

**PLANNING COMMISSION
BEMIDJI, MINNESOTA
Regular Meeting – September 18, 2025**

CALL TO ORDER: Chair Don Heinonen called the regular meeting of the City of Bemidji Planning Commission to order at **5:30 p.m.** Roll call was taken, and the pledge of allegiance was recited.

Members present: Heinonen, Lemmer, McCoy, Meehlhause.

Members excused: Peterson.

Members absent: Faver.

Staff Present: Planning Director Jamin Carlson, Assistant Planner Melissa Fahrenbruch, Planning Administrative Assistant Ainslee Krause.

Others Present: Troy Gilchrist (via WebEx), Jane Marks-Hastig.

AGENDA

Chair Heinonen called for any amendments to the agenda. Motion by **Meehlhause**, seconded by **Lemmer**, to approve the agenda. Motion carried by unanimous voice vote.

MINUTES

The minutes for the **July 24, 2025**, Planning Commission meeting were presented for approval. Motion by **Lemmer**, seconded by **Meehlhause**, approving minutes as presented. Motion carried by unanimous voice vote.

VISITORS WITH BUSINESS NOT ON AGENDA: No appearance.

NEW BUSINESS

Public Hearings:

PLANNING CASE: REZONE REQUEST – S&D GLASS

Fahrenbruch presented the planning case request: Jane Marks-Hastig representing S&D Glass Inc. is requesting a (Rezone) Land Use Map Amendment from R-5 High Density Residential Zoning District to B-2 General Commercial Zoning District with plans to construct a portion of their parking lot that would serve a building on the adjacent parcel for a service and retail business. The subject property is located at TBD 24th St NW (PIN 800331600) in the City of Bemidji. Conclusions based on the Ordinance and Comprehensive Plan were presented in the packet including findings of fact.

Commission members made no comments.

Public Hearing

Pursuant to published notice, a public hearing was held regarding input on the request. Chair Heinonen opened the Public Hearing at **5:37 PM**, hearing the following comments:

- Jane Marks-Hastig, applicant, addressed the commission.

Hearing no further comments Chair Heinonen closed the Public Hearing at **5:38 PM**.

Motion by **Meehlhause**, seconded by **Lemmer**, to recommend approval of the rezone request for parcel 800331600, with the findings of fact as presented in the packet. Motion carried by the following roll call vote: Ayes: **Meehlhause, McCoy, Lemmer, Heinonen**. Nays: **None**.

Chair Heinonen addressed that the request would go before the Planning Board at their next meeting on **Tuesday, October 14, 2025**, at 5:30 PM for the final decision.

REVIEW 2026 MEETING CALENDAR

Carlson reviewed 2026 meeting calendar.

Commission members reached a consensus to set the date for the December 2026 planning commission meeting to Tuesday, December 22, 2026.

UPCOMING COMMISSION MEETINGS

- Thursday, October 23, 2025 5:30 p.m. Planning Commission Meeting

Further updates:

- Carlson addressed that as of May the code has changed to streamline the rezone process in order for the city to follow the 60-day rule.
- Heinonen inquired about an update on the development code review. Fahrenbruch addressed the code review is in process.

ADJOURN

There being no further business, motion by **Meehlhause**, seconded by **Lemmer**, to adjourn the meeting. Motion carried. Meeting adjourned at **5:46 p.m.**

Respectfully submitted,



Ainslee Krause
Planning & Building Administrative Assistant

PC Minutes approved and attested by:



Planning Commission Representative