

PLANNING BOARD PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – Monday, November 10, 2025

Pursuant to due call and notice, a regular meeting of the Planning Board of the City of Bemidji, Beltrami County, Minnesota, was held at 5:30 p.m. in the Council Chambers of City Hall.

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).**

AMENDMENTS TO AGENDA

Chair Thayer called for any amendments to the agenda. Motion by **Prince**, second by **Peterson**, to approve the agenda. Motion carried by unanimous voice vote.

MINUTES

The following minutes were presented for approval:

Planning Board Meeting: **October 14, 2025**

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

CITIZENS WITH BUSINESS NOT ON AGENDA

- Reed Olson, 711 14th St NW, addressed the board on the state of unhoused people in the City of Bemidji.
- Sherilyn Warren, 708 Maple Ridge Ct NW, manager of the Public Library, addressed the board on the state of unhoused people in the City of Bemidji. Warren requested that the city work with partners such as the Nameless Coalition and noted that Warren sits on the Nameless Coalition board of directors.

NEW BUSINESS

CONSIDER RESOLUTION FOR INTERIM USE PERMIT REQUEST – 80.04492.00 – NORTHWEST TIRE

Fahrenbruch presented the first planning case request: Chad Burchinal representing Northwest Tire is requesting an Interim Use Permit (IUP) for operating Heavy Truck, Construction Equipment Service Business. The subject property is located at 840 Industrial Park Dr SE (PIN 800449200) in the City of Bemidji and is in the I-1 Industrial Park/Light Industrial Zoning District.

The Planning Commission recommends approval with the conditions and findings of fact presented in the packet.

Board members made the following comments regarding the request:

- Peterson expressed support for the project.
- Prince expressed support for the project and the flexibility given in the conditions.

Motion by **Prince**, second by **Eaton**, to approve **Resolution 2025-24** for an Interim Use Permit (IUP) for operating Heavy Truck, Construction Equipment Service Business for the property located at 840 Industrial Park Dr SE (PIN 800449200), with the findings of fact and conditions as presented. Motion carried by the following voice vote: Ayes: **Prince, Fiskevold Gould, Peterson, Dickinson, Rivera, Eaton, Thayer.** Nays: **None.**

CONSIDER RESOLUTION FOR VARIANCE REQUEST – 80.00537.00 – ERIK THORSON

Carlson presented the second planning case request: Erik Thorson is requesting a Variance from the Shoreland lot width and lot size minimum standards to build a bedroom addition to the current house 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 2114 Birchmont Dr NE (PIN #80.00537.00) in the City of Bemidji. The requested variances are as follows:

- a. A reduction in lot size of 2,990 square feet per Section 28-352 requirement of 15,000 square feet in lot size for lots served by Municipal Sewer;
- b. A reduction in lot width of 29.18 feet per Section 28-352 requirement of 100 feet in lot width at the ordinary high-water mark and at the building line;

The Planning Commission recommends approval with the conditions and findings of fact presented in the packet.

Board members made the following comments regarding the request:

- Rivera expressed appreciation for the proposal.

Motion by **Eaton**, seconded by **Rivera**, to approve **Resolution 2025-25** for two variances on parcel # 800053700, 2114 Birchmont Dr NE, with the findings of fact and conditions as presented. Motion carried by the following voice vote: Ayes: **Prince, Fiskevold Gould, Peterson, Dickinson, Rivera, Eaton, Thayer**. Nays: **None**.

CONSIDER RESOLUTION FOR CONDITIONAL USE PERMIT REQUEST – 80.06760.00 – PETERSON SHEET METAL

Carlson presented the third planning case request: Jaime Quello representing Peterson Sheet Metal is requesting a Conditional Use Permit for an existing legal non-conforming Contractor's Shop use to build an additional structure on the property. The subject property is located at 3728 Bemidji Ave N (PIN 800676000) in the City of Bemidji. This property is zoned B-1 Low Density Commercial District and lies within the Shoreland Overlay.

The Planning Commission recommends approval with the conditions and findings of fact presented in the packet.

Board members made the following comments regarding the request:

- Prince expressed support for the project. Prince and staff discussed protocol for agencies weighing in on planning cases.
- Eaton expressed appreciation for the developer's willingness to work with the county regarding their plan.

Motion by **Fiskevold Gould**, seconded by **Peterson**, to approve **Resolution 2025-26** for a Conditional Use Permit for an existing legal non-conforming Contractor's Shop use to build an additional structure on the property located at 3728 Bemidji Ave N (PIN 800676000), with the findings of fact and conditions as presented. Motion carried by the following voice vote: Ayes: **Prince, Fiskevold Gould, Peterson, Dickinson, Rivera, Eaton, Thayer**. Nays: **None**.

STAFF REPORTS

Director's Report

Carlson presented the Director's Report.

Board members had the following comments:

- Members discussed.
- Prince addressed that the upcoming Tamarack Woods Apartments planning case request is the former Red Pine Estates.

Site Analyst & Enforcement Report

Wielenberg presented the Site Analyst & Enforcement Report.

Board members had the following comments:

- Members discussed.

UPCOMING BOARD MEETINGS

- December 8, 2025 5:30 p.m. Planning Board Meeting

ADJOURN

There being no further business, motion by **Dickinson**, second by **Eaton**, to adjourn the meeting.

Motion carried. Meeting adjourned at **6:00 p.m.**

Respectfully submitted,

Ainslee Krause
Planning & Building Administrative Assistant

PB Minutes approved and attested by: _____
Planning Board Representative