

PLANNING BOARD PROCEEDINGS

BEMIDJI, MINNESOTA

REGULAR MEETING - May 12, 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, May 12, 2025 at 5:30 PM in the Council Chambers, Chair Thayer presiding.

ROLL CALL

Upon roll call, the following board members were declared present: Prince, Fiskevold Gould (5:33 pm), Peterson, Dickinson, Rivera, Eaton, Thayer.

Staff Present: Planning Director Jamin Carlson, Compliance Inspector & Site Analyst David Wielenberg, Administrative Assistant Ainslee Krause, City Manager Rich Spiczka, City Engineer Sam Anderson (via WebEx).

Others Present: Troy Gilchrist (Town Law Center PLLP, via WebEx), Tim Marco (Marco McLane Development), Dave Hengel (Greater Bemidji).

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF AGENDA

Motion by board member Dickinson, seconded by board member Eaton. Ayes: Prince, Thayer, Peterson, Eaton, Dickinson, Rivera. Nays: None. Motion carried by unanimous voice vote.

MINUTES

April 14, 2025 Planning Board Meeting

Board members had the following comments:

- Prince inquired if his requested edit had been made regarding his abstention from the vote on Torque Machinery.
- Staff confirmed that the change had been made.

Motion by board member Eaton, seconded by board member Peterson, approving minutes as amended. Ayes: Prince, Thayer, Peterson, Eaton, Dickinson, Rivera. Nays: None. Motion carried by unanimous voice vote.

CONSENT AGENDA

The following Consent Agenda items were presented for approval. Motion by Prince, seconded by Eaton, to approve Consent Agenda items as follows. Motion carried unanimously.

Consider Extension Request for a Variance and Conditional Use Permit - Parcel 800036100 - Gracewin Cooperative

VISITORS WITH BUSINESS BEFORE THIS BOARD – NOT ON AGENDA

No appearance.

NEW BUSINESS

Consider Variance Request - Parcel 800306900 - Murray Surveying representing Scott & Leslie Grover

Carlson presented the first planning case request: Murray Surveying Inc, representing Scott & Leslie Grover, is requesting a variance from OHWL setback requirements to build/replace a garage on an existing lot of record. The subject property is located at 5350 Elliot Road NE (PIN #80.03069.00) in the City of Bemidji. This parcel is within the R-3 Suburban Residential zoning district and the Shoreland Overlay (Forested River Segment). The requested variances are as follows:

1. A reduction of 62 feet from the OHW setback per Section 28-355 requirement of 150 feet from the ordinary high-water mark and at the building line.

The Planning Commission recommends approval of a variance for parcel #800306900, 5350 Elliot Rd NE, with the conditions and findings of fact presented in the packet.

Board members made the following comments regarding the request:

- Prince requested clarification on neighbor's concern. Staff addressed that a building that is encroaching on the neighbor's property will be removed, and the proposed garage will be 24 feet from the side lot line.

Motion by Prince, seconded by Peterson, to approve Resolution 2025-12 for a variance for parcel #800306900, 5350 Elliot Rd NE, 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.

Consider Interim Use Permit Request - Parcel 800362900 - Vetter & Wald LLP representing Northwest Tire

Carlson presented the second planning case request: Vetter & Wald LLP (NW Tire) is requesting an Interim Use Permit (IUP) for a semi-trailer exceeding 400 square feet maximum for outdoor storage purposes in the B-2 General Commercial zoning district & Hwy 197 Overlay for the subject property located at 402 Paul Bunyan Dr SE, parcel 800362900, in the City of Bemidji. The Planning Commission recommends approval of an Interim Use Permit (IUP) for a semi-trailer exceeding 400 square feet maximum, with the conditions and findings of fact presented in the packet.

Board members made the following comments:

- Rivera and staff discussed future review of the interim use permit.
- Prince requested clarification on the commission's recommendation regarding the screening and paving. Staff clarified that the commission was in support of current screening and left the hard surface requirement up to the board to decide the specifics.
- Prince addressed support for the current screening and the least amount of paving, specifying support for paving only under the axles and jack stands.
- Peterson expressed support for current screening and for minimal impervious surface under tires and axles.

Motion by Dickinson, seconded by Eaton, to approve Resolution 2025-13 for an Interim Use Permit for a semi-trailer exceeding 400 square feet maximum for outdoor storage purposes for the property located at 402 Paul Bunyan Dr SE, parcel 800362900, with the findings of fact and conditions as presented and with board member Prince's suggestions regarding the pavement. Motion carried by the following roll call vote: Ayes: Prince, Fiskevold Gould, Peterson, Dickinson, Rivera, Eaton, Thayer. Nays: None.

Consider Concept Planned Unit Development Request for Railroad Corridor - Parcel 800034499 - Marco McLane Development representing Greater Bemidji

Carlson presented the third planning case request: Marco McLane Development, representing Greater Bemidji, is requesting a Concept Planned Unit Development (PUD) to develop a multi-phase project which would include a YMCA Community Wellness Center and other future developments within the Urban Renaissance (UR) zoning district and the Shoreland Overlay on the subject property located at 101 Minnesota Ave NW, parcel 80.00344.99, in the City of Bemidji (also known as the rail corridor).

The Planning Commission recommends approval of a Concept Planned Unit Development (PUD) to develop a multi-phase project, with the conditions and findings of fact presented in the packet.

Board members made the following comments regarding the request:

- Rivera inquired about current businesses along the corridor, notice dates for leaseholders, and impact to surrounding business owners.
- City Manager Spiczka addressed the current plan and noted that he is in communication with the leaseholders. Spiczka addressed that he would obtain the required lease notice dates and would report back on that, and identified that the city currently has three leases, one in default and two in good standing.
- Carlson addressed that with the current layout there should be no negative impact on surrounding business owners.
- Prince requested clarification from attorney on scope of questions regarding the project.
- Gilchrist addressed that if questions are getting into business operations, those would be best left to City Council.
- Prince inquired if the park will be privately or publicly owned.
- Tim Marco, Marco McLane Development, addressed that the current plan for the park is for it to be private.
- Prince inquired about next steps. Carlson clarified that the next steps are outlined in the memorandum and would include the preliminary review of the planned unit development.
- Peterson expressed support for the project. Peterson and staff discussed a traffic study.

Chair Thayer called for a recess of the Planning Board meeting at 6:00 pm. Meeting reconvened at 6:01 pm with all members present.

Board members made additional comments:

- Anderson discussed the project and recommended a traffic study.
- Fiskevold Gould inquired about keeping the neighbors informed of the process.
- Dave Hengel, Greater Bemidji, addressed that he is in conversations with neighboring businesses.
- Thayer requested clarification on the trail. Carlson noted that concerns were raised at the commission level regarding the 90-degree turn for snowmobiles and the groomers.
- Thayer inquired about private utilities. Marco addressed that Marco McLane and Greater Bemidji are in conversations with the utility companies.
- Thayer expressed concern for the current plan for the trail. Marco addressed that there are several renditions in the works for the trail.
- Rivera requested clarification on the deputy fire chief's comments. Carlson clarified. Marco addressed that they amended their site plan after receiving feedback from the deputy fire chief.

Motion by Prince, seconded by Peterson, to approve a Concept Planned Unit Development (PUD) to develop a multi-phase project which would include a YMCA Community Wellness Center and other future developments on the property located at 101 Minnesota Ave NW, parcel 800034499, 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.

STAFF REPORTS

Director's Report

- Members discussed.

Site Analyst and Enforcement Report

- Members discussed.

UPCOMING MEETINGS

Monday, June 9, 2025, 5:30 pm - Planning Board Meeting

ADJOURN

There being no further business, motion by Peterson, seconded by Eaton, to adjourn the meeting.
Motion carried. Meeting adjourned at 6:25 p.m.

Respectfully submitted,



Ainslee Krause

Planning & Building Administrative Assistant