1/4 LYING N OF HWY 2 LESS N'RLY 628 FEET THEREOF & LESS ANY PART THEREOF LYING IN W 330 FEET OF SAID SW1/4 OF NE1/4; and

Parcel 80.00094.01: SECT-05 TWP-146 RANGE-033 THAT PART OF SW1/4 OF NE1/4 DESC AS FOLL: COMM AT CENTER OF SEC OF SAID SEC 5, THENCE N00°48'20"E, ASSUMED BEARING, ALONG W LINE OF SAID SW1/4 OF NE1/4 816.75 FT TO INTER WITH S LINE OF N 528' OF SAID SW1/4 OF NE1/4, THENCE S89°25'15"E ALONG SAID S LINE 429.88' TO PT OF BEG, SAID PT ALSO BEING ON E LINE OF W 100' OF E1/2 OF W1/2 OF SAID SW1/4 OF NE1/4, THENCE CONT S89°25'15"E 100', THENCE S00°51'03"W 195.42', THENCE S89°25'15"E 2.5', THENCE S02°03'33"W 243.39' TO A PT ON N'RLY R/W LINE OF HWY 2, SAID PT ALSO BEING ON A 5679.58' RADIUS CURVE, THE CENTER OF CIRCLE OF SAID CURVE BEARS N13°32'26"E FROM SAID PT, THENCE NW'RLY ALONG SAID R/W LINE & ALONG SAID CURVE 100', CENTRAL ANGLE 01°00'32" TO INTER WITH SAID E LINE OF W 100' OF E1/2 OF W1/2 OF SAID SW1/4 OF NE1/4, THENCE N00°51'03"E ALONG A LINE NOT TANGENT TO SAID CURVE & ALONG E LINE 415.44' TO THE PT OF BEG

**THE CITY OF BEMIDJI
PLANNING BOARD**

PLANNING CASE: V-2025-0003	PC MEETING DATE: June 26, 2025
APPLICANT: Security Bank USA, represented by Marco McLane Development	60-DAY RULE DATE: July 29, 2025
PROCEEDING: Variance from the side yard setback for off-street parking, loading, and surfacing standards for the redevelopment of a parking area.	ZONING DISTRICT: (B-2) General Commercial Zoning District and the HWY 197 & Airport 3 Overlays
PREPARED BY: Jamin Carlson Planning Director	EXHIBITS: Zoning Map, Aerial Map, Application, Site Plan, Supporting Documentation

PLANNING REPORT

I. SUMMARY OF REQUEST

Marco McLane Development, representing Security Bank USA, is requesting a variance from the side yard setback for off-street parking, loading and surfacing standards for the redevelopment of a parking area. The subject properties are the east abutting parcels (parking area for Security Bank) on Paul Bunyan Dr NW (PIN: 800009300, & 800009401) in the City of Bemidji. The properties are in the B-2 General Commercial District and the HWY 197 & Airport 3 Overlays.

II. BACKGROUND

In 2024, Security Bank design team members met with city staff on multiple occasions to discuss potential parking, landscaping, and access development on the lots for the bank complex. Additional topics of discussion were demolition of the old Century 21 building and tree preservation. The design team also discussed the adjoining property to the north and drive-thru traffic. Due to the bank parcels having complicated ownerships, it would not be possible to combine the lots (eastern two lots shown on site plans) into one lot of record according to the owners. The Applicant also would like to reduce their overall impact to the lots by using the existing parking area and add onto it to save overall pavement coverage and greenspace.

III. DISCUSSION/DEVELOPMENT ANALYSIS

Submitted site plans below with the added parking shown in hashed lines:



Parking Standards

Per the Ordinance:

b. Setbacks.

i. Front, side and rear setbacks of at least five (5) feet from property lines shall be maintained from parking areas in all zoning districts, except in the UR District. Setbacks of five (5) feet in the UR Districts shall apply only to those parking areas adjacent to residentially zoned or residentially used property.

Applicant/Representative

Hi Jamin,

After our conversation yesterday, here is some additional detail on the lot combination hardship for Security Bank.

The current configuration of the lots has not changed when the properties changed ownership. The eastern property is a lot of record and is sized, oriented, and positioned for future building development without the need for a future lot combination. The purchase was intentional to preserve the option for future development. The bank is not the owner of the eastern parcel. It is owned by a holding company due to State statutes and regulations around Banks acquiring and/or developing property. A lot combination is no different than a purchase under State statutes. The statutes, regulations, and criteria make a lot combination difficult and undue hardship that are specific to the banking industry and not traditional private property. As an added condition to the

variance, the two properties will agree to execute a shared parking agreement for the newly created parking at the time the eastern lot is developed.”

Tim

TIM MARCO

MOBILE 262.391.5604

TIM@MARCOCCLANE.COM

WWW.MARCOCCLANE.COM

Development Team

City Engineer/Director of Public Works, Sam Anderson

Specific to the variance request featuring the expansion of the easternmost parking lot on the east side of the Security Bank USA campus, I don't have any major engineering related concerns with the proposal.

As a side note, the exhibits provided by the applicant denote both proposed curb & gutter and no curb & gutter along the edge of the new parking lot expansion. That component of the design should be clarified if it impacts any ordinances.

Thank you,

Sam Anderson, P.E. | City Engineer/Director of Public Works | City of Bemidji

MNDOT, District Planning Director | District 2

Thanks for the opportunity to review. It doesn't appear any permits from MnDOT are necessary with this proposal. The property owner should know:

1. A permit from MnDOT is required to perform any work in the State Hwy 197 right of way. Please reach out if a permit will need to be requested.
2. There shall be no net increase in storm water runoff to the State Hwy 197 right of way because of the proposed changes. Please reach out if there are questions.
3. There shall be no encroachments within the State Hwy 197 right of way. Any signage, structures or ancillary features cannot be within MnDOT's right of way below ground, at ground level, or above ground.

Thank you,

Jon Mason

District Planning Director | District 2

Minnesota Department of Transportation

3920 Highway 2 West

Bemidji, MN, 56601

Phone: 218-407-1917

mndot.gov/

Neighborhood Comment

No surrounding property input was obtained when this report was written.

Public Notice and Hearing Requirements

- Per the Ordinance: Sec. 28-527:

A. *In addition to the procedures described in preceding sections of this development code, all conditional use permit requests, variance requests, requests for amendments, and preliminary plat approval shall be reviewed at a public hearing conducted at least ten (10) days following official public notification including publication in the official newspaper of the council and mailed notice to all property owners within the following distances from affected property when such notice is applicable: in the case of variances, conditional use permits and preliminary plats, all property owners within three hundred and fifty (350) feet of the property must be notified; in the case of amendments to official controls which involve changes in district boundaries of five acres or less, all owners of property within three hundred and fifty (350) feet must be notified.*

Comprehensive Plan References

Objective 4.3: Promote Land Use Decisions that Protect the Natural Environment through Smart Growth and Sustainable Practices

5. Allow flexibility for developments that use alternative energy sources or land use practices that conserve energy. Increased flexibility from zoning ordinances for demonstrating an exemplary effort for energy conservation will be an incentive for developers to be more energy conscious. Alternative energy sources can reduce the overall carbon footprint of the community.

Zoning Ordinance References

- Section: 28-352 Lot Size, Impervious, Greenspace
- Section: 28-406 Landscaping Requirements
- Section: 28-408 Lighting
- Section: 28-409 Parking Standards
- Section: 28-525 Variances
- Section: 28-527 - Public Notice and Hearing Requirements

IV. VARIANCE CONCLUSIONS & FINDINGS

Conclusion based on the Ordinance and the Comprehensive Plan.

The planning commission must decide whether the applicant has demonstrated a practical difficulty for the following requested variance: A reduction for side yard setback from 5' to 0' to build additional parking spaces and ingress/egress.

Conditions

1. The applicant shall follow Section 28-406 of the Zoning Ordinance for landscaping requirements.

2. Applicant shall follow all requirements of the Ordinance and apply for all permits before any work can start on the parcels.
3. All future exterior lighting shall conform to Section 28-408 of the Zoning Ordinance. Lighting plans and specs sheets shall be submitted for approval to city staff prior to installation.
4. A stormwater & grading plan along with erosion control plan must be submitted for review and approved prior to construction. Additionally, other types of stormwater retention like rain gardens should be used within the project area.
5. The Applicant shall establish easements/agreements for the shared parking area.
6. A tree removal permit shall be obtained prior to any trees being removed from the site.
7. The variance shall expire and become void if the use is not substantially started within twelve (12) months from its date of issuance. A substantial start means more than preliminary steps have been taken such that preparations to initiate the use are mostly complete. The Planning Board may, upon written request of the owner, grant an extension to this deadline not to exceed an additional twelve (12) months.

Findings of Fact Variances

1. Has the applicant demonstrated a practical difficulty?

The Applicant is proposing to use the property in a reasonable manner not permitted under the Ordinance. Due to complicated ownership of the parcels, a lot combination cannot be obtained and a variance is required to be able to redevelop parking areas across the lot lines.

2. Are there exceptional circumstances unique to this property, which have not been created by the landowner?

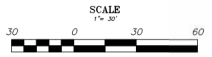
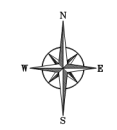
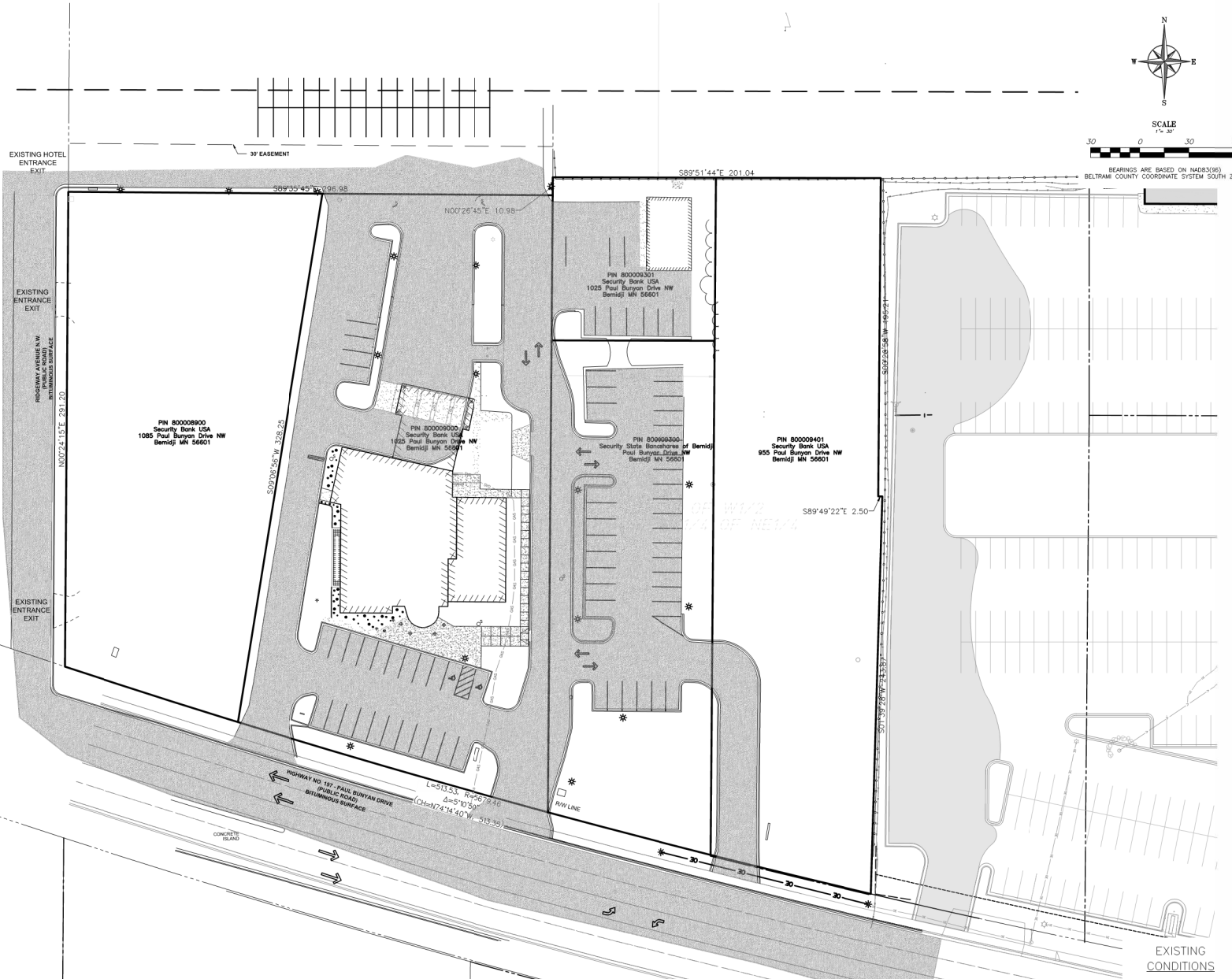
This is an existing lot of record and was platted before the current ownership. According to the Applicant, the lots cannot be combined with banking rules and property ownership.

3. Can the variance be granted and that such action will be in keeping with the spirit, purpose and intent of the Zoning Ordinance?


The granting of a variance will be in keeping with the spirit, purpose and intent of the Zoning Ordinance. This request proposes to make use of the property in a reasonable manner.

4. Can the variance be granted without altering the essential character of the surrounding area?


There are many properties along the Hwy 197 corridor that share parking lots and this request would not alter the character of the surrounding area.



BEARINGS ARE BASED ON NAD83(96)
BELTRAM COUNTY COORDINATE SYSTEM SOUTH ZONE




A VETERAN-OWNED SMALL BUSINESS



NORTHWESTERN
Surveying & Engineering, Inc.
1000 13th Avenue NW, Bemidji, MN 56601
TEL: 218-752-4444 FAX: 218-752-4444

ENGINEERING • UTILITY LOCATION • UTILITY MAPPING • 3D LASER SCANNING • 3D MODELS • PRELIM SERVICES
LAND SURVEYING • ENVIRONMENTAL SERVICES • ENVIRONMENTAL IMPACT • CONSTRUCTION MANAGEMENT

SECURITY BANK
MAIN BANK

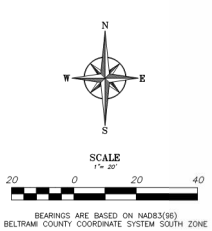
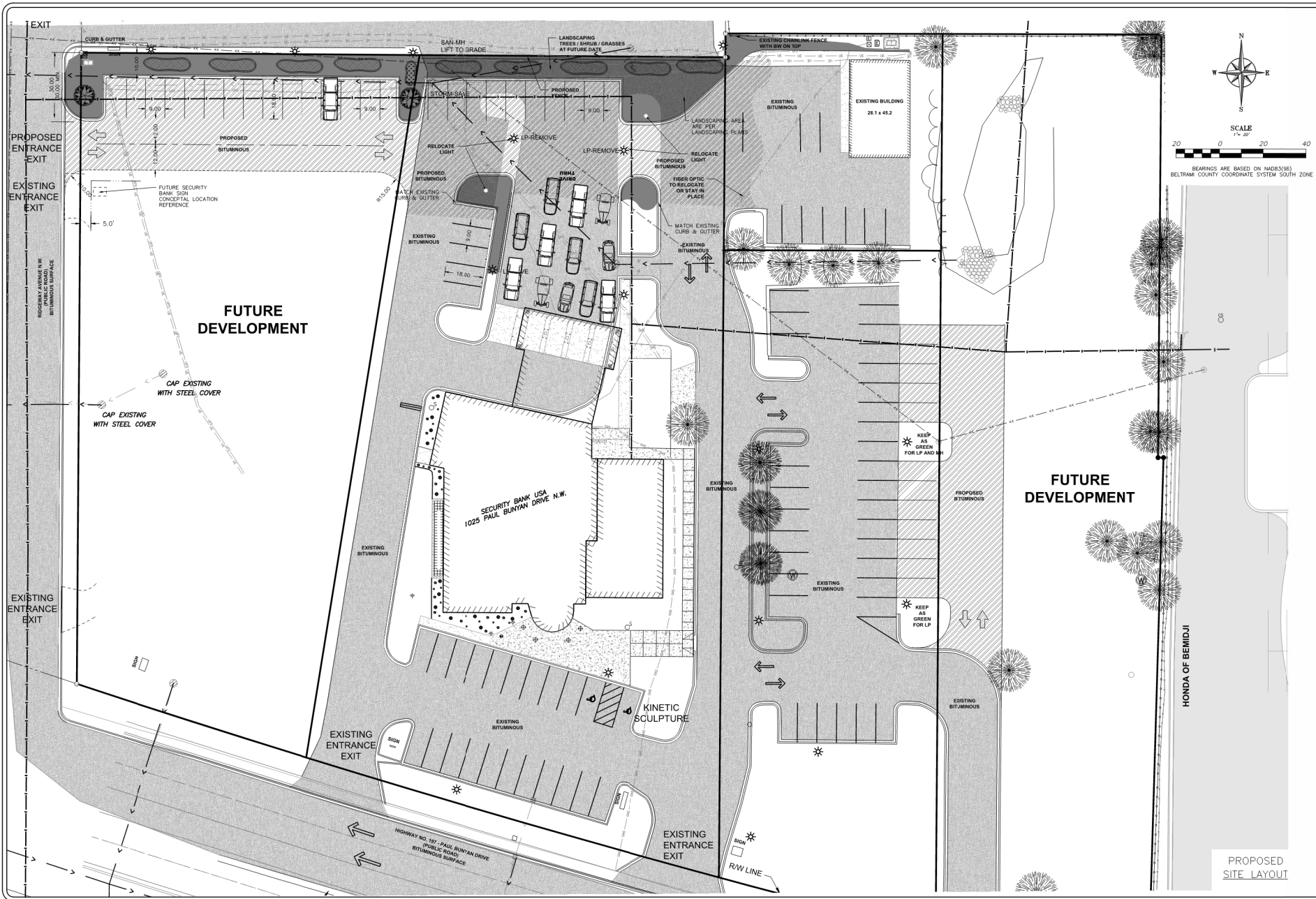


SECURITY BANK USA
SECURITY BANK - USA
1025 PAUL BURNAN DRIVE, NW
BEMIDJI, MINNESOTA 56601

REV.	DESCRIPTION	DATE

OWNER: LUNDQVIST DATE: 4/9/2025
 DRAWN BY: J. HANSEN DATE: 4/9/2025
 CHECKED BY: J. HANSEN DATE: 4/9/2025
 CDR: J. HANSEN DATE: 4/9/2025
 PROJECT NO.: 250009

DRAWING NO.: **C2/0.0**
 REV. NO.: **A1**




 A VETERAN-OWNED SMALL BUSINESS

NORTHWESTERN
 Surveying & Engineering, Inc.
1000 13th Avenue N.W. Bemidji, MN 56601

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SECURITY BANK
MAIN BANK
SITE LAYOUT


SECURITY BANK USA
SECURITY BANK - USA
 1025 PAUL BUNYAN DRIVE, N.W.
 BEMIDJI, MINNESOTA 56601

DATE	DESCRIPTION	BY	DATE

DRAWN BY: J. HENNINGSON DATE: 4/9/2025
 CHECKED BY: J. HENNINGSON DATE: 4/9/2025
 CDR: J. HENNINGSON FILE # 27860-25-00020 OPTION: E:RME
 SHEET NO. 25 OF 25 PROJECT NO. 250009

DRAWING NO. **C4/0.0**
 REV. NO. **A1**



2383 Pilot Knob Rd
 Mendota Heights, MN 55120
 Phone: 651-203-3000
 Fax: 651-455-1734
 SouthviewDesign.com

NO. Date Issue Notes

NO. Date Revision Notes

Security Bank USA
Proposed Landscaping Site
 1025 Paul Bunyan
 Bemidji, MN

Designer:
 Jeff Gaffney
 Design Associate:
 Stephen Gordon
 Measure Team:
 Exist. Documents
 (By Others)
 Measure Input:
 SG
 Print Date: 2025-04-30
 File Name:
 2025-04-30_Security Bank USA
 BLD.dwg
 This drawing contains proprietary
 information which belongs to
 Southview Design Inc. Any
 unauthorized duplication or use is
 strictly prohibited.

Released By:
 Date Released:

Sheet
 SH-8 of 8
 Scale:
 1" = 20'-0"

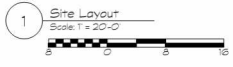
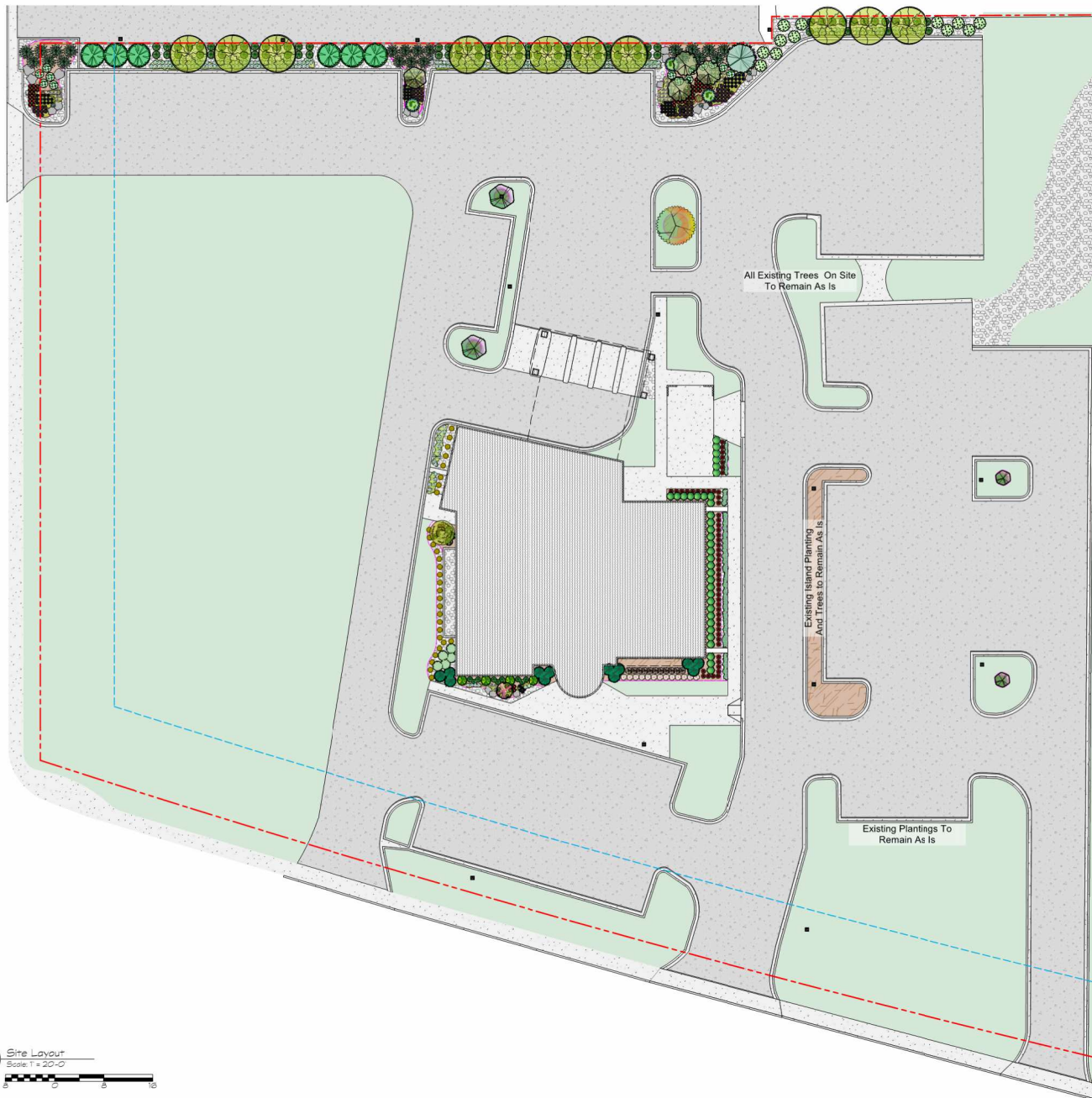


Proposed North Bed Planting Coverage			
	Quantity	Spread'	Coverage
Baby Blue Spruce	1	15'-0"	225 R ²
Broommoor Juniper	3	6'-0"	108 R ²
Fushmore Arborvitae	6	6'-0"	216 R ²
Bloemerang Lilac	12	4'-6"	243 R ²
Flower Carpet Red Rose	1	3'-0"	9 R ²
Invincible Wee White Hydrangea	13	2'-6"	81.25 R ²
Autumn Fire Sedum	66	2'-0"	264 R ²
Caesar's Brother Siberian Iris	4	2'-0"	16 R ²
Caradonna Meadow Sage	66	1'-4"	148.5 R ²
Firewitch Dianthus	54	1'-0"	54 R ²
Little Spire Russian Sage	285	1'-6"	641.25 R ²
Moonshine Yarrow	59	2'-0"	236 R ²
Karl Foerster Feather Reed Grass	84	2'-6"	531 R ²
Silver Feather Maiden Grass	21	6'-0"	756 R ²
Total Bed Area	4995 R²	Total Coverage	3170.75 R²
		% Coverage	70.7%

Spreads per Bachman's Catalog Width Projections

Plant List - Replacement Trees					
Tree Image	Qty	Common Name	Botanical Name	Scheduled Size	Comments
	1	Armitrang Gold Maple	Acer rubrum 'F548107'	3' BB	
	3	Dakota Pinnacle Birch	Betula papyrifera 'Emer'	2.5' BB	
	1	Navy Spear Crabapple	Malus x 'Navy Star'	2' BB	
	2	Raspberry Spear Crabapple	Malus 'F5 KWC136C' PP 31008	2' BB	
	2	Red Baron Crabapple	Malus x 'Red Baron'	2' BB	
	11	Regal Prince Oak	Quercus x white 'Long'	3' BB	
	1	Skinny Genes Oak	Quercus alba x 'obov' 'F5 KX020C'	2.5' BB	

Plant List Report			
Common Name	Size	Qty	
DECIDUOUS			
Armitrang Gold Maple	3' BB	1	
Dakota Pinnacle Birch	2.5' BB	3	
Navy Spear Crabapple	2' BB	1	
Raspberry Spear Crabapple	2' BB	2	
Red Baron Crabapple	2' BB	2	
Regal Prince Oak	3' BB	11	
Skinny Genes Oak	2.5' BB	1	
SHRUBS			
Bloemerang Lilac	#5	12	
Boone Hydrangea	#5	3	
Chippendale Green Boxwood	#6	3	
Double Play Blue Katze Spruce	#5	3	
Flower Carpet Red Groundcover Rose	#5	1	
Invincible Wee White Hydrangea	#3	13	
Susan Magnolia	#5	1	
PERENNIALS			
Baby Blue Spruce	#6	1	
Broommoor Juniper	#5	3	
Summer Norway Spruce	#12	12	
Fushmore Arborvitae	#15	6	
Yellow Ribbon Arborvitae	#4	4	
PERENNIALS			
Autumn Fire Sedum	#1	74	
Caesar's Brother Siberian Iris	#1	4	
Caradonna Meadow Sage	#1	75	
Clara Blue Vinca	#2	62	
Fant Azalea	#5	55	
Firewitch Dianthus	#1	59	
Karl Foerster Feather Reed Grass	#1	89	
Little Spire Russian Sage	#1	308	
Moonshine Yarrow	#1	69	
Primo Dropseed	#1	30	
Silver Feather Maiden Grass	#1	21	





Application

V-2025-0003

VARIANCE

SITE ADDRESS: UNKNOWN UNKNOWN
PRIMARY PARCEL: 800009300
PROJECT NAME: SECURITY BANK - VARIANCE

ISSUED:
EXPIRES:

APPLICANT: Marco, Tim
102 1st St
Bemidji, MN 56601
262-391-5604

OWNER: SECURITY BANK USA
1025 PAUL BUNYAN DR NW
BEMIDJI, MN 56601

PERMIT DETAILS

Detail Name	Detail Value
Are multiple variances being requested?	Yes
What specific standard(s) are you requesting a variance from (lot size, setbacks, building height, etc.)? List the Ordinance Section, if known.	Parking aisle property line setbacks
What specific measurement(s) or standard(s) are you proposing?	Increasing parking and sharing across parcels. All parcels are under same current ownership.
Describe the existing use of your property:	Financial Institution
Describe the proposed use of your property:	Financial Institution
Will the proposal impact the character of the surrounding area?	Yes - please explain below
If Yes, please explain the impact to the character of the surrounding area?	It will significantly improve landscaping, visual aesthetic, traffic flow, and functionality.
Are there unavoidable physical or design limitations that severely limit your ability to meet the ordinance requirement(s)?	Yes
If yes, please explain the unavoidable physical or design limitations.	For the parking setback, this condition exists already and is to the use and benefit of the current owner of the parcels.
Are there design or construction options or alternatives that may eliminate the need for a variance?	No
Please describe the alternatives you considered that would eliminate a need for a variance.	We considered not installing the improvements.
Please explain the practical difficulty you have encountered that prevents you from meeting the ordinance standard	Noted above in the limitations section.
What measures have you considered and are willing to take to reduce the impact of this proposal on the standard you wish to vary from (remove other buildings, vegetative screens, etc.)?	Execute a shared parking agreement upon additional development on adjacent parcels.



Does your property contain low areas, wetlands, or areas with standing water? No

Please explain if you intend to drain, fill or otherwise alter this area for any reason (If this does not apply, enter N/A) N/A

Enter Escrow Payer's Name and Mailing Address (where escrow funds are to be returned when the project is completed) Security Bank USA, 1025 PAUL BUNYAN DR NW, Bemidji MN

I hereby certify that I am the owner or authorized agent of the owner of the above described property and that all uses will conform to the provisions of the City of Bemidji Development Code. I further certify that I will comply with all conditions placed upon this permit should this application be approved. Intentional or unintentional falsification of this application or any attachments thereto will serve to make this application and any resultant permit invalid. I Certify

I also authorize the City of Bemidji Planning staff to inspect the property during review of this application and subsequent construction during reasonable times of the day. I Authorize

CONDITIONS

* An escrow account is established to cover technical and legal expenses incurred by the City of Bemidji as part of the plan review. The applicant is responsible for all costs incurred by the City during plan review. If the escrow amount drops below 10% of the original deposit amount the City may require submittal of an additional escrow deposit sufficient to cover any anticipated expenses. Upon determination by the City that the project is complete or expired, the City will return the remaining escrow deposit to the applicant.

* A variance shall expire and become void if it is not acted upon within twelve (12) months from its date of issuance. A substantial start means more than preliminary steps have been taken such that preparations to initiate the required work are mostly complete. The City of Bemidji Planning Board may, upon written request of the owner, grant an extension to this deadline not to exceed an additional twelve (12) months.

FEES:	<u>Paid</u>	<u>Due</u>
Planning Escrow Deposit	\$500.00	\$0.00
Variance Application Fee (includes Beltrami County Recording fee)	\$500.00	\$0.00
Totals :	\$1,000.00	\$0.00

REQUIRED INSPECTIONS

Planning Initial Site Visit

Variance Inspection Follow Up (11 months from Approval)

April 29, 2025

City of Bemidji Planning Staff
Attn: Jamin Carlson
314 4th Street NW
Bemidji, MN 56601

Dear Planning Staff:

Thank you for your consideration and administrative review of the commercial site plan application to improve access, traffic, landscaping, and visual aesthetics for the Security Bank campus at 1025 Paul Bunyan Dr NW, Bemidji, MN 56601.

Based on the included plans, there are two components that we believe strongly align with the spirit and intention of the City's code, goals, and objectives while also being practical and reasonable for the property. The two components are the location of newly planted trees and expanded eastern parking.

First, regarding the trees, the tree replacement requirements of 43 caliper inches will be met per the letter sent on 11/20/24. Originally the trees that were removed were dead or storm damaged which would have greatly reduced the number of trees required onsite. However, the entirety of the required trees are planned in a thoughtful manner on the site and outlined by location and species on the submitted drawings. The trees are largely included along the northern boundary of the site but will also be placed within newly created landscaping islands, as outlined in the city code. The proposed design maximizes overall design of the campus while maintaining flexibility on the corner to create a separate design when a formal commercial site plan application is submitted in the future. In addition, the proposed design elevates the current landscaping and tree preservation on site which far exceeds the neighboring properties and the current city code requirements for trees planted for new construction.

Second, regarding the eastern parking expansion, the Bank is not able to combine or adjust the property lots for a multitude of reasons, including regulatory reasons. The expansion of approximately 15 parking stalls will improve current traffic flow and access even though the new parking stalls are not setback 5 feet from a property line. This condition exists throughout the Paul Bunyan corridor with properties that have alternative uses, ownership, access, and parking needs. The Bank's proposed design voluntarily eliminates this condition with the Hotel property to the north that was problematic and intends to include the expanded parking area as an overall benefit to the site and surrounding access.

In summary, the locations of the planted trees provide the best long-term improvement to the property and achieve the city's overall goals. Forcing relocation of these trees to a specific area would reduce the overall quality and quantity of added trees which is not the spirit of the zoning code. Similarly, the parking setback is not reasonable given the overall improvement the expanded asphalt provides while similarly removing the condition on the north boundary of the site. We hope staff agrees and look forward to moving forward with a permit for the work in the proposed plans this Spring.

Sincerely,

Tim Marco

Tim Marco
Marco McLane Development

On behalf of Security Bank USA

Packet Distribution List

City of Bemidji – V-2025-0003

	<u>Contact</u>	<u>E-MAILED</u>	<u>US Mailed</u>
<input checked="" type="checkbox"/>	Applicant / Representative	6/5/2025	_____
<input checked="" type="checkbox"/>	City Building Department	6/5/2025	_____
<input type="checkbox"/>	City Attorney	_____	_____
<input checked="" type="checkbox"/>	City Engineer	6/5/2025	_____
<input checked="" type="checkbox"/>	City Manager	6/5/2025	_____
<input type="checkbox"/>	City Community Development	_____	_____
<input checked="" type="checkbox"/>	City GIS Department	6/5/2025	_____
<input type="checkbox"/>	City Police Department	_____	_____
<input checked="" type="checkbox"/>	City Fire Department	6/5/2025	_____
<input type="checkbox"/>	City Parks Department	_____	_____
<input type="checkbox"/>	Beltrami County ESD/SWCD	_____	_____
<input type="checkbox"/>	Beltrami County Recorder	_____	_____
<input type="checkbox"/>	Beltrami County GIS Department	_____	_____
<input type="checkbox"/>	Beltrami County Sheriff	_____	_____
<input type="checkbox"/>	Beltrami County Engineer / Highway	_____	_____
<input type="checkbox"/>	Beltrami County Natural Resources	_____	_____
<input type="checkbox"/>	MnDNR Trails	_____	_____
<input type="checkbox"/>	MnDNR Waters	_____	_____
<input type="checkbox"/>	MnDNR District	_____	_____
<input checked="" type="checkbox"/>	MnDOT	6/5/2025	_____
<input type="checkbox"/>	Airport	_____	_____
<input type="checkbox"/>	Bemidji School District	_____	_____
<input type="checkbox"/>	MPCA Closed Landfill Program	_____	_____
<input type="checkbox"/>	U.S. Army Corps of Engineers	_____	_____
<input type="checkbox"/>	Minnesota Chippewa Tribe	_____	_____
<input type="checkbox"/>	Red Lake Nation DNR	_____	_____
<input type="checkbox"/>	White Earth Nation DNR	_____	_____
<input type="checkbox"/>	Leech Lake Band DRM	_____	_____
<input type="checkbox"/>	Bemidji Sustainability Commission	_____	_____
<input checked="" type="checkbox"/>	Other: Planning Attorney	6/5/2025	_____



Planning and Zoning Department
City of Bemidji

317 4th Street NW Bemidji, MN 56601 Office (218) 759-3579 Fax (218) 759-3591

June 4, 2025

City of Bemidji – V-2025-0003: - Marco McLane Development, representing Security Bank USA, is requesting a variance for off-street parking, loading and surfacing standards of a redevelopment of a parking area setback to the side property lines. The subject properties are the east abutting parcels (parking area for Security Bank) on Paul Bunyan Dr NW (PIN: 800009300, & 800009401) in the City of Bemidji. The properties are in the B-2 General Commercial District and the HWY 197 & Airport 3 Overlays.

The parcels limited legal description are as follows:

SECT-05 TWP-146 RANGE-033 0.82 AC W 100' OF E1/2 OF W1/2 OF SW1/4 OF NE1/4 LYING N OF HWY 2 LESS N'RLY 628' THEREOF & LESS ANY PART THEREOF LYING IN W 330' OF SAID SW1/4 OF NE1/4; and

SECT-05 TWP-146 RANGE-033 THAT PART OF SW1/4 OF NE1/4 DESC AS FOLL: COMM AT CENTER OF SEC OF SAID SEC 5, THENCE N00°48'20"E, ASSUMED BEARING, ALONG W LINE OF SAID SW1/4 OF NE1/4 816.75 FT TO INTER WITH S LINE OF N 528' OF SAID SW1/4 OF NE1/4, THENCE S89°25'15"E ALONG SAID S LINE 429.88' TO PT OF BEG, SAID PT ALSO BEING ON E LINE OF W 100' OF E1/2 OF W1/2 OF SAID SW1/4 OF NE1/4, THENCE CONT S89°25'15"E 100', THENCE S00°51'03"W 195.42', THENCE S89°25'15"E 2.5', THENCE S02°03'33"W 243.39' TO A PT ON N'RLY R/W LINE OF HWY 2, SAID PT ALSO BEING ON A 5679.58' RADIUS CURVE, THE CENTER OF CIRCLE OF SAID CURVE BEARS N13°32'26"E FROM SAID PT, THENCE NW'RLY ALONG SAID R/W LINE & ALONG SAID CURVE 100', CENTRAL ANGLE 01°00'32" TO INTER WITH SAID E LINE OF W 100' OF E1/2 OF W1/2 OF SAID SW1/4 OF NE1/4, THENCE N00°51'03"E ALONG A LINE NOT TANGENT TO SAID CURVE & ALONG E LINE 415.44' TO THE PT OF BEG

The City of Bemidji Planning and Zoning Commission will consider this proposal at its meeting on **Thursday, June 26, 2025 at 5:30 p.m.** in the Council Chambers at Bemidji City Hall.

If you have any comments, you may present them to the Commission at that time. It would be encouraged to direct your comments in writing to the Planning and Zoning Planner assigned to the Case, Melissa Fahrenbruch's attention at the Planning office at 317 4th Street NW, or by email at SGAdmin@ci.bemidji.mn.us. If possible, your comments should be submitted by **Friday, June 20, 2025**, so they may be incorporated into our report to the Planning and Zoning Commission. The report, along with any other pertinent information regarding this planning case will be available prior to the meeting on our website ([City of Bemidji/Boards, Commissions, and Committees/Planning Commission](#)) and at city hall. Attached is a copy of the application and other supporting documentation.

If you have any questions or need further information, please feel free to contact our office at 218-759-3579 or email the planner assigned to the case (see email address above). City departments may access through SmartGov application **V-2025-0003**.

Respectfully,

Melissa Fahrenbruch
Assistant Planner
City of Bemidji Planning and Zoning Department



Planning & Zoning Department
City of Bemidji

317 4th Street NW Bemidji, MN 56601 Office (218) 759-3579 Fax (218) 759-3591

June 4, 2025

Dear Property Owner:

The City of Bemidji Planning and Zoning Commission will conduct a public hearing to discuss the following application:

City of Bemidji – V-2025-0003: - Marco McLane Development, representing Security Bank USA, is requesting a variance for off-street parking, loading and surfacing standards of a redevelopment of a parking area setback to the side property lines. The subject properties are the east abutting parcels (parking area for Security Bank) on Paul Bunyan Dr NW (PIN: 800009300, & 800009401) in the City of Bemidji. The properties are in the B-2 General Commercial District and the HWY 197 & Airport 3 Overlays.

Please see the reference map on the back of this letter.

This public hearing will be held on **Thursday, June 26, 2025 at 5:30 p.m.** The meeting will be held in the Council Chambers of the Bemidji City Hall located at 317 4th Street NW. You are invited to attend this public hearing, express your opinions on the proposal at the hearing, if not able to attend, by email (preferred method), letter, or phone call to the Planning and Zoning Department. If possible, your written comments should be submitted by **Friday, June 20, 2025**, so they may be incorporated into our report to the Planning Commission. **Our report, along with any other pertinent information regarding this planning case will be available prior to the meeting on our website ([City of Bemidji/Boards, Commissions, and Committees/Planning Commission](#)) and at city hall.**

If you have any questions, please feel free to contact us at (218) 759-3579, or email comments to the planning department at SGAdmin@ci.bemidji.mn.us.

Respectfully,

Planning & Zoning Department
City of Bemidji

PATRICK A DEMARCHI
BARBARA A DEMARCHI
6502 BIRCHMONT DR NE
BEMIDJI, MN 56601

CITY OF BEMIDJI
317 4TH ST NW
BEMIDJI, MN 56601

SECURITY STATE BANCSHARES
OF BEMIDJI INC
PO BOX 1630
BEMIDJI, MN 56619

TRUSTAR FEDERAL CREDIT UNION
601 4TH ST
INTERNATIONAL FALLS, MN 56649

SECURITY BANK USA
1025 PAUL BUNYAN DR NW
BEMIDJI, MN 56601

KKTJ LLC
1080 PAUL BUNYAN DR NW
BEMIDJI, MN 56601

TAYLOR F LLC
755 PAUL BUYNAN DR NW
BEMIDJI, MN 56601

HEGNA PROPERTIES LLC
23443 TIMBER TRAIL DR
BEMIDJI, MN 56601

RED PINE ESTATES
MINNESOTA LMT PARTNERSHIP
2516 RIDGEWAY AVE NW
BEMIDJI, MN 56601

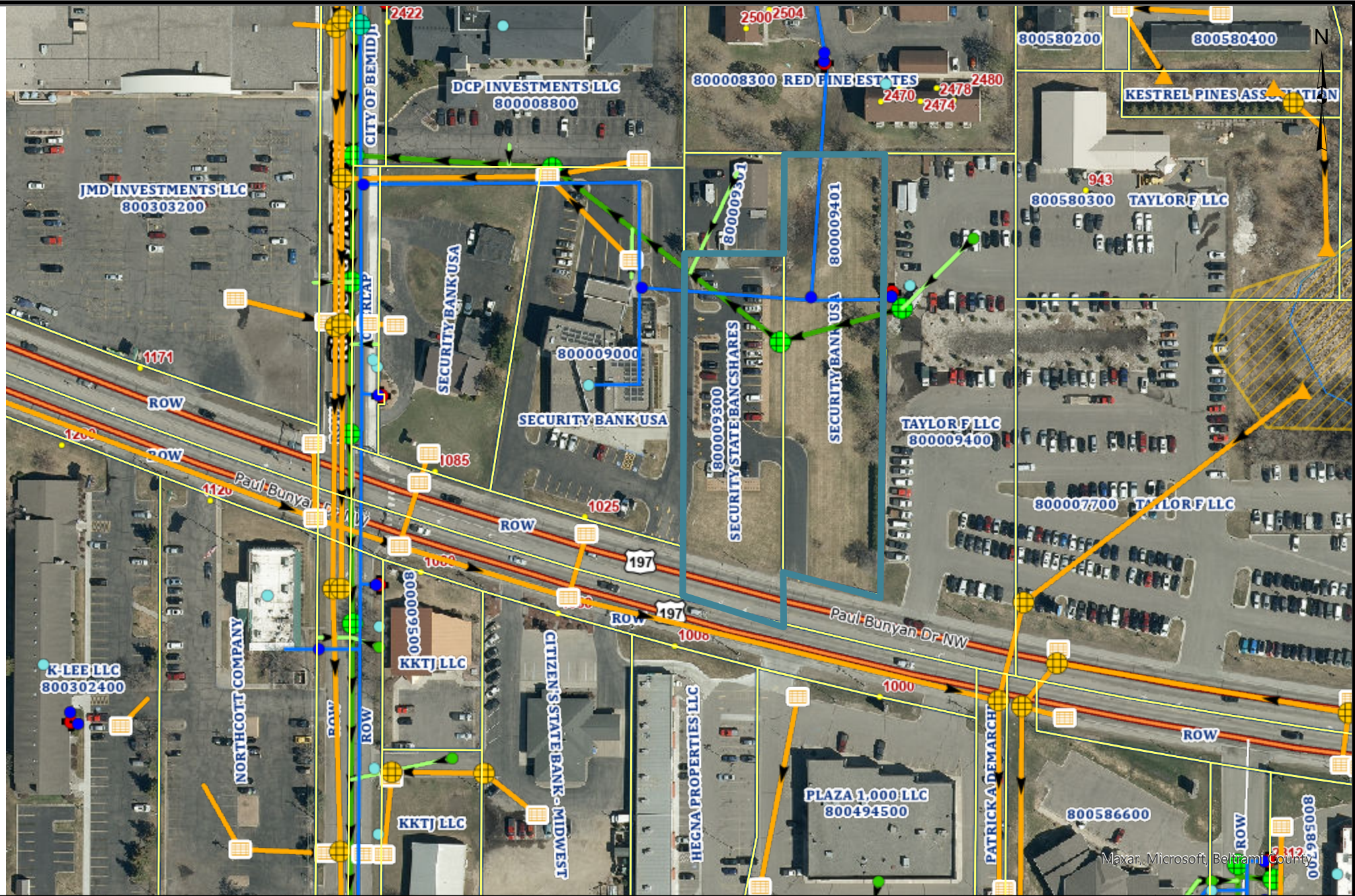
DCP INVESTMENTS LLC
1580 REDWOOD LANE SW
ROCHESTER, MN 55902

CITIZEN'S STATE BANK - MIDWEST
PO BOX 30
CAVALIER, ND 58220

KESTREL PINES ASSOCIATION
15734 FOLIAGE AVE
APPLE VALLEY, MN 55124

PARK MANOR AT ACADEMY VILLAGE LLP
1600 UNIVERSITY AVE W STE 212
SAINT PAUL, MN 55104

PLAZA 1,000 LLC
6502 BIRCHMONT DR NE
BEMIDJI, MN 56601



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

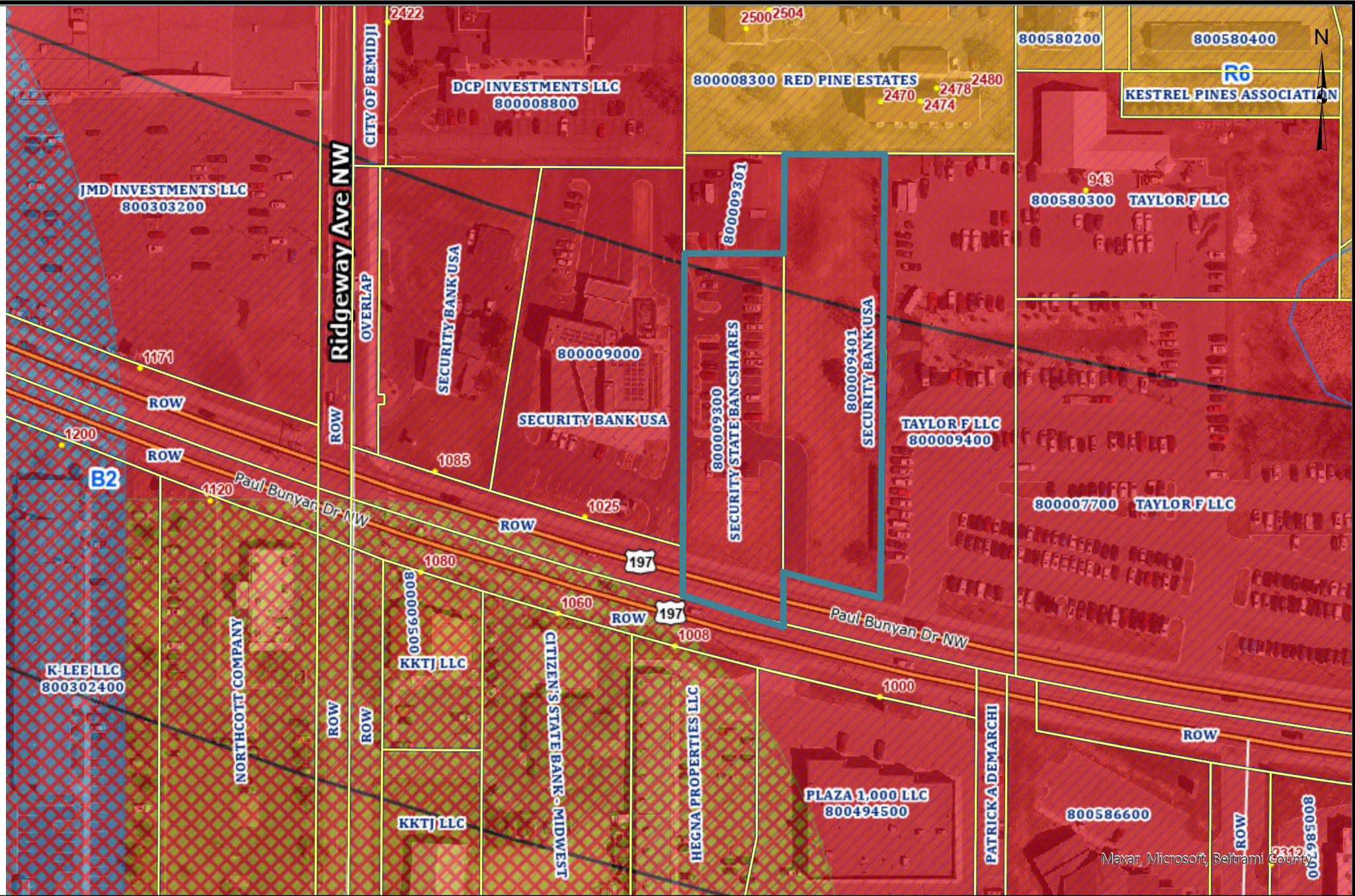
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Aerial Map

Date: 6/5/2025



This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.



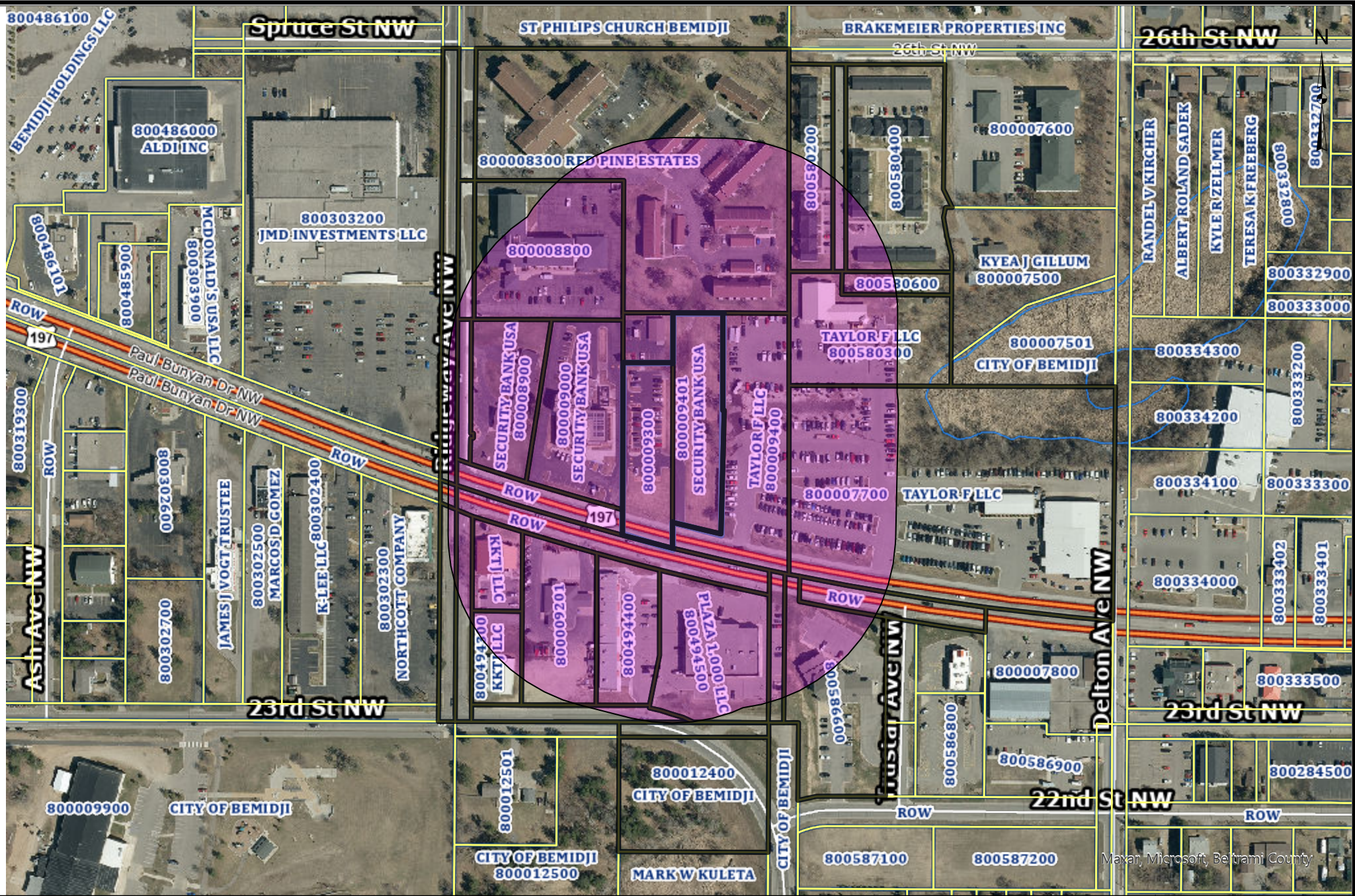
These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Zoning Map

1:2,257

Date: 6/5/2025

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.



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Buffer Map

1:4,514

Date: 6/5/2025

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.





AFFIDAVIT OF PUBLICATION

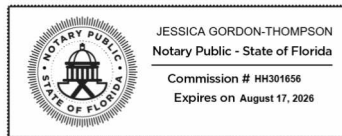
State of Florida, County of Orange, ss:

Ankit Sachdeva, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC and duly authorized agent of the The Bemidji Pioneer, a newspaper printed and published in the City of Bemidji, County of Beltrami, State of Minnesota.

1. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
3. The dates of the month and the year and the day of the week upon which the public notice attached/copied below was published in the newspaper are as follows: Saturday, June 14, 2025
4. The publisher's lowest classified rate paid by commercial users for comparable space, as determined pursuant to §331A.06, is as follows: \$13.00 per column inch.
5. Pursuant to Minnesota Statutes §580.033 relating to the publication of mortgage foreclosure notices: The newspaper's known office of issue is located in BELTRAMI County. The newspaper complies with conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

Ankit Sachdeva

(Signed) _____



VERIFICATION

State of Florida
County of Orange

Subscribed in my presence and sworn to before me on this: 06/16/2025

Notary Public

Notarized remotely online using communication technology via Proof.

**CITY OF BEMIDJI PLANNING AND ZONING COMMISSION
NOTICE OF PUBLIC HEARINGS & MEETINGS**

NOTICE IS HEREBY GIVEN, that on **Thursday, June 26, 2025, at 5:30 PM** or as soon thereafter as possible, the City of Bemidji Planning and Zoning Commission will conduct a Public Hearing in-person in the Council Chambers of Bemidji City Hall, located at 317 4th St. NW, Bemidji MN, and broadcasted on Channel 2, regarding the following request(s):

Interim Use Permit Request: Derek Hanson representing Hanson Contracting, LLC is requesting an Interim Use Permit (IUP) for having greater than two (2) temporary storage containers and/or semi-trailers on a parcel, located at 3426 Irvine Ave NW (PIN 800556900) in the City of Bemidji. The parcel is in the B-1 Low Density Commercial District and Airport Zone 3 Overlay District.

Variance Request: Marco McLane Development, representing Security Bank USA, is requesting a variance from the side yard setback for off-street parking, loading and surfacing standards for the redevelopment of a parking area. The subject properties are the east abutting parcels (parking area for Security Bank) on Paul Bunyan Dr NW (PIN: 800009300, & 800009401) in the City of Bemidji. The properties are in the B-2 General Commercial District and the HWY 197 & Airport 3 Overlays.

All interested parties are invited to attend the public hearing(s) and comment on the proposal(s). If you are unable to attend in person, comments can be submitted by email to SGAdmin@ci.bemidji.mn.us (preferred method), letter, or phone call to the Planning and Zoning Department. Call 218-759-3579 or visit our website at www.ci.bemidji.mn.us for more information. If possible, your written comments should be submitted by **Friday, June 20, 2025**, so they may be incorporated into the staff report to the Planning Commission.
(Jun. 14, 2025)

Ainslee Krause

From: Mason, Jonathon (DOT) <jon.mason@state.mn.us>
Sent: Friday, June 13, 2025 12:59 PM
To: Melissa Fahrenbruch
Cc: Jamin Carlson; Ainslee Krause; Troy Gilchrist
Subject: RE: Security Bank USA – Variance Request for PIN(s) 800009300, & 800009401, Request for comment

[EXTERNAL]

Hi Melissa,

Thanks for the opportunity to review. It doesn't appear any permits from MnDOT are necessary with this proposal. The property owner should know:

1. A permit from MnDOT is required to perform any work in the State Hwy 197 right of way. Please reach out if a permit will need to be requested.
2. There shall be no net increase in storm water runoff to the State Hwy 197 right of way because of the proposed changes. Please reach out if there are questions.
3. There shall be no encroachments within the State Hwy 197 right of way. Any signage, structures or ancillary features cannot be within MnDOT's right of way below ground, at ground level, or above ground.

Thank you,

Jon Mason

District Planning Director | District 2

Minnesota Department of Transportation

3920 Highway 2 West

Bemidji, MN, 56601

Phone: 218-407-1917

mndot.gov/



From: Melissa Fahrenbruch <Melissa.Fahrenbruch@ci.bemidji.mn.us>

Sent: Thursday, June 5, 2025 3:06 PM

To: Troy Gilchrist <troy@townlawcenter.com>; Mason, Jonathon (DOT) <jon.mason@state.mn.us>

Cc: Jamin Carlson <Jamin.Carlson@ci.bemidji.mn.us>; Ainslee Krause <Ainslee.Krause@ci.bemidji.mn.us>

Subject: FW: Security Bank USA – Variance Request for PIN(s) 800009300, & 800009401, Request for comment

This message may be from an external email source.

Do not select links or open attachments unless verified. Report all suspicious emails to Minnesota IT Services Security Operations Center.

Good afternoon Everyone,

Attached is the agency packet for the upcoming Variance request for PIN(s) 800009300, & 800009401. The Planning Commission meeting and public hearing will be held on **Thursday, June 26, 2025 at 5:30pm** in Bemidji City Hall Council Chambers (317 4th St NW, Bemidji, MN 56601). For additional meeting information visit ([City of Bemidji/Boards, Commissions, and Committees/Planning Commission](#)) Please submit your comments, questions and concerns to our office by mail or email **by Friday, June 20, 2025.**

Authorized city departments may use e-permitting software (SmartGov) to provide comments. Planning Case # **(V-2025-0003)**

Thank you!

Melissa Fahrenbruch

Assistant Planner

City of Bemidji – Planning & Zoning Department

317 4th St NW. (Basement level)

Bemidji, Mn 56601

Office Phone: (218) 759-3594

Email: Melissa.Fahrenbruch@ci.bemidji.mn.us



Statement of Confidentiality

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The tree debris site (no stumps) located behind Target.

**City of Bemidji
Planning Board
Submitted by Jamin
Carlson, Planning
Director**



City of Bemidji

**317 4th St NW
Bemidji, MN 56601
(218) 759-3582**

Planning & Zoning News

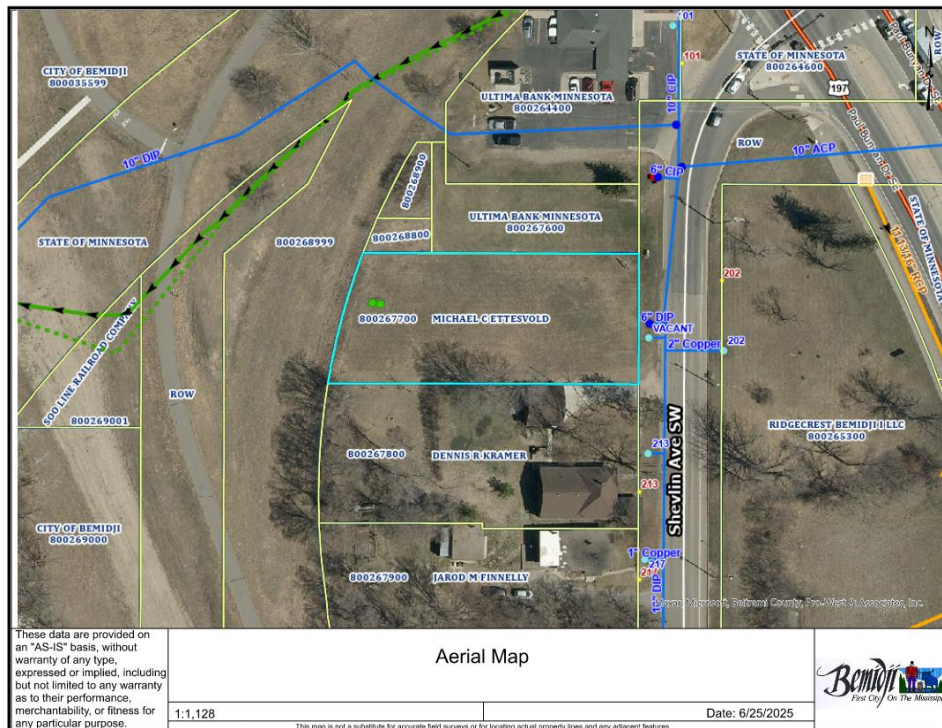
- With the storm damage across the City of Bemidji and surrounding area, please be patient with your neighbors and businesses as they continue to clean up after the storm. Also, please have patience with city & county departments as they continue their efforts.
- Please reach out to the planning department if there are questions on permitting, damage to property. Permits may or may not be required depending on each situation.
- The City of Bemidji **still has a vacancy on its planning commission**. If interested, please submit an application from the city's website at [City Boards, Commissions and Committees - City Staff - Bemidji, MN](#).
- Updates to a few projects: Battery Wholesale has begun construction at their new location across from the water treatment plant and will have a groundbreaking event on July 21st @ 9 a.m.; Mountain View Meadows 6-plex is under construction after some significant storm damage.

Permit/License Activity Items	Totals (Issued since 1/1/2025)
Planning Cases (Variances, CUPs, IUPs, Rezones, PUDs, & Plats)	16
Sign Permits	32
Lot Combinations/Realignments/Divisions Permits	8
Environmental Alteration Permits (Tree/Shoreland)	6
Temporary Storage Containers/Semi-Trailer Permits	11
Animals/Home Occupation/Fence/Land Use Permits	22
Site Plans Reviews/ Zoning Verification Letters	60
PERMIT/LICENSE ACTIVITY	155

* As of July 11th, 2025

Planning Cases for July/August

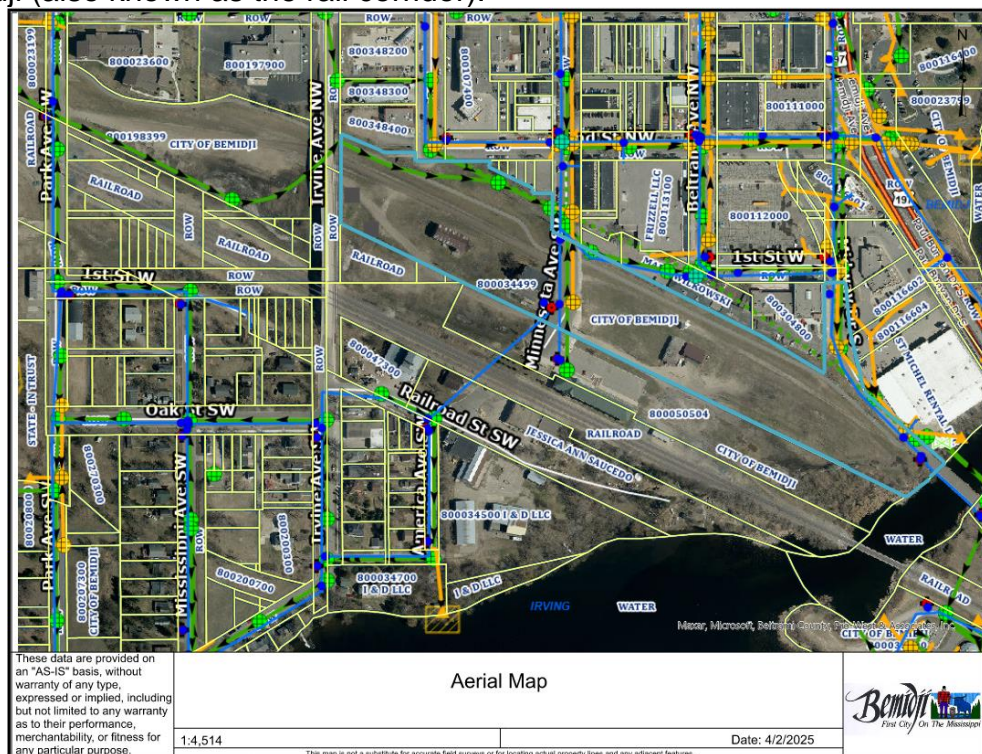
City of Bemidji – V-2025-0004 and SUP-2025-0007: - Mike Ettesvold is requesting a Conditional Use Permit (CUP) for a Drive Through Restaurant and a Variance for more impervious surface coverage than is allowed per the Ordinance. The subject property is zoned (B-2) General Commercial Zoning District with HWY 197 and Shoreland Overlays. The subject property is located at TBD Shevlin Ave SW (PIN: 800267700) in the City of Bemidji.



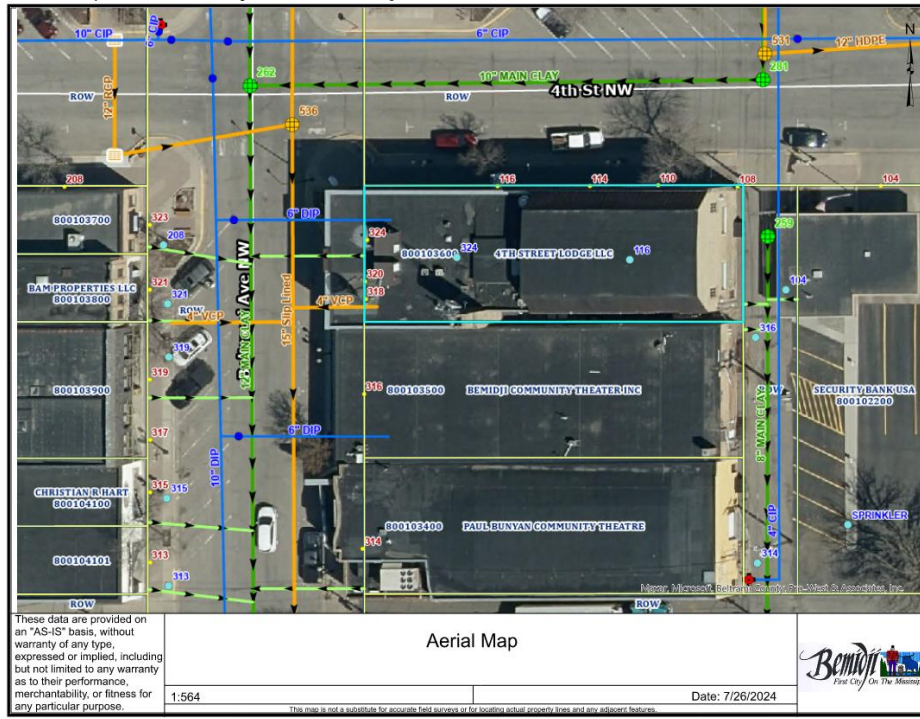
City of Bemidji – V-2025-0007 & SUP-2025-0006: Voyageurs Expeditionary School (Represented by Michael Johnston) is requesting a variance from impervious surface requirements under the shoreland overlay and an amendment to the approved interim use permit amendment Resolution 2014-02 on leased property (JC Properties of Bemidji, LLC) to operate a private school. The variance is to increase the impervious surface coverage by 8% over existing to allow for a building addition. The amendment request is to increase total occupancy for the building from 125 persons to 205 persons (grades 9-12 = 125; grades 6-8 = 50; staff = 30) with a building addition. The property is zoned (B-1) Low Density Commercial Zoning District within the Shoreland Overlay. The subject property is located at 3724 Bemidji Ave N (PINS 800628000) in the City of Bemidji.



City of Bemidji – SUB-2025-0002: - Tim Marco (Marco McLane Development) representing Greater Bemidji is requesting a **Preliminary Planned Unit Development & Plat (PUD/PLAT)** to develop a multi-phase project which would include a YMCA Community Wellness Center and other future development within the Urban Renaissance (UR) zoning district and the Shoreland Overlay. The subject property is located at 101 Minnesota Ave NW (PIN #80.00344.99) in the City of Bemidji (also known as the rail corridor).



City of Bemidji –V-2025-0005: - Carl Johnson representing 4th Street Lodge, LLC is requesting four (4) variances from the sign standards under the (UR) urban renaissance district for (1) number of allowed signs per parcel and per business, (2) the maximum allowable sign area for multi-tenant buildings, (3) number of projecting/under-canopy signs per street frontage, and (4) number of projecting/under-canopy signs per building façade. The property is zoned (UR) urban renaissance district within the Shoreland overlay. The subject property is located at 116 4th St NW (PIN#800103600) in the City of Bemidji.



City of Bemidji – V-2025-0006: - John Hamrin is requesting a Variance from the OHWL setback requirements to build an attached lakeside deck on an existing lot of record in the R-4 Moderate Density Residential zoning district and the Shoreland Overlay (General Development Lake). The subject property is located at 1725 S Lake Irving Dr SW (PIN #80.01671.00) in the City of Bemidji.



The following are drone pictures of some of the areas of the city:



Division St. looking east with the new trail on the south side.



Lake Boulevard looking north.



Building damage on Pine & Minnkota.



Diamond Point Park.

IMPORTANT NOTICE

- The Planning Board scheduled meeting for Monday, July 14th, 2025, at 5:30 p.m. will be held at City Hall Council Chambers.
- The Planning Commission meeting on Thursday, July 24th, 2025, at 5:30 pm will be held at City Hall Council Chambers.

JULY 2025						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	1	2	3	4 Independence Day Office Closed	5
6	7	8	9	10	11	12
13	14 Board	15	16	17	18	19
20	21	22	23	24 Commission	25	26
27	28	29	30	31	1	2

AUGUST 2025						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11 Board	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28 Commission	29	30
31	1	2	3	4	5	6



Planning & Zoning Department Site Analyst & Enforcement Activities for June 2025

Development Projects City Commercial

- **7 Brew Bemidji (Paul Bunyan Dr NW)** – Pylon sign installed; landscape survivability along with Utility As-Builts and final wrap up remain.
- **AT&T Tower (Bardwell Dr NW)** Site plan review completed. Construction has begun.
- **Battery Warehouse Inc. (Gillette Dr)** Site plan review complete, development agreement signed.
- **Beltrami County Adult Corrections Center (Pioneer St SE)** The development agreement has been completed and signed. Under construction.
- **Beltrami County Solid Waste (Fern St NW)** Site plan review complete, land use permit has been approved and is ready for construction.
- **Bemidji Storage (Carr Lake Rd)** Reopened; DA is signed, waiting on developer to start.
- **Border States (Cooperative Ct)** Site plan review completed; construction is underway.
- **Dairy Queen (Paul Bunyan Dr NW)** Project has been approved, waiting for developer to finalize plans/timelines. Fence issues will be corrected in the next week.
- **Gracewin Cooperative** – Developer has requested a 12-month extension to meet the substantial start requirements. Developer has the needed reservations and will be seeing if there is enough share purchase (21 needed) to move forward with construction this fall.
- **Green Legacy Investments (Anne St)** Waiting for completion of lot division. Review completed, paving of all phases complete.
- **Hanson Contracting Shop (Irvine Ave NW)** Paving complete, needs striping. Stormwater retention is in/seeded. Trees planted, two need to be replaced. Final greenspace seeding remains along with utility As-Builts.
- **Circle K Station (Highway 2 & Moberg)** Open for business. Will conduct final review in coming weeks, but landscape survivability will be Fall 2025.
- **Les Schwab Tire Centers (Paul Bunyan Dr)** Site plan under review.
- **MotorWorks Auto Repair (Washington Ave)** Parking lot renovation, site plan review approved.
- **North Central Door (Carr Lake Rd)** Construction and paving completed. Three trees need to be replaced, doors need to be replaced on trash enclosure, lighting needs to be replaced, and semi-trailers need to be moved off pervious/grass surface.
- **Northwoods Shelter (30th St)** Construction appears complete.
- **People's Church (America Ave NW)** – Construction is underway.
- **Pizza Ranch (Paul Bunyan Dr)** Landscape survivability Summer/Fall 2025.
- **Sanford / Pine Pals Daycare (Greenleaf Ave)** – Landscape survivability Summer/Fall 2025.
- **Skips (Paul Bunyan Dr)** Needs grass re-seeded and trees planted by July 18, 2025.
- **Starbucks South (Shevlin Ave)** Is open for business. Planning staff will complete the landscape survivability review this summer. Needs As-Builts completed.
- **T-Hangar (Moberg Dr NW)** Site plan review completed 4/8/2024. Dirt work was completed prior to the end of the construction season.
- **The Boardwalk (South Shore)** Project is complete except for a trash and wood ash disposal enclosure. Concrete was installed in June, enclosure was not in place as of 7/3/2025.
- **UPS MDC Expansion (Industrial Park Dr SE)** Construction completed, waiting on landscape survivability Fall 2025.



Planning & Zoning Department
Site Analyst & Enforcement Activities for June 2025



Beltrami County Adult Corrections Center construction site, June 23, 2025

Site Analyst & Enforcement Activities for June 2025



Border States, July 9, 2025.



Habitat for Humanity house construction, 19th St NW – July 9, 2025



Site Analyst & Enforcement Activities for June 2025

Development Projects City Residential

- **Amundson (Sherman Dr)** Site plan review approved 5/30/2025.
- **BI-CAP (Gould Ave NE)** Site plan review done 10/19/2022. Building permit issued. Building in progress.
- **BI_CAP (Scott Ave)** Site plan approved 5/28/2025
- **Bader-Dickson (Birchmont Dr)** Site plan review completed 6/9/2025, construction is underway.
- **Carlson (Fern St NW)** Site plan review underway. SSTS compliance inspection results received, and plan approved.
- **Fletcher (Birchmont Dr NE)** Site plan review completed for new house construction 10/9/2024. Construction underway.
- **Habitat for Humanity - Heveron (3rd St SE)** Grass has been established and trees have been planted. **CLOSED**
- **Habitat for Humanity (26th St)** Site plan approved 5/30/2025.
- **Habitat for Humanity (19th St NW)** Site plan approved 5/29/2025. Construction underway.
- **Hill Crest Manor (Irving Ave NW) Garage/Shop** – Site Plan Review complete 6/4/2024. Slab is in place, construction not started.
- **Jasko (S Lake Irving Dr SW)** Site Plan Review complete. Construction of foundation slab complete. No above ground construction has been completed.
- **Kimble (Scott Ave SE)** Site plan review done 6/21/2022. Building Permit issued. Construction is ongoing.
- **Kopang (Moonlight Ln)** Site plan approved 6/4/2025.
- **Moen (Shortcut Ln SW)** Site plan review approved 5/8/2024. Construction underway.
- **Mountain View Meadows 6 Plex #2 (Moonlight Lane SW)** Site plan review complete 4/30/2025, construction started mid-May. Project was impacted by the June 21 storm.
- **Puddle Duck Properties (Beartooth Ave SW)** Site plan reviews complete 9/19/2023.
- **Puddle Duck Properties (Shedhorn St SW)** Site plan review complete, issued 9/28/2023.
- **Puddle Duck Properties (Moonlight Ln SW)** Site plan review complete, payment pending.
- **Puddle Duck Properties, Block 2, Lot 2 (Shedhorn St SW)** Site plan review complete, payment pending.
- **Ricke (Elliot Rd NE)** Site plan review completed 10/16/2024.
- **Thorson (Thorson Blvd NE)** Need to finalize environmental alteration permit obtained for riprap work not included in original plan.
- **Wiebolt (Elliot Rd NE)** Site plan review completed 10/9/2024.
- **Yarbrough (Shortcut Ln SW)** Site plan review approved 8/7/2024. Construction underway.
- **Yezhikov (Gould Ave NE)** Site plan review done 5/19/2023. Waiting for landscape survivability Summer 2025.



Mountain View Meadows June 23, 2025

Significant Enforcement Issues

- Enforcement actions were impacted in the immediate aftermath of the June 21 storm and will be for some time as many issues are either hidden or in flux due to storm damage. Enforcement will continue to the extent possible and with the tact required by the situation.
 - Staff has fielded many inquiries about replacing fences and accessory storage structures that were damaged in the storm.
- Human Activity Sites: There has been continued human activity around the dumpsters at Goodwill. The regional manager for the organization has stated that they are working to prevent the issues from recurring, but thus far they have not been successful. They have made changes to refuse pick-up and are considering locking the dumpsters when not in use.



Human activity site near Simonson Center on Paul Bunyan Drive NW.

Site Analyst & Enforcement Activities for June 2025

- There have been several unattended vegetation issues that have come to the attention of staff in the last few weeks and will continue to be monitored as the summer goes on.



Unattended vegetation at local business properties.



- The review of Planning Actions from previous years is complete. There are some cases that will require continued attention before they are closed out. There is one 2024 case that has yet to meet conditions placed for an IUP that may be returned to the Board for review in the near future.



Site Analyst & Enforcement Activities for June 2025

Summary of Enforcement Actions

Enforcement - Total Open Cases - June 2025			
By Ward	Residential Districts	Non-Residential	Totals
Ward 1	9	3	12
Ward 2	3	18	21
Ward 3	6	2	8
Ward 4	13	26	39
Ward 5	14	5	19
Total	45	54	99

As of 7/10/2025

Totals for June 2025 Enforcement	
Closed 2025 YTD	City
January Residential	4
January Non-Residential	6
February Residential	4
February Non-Residential	3
March Residential	4
March Non-Residential	13
April Residential	5
April Non-Residential	4
May Residential	9
May Non-Residential	11
June Residential	5
June Non-Residential	7
July Residential	0
July Non-Residential	0
August Residential	0
August Non-Residential	0
September Residential	0
September Non-Residential	0
October Residential	0
October Non-Residential	0
November Residential	0
November Non-Residential	0
December Residential	0
December Non-Residential	0
Total Closed Cases 2025	75

As of 7/10/2025

Site Analyst & Enforcement Activities for June 2025

Enforcement Totals by Code - June 2025		
Enforcement Items by Code	Open	Closed
Residential R-1 through R-6		
28-81 - Allowed, Permitted, Conditional, and Interim Uses	2	0
28-355 - Non-Conforming Structures in Shoreland	0	0
28-359 - Vegetative Alterations	0	0
28-360 - Topographic Alterations - Shoreland	0	0
28-402 - Exterior Storage & Outdoor Display of Merchandise	30	2
28-403 - Sight Visibility Triangle	0	0
28-404 - Fences	2	0
28-406 - Landscaping Requirements	1	1
28-408 - Lighting	1	0
28-409 - Off-Street Parking, Loading & Surfacing Standards	4	1
28-411 - Temporary Uses or Structures	1	0
28-523 - Land Use, Building & Admin Permits	1	1
28-524 - CUP Violation	2	0
28-421 - Farm Animals	1	0
Total Residential Cases	45	5
Commercial, Industrial, U, UR, OM, LC, LD, & MH		
28-81 - Allowed, Permitted, Conditional, and Interim Uses	1	0
28-244 - Prohibited Signs	3	1
28-245 - Nonconforming Signs	1	0
28-246 - Sign Permit Required	0	0
28-251 - Signs Permitted in LC & LD Districts	1	0
28-253 - Signs Permitted in the (UR) Urban Renaissance	0	0
28-252 - Sign Allowed in B-1 & B-2 Commercial Districts	0	0
28-258 - Dynamic Displays	3	0
28-402 - Exterior Storage & Outdoor Display of Merchandise	15	3
28-403 - Sight Visibility Triangle	0	0
28-405 - Screening	1	0
28-406 - Landscaping Requirements	4	0
28-407 - Tree Preservation	2	0
28-408 - Lighting	0	0
28-409 - Off-Street Parking, Loading & Surfacing Standards	9	0
28-411 - Temporary Uses or Structures	12	2
28-413 - Manufactured Home Park Standards	1	0
28-524 - Conditional Use or Interim Permits	1	1
28-528 - General Nuisance	0	0
Total Non- Residential Cases	54	7
Total Cases	99	12

As of 7/10/2025