

PLANNING BOARD PROCEEDINGS

BEMIDJI, MINNESOTA

Regular Meeting – Monday, June 8, 2026

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, Eaton, Thayer**. Members excused: **Rivera**.

Staff Present: **Planning Director Jamin Carlson, Assistant Planning Director 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 Eaton called for any amendments to the agenda. None made. Motion by **Peterson**, second by **Dickinson**, to approve the agenda. Motion carried by unanimous voice vote.

MINUTES

The following minutes were presented for approval:

Planning Board Meeting: **May 11, 2026**

Motion by **Prince**, second by **Peterson**, approving minutes as presented. Motion carried by unanimous voice vote.

CONSENT AGENDA

Consider Approval of a Resolution Revoking a Conditional Use Permit for a Planned Unit Development on Parcel 80.05971.00 - Sandy Hennum representing Beltrami County Housing & Redevelopment Authority (BHRA).

Consider Approval of a Resolution Revoking an Interim Use Permit for Parcels 80.04218.00 and 80.04218.01 - Torque Machinery.

Motion by **Thayer**, second by **Dickinson**, approving Consent Agenda as presented. Motion carried by unanimous voice vote.

CITIZENS WITH BUSINESS NOT ON AGENDA

No appearance.

NEW BUSINESS

CONSIDER RESOLUTION FOR A MINOR SUBDIVISION PLAT REQUEST FOR PARCEL 80.03901.00 – MURRAY SURVEYING REPRESENTING NORTHWOODS HABITAT FOR HUMANITY INC.

Carlson presented the first planning case request: Matt Murray of Murray Surveying, representing Northwoods Habitat for Humanity, is requesting a Minor Subdivision Plat to replat Finseth's 2nd Addition to Nymore part of block 18 east of the vacated alleyway creating seven (7) additional parcels. The subject property is located between 4th St SE and 5th St SE off Lake Ave SE (PIN: 800390100) in the City of Bemidji. The property is in the R-4 Moderate Density Residential Zoning District.

The Planning Commission decided that the conditions are sufficient for approval of a Minor Subdivision Plat for parcel 80.03901.00 with the conditions and findings of fact presented in the packet.

Chair Eaton inquired about the process of passing the resolution and discussing the waiver of the parkland dedication fee after. Carlson and Gilchrist responded that the parkland dedication fee waiver could be added to the resolution prior to the vote.

Board members made the following comments regarding the request:

- **Peterson** stated he was in favor of waiving the parkland dedication fee.
- **Thayer** stated she hoped the trees on the lots in question could be preserved.
- **Prince** inquired about Beltrami County's recommendation to move and/or prevent access to these lots from coming off Lake Ave. Carlson replied.
- **Prince** stated he was in favor of waiving the parkland dedication fee for any development project that increased residential housing in the City.
- **Dickinson** stated he was in favor of waiving the parkland dedication fee.
- **Eaton** stated he was in favor of the project overall and of waiving the parkland dedication fee for the project.

Motion by **Prince**, second by **Thayer**, to approve the resolution approving a Minor Subdivision Plat to replat Finseth's 2nd Addition to Nymore part of block 18 east of the vacated alleyway creating seven (7) additional parcels for parcel 80.03901.00 with the findings of fact and conditions as presented and including a waiver for any fees related to parkland dedication. Motion carried by the following voice vote: Ayes: **Prince, Fiskevold Gould, Peterson, Dickinson, Eaton, Thayer**. Nays: **None**.

STAFF REPORTS

Director's Report

Carlson presented the Director's Report.

Board members had the following comments:

- **Thayer** inquired if there had been any cost savings related to previous solar projects. Carlson responded that the Visitor's Center had a net gain for the day, but he did not have long term numbers available.
- **Thayer** thanked Council and staff for the work toward completing the solar projects.

Site Analyst & Enforcement Report

Wielenberg presented the Site Analyst & Enforcement Report.

Board members had the following comments:

- **Prince** inquired about the increase of violations in Ward 5 and whether those were storm related. Wielenberg replied that he was unsure without looking at the actual violations.
- **Prince** inquired if historical trends within the wards were tracked. Carlson responded that the reports are generated month-to-month and that no historical trend data are generated. Prince and Wielenberg discussed.
- **Thayer** inquired on clean-up timelines relating to human activity sites on railroad property. Wielenberg responded.
- **Thayer** addressed Board and staff to consider options to reduce the costs of activity site clean-ups as they have been increasing.
- **Fiskevold Gould** inquired if staff could provide additional data showing code violations as a percentage of the total for each ward. Wielenberg replied that it could be looked into.
- **Prince** inquired about the number of clean-up contractors in Bemidji. Wielenberg and Prince discussed.
- **Thayer** inquired if the activity sites on the trail below Lake Boulevard had been cleaned up. Wielenberg and Thayer discussed.
- **Fiskevold Gould** inquired about the old gas station building along Paul Bunyan Drive and the possibility for condemnation. Wielenberg and Fiskevold Gould discussed.
- **Fiskevold Gould** inquired if condemnation had been done before. Wielenberg replied that it may have been done in the past, but not in the time he had been with the City. Carlson added that there are many aspects that go into the removal of buildings, and that most of them originate from the Building and Fire Departments from a fire and building code standpoint.

- **Eaton** inquired if it was possible for a lien to be imposed on such properties. Carlson asked Gilchrist to respond. Gilchrist stated that it was not, but that there were other legal options that could be used.
- **Thayer** stated frustration with the long enforcement timelines on several of the structures mentioned and that the impact of those structures on the City was disappointing.
- **Fiskevold Gould** stated that failure to enforce ordinances related to condition of property increases other costs due to the possible increase in crime and other issues.
- **Prince** stated that the topics discussed were complicated and that it would be a good idea to add a discussion topic to either a City Council or Planning Board meeting to discuss the issue in greater depth rather than add additional information to the end of an enforcement report. Carlson replied that it would be best done by the Council as the issues raised are beyond the scope of the zoning ordinance.

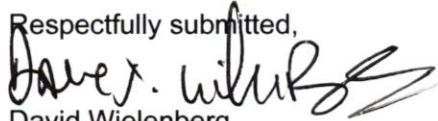
UPCOMING BOARD MEETINGS

- July 13, 2026 5:30 p.m. Planning Board Meeting

ADJOURN

There being no further business, motion by **Peterson**, second by **Thayer**, to adjourn the meeting. Motion carried. Meeting adjourned at **6:09 p.m.**

Respectfully submitted,



David Wielenberg
Compliance Inspector & Site Analyst

PB Minutes approved and attested by:



Planning Board Representative