

BEMIDJI PLANNING COMMISSION REGULAR MEETING AGENDA

Thursday, July 23, 2026

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



- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE TO THE FLAG**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MEETING MINUTES**
 - a. June 25, 2026 Planning Commission Meeting Minutes
- 6. VISITORS WITH BUSINESS NOT ON THE AGENDA**
- 7. NEW BUSINESS**
 - b. Public Hearing: Land Use Map Amendment (Rezone) and Concept Planned Unit Development (PUD) Requests for Parcel 80.01191.00 - Sacred Bundle Inc
 - c. Public Hearing: Conditional Use Permit Requests for Parcel 80.03026.00 - National Bank of Commerce
- 8. OLD BUSINESS**
- 9. UPCOMING COMMISSION MEETINGS**
 - d. August 27, 2026 Planning Commission Meeting
- 10. ADJOURN**

**PLANNING COMMISSION
BEMIDJI, MINNESOTA
Regular Meeting – June 25, 2026**

CALL TO ORDER: Chair Michael Meehlhause 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: Faver, Heinonen, Lemmer, Meehlhause, Olderman

Members excused: McCoy, Peterson

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

Others Present: Jason Hill (via WebEx), Amy DeLap, Matt Murray, Matthew Korpela, Ann..., Dennis Beatty

AGENDA

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

MINUTES

The minutes for the **May 28, 2026**, Planning Commission meeting were presented for approval. Motion by **Lemmer**, seconded by **Heinonen**, approving minutes as presented. Motion carried by unanimous voice vote.

VISITORS WITH BUSINESS NOT ON AGENDA:

No appearance.

NEW BUSINESS

Public Hearings:

PLANNING CASE: INTERIM USE PERMIT REQUEST – AMY DELAP REPRESENTING JUST FOR KIX:

Fahrenbruch presented the planning case request: Amy DeLap representing Just for Kix is requesting an Interim Use Permit (IUP) to remodel and operate a Dance Studio (Indoor Fitness, Health Club or Spa) in the (I1) Industrial Park/Light Industrial Zoning District. The subject property is located at 1407 Naylor Dr SE (PIN 800453700) in the City of Bemidji.

Conclusions based on the Ordinance and Comprehensive Plan were presented in the packet including conditions and findings of fact.

Commission members made the following comments:

- Heinonen inquired about parking. Fahrenbruch clarified.

Public Hearing

Pursuant to published notice, a public hearing was held regarding input on the request. Chair Meehlhause opened the Public Hearing at **5:34 PM**, hearing the following comments:

- Amy DeLap, director of the Bemidji Just for Kix program, addressed the commission noting that their program serves over 230 students age 3 up to seniors in high school and the company, which is based out of Brainerd, MN, has been in business for 45 years. DeLap added that they have outgrown their current leased spaces.

Hearing no further comments, Chair Meehlhause closed the Public Hearing at **5:37 PM**.

Motion by **Heinonen**, second by **Lemmer**, to recommend approval of the Interim Use Permit to remodel and operate a Dance Studio (Indoor Fitness, Health Club or Spa) at 1407 Naylor Dr SE

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(PIN 800453700), with the conditions and findings of fact as presented in the packet. Motion carried by the following roll call vote: Ayes: **Olderman, Meehlhause, Lemmer, Heinonen, Faver.** Nays: **None.**

Chair Meehlhause addressed that the request would go before the Planning Board at their next meeting on **July 13, 2026**, at 5:30 PM for the final decision.

PLANNING CASE: FINAL PLAT REQUEST – GREATER BEMIDJI:

Carlson presented the planning case request: Tim Marco (Marco McLane Development) representing Greater Bemidji is requesting approval for a Final Plat to develop a multi-phase project which would include a YMCA Community Wellness Center and a hotel and convention center along with other future developments. The St. Michel and Hegna parcels have been added to the final plat request to accommodate a future cul-de-sac and road improvements at the end of Midway Dr. S. The whole plat lies within the Urban Renaissance (UR) zoning district and the Shoreland Overlay. The subject properties are located at multiple addresses off Minnesota Ave NW and Midway Dr. S (Parcels 800034499, 800050504, 800050505, 800116602, 800116604, and 800116600) in the City of Bemidji (also known as the railroad corridor).

Conclusions based on the Ordinance and Comprehensive Plan were presented in the packet including conditions and findings of fact.

Commission members made the following comments:

- No comments.

Public Hearing

Pursuant to published notice, a public hearing was held regarding input on the request. Chair Meehlhause opened the Public Hearing at **5:41 PM**, hearing the following comments:

- No comments.

Hearing no further comments, Chair Meehlhause closed the Public Hearing at **5:42 PM**.

Motion by **Faver**, second by **Heinonen**, to recommend approval of the Final Plat, with the conditions and findings of fact as presented in the packet. Motion carried by the following roll call vote: Ayes: **Olderman, Meehlhause, Lemmer, Heinonen, Faver.** Nays: **None.**

Chair Meehlhause addressed that the request would go before the Planning Board at their next meeting on **July 13, 2026**, at 5:30 PM for the final decision.

PLANNING CASE: CONDITIONAL USE PERMIT REQUEST – MATTHEW KORPELA REPRESENTING LEECH LAKE BAND OF OJIBWE:

Fahrenbruch presented the planning case request: Matthew Korpela representing Leech Lake Band of Ojibwe Behavioral Health, is requesting a Conditional Use Permit (CUP) to allow Counseling Services (Behavioral, Mental Health, Drug & Alcohol Abuse) at 614 Railroad St SE (PIN: 800422100) in the City of Bemidji. The property is in the B-2 General Commercial Zoning District.

Conclusions based on the Ordinance and Comprehensive Plan were presented in the packet including conditions and findings of fact.

Commission members made the following comments:

- No comments.

Public Hearing

Pursuant to published notice, a public hearing was held regarding input on the request. Chair Meehlhause opened the Public Hearing at **5:46 PM**, hearing the following comments:

- Matthew Korpela, Leech Lake Band of Ojibwe Behavioral Health, addressed the commission. Korpela clarified there will be no medications distributed at this site and no services provided for alcohol or other dependencies. Korpela addressed the easement

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and stated that he met with the neighbor who made the complaint, Richard Tobey, the prior morning onsite.

- Olderman inquired if the applicant owns or rents the building. Korpela specified that they own the building.
- Ann Dietman, clinical director of Leech Lake Behavioral Health, addressed the commission and noted no distribution of medications.

Hearing no further comments, Chair Meehlhause closed the Public Hearing at **5:52 PM**.

Motion by **Heinonen**, second by **Lemmer**, to recommend approval of the Conditional Use Permit, with the conditions and findings of fact as presented in the packet. Motion carried by the following roll call vote: Ayes: **Olderman, Meehlhause, Lemmer, Heinonen, Faver**. Nays: **None**.

Chair Meehlhause addressed that the request would go before the Planning Board at their next meeting on **July 13, 2026**, at 5:30 PM for the final decision.

PLANNING CASE: CONDITIONAL USE PERMIT REQUEST – DENNIS BATTY REPRESENTING CROSSROADS CHURCH:

Carlson presented the planning case request: Dennis Batty of The Dennis Batty & Associates Group, Inc., Architects & Planners Inc., representing Crossroads Church (Applicant), is requesting a conditional use permit (CUP) for an existing church to be able to expand the sanctuary along with the parking lot and other outside improvements. The subject property is located at 3354 Laurel Dr. NW (PIN: 80552400) in the City of Bemidji. The parcel is in the B-2 General Commercial District and the Airport Zones 3 & H Overlays.

Conclusions based on the Ordinance and Comprehensive Plan were presented in the packet including conditions and findings of fact.

Commission members made the following comments:

- No comments.

Public Hearing

Pursuant to published notice, a public hearing was held regarding input on the request. Chair Meehlhause opened the Public Hearing at **5:56 PM**, hearing the following comments:

- Dennis Batty, architect and representative of Crossroads Church, addressed the commission.

Hearing no further comments, Chair Meehlhause closed the Public Hearing at **5:58 PM**.

Motion by **Heinonen**, second by **Lemmer**, to recommend approval of the Conditional Use Permit with the conditions and findings of fact as presented in the packet. Motion carried by the following roll call vote: Ayes: **Olderman, Meehlhause, Lemmer, Heinonen, Faver**. Nays: **None**.

Chair Meehlhause addressed that the request would go before the Planning Board at their next meeting on **July 13, 2026**, at 5:30 PM for the final decision.

OTHER BUSINESS

- Carlson discussed a recent scam happening across the United States in which scammers are impersonating cities and targeting applicants.
- Heinonen discussed researching data centers.

UPCOMING COMMISSION MEETINGS

- Thursday, July 23, 2026 5:30 p.m. Planning Commission Meeting

ADJOURN

There being no further business, motion by **Lemmer**, seconded by **Olderman**, to adjourn the meeting. Motion carried. Meeting adjourned at **6:22 p.m.**

Respectfully submitted,

Ainslee Krause
Planning & Building Administrative Assistant

PC Minutes approved and attested by: _____
Planning Commission Representative

The City of Bemidji Planning and Zoning Department

PLANNING CASE: ZOA-2026-0004 & SUB-2026-0003	MEETING DATE: July 23, 2026
APPLICANT: Sacred Bundle Inc. (Erika Bailey-Johnson)	60-DAY RULE DATE: August 29, 2026
PROCEEDING: Land Use Map Amendment (Rezone) & Planned Unit Development (PUD) – (CONCEPT)	ZONING DISTRICT: (R-4) Moderate Density Residential Zoning District
PREPARED BY: Melissa Fahrenbruch Assistant Planning Director	EXHIBITS: Zoning Map, Aerial Map, Application, Concept Drawings, Civil Design Drawings, Stormwater Management Plan, Supporting Documentation.

PLANNING REPORT

SUMMARY OF REQUEST

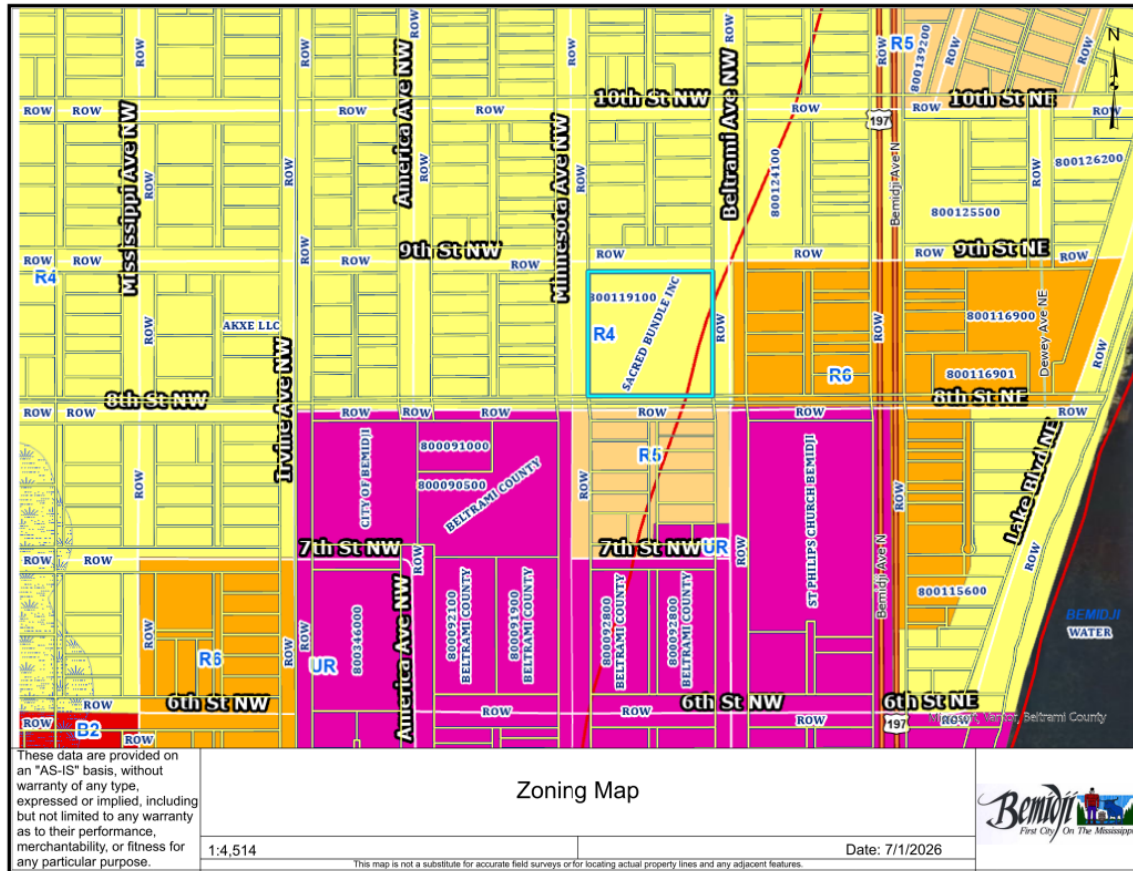
Erika Bailey-Johnson representing Sacred Bundle Inc., is requesting a Land Use Map Amendment (Rezone) from R-4 Moderate Density Residential to R-6 Multiple Family Zoning District and a Concept Planned Unit Development (PUD) to develop a multi-phase mixed use project to include in the first phase on the main level public computer lab, meeting spaces, community space, and offices. In the second phase, the basement level may have a commercial kitchen and workshops. On the second floor, they will convert old classrooms into apartments. The subject property is located at 815 Beltrami Ave NW (PIN 800119100) in the City of Bemidji.

BACKGROUND

This property is the retired Pre-K to 3rd grade, Central Elementary School. ISD 31 closed the school in 2021 as a cost-saving measure. The district put a restriction on the sale that no formal school be allowed (this is Pre-K through 12th grades). Sacred Bundle Inc. a tribal non-profit visited the school in 2024 and purchased the property June of 2026. They plan to call the property, the Minwaadizi Center, an Ojibwe-centered multi-purpose, community facility. The applicant has met with staff several times to discuss options for the retired school building and property.

Existing Conditions

The subject property has been vacant since the summer of 2021 and will be redeveloped. This parcel is in the R-4 Moderate Density Residential zoning district as is the abutting properties to the north and west. It abuts R-5 High Density Residential to the south, R-6 Multiple Family to the east, and at the corners of the southwest and southeast the UR Urban Renaissance (Downtown).



Future Land-Use Map

The future land-use map shows this area as High Density Urban Residential Shoreland.



Future Land Use Map

DISCUSSION/DEVELOPMENT ANALYSIS

Planning Considerations for Zoning

When reviewing zoning requests, it is imperative to ensure that “spot zones” are not created. Spot zoning allows for a particular parcel of land to have land uses differing from land uses allowed in adjacent and small regional areas and is likely a deviation from the land use plan. This rezone would be a continuation of the R-6 Multiple Family Zoning District from the east. Commercial, Public institution (County buildings), and religious institutions are abutting towards the south and southeast, with varying residential uses to the north, south, east, and west.

Zoning/ Land Use Type

The subject property is zoned as (R-4) Moderate Density Residential Zoning District which is defined as:

Provide areas for residential development and other compatible uses at a moderate density served by centralized sewer and water.

The proposed zoning district is (R-6) Multiple Family Zoning District is defined as:

Provide areas for multiple family residential development and compatible uses in both urban and suburban settings.

Planning Considerations for PUD

A Planned Unit Development (PUD) is a type of development that allows for increased flexibility from certain areas of a land use ordinance. A PUD can be made up of different land use types including residential, mixed-use, and/or commercial developments. In this case the applicant is proposing a mixed-use development. The definition of PUD in the City of Bemidji Planning & Zoning Ordinance (hereafter referred as "Ordinance") is as follows:

MIXED-USE PLANNED UNIT DEVELOPMENT (PUD): *Planned unit development, mixed use means a planned unit development which includes a mixture of residential and commercial uses. In addition, it may be a single structure developed or converted under the statutory requirements of a common interest community.*

(R-6) Multiple Family Zoning District Mixed - Use is approved through the PUD process outlined in the Ordinance, and no PUD can be approved without issuance of a Conditional Use Permit (CUP) by the planning board.

The PUD review process consists of three (3) phases. The three-phase process was created as applicants expressed interest in gaining a clear vision of the planning board expectations during the concept phase to ensure expectations can be met.

Summary of Three (3) Phase Process

1. Concept Review
 - a. Does this project's density and sample layout work within the confines of its location?
 - b. What pieces of information would we require to make a final recommendation to the applicant?
 - c. **The approval of a concept in no way approves any elements of this project.**
2. Preliminary Review
 - a. This should show the applicant has made an effort to address all of the concerns that were brought to their attention at the concept meeting.
 - b. If commission/staff considers all concerns have been met and significant issues have been addressed, preliminary and final review can be combined for approval.
 - c. Finalized plans need to be presented at this time for approval.
3. Final Approval
 - a. Finalized plans are required to be presented at this time if approval is to be recommended. The planning board makes the final decision on approval or denial.

Phasing of the Project

The project is proposed to be completed in a total of three (3) phases. Refer to site plan and the Concept narrative letter for the layout of each phase.

- Phase one (first year) will be a remodel of the main level to create the public computer lab space with private rooms, reservable meeting rooms plus gym space.

- Phase two (2-5 years) will be remodeling the basement and upper floor, adding an elevator, and exploring adding childcare on site. Basement level would create a commercial kitchen space for food/cooking classes or to rent. Upper Level would provide five preliminary residential designs for the second-floor classrooms. During this phase they will explore creating the Mishko Wisitoon Wilderness Academy, a project to create an Indigenous environmental education program.
- Phase three (5-10 years) would continue to build out services and programs for the site. Consider adding energy efficiency and renewable energy options to the building and site.

The timing and duration of each phase will be entirely dependent on market forces and funding. The Applicant seeks approval for the three-phase project with the flexibility prior to the start of each phase of the project. If something within a subsequent phase would like to be moved to an earlier or current phase, this can be approved via Staff administratively. No plat is being requested. Anything from a current phase being delayed or pushed back to another phase will require approval through a PUD amendment. Below is a layout of the three (3) proposed floors.





Amenities

A PUD is given greater flexibility from the Ordinance for providing a selection of amenities. These amenities are listed in the Ordinance as Section 28-475. Flexibility can be granted when the Applicant provides a selection of amenities from the list but is not limited to it.

Uses

The potential uses that would need Board approval that could be included for the PUD are the following:

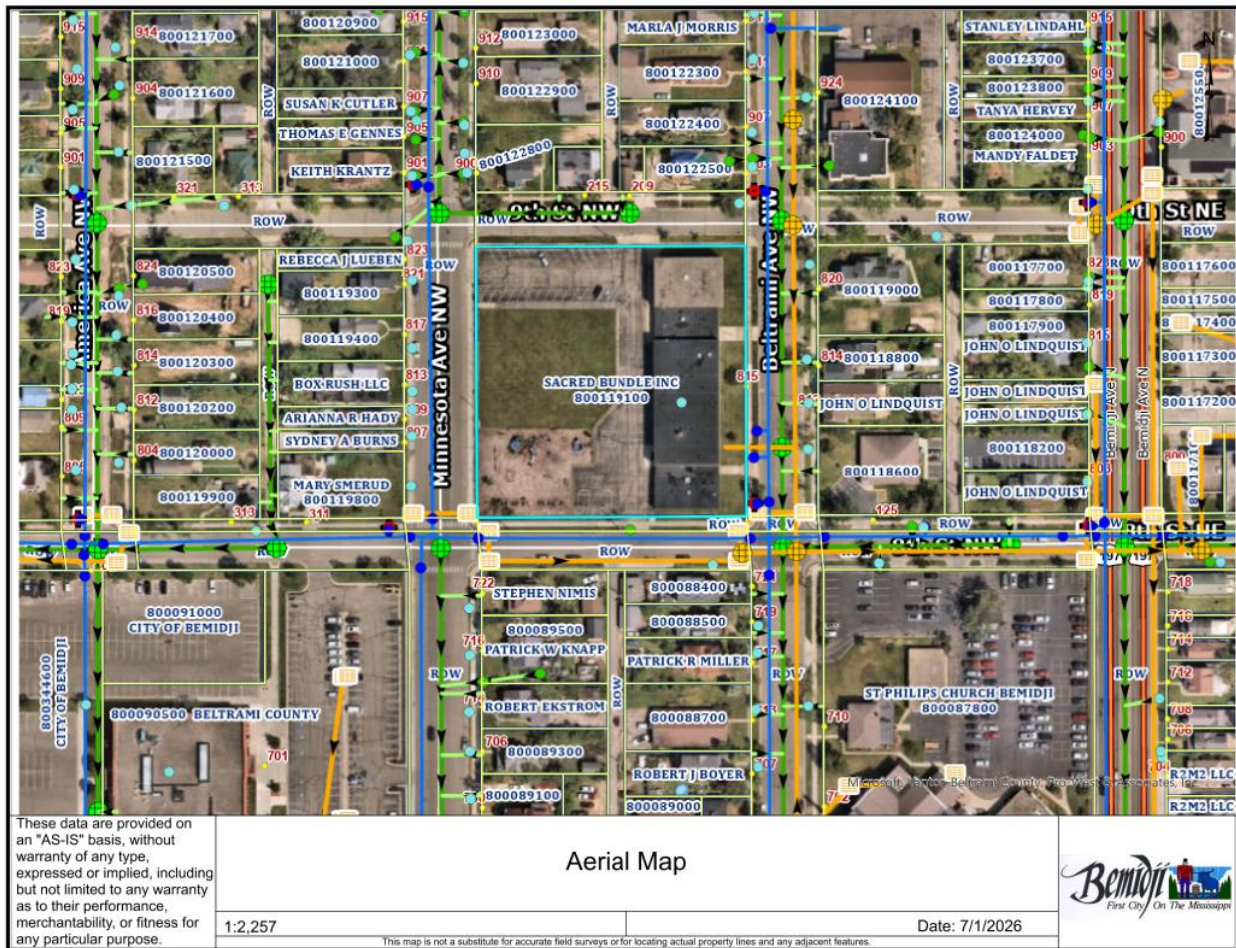
- Athletic Complex / Community Center – CUP*
- Multi-Family/ Mixed-Use - CUP*
- Multi-Family or Townhome Development (5 Units or Greater) – CUP*
- Assisted Living Facility or Nursing Home - CUP*
- Park, Athletic Fields and Active Outdoor Recreation – CUP*
- Religious Institution - CUP*
- Indoor Fitness, Health Club or Spa - IUP*
- Bed and Breakfast – CUP*
- Daycare Facility (Licensed Commercial Care) – IUP*
- Public Library - CUP*
- Grocery Store, Small (Less than 15,000 SF) – CUP*

If these uses are included in the PUD, then they would be permitted and not need additional approvals from the Planning Commission or Planning Board later. This would be the same concept as the South Shore Planned Unit Development (SSPUD) and the Greater Bemidji Rail Corridor.

Flexibility

Greater flexibility is allowed with a PUD than otherwise allowed under the Ordinance, if it is a coordinated development providing public benefits not otherwise required. Flexibility can only be granted to the extent allowed by the Ordinance and flexibility will only be given to items approved during the approval process. All other items not granted flexibility shall meet the Ordinance and all regulations and requirements. Flexibility can be granted for setbacks, lot size, density, and off-street parking and loading areas.

The Applicant is seeking flexibility for phasing timelines. A preliminary & final PUD is approved through a CUP. A PUD, as stated in the Ordinance and the above section of this report, is a type of development that allows for greater flexibility, thereby creating a project that fits within a specific location.



SITE DEVELOPMENT	EXISTING	REQUIRED/ALLOWED
Section 28-122 Lot Size	90,000.59 sq. ft.	18,000 sq. ft. (R-6)
Section 28-122 Lot Width	300 ft. est.	60 ft. (R-6)
Section 28-122 Impervious Surface	54.6% est.	Max 70% (R-6)
Section 28-122 Greenspace	45.4% est.	Min 30% (R-6)
Section 28-409 Interior Greenspace	40,850 sq. ft.	27,000 sq. ft.
Section 28-407 Total Trees	5	25
Section 28-407 Frontage Trees	5	24
Section 28-402 Trash Enclosure	no	Yes
Section 28-409 Parking	27	TBD or Proof of Parking

Parking

Per Section 28-409 of the Ordinance, A legal parking space shall be at least eight-and-a-half feet by nineteen feet (8.5' x 19'). Twenty-seven (27) existing off-street parking spaces are available for the phase one uses and may need to be expanded in the future based on the second and third phases. A parking and traffic plan will either need to be submitted with the final approved plans or will need to be explained or incorporated into the phasing plan when construction occurs.

Landscaping/ Tree Preservation

Per Section 28-406 of the Ordinance, if approved rezone to R-6 multi-family, minimum required green space is 30% of the parcel, a total of 24 frontage trees with a minimum of 25 site trees. Five (5) existing trees are on the parcel, a landscaping/tree plan will need to be submitted and approved by the second phase.

- (5) *Non-residential uses in residential zoning districts. Developments shall preserve existing, or plant at least one tree per 50 lineal feet of street frontage between the front property line and the minimum front yard setback line. As part of the development site plan submitted for approval, the landscape plan shall also include a minimum total tree count according to required minimum green space as follows:*
- a. <1 acre = 1 tree per 800s.f. of minimum required pervious site surface.*
 - b. 1—3 acres = 1 tree per 1,100s.f. of minimum required pervious site surface.***
 - c. 3 acres = 1 tree per 1,400s.f. of minimum required pervious site surface.*

Lighting

All exterior lighting shall be in conformity with Section 28-408 of the Ordinance and be downward facing. All private exterior lighting on the building shall be hooded or otherwise shielded in order to deflect from adjoining properties and the public right-of-way, as well as protect the night sky.

Signage

The Applicant has not indicated any signage yet for the development. Signage is something that flexibility towards standards can be granted for with an approved PUD, no signage plan has been given to city staff. A sign permit will need to be applied for and approved before installation.

Trash Handling

All dumpsters or recycling containers located on-site shall be fully enclosed complying with Section 28-402 of the Ordinance. Such areas shall be completely screened and enclosed on all sides, except the roof, with an enclosure or screening wall with durable and opaque material at a minimum of six (6) feet in height.

Comments:

City Engineer/Director of Public Works, Sam Anderson

This doesn't look to impact much outside of the current facility. No major engineering related concerns.

Thank you,

Sam Anderson, P.E. | City Engineer/Director of Public Works | City of Bemidji
218-333-1851 | sam.anderson@ci.bemidji.mn.us

Neighboring Property Owner Comments:

At the time of writing this report, Staff received 2 calls from neighbors inquiring about the rezone and PUD however, no comments to pass on.

Project Narrative from Applicant

Please see the letter in the packet.

Comprehensive Plan References for Rezone

Land Use Objectives and Strategies

Objective 4.1: Preserve the Quality Residential Neighborhoods

- 2. Promote “mixed-use” areas to improve the transition of residential land use to other land uses.** *Mixed-use areas can provide an excellent transition from residential areas to commercial or highly developed areas. Gradually intensifying the uses on the fringe of neighborhoods or along high-traffic corridors that have been traditionally residential will mitigate impact to existing neighborhoods.*
- 4. Allow flexibility with site design standards to ensure high-quality development.** *Allowing for greater flexibility of zoning ordinances or density requirements for meeting site development criteria, such as increased live landscaping, stormwater retention areas, active recreation amenities, or park area, can provide a benefit to developers while ensuring a high-quality neighborhood is being designed or redeveloped.*
- 5. Promote pedestrian-scale designs to increase sense of place and improve active transportation in new developments or redevelopments.** *It is important to ensure high-density residential areas are designed with active transportation in mind. Pedestrian-scale design of roadways and buildings can allow for a safe and inviting walkable environment.*

Comprehensive Plan References for PUD

The City of Bemidji's Comprehensive Plan has identified this area within its future land use map as High Density Urban Residential Shoreland: *High-density residential that allows for alternative housing options to increase density without providing a negative impact on aquatic resources.*

Current land use under the Comprehensive Plan talks about Commercial/Residential Mixed-Use as:

Commercial/Residential Mixed-Use only makes up a small amount of the City of Bemidji total land area. The mixed-use category represents a variety of lower intensity land uses. Appropriate uses within the mixed-use category may include retail establishments, food establishments, office space, and service uses with residential quarters. Mixed-use is primarily located in downtown Bemidji.

This parcel is just outside of the Downtown and would be a reuse of an existing site.

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

When reviewing increases of land uses through subdivisions or large-scale commercial developments, resource conservation measures and sustainable land use practices will be reviewed.

- 3. Promote in-fill development with access to public infrastructure. Supporting projects that can use existing public infrastructure as well as increase density and intensification of land use when appropriate can help limit urban sprawl. However, supporting proposals at a density that strain existing public transportation or utilities is not sustainable and can negatively impact the public.*
- 4. Support a reduction of off-street parking requirements for appropriate land uses to allow for increased interior green space. Maximize the potential for green space with all development or redevelopment of sites when possible, as well as for reduced heat island effects of increased temperatures within the high-density urban area of parking lots.*
- 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 28-9: Definitions
Section 28-201: Zoning Districts
Section 28-82: Land Use Matrix
Section 28-121: Lot Size and Bulk Regulations by Zoning Districts
Section 28-201 - Zoning Districts
Section 28-402: Exterior Storage and Outdoor Display of Merchandise
Section 28-406: Landscaping Requirements
Section 28-408: Lighting
Section 28-409: Off-Street Parking, Loading & Surfacing Standards
Section 28-472: Land Suitability
Section 28-475: General Provisions for PUDs
Section 28-476: Design and Maintenance Standards and Criteria for PUDs
Section 28-478: Procedures for Approval of Subdivisions and PUDs
Section 28-479: Minimum Subdivision Design Standards
Section 28-524: Conditional Use or Interim Permits
Section 28-526 - Amendments; Text or Zoning District

RECOMMENDATION & FINDINGS

Conclusion based on the Ordinance and the Comprehensive Plan.

The Planning Commission must decide if a (Rezone) Land Use Map Amendment from (R-4) Moderate Density Residential Zoning District to (R-6) Moderate Density Residential Zoning District for parcel 80.01191.00 meets the ordinance and comprehensive plan. The following are the findings of fact:

Findings of Fact - Rezone

1. Whether the change in classification would be consistent with the intent and purpose of this Ordinance.

Yes. The proposed change would be consistent with intent and purpose of the Ordinance. The proposed project abuts R-6 properties to the east. The change in classification would be consistent with commercial/residential mixed-use infill within the city.

2. Whether every use that would be permitted on the property if it were reclassified would be compatible with the uses permitted on other property in the immediate vicinity.

Yes. This parcel is seeking a Planned Unit Development (PUD) that has listed uses allowed/permitted in the PUD.

3. Whether adequate sewer and water facilities, and all other needed public services exist or can be provided to serve the uses that would be permitted on the property if it were reclassified.

Yes. This parcel has existing City services.

4. Whether the proposed amendment would correct an error in the application of this Ordinance.

No, this is not a correction. The property was a retired elementary school which was a permitted use with a Conditional Use permit in the R-4 zone. The proposed R-6 zoning would allow mixed-use through a Conditional Use permit with a PUD.

5. Whether the proposed amendment is made necessary because of changed or changing conditions in the area affected, and, if so, the nature of such changed or changing conditions.

Yes. This proposed amendment is made necessary due to the purchase of the parcel for the Minwaadizi Center, the ISD-31 included a restriction that the property can not be used as a traditional pre-K through 12th grade school. The proposed rezoning would open the parcel to reuse the existing building for mixed uses.

FINDINGS CONCEPT PUD

Conclusion based on the Ordinance and the Comprehensive Plan.

The Planning Commission must decide whether the findings are sufficient for approval of a Concept Planned Unit Development for Parcel 80.01191.00 located in the (R-4) Moderate Density Residential Zoning District, if approved (R-6) Moderate Density Residential Zoning District, with the following findings:

Concept Planned Unit Development Findings

1. Does this project sample layout work within the confines of its location?

The proposed layout appears to use the confines of the area in an orderly fashion. The uses would utilize an existing building and parking areas.

2. What pieces of information would we require in order to make a final recommendation to the applicant?

Staff have placed some initial requirements into this finding; this finding should be further developed by PC/PB during the concept meetings.

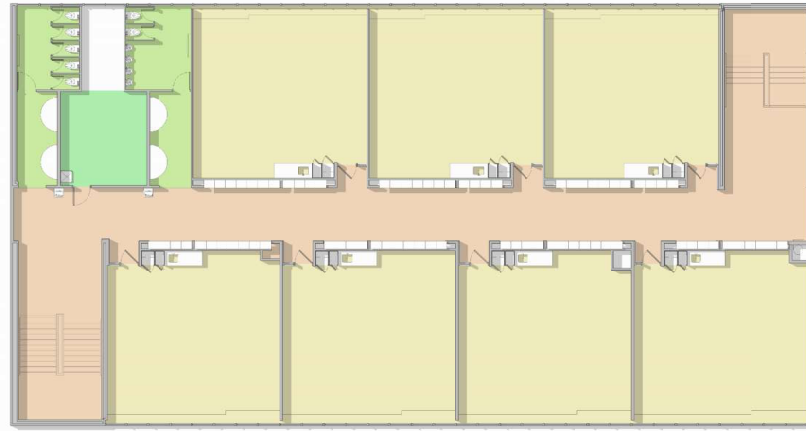
1. Applicant shall provide all deliverables required by the City of Bemidji Engineering Department/Public Works.
2. A development agreement shall be entered into between the City and Applicant to ensure all site construction is completed to a satisfactory condition.
3. There should be a reasonable timeframe shown for the phases of the project.
4. A landscaping plan shall be designed and submitted along with final PUD approval.
5. If an increase in parking is needed, a planning site plan review will need to be approved by the city.
6. A building permit and all other necessary permits shall be obtained from the City of Bemidji prior to construction.
7. All dumpsters on-site shall be fully enclosed complying with Section 28-402 of the Development Code.
8. All existing and proposed exterior lighting on the property shall be in full conformity with Section 28-408 of the development code.

DEPARTMENT LEGEND

- CIRCULATION
- FUTURE APARTMENTS
- MECHANICAL / STORAGE
- RESTROOM

DEPARTMENT LEGEND

- CIRCULATION
- FUTURE CHILD CARE
- MECHANICAL / STORAGE
- OFFICE / FUTURE RETAIL
- OFFICE RENTABLE
- PUBLIC COMPUTER LAB
- RENTABLE COMMUNITY SPACE
- RENTABLE GYMNASIUM
- RESTROOM
- TELEHEALTH



2 LEVEL 2 CONCEPT
1" = 10'-0"



OUTDOOR FARMERS MARKET

1 LEVEL 1 CONCEPT
1" = 10'-0"

SPACE USES ARE SHOWN FOR PLANNING AND DISCUSSION PURPOSES ONLY. FUTURE USES DEPENDENT ON COMMUNITY NEEDS, AVAILABLE FUNDING, AND CODE ANALYSIS ASSOCIATED WITH MIXED USES.

DEPARTMENT LEGEND

- CIRCULATION
- CLASSROOM
- KITCHEN / FOOD PROCESSING
- MECHANICAL / STORAGE
- OFFICE / FUTURE RETAIL
- RESTAURANT / CAFETERIA
- RESTROOM



1 BASEMENT CONCEPT
1" = 10'-0"



Application

ZOA-2026-0004

REZONING/ZONING ORDINANCE
AMENDMENT

SITE ADDRESS: 815 BELTRAMI AVE NW BEMIDJI

PRIMARY PARCEL: 800119100

PROJECT NAME: MINWAADIZI CENTER

ISSUED:

EXPIRES:

APPLICANT: Bailey-Johnson, Erika
8636 Cranberry Court Northeast
Bemidji, MN 56601
2187668487

OWNER: SACRED BUNDLE INC
PO BOX 741
CASS LAKE, MN 56633

PRIMARY CONTRACTOR: Rautio, Mitch
51080 county 29
Bemidji, MN 56601
218-760-0099

Detail Name

Select the type of amendment request from the list

Zoning District Change: Please indicate the current district and indicate the district you are requesting a change to.(If this does not apply, enter N/A)

Zoning Text Change: Please describe the proposed text amendment.(If this does not apply, enter N/A)

Zoning District Change: Describe the proposed use of your property after the amendment.

Zoning District Change: Describe the existing use of your property.

Zoning District Change: Describe what changes you feel have led to the request being sought.

Zoning District Change: How will the change affect the use of the property?

Describe how the change will benefit the surrounding area and the City of Bemidji over time.

Detail Value

Zoning District Change

Current - R4; Request to change to - R6

N/A

Multi-purpose community center which may include a public computer lab, community space rental, childcare, residential apartments, short-term rental, community programming/entertainment, Farmer's Market, healthcare, retail space, restaurant, grocery store, hair salon, pawn or trade shop, food processing or production, office space

former Central Elementary School; vacant since May 2021

The facility can no longer be a school, as dictated in the purchase agreement by ISD31

The property has sat vacant since May of 2021, so it will come back to life. There will be people and vehicles frequenting the property.

This zoning change will allow us to reach our goals of providing needed community services and space.



City of Bemidji, MN

City of Bemidji

317 4th Street NW

Bemidji, MN 56601

218-759-3560

<https://www.ci.bemidji.mn.us/>

Zoning District Change: What are the zoning districts of the properties (adjacent/included) by this request? R5 and R6

Zoning District Change: Are there any easements that may be impacted by this zoning change? No

Zoning District Change: Do adequate sewer and water facilities exist or can they be provided for the proposed changes that may occur should this amendment be approved? Yes

Zoning Text Change: If the proposed amendment will correct an error in the application of the Zoning Ordinance, describe that error (or "N/A") N/A

Zoning Text Change: Are there any other considerations, not addressed above, that would help the City of Bemidji Planning & Zoning Board determine whether the amendment should be made? Please describe (or "N/A") N/A

Escrow Payer Name (Who should the check for the escrow funds be made out to when the project is complete?) Sacred Bundle

Escrow Payer Mailing Address PO Box 741, Cass Lake, MN 56633

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.

FEES:	<u>Paid</u>	<u>Due</u>
Planning Escrow Deposit	\$500.00	\$0.00
Zoning Map/Text Amendment Fee	\$600.00	\$0.00
Totals :	\$1,100.00	\$0.00

**Zoning Request, Minwaadizi Center
815 Beltrami Ave. SW
Bemidji, MN**

The goal of our Sacred Bundle team is to transform the former Central Elementary School in Bemidji, MN, into the Minwaadizi Center, an Ojibwe-centered multi-purpose, community facility. In order to begin to utilize the facility, rezoning from an R4 to an R6 is necessary.

Sacred Bundle

The establishment of the Minwaadizi Center is an initiative of Sacred Bundle, Inc., a tribally chartered IRC 7871 nonprofit organization in accordance with the Leech Lake Band of Ojibwe.

The board, staff, volunteers and partners of Sacred Bundle, Inc., bring years of dedication, experience, and leadership in designing and implementing community and culturally-based programs. Sacred Bundle is a culturally-structured organization based on historic clan systems. In all aspects of our efforts Sacred Bundle is guided by four critical Ojibwe developmental principles:

- Gakina-awiiya – We are all related
- Gikinoo’amaadiwin – The way to continuing knowledge
- Biimaadiziiwin – Our Way of Life
- Gwayakochigewin – Doing the right thing, doing the thing right

Intertwined in these principles are two key concepts that are foundational and underpin Indigenous worldview: “*All my Relations*” and the “*Sacred*”.

Background

In the spring of 2021, the Central Elementary School in the heart of Bemidji, Minnesota, closed due to budget constraints. The Sacred Bundle team visited the school in the fall of 2024 and decided the place has the capacity to be something special. We are excited to revitalize an important historic building in central Bemidji and provide some of the services needed in our community. Bemidji is centrally located among the three largest Tribal Nations in Minnesota making it positioned to help build cultural bridges.

Projects are currently in the development phase to create a public computer lab, a childcare space, and community meeting rooms. We have secured \$500,000 through a Minnesota Department of Education (MDE) grant to purchase the building and create the public computer lab space. Another immediate focus is to lease space to community groups. We have also started conversations around the creation of affordable apartments on the second floor and a local food hub in the basement kitchen/cafeteria space.

We already are in conversation with several national and statewide organizations that have goals to Indigenize their programming and services and are looking forward to partnering with Sacred Bundle. We are optimistic this will provide some of the sustained funding

needed to continue our work. The goal of this specific part of our work is to create an Indigenous environmental education program called the Mishko Wisitoon Wilderness Academy which seeks to connect community to nature by offering a year-round schedule of Ojibwe-themed programs, workshops, camps, and training.

Plan, Phase 1

The first phase of our plan to create the Minwaadizi Center is to capitalize on the MDE funding: purchase the building and create the public computer lab space with private rooms to provide access to telehealth, employment, and education goals in our community. In order to begin to utilize the building, we need to rezone the space from an R4 to an R6 which allows the opportunity to meet our goals.

Our Sacred Bundle team has a vision to create a better future; to support individuals as they work towards a better life; to bring families together in a safe, supportive space; to build cultural bridges and continue the healing process that many are so desperately seeking. We want the Minwaadizi Center to bring a building back to life, create pride in our community, and encourage other communities to do a similar project. We hope to be the pebble that is thrown into the pond, with multiple ripple effects that positively impact our community and others for generations. We have a lot of work to do to upgrade utilities, improve the facility for our specific goals, and make the building ADA compliant.



City of Bemidji, MN

City of Bemidji

317 4th Street NW

Bemidji, MN 56601

218-759-3560

<https://www.ci.bemidji.mn.us/>

Application

SUB-2026-0003

SUBDIVISION PLAT/CIC/PUD

SITE ADDRESS: 815 BELTRAMI AVE NW BEMIDJI

PRIMARY PARCEL: 800119100

PROJECT NAME: MINWAADIZI CENTER, PUD

ISSUED:

EXPIRES:

APPLICANT: Bailey-Johnson, Erika
8636 Cranberry Court Northeast
Bemidji, MN 56601
2187668487

OWNER: SACRED BUNDLE INC
PO BOX 741
CASS LAKE, MN 56633

PRIMARY CONTRACTOR: Rautio, Mitch
51080 county 29
Bemidji, MN 56601
218-760-0099

PERMIT DETAILS

Detail Name

Select application type from the list:

Describe the existing use of your property including number of existing buildings:

Describe the proposed use of your property including number of existing and proposed buildings:

How many total acres/sq. feet are included in the plat?

How many existing parcels are part of this proposal?

How many proposed parcels are suggested?

Does this require a rezone of the zoning district of all or part of the property?

Will this proposal include mixed uses (Commercial/Residential)?

How many Residential units are proposed? (Enter N/A if not applicable)

How many Commercial units are proposed? (Enter N/A if not applicable)

Detail Value

PUD (no public improvements)

former Central Elementary School;
vacant since May 2021; one school
building and playground

Multi-purpose community center
which may include a public computer
lab, community space rental,
childcare, residential apartments,
short-term rental, community
programming/entertainment, Farmer's
Market, healthcare, retail space,
restaurant, grocery store, hair salon,
pawn or trade shop, food processing
or production, office space

2.07

1

1.00

Yes

Yes

12

15



How many people will occupy your premises on an average day? Please provide numbers for employees, customers, and residents.

~100; 15 employees, 65 customers, 20 residents

If your proposal will generate an increase in traffic, please describe:

Yes, we expect an increase in traffic since the building was vacant

Total Number of Off Street Parking Spaces

28

Total Number of PROPOSED Off Street Parking Spaces

48

What is the distance to the nearest public water & sewer utilities?

N/A

Does your proposal include increased water usage?

Yes - please enter the number of gallons per day

How many gallons per day?

~300

Will your proposal generate additional waste?

Yes

Describe your disposal method .

higher a private contractor to haul waste

Does your proposal include additional lighting that can be seen from roads or adjacent properties?

Yes - please explain

If including additional lighting, please explain here.

Since the building was vacant, there will be more lighting in the future; if any additional external lighting is required, we will make sure it complies with the dark skies requirement

Does your proposal include signs?

Yes - please describe

If your proposal does include signs, please describe here.

Identifying signage on the outside of the building

Does your property contain low areas, wetlands, or areas with standing water?

No

Escrow Payer Name (Who should the check for the escrow funds be made out to when the project is complete?)

Sacred Bundle

Escrow Payer Mailing Address

PO Box 741, Cass Lake, MN 56633

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.



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* No building permits shall be issued until said COS has been filed with the Beltrami County Recorder, and a new parcel identification number has been issued for each new parcel created.

FEES:

Paid

Due

CIC/PUD Concept Approval

\$250.00

\$0.00

Planning Escrow Deposit

\$500.00

\$0.00

Totals :

\$750.00

\$0.00

REQUIRED INSPECTIONS

Planning Initial Site Visit

Planning Case Inspection Follow Up (11 months from Approval)



Sacred Bundle

An Indigenous IRC Section 7871 Non-profit

UEI#: G827JUEGEXM6

EIN: 81-2358243

Minwaadizi Center

minwaadizi

s/he is a good person (leads a good life, has a good character, is honest)



**FOR THE PURCHASE, PLANNING, and RENOVATION
of Central Elementary School in Bemidji, Minnesota**

PUD Concept Package

Goal

The goal of our Sacred Bundle team is to transform the former Central Elementary School in Bemidji, MN, into the Minwaadizi Center, an Ojibwe-centered multi-purpose, community facility.

Background

The Sacred Bundle team visited the school in the fall of 2024 and decided the place has the capacity to be something special. We are excited to revitalize an important historic building in central Bemidji and provide some of the services needed in our community.

Projects are currently in the development phase to create a public computer lab and community meeting rooms. We have secured \$500,000 through a U.S. Dept of Treasury/Minnesota Department of Education (MDE) grant to purchase the building and create the public computer lab space. Another immediate focus is to lease space to community groups. We have also started conversations around the creation of a childcare center on the main floor, affordable apartments on the second floor, and a local food hub in the basement kitchen/cafeteria space.

Phase 1, first year

The first phase of our plan to create the Minwaadizi Center is to capitalize on the MDE funding: purchase the building and create the public computer lab space with private rooms to provide access to telehealth, employment, and education goals in our community. We have partnered with Paul Bunyan Communications to create the computer lab space. The public computer lab space must be open by the end of 2026 to satisfy the terms of the grant. We have three goals with this space:

1. Provide an open, public computer lab space with access to two private rooms;
2. Provide a reservable meeting space for community groups; and
3. Create a reservable teaching and learning space for community.

During Phase 1 we will focus our efforts on the main floor of the building. We plan to work on lease agreements with organizations to rent space in the building and short-term rental agreements for the use of

the gym. So far, we have received inquiries from three non-profit groups and one retail entity to potentially lease space in the building. There have also already been several requests to rent the gym.

We will continually need to prioritize building repairs and improvements. So far, we have applied for funding to upgrade the lighting on the main floor, update the bathrooms, and fix the broken windows. We received two energy audits to help us prioritize energy efficiency improvements now and for the future.

Phase 2, 2-5 years

It is difficult to determine what will happen next in this large space, but we imagine we will open up the second and bottom floors of the building to development during Phase 2. In order to open up the second and bottom floors of the Center, we would need to secure funding to install a 3-stop elevator.

Conversations regarding the commercial kitchen space in the basement are active as we hope to offer food/cooking classes and work with the NATIFs organization to potentially package Indigenous food for the community.

Phase 2 will also include more focused efforts to determine whether childcare or residential spaces make sense for the building. They are both in high demand in our community. Since the Minwaadizi Center was a former elementary school, it is perfectly situated for childcare programming. We know that we will have a lot to consider if we decide to include childcare in the building. We started very preliminary apartment design concepts with Bemidji State University students this past spring. They provided five preliminary residential designs for the second-floor classrooms:

- a one-bedroom apartment;
- a two-bedroom apartment;
- two studio apartments;
- a suite-style room with four bedrooms and a shared kitchen/bathroom space; and
- bunk-style rooms with two rooms with two bunks each and a shared kitchen/bathroom space.

During this phase we also plan to put some energy behind the Mishko Wisitoon Wilderness Academy, a project to create an Indigenous environmental education program. This work would seek to connect community to nature by offering a year-round schedule of Ojibwe-themed programs, workshops, camps, and training.

Phase 3, 5-10 years

It is even harder to plan this far out, but we imagine we will be working to improve our community offerings and working on large-scale building improvements during this phase. We will be further considering energy efficiency and renewable energy options.

Packet Distribution List

Application # ZOA-2026-0004 & SUB-2026-0003

	<u>CONTACT</u>	<u>E-MAILED</u>
☒	Applicant / Representative	7/6/26
☒	City Building Department	7/6/26
☒	City Attorney (Planning & Zoning)	7/6/26
☒	City Engineer	7/6/26
☒	City Manager	7/6/26
☐	City Community Development (Vacant)	_____
☒	City GIS Department	7/6/26
☒	City Police Department	7/6/26
☒	City Fire Department	7/6/26
☒	City Parks Department	7/6/26
☐	Beltrami County ESD/SWCD	_____
☐	Beltrami County Recorder	_____
☐	Beltrami County GIS Department	_____
☐	Beltrami County Sheriff	_____
☐	Beltrami County Engineer / Highway	_____
☐	Beltrami County Natural Resources	_____
☐	MnDNR Trails	_____
☐	MnDNR Waters	_____
☐	MnDNR District	_____
☐	MnDOT	_____
☐	Airport	_____
☒	Bemidji School District	7/6/26
☐	MPCA Closed Landfill Program	_____
☐	U.S. Army Corps of Engineers	_____
☐	Minnesota Chippewa Tribe	_____
☐	Red Lake Nation DNR	_____
☐	White Earth Nation DNR	_____
☐	Leech Lake Band DRM	_____
☒	Bemidji Sustainability Commission	7/6/26
☒	Bemidji Area Chamber of Commerce	7/6/26
☐	Bemidji Downtown Alliance	_____
☐	Other: _____.	_____



Planning and Zoning Department
City of Bemidji
317 4th Street NW Bemidji, MN 56601
Office (218) 759-3579
Email SGAdmin@ci.bemidji.mn.us.

July 6, 2026

ZOA-2026-0004 & SUB-2026-0003: - Erika Bailey-Johnson representing Sacred Bundle Inc., is requesting a Land Use Map Amendment (Rezone) from R-4 Moderate Density Residential to R-6 Multiple Family Zoning District and a Concept Planned Unit Development (PUD) to develop a multi-phase mixed use project to include in the first phase on the main level public computer lab, meeting spaces, community space, and offices. In the second phase, the basement level may have a commercial kitchen and workshops. On the second floor, they will convert old classrooms into apartments. The subject property is located at 815 Beltrami Ave NW (PIN 800119100) in the City of Bemidji.

The City of Bemidji Planning and Zoning Commission will consider this proposal at its meeting on **Thursday, July 23, 2026, 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, July 17th, 2026**, 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 **ZOA-2026-0004 & SUB-2026-0003**.

Respectfully,

Planning and Zoning Staff
City of Bemidji



Planning and Zoning Department
City of Bemidji
317 4th Street NW Bemidji, MN 56601
Office (218) 759-3579
Email SGAdmin@ci.bemidji.mn.us.

July 6, 2026

Dear Property Owner:

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

ZOA-2026-0004 & SUB-2026-0003: - Erika Bailey-Johnson representing Sacred Bundle Inc., is requesting a Land Use Map Amendment (Rezone) from R-4 Moderate Density Residential to R-6 Multiple Family Zoning District and a Concept Planned Unit Development (PUD) to develop a multi-phase mixed use project to include in the first phase on the main level public computer lab, meeting spaces, community space, and offices. In the second phase, the basement level may have a commercial kitchen and workshops. On the second floor, they will convert old classrooms into apartments. The subject property is located at 815 Beltrami Ave NW (PIN 800119100) in the City of Bemidji.

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

This public hearing will be held on **Thursday, July 23, 2026, 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, July 17, 2026**, 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

REBECCA J LUEBEN
823 MINNESOTA AVE NW
BEMIDJI, MN 56601

MCR RENTALS LLC
48832 THUNDERBOLT DR
BEMIDJI, MN 56601

PEOPLES CHURCH, ELCA
PO BOX 2050
BEMIDJI, MN 56619

JD PROPERTIES OF MINNESOTA INC
5007 BULL ELK CT SW
BEMIDJI, MN 56601

ST PHILIPS CHURCH BEMIDJI
702 BELTRAMI AVE NW
BEMIDJI, MN 56601

JAMES MICHAEL FLETCHER
KIMBERLY ANN FLETCHER
PO BOX 3600
CHINO VALLEY, AZ 86323

JOHN O LINDQUIST
LINNE L LINDQUIST
812 BELTRAMI AVE NW
BEMIDJI, MN 56601

HAROLD R AYLESWORTH
NOEMI M AYLESWORTH
1719 S LAKE IRVING DR SW
BEMIDJI, MN 56601

ROBERT EKSTROM
TETYANA EKSTROM
10235 FAITH DR NW
BEMIDJI, MN 56601

VANESSA ANDERSON
313 8TH ST NW
BEMIDJI, MN 56601

KSJ PROPERTIES LLC
PO BOX 904
BEMIDJI, MN 56619

SACRED BUNDLE INC
PO BOX 741
CASS LAKE, MN 56633

ROBERT K PFREMMER
STACEY M PFREMMER
5228 BIRCHMONT DR NE
BEMIDJI, MN 56601

KEITH KRANTZ
RUTH KRANTZ
901 MINNESOTA AVE NW
BEMIDJI, MN 56601

NATHANAEL W ALLEN
CALANDRA L ALLEN
16255 ALLAN CT NW
BEMIDJI, MN 56601

SCOTT ALAN MERSCHMAN
913 BEMIDJI AVE N
BEMIDJI, MN 56601

STEPHEN NIMIS
MAUREEN NIMIS
1225 TOLLGATE DR
OXFORD, OH 45056

FEARLESS PROPERTIES LLC
8911 TARTAN RIDGE DR
HUNTERSVILLE, NC 28078

JOHN O LINDQUIST
LINNE L LINDQUIST
803 BEMIDJI AVE N
BEMIDJI, MN 56601

KNOCKS GROUP LLC
4798 S FLORIDA AVE # 193
LAKELAND, FL 33813

DAVID M REYNOLDS
RHONDA S REYNOLDS
715 LAKE BLVD NE
BEMIDJI, MN 56601

BARBARA J MCGREGOR
904 AMERICA AVE NW
BEMIDJI, MN 56601

DAVID M REYNOLDS
RHONDA J REYNOLDS
715 LAKE BLVD NE
BEMIDJI, MN 56601

RILEY COLLEY
DANIELLE M COLLEY
1400 RODEO DR NW
BEMIDJI, MN 56601

MICAH JOSEPH FRIEZ
KATIE ANN FRIEZ
700 MINNESOTA AVE NW
BEMIDJI, MN 56601

MILDRED L SMITH TRUSTEE
MILDRED SMITH RVC LVG TRUST
PO BOX 63
BEMIDJI, MN 56619

LARISSA A DONOVAN
719 BELTRAMI AVE NW
BEMIDJI, MN 56601

THOMAS J DOWNS SR TRUSTEE
TOM & JULIE DOWNS TRUST
2717 BIRCHMONT DR SE
BEMIDJI, MN 56601

MCLANE L C JACOBSEN
KATRIN E JACOBSEN
3009 RAINIER CT
BURNSVILLE, MN 55337

DOUGLAS A FULLER
JERI L FULLER
2004 GROTTA AVE NE
BEMIDJI, MN 56601

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

PRIME REALTY & PROPERTY MANAGEMENT
17970 366TH ST
BAGLEY, MN 56621

KIMBERLEE DEVANNA NELSON
WILLIAM DONALD NELSON-SPLICHAL
7002 BEMIDJI AVE N
BEMIDJI, MN 56601

BOX RUSH LLC
3754 E MENLO ST
MESA, AZ 85215

BELTRAMI COUNTY
701 MINNESOTA AVE NW
BEMIDJI, MN 56601

TANYA HERVEY
907 BEMIDJI AVE N
BEMIDJI, MN 56601

ROBERT J BOYER
CHARLYNN M BOYER
707 BELTRAMI AVE NW
BEMIDJI, MN 56601

PATRICK R MILLER
MARY L MILLER
717 BELTRAMI AVE NW
BEMIDJI, MN 56601

SUSAN K CUTLER
907 MINNESOTA AVE NW
BEMIDJI, MN 56601

SYDNEY A BURNS
807 MINNESOTA AVE NW
BEMIDJI, MN 56601

THOMAS E GENNES
940 LAKEWOOD CIR NW
WARROAD, MN 56763

PROPERTY GUYS LLC
5432 SAILOR LANE
BROOKLYN PARK, MN 55429

UNITED METHODIST CHURCH
PO BOX 607
BEMIDJI, MN 56619

DARWIN D WIEBOLT
DEBRA K WIEBOLT
5317 SWAN LN NE
BEMIDJI, MN 56601

SUSAN LYNN DUPAY HUDSON
921 MINNESOTA AVE NW
BEMIDJI, MN 56601

BEMIDJI STATE RENTALS LLC
10035 RUSSELL AVE N APT 9
BROOKLYN PARK, MN 55444

ARIANNA R HADY
809 MINNESOTA AVE NW
BEMIDJI, MN 56601

MARIE C LAMERE TRUSTEE
MARIE C LAMERE LIVING TRUST
914 AMERICA AVE
BEMIDJI, MN 56601

STANLEY LINDAHL
BREANNE K LINDAHL
915 BEMIDJI AVE N
BEMIDJI, MN 56601

PROPERTIES NORTH LLC
18664 FREDENBURG RD SW
SOLWAY, MN 56678

SUNDEM PROPERTIES LLC
10035 RUSSELL AVE N # 9
BROOKLYN PARK, MN 55444

STATE - IN TRUST

GINA MARIE BERNARD
817 MINNESOTA AVE NW
BEMIDJI, MN 56601

MARLA J MORRIS
915 BELTRAMI AVE NW
BEMIDJI, MN 56601

DANIELLE THORWARDSON
917 MINNESOTA AVE NW
BEMIDJI, MN 56601

IAN PAUL TROSEN
919 BELTRAMI AVE NW
BEMIDJI, MN 56601

LOST KEYS BEMIDJI LLC
23395 COUNTY 9
BEMIDJI, MN 56601

PATRICK W KNAPP
716 MINNESOTA AVE NW
BEMIDJI, MN 56601

MANDY FALDET
BENJAMIN FALDET
263 CRANE LAKE VW NW
BEMIDJI, MN 56601

KOLENE CELESTE LOESCH
812 AMERICA AVE NW
BEMIDJI, MN 56601

MARY SMERUD
311 8TH ST NW
BEMIDJI, MN 56601

HMK HOMES, LLC
2868 E LISMORE RD
DULUTH, MN 55804

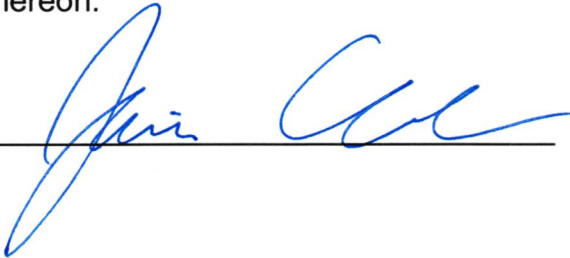
CRYSTAL ARMS 2.1 LLC
KEVIN R CRYSTAL
940 SADDLEBROOK CURV
CHANHASSEN, MN 55317

BEMIDJI PROFESSIONAL BLDG INC
205 7TH ST NW
BEMIDJI, MN 56601

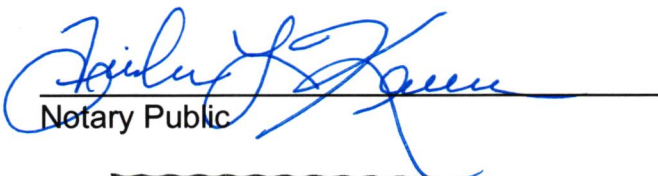
AFFIDAVIT OF SERVICE BY MAIL

STATE OF MINNESOTA)
) SS
COUNTY OF BELTRAMI)

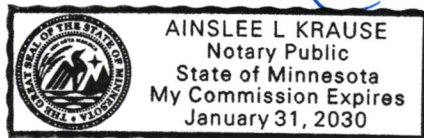
Jamin Carlson, being first duly sworn, on oath deposes and states that on the 6th of July, 2026, he/she served the attached Hearing Notice upon each of the following parties on the attached list by depositing in the U.S. Mail, envelopes properly sealed with postage prepaid thereon.



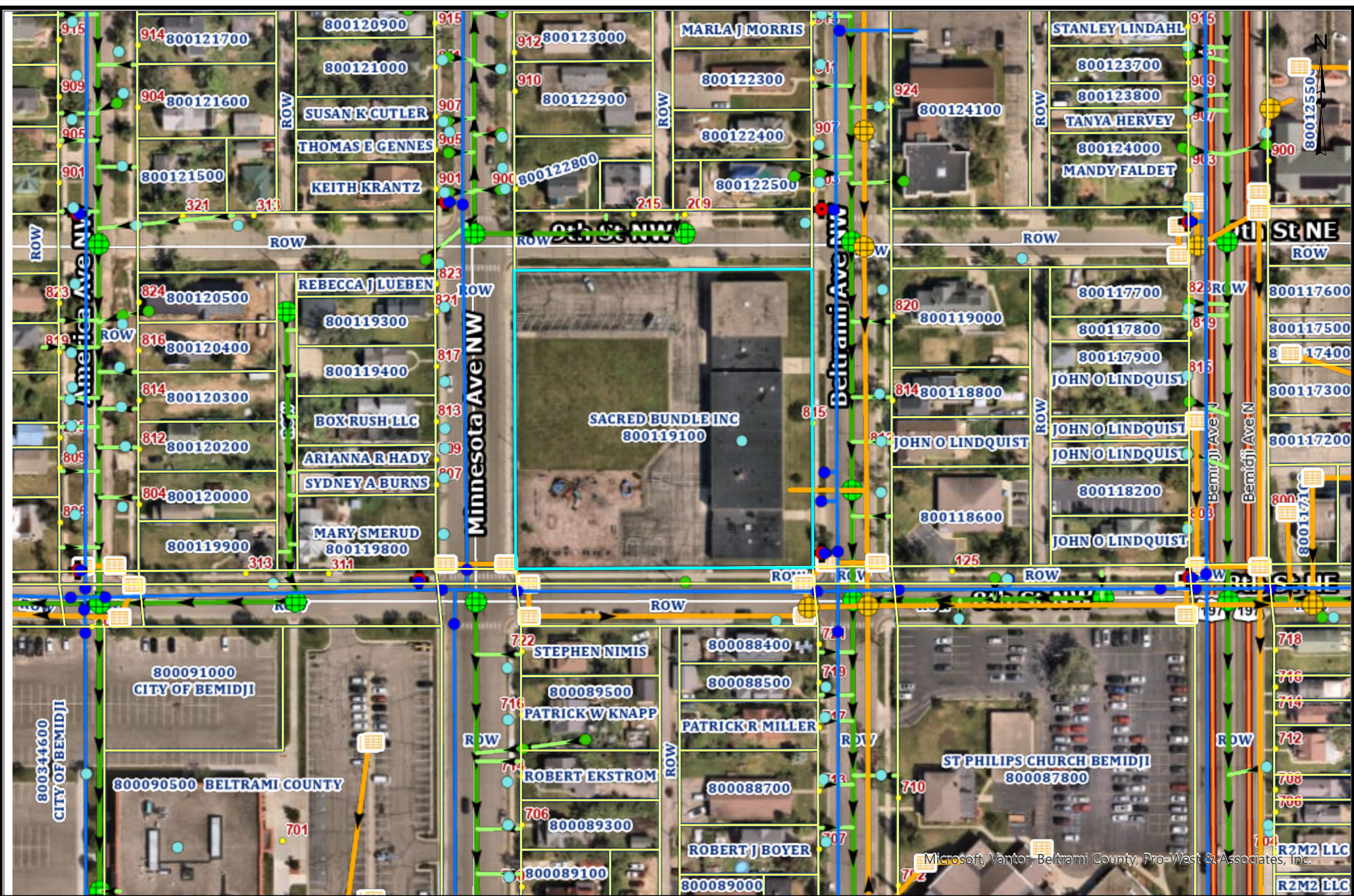
Subscribed and sworn to before me
this 6th day of July 2026.



Notary Public

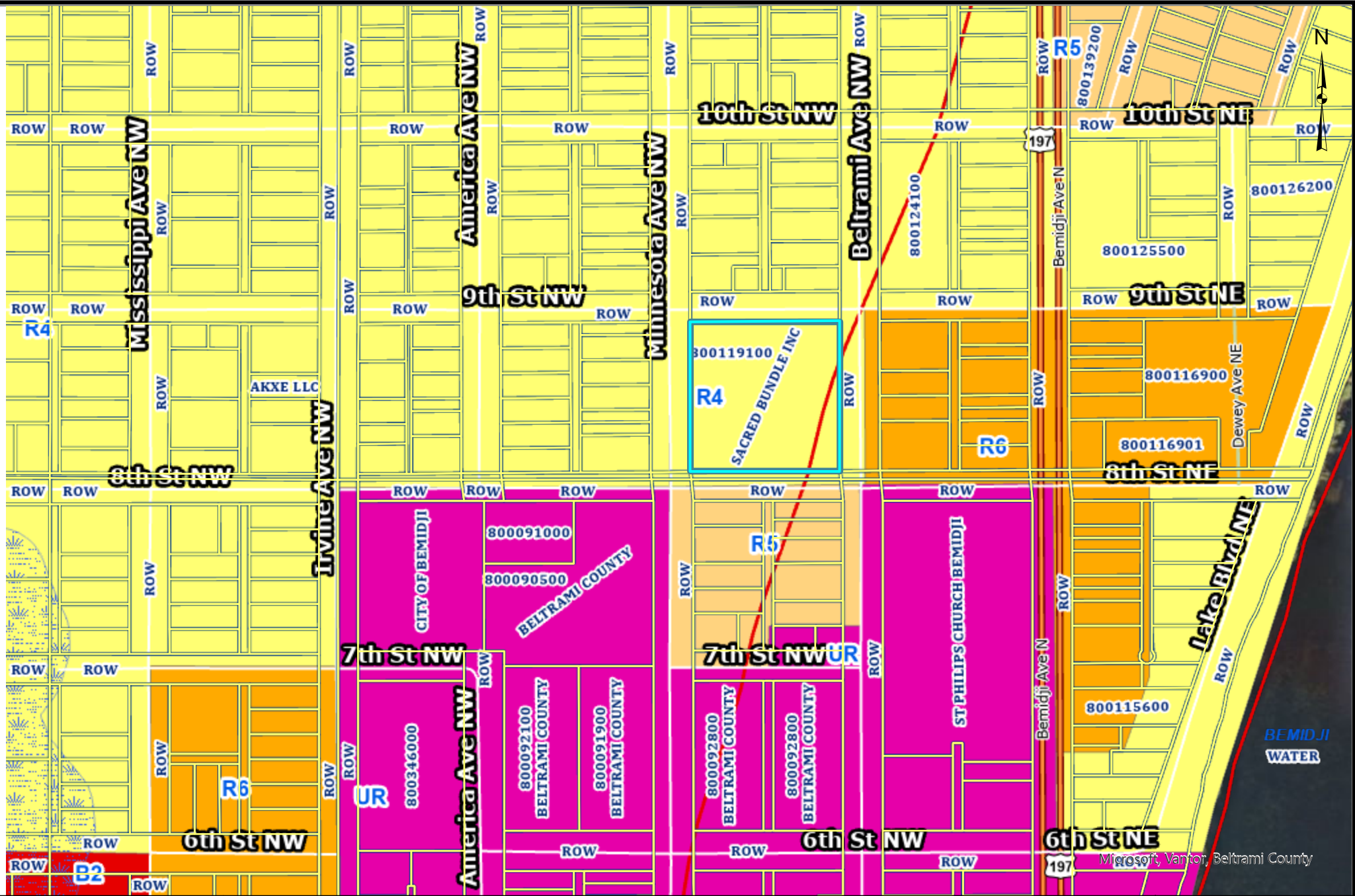


Planning Case: **Land Use Map Amendment (Rezone) and Concept Planned Unit Development (PUD) Requests for 80.01191.00 – ZOA-2026-0004 and SUB-2026-0003**



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	Aerial Map
	Date: 7/1/2026
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.

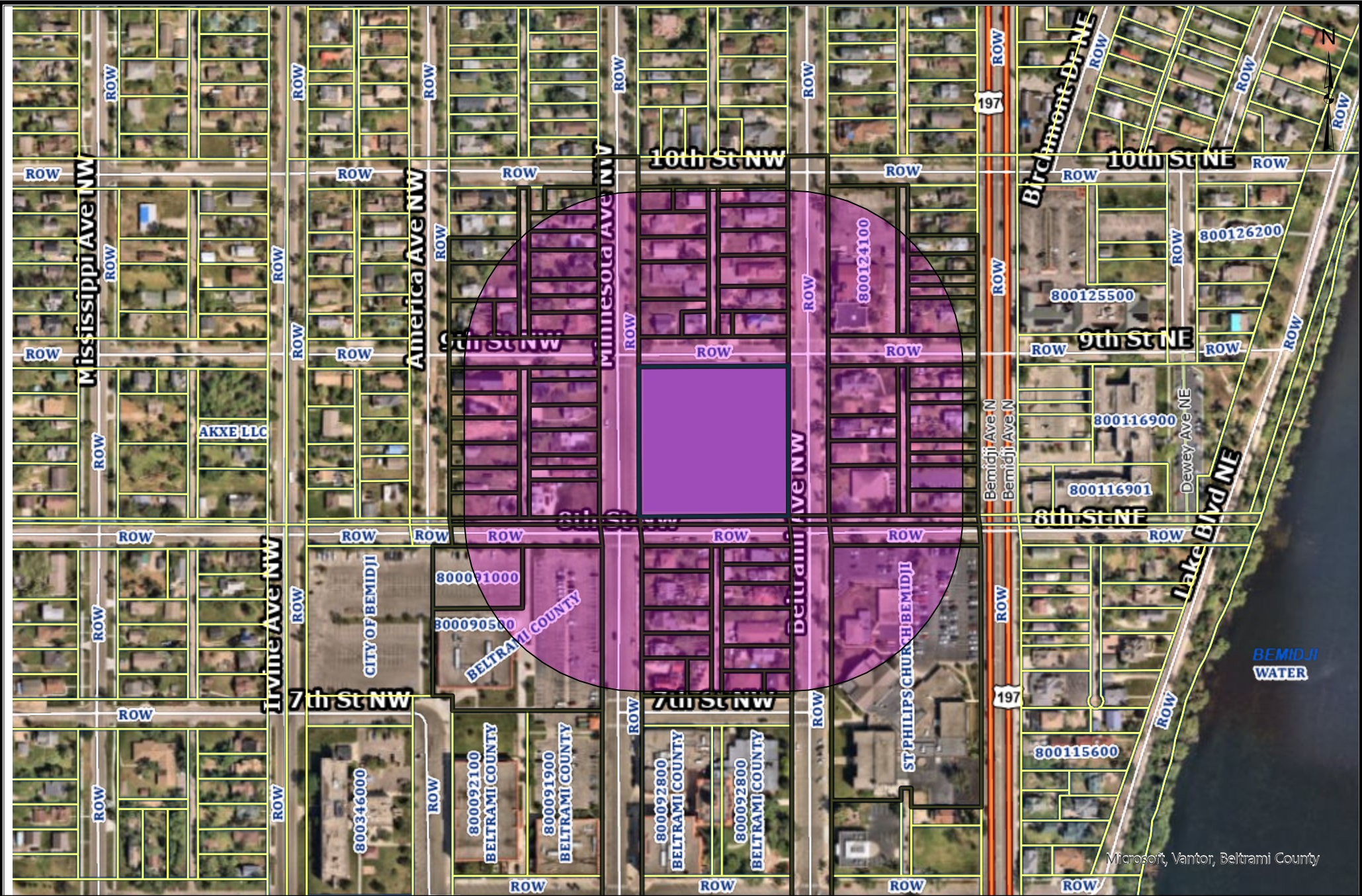
Zoning Map

1:4,514

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

Date: 7/1/2026





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.

Buffer Map

1:4,514

Date: 7/1/2026

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:

Anjana Bhadoriya, 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.

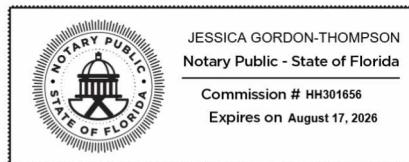
1. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
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, July 11, 2026
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.

Anjana Bhadoriya

(Signed) _____

VERIFICATION

State of Florida
County of Orange



Subscribed in my presence and sworn to before me on this: **07/13/2026**

J. R. A.

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, July 23, 2026, 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):

Rezoning Request & Concept Planned Unit Development Request: - Erika Bailey-Johnson representing Sacred Bundle Inc., is requesting a Land Use Map Amendment (Rezoning) from R-4 Moderate Density Residential to R-6 Multiple Family Zoning District and a Concept Planned Unit Development (PUD) to develop a multi-phase mixed use project to include in the first phase on the main level public computer lab, meeting spaces, community space, and offices. In the second phase, the basement level may have a commercial kitchen and workshops. On the second floor, they will convert old classrooms into apartments. The subject property is located at 815 Beltrami Ave NW (PIN 80019100) in the City of Bemidji.

Conditional Use Permit Request: - Russ Schramm of HTG Architects, representing the National Bank of Commerce, is requesting Conditional Use Permits to remodel and build an addition to the existing Bank or Financial Institution and to remove more than 40% of the existing high-quality significant trees on the site. The subject property is located at 1260 Paul Bunyan Dr NW (PIN: 800302600) in the City of Bemidji. The property is in the B-2 General Commercial District and the HWY 197 Overlay.

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, July 17, 2026**, so they may be incorporated into the staff report to the Planning Commission. (Jul. 11, 2026)

The City of Bemidji Planning and Zoning Department

PLANNING CASE: SUP-2026-0005	MEETING DATE: October 28 th , 2021
APPLICANT: Russ Schramm for National Bank of Commerce	60-DAY RULE DATE: August 31st, 2026
PROCEEDING: Conditional Use Permit – Bank & Tree Removal Greater Than 40%	ZONING DISTRICT: General Commercial Zoning District (B-2) & Hwy 197 Overlay
PREPARED BY: Jamin Carlson Planning Director	EXHIBITS: Zoning Map, Aerial Map, Application, Site Plans, Supporting Documentation

PLANNING REPORT

SUMMARY OF REQUEST

SUP-2026-0005: - Russ Schramm of HTG Architects, representing the National Bank of Commerce, is requesting Conditional Use Permits to remodel and build an addition to the existing Bank or Financial Institution and to remove more than 40% of the existing high-quality significant trees on the site. The subject property is located at 1260 Paul Bunyan Dr NW (PIN: 800302600) in the City of Bemidji. The property is in the B-2 General Commercial District and the HWY 197 Overlay.

BACKGROUND

Russ Schramm from HTG Architects representing National Bank of Commerce (Applicant) reached out to staff earlier this spring to discuss expansion/remodel plans for the property. It was noted to the Applicant that any expansion or intensification would require a conditional -use permit (CUP). The Applicant plans to add onto the existing building and redesign the drive-thru along with removing all the existing high-quality significant trees on site. Currently, the business exists as a bank with a drive through and was formerly Deerwood Bank. It was brought to planning staff and the Applicant's attention that the adjoining property to the south (1st National Bank) has private access easements in place on the Applicant's property to access Paul Bunyan Drive from the south lot. 1st National Bank owned the Applicant's property in the past and added the private easements when the property was sold to the previous owner(s).

Planning staff were present at a MNDOT meeting on July 16th with Mr. Schramm to discuss access onto Paul Bunyan Drive. It was discussed between the Applicant & MNDOT how MNDOT would like to reduce the access from presently two down to one, citing safety concerns along with the access management plan.

It is the intent of the Code that all legally established nonconformities existing as of the date of the Code are allowed to continue, but will be restricted as to any expansion, additions, or intensification of a use unless they come closer to compliance; and in this case a CUP is required per the Code.



Figure 1 A rendering of the proposed addition/remodel.

DISCUSSION/DEVELOPMENT ANALYSIS

Planning Considerations

All Conditional/Interim Use Permits must follow the general requirements including process, criteria, and findings. A conditional use permit is recorded and runs with the land, not with the owner/applicant. An interim use permit runs with the owner/lease holder and terminates when the property changes hands.

Per City of Bemidji Code:

Conditional Use: A land use or development as defined by ordinance that may be allowed only after an in-depth review procedure and with appropriate restrictions or conditions as provided by this development code upon a finding that standards and criteria stated in this code will be satisfied. A conditional use must conform to the City of Bemidji Land Use Plan and be compatible with the existing neighborhood.

Parking and Traffic

Section 409 of the Ordinance does not define banks/financial institutions within the parking requirements; however, business and professional offices are required to have one (1) space for each three hundred (300) square feet of gross-floor area, plus one (1) additional space for each employee on max shift. Based on the maximum design capacity, this building is required to have a total of 34 parking spaces and the site plans show 34 parking spaces.

Landscaping/trees

The Applicant is proposing to removal all the existing high-quality trees on the site. The plans show that they will meet the base minimum landscaping standards for replacement of the trees, however, this will not replace the caliper inches lost due to removal of mature trees.

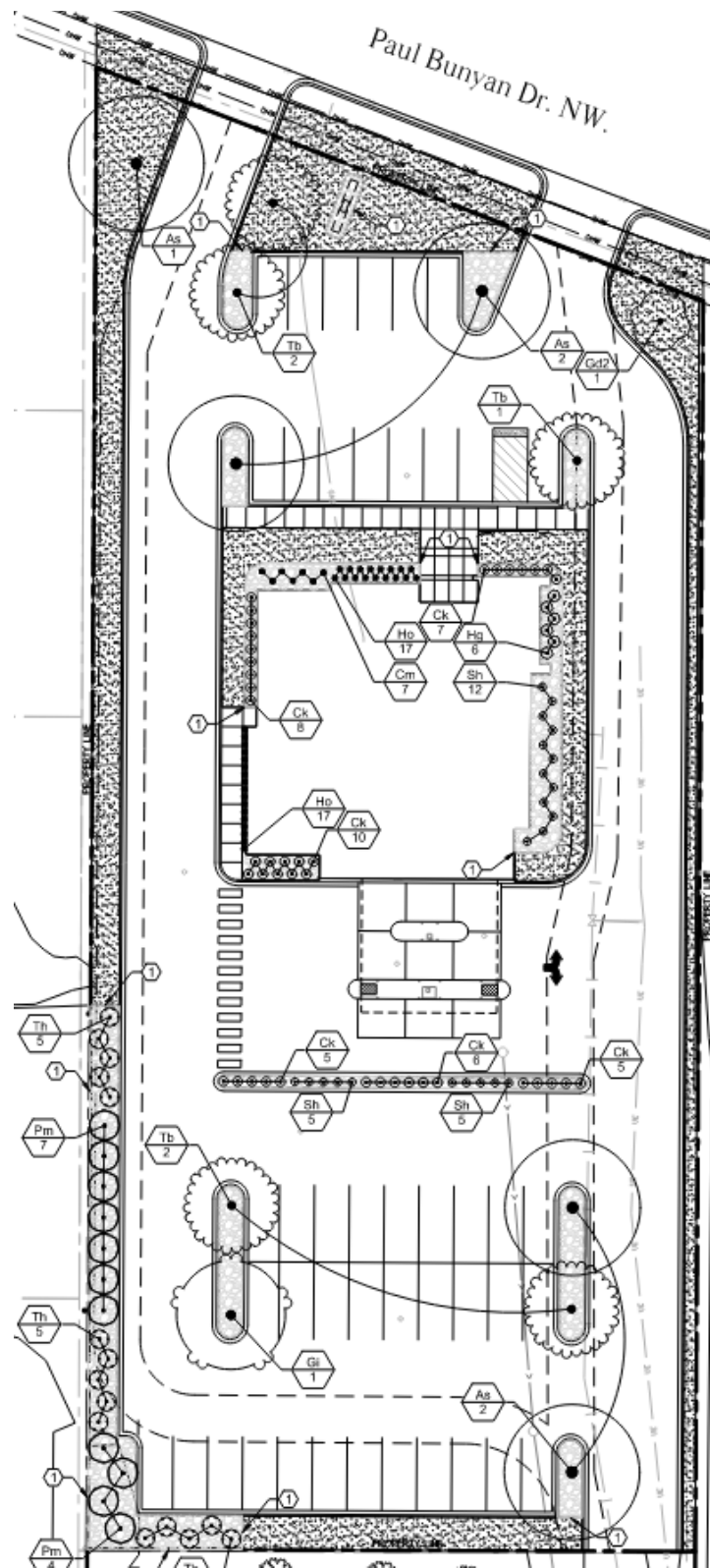


Figure 2 Landscaping plan showing tree locations.

Lighting

All exterior lighting proposed for this site must meet Section 408 of the Ordinance. A lighting plan showing fixtures and placement will need to be submitted for approval prior to building permit being issued.

Signage

All signage must comply with Sections 28-252, 28-257 & 28-258 of the Ordinance.

Trash Handling

All dumpsters or recycling containers located on-site shall be fully enclosed complying with Section 28-402 of the Ordinance. Such areas shall be completely screened and enclosed on all sides, except the roof, with an enclosure or screening wall with durable and opaque material at a minimum of six (6) feet in height. The submitted site plans have not indicated a trash enclosure at this time.

COMMENTS

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

Good afternoon,

I have no major engineering related concerns with this proposed CUP.

The development itself will be required to submit plans completed by a licensed civil engineer with the State of Minnesota for approval prior to construction. These engineering plans will include, but not limited to, grading & drainage, erosion control, utility plan, and site plan sheets. Stormwater calculations will need to accompany these engineering plans meeting the pre- and post- stormwater calculations and water quality thresholds provided in the City of Bemidji's Stormwater Design Guide for redevelopment.

Thank you,

*Sam Anderson, P.E. | City Engineer/Director of Public Works | City of Bemidji
218-333-1851 | sam.anderson@ci.bemidji.mn.us*

[MNDOT | Troy Schroeder, Senior Planner, MnDOT District 2](#)

Letter attached on access off Hwy 197.

Neighboring Property Owner Comments:

A letter was submitted by the neighboring property owner regarding private access easements (attached).

COMPREHENSIVE PLAN REFERENCES

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

- 2. Identify areas where commercial and industrial uses should be located, specifically adjacent to highways with controlled access where noise, odor, dust, and glare will have minimal impact.** *When reviewing new commercial and industrial land uses, ensuring these areas are appropriate and compatible with opportunity to be successful. Piecemeal development of industrial and commercial land uses can increase urban sprawl and have negative impacts on existing, less intense surrounding land uses.*

Objective 9.1 Design and Construct Transportation Facilities with Livability in Mind

Livable streets can be accomplished through improving multimodal transportation, including walkability through urban corridors. Corridors can be enhanced with arts and culture that match the character of the community. Livable street corridors can accomplish many other objectives, including interconnectivity of other land uses, increasing safety for users, promoting healthy lifestyles, and improving aesthetics.

5. Develop traffic safety policy and guidelines to protect the transportation system.

Development can impact the transportation system in positive and negative ways. It is imperative that traffic impacts are properly studied in coordination with development requests, and whenever possible development should improve the transportation system. Negative impacts such as increased vehicular traffic congestion can in turn create barriers for multi-modal transportation, when roadways become unsafe to share with vehicle traffic. Continue to develop a transportation grid system that connects all forms of multi-modal transportation.

The proposed use in this district is consistent with the City of Bemidji Comprehensive Plan, as well as the City of Bemidji Code; provided the CUP process is followed, and specific conditions are met to assure compatibility with surrounding uses.

Zoning Ordinance References

Section 28-9 – Definitions

Section 28-81– Allowed, Permitted, Conditional, and Interim Uses

Section 28-82 – Land Use Matrix

Section 28-122 – Lot Size and Bulk Regulations by Zoning Districts

Section 28-252 – Signs Permitted in the B-1 & B-2 Zoning District

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

Section 28-408 – Lighting Standards

Section 28-409 – Parking Standards

Section 28-524 – Conditional Use or Interim Use Permits

RECOMMENDATION & FINDINGS

Conclusion based on the Ordinance and the Comprehensive Plan.

The Planning Commission must decide whether the conditions are sufficient for request of a conditional use permit (CUP) for a remodel/expansion of an existing bank and for removal of more than 40% of the high-quality significant trees on parcel 80.03026.00, located at 1260 Paul Bunyan Dr. NW within the City of Bemidji.

The following conditions and findings of fact:

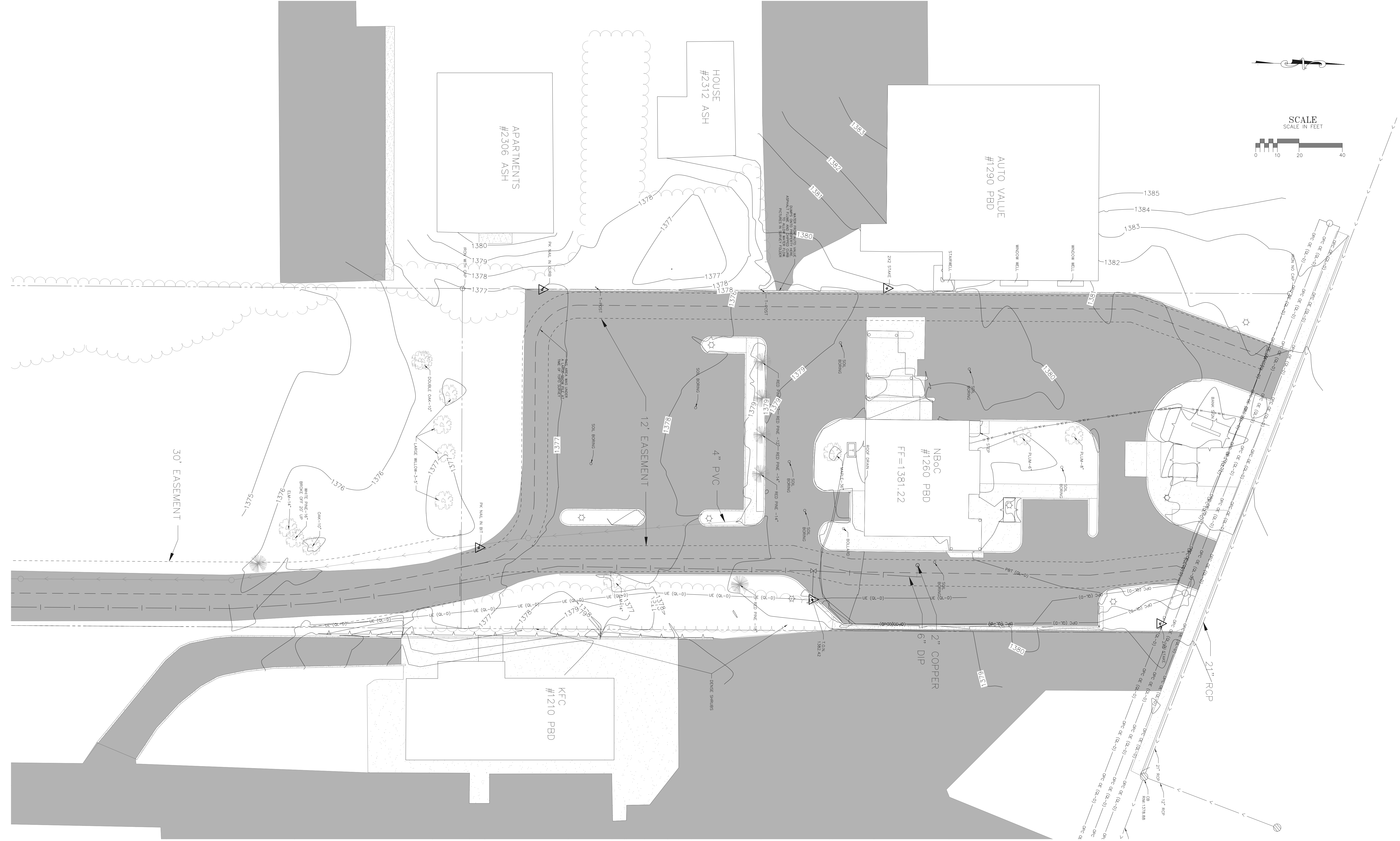
Conditions

1. The Applicant shall work with MNDOT to address access to Hwy 197.
2. The Applicant will work with the abutting neighbor to the south on existing easement access to Hwy 197.
3. Final building plans will need to be approved by the City of Bemidji Building Department and Bemidji Fire Department, with a building permit obtained prior to construction.
4. All exterior lighting on-site shall comply with Section 28-408 of the Ordinance; a lighting plan shall be submitted with final building plans for Planning Department review.

5. All signage needs to meet Sections 28-252; 28-257 & 28-258 of the Ordinance and a permit must be obtained prior to any signage being placed on site.
6. All dumpsters on-site shall be fully enclosed complying with Section 28-402 of the Ordinance.
7. The developer/owner shall enter into a development agreement with the City of Bemidji prior to construction.
8. Final engineering grading, drainage and utility plans will need to be approved for review by Planning staff and Public Works staff before any construction can commence.
9. A landscaping plan with a total of 12 trees planted throughout the site including four trees in the front yard setback shall be submitted for final approval to Planning staff.
10. The CUP shall expire and become void if the use it allows is not substantially started within twelve (12) months of 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 City of Bemidji may, at the written request of the owner, grant an extension to this deadline not to exceed an additional twelve (12) months.

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.**
No. A bank conforms to the zoning regulations as permitted CUP use in the (B-2) General Commercial Zoning District & 197 Overlay. The proposed use as an addition/expansion is not anticipated to adversely affect, nor create an unreasonable level of disruption or interference upon the surrounding commercial and multi-family areas.
2. **Whether the proposed use adversely affects traffic conditions and parking on adjacent streets and land.**
No. Increases in traffic or other negative impacts are not anticipated as this business will be located off Hwy 197. The site will have adequate off-street parking and the ingress and egress to and from the site.
3. **Whether the proposed use adversely affects property in the surrounding area.**
No. Adverse impacts upon the surrounding area are not anticipated with this proposal as a bank is within the zoning regulations. Any future changes shall be reviewed in accordance with all zoning requirements.
4. **Whether the proposed use is in conformance with the community's Comprehensive Plan or Land Use Plan.**
Yes. 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 CUP.
5. **Whether adequate utility, drainage and other such necessary facilities have been or can be provided.**
Yes. The property will have adequate infrastructure and will be served by City services.



REVISIONS:				
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 J. FULLER REG. NO. 59392

FG

FREEBERG & GRUND

DESIGNED	MJF	
DRAWN	BRC	
CHECKED	MJF	
APPROVED		
	BY	DATE

NATIONAL BANK OF COMMERCE
1260 PAUL BUNYAN DRIVE NW
BEMIDJI, MINNESOTA

SITE OVERVIEW

PROJECT NO.
25021

C - 1

SITE PLAN NOTES:			
LOT ZONING: B2 - GENERAL COMMERCIAL			
MAIN LEVEL:	5,315 S.F.		
LOWER LEVEL:	1,618 S.F.		
TOTAL:	6,993 S.F.		
PARKING REQUIRED:	34 STALLS (1/300 SF. + 1 PER EMPLOYEE)		
PARKING SHOWN:	34 STALLS		
PARKING STALL SIZE:	9'-0" x 20'-0"		
TOTAL LOT AREA:	55,321 S.F.		
BUILDING FOOTPRINT:	6,933 S.F.		
LANDSCAPE SHOWN:	10,814 S.F. (20%)		
IMPERVIOUS SURFACE COVERAGE:	44,453 S.F. (80%)		
BUILDING SETBACKS:	FRONT- 30' REAR- 20'	SIDE- 10'-0"	
PARKING SETBACKS:	FRONT- 5' REAR- 5'	SIDE- 5'-0"	

www.htg-architects.com
Minneapolis Bismarck

PROJECT

ADDITION / REMODELING

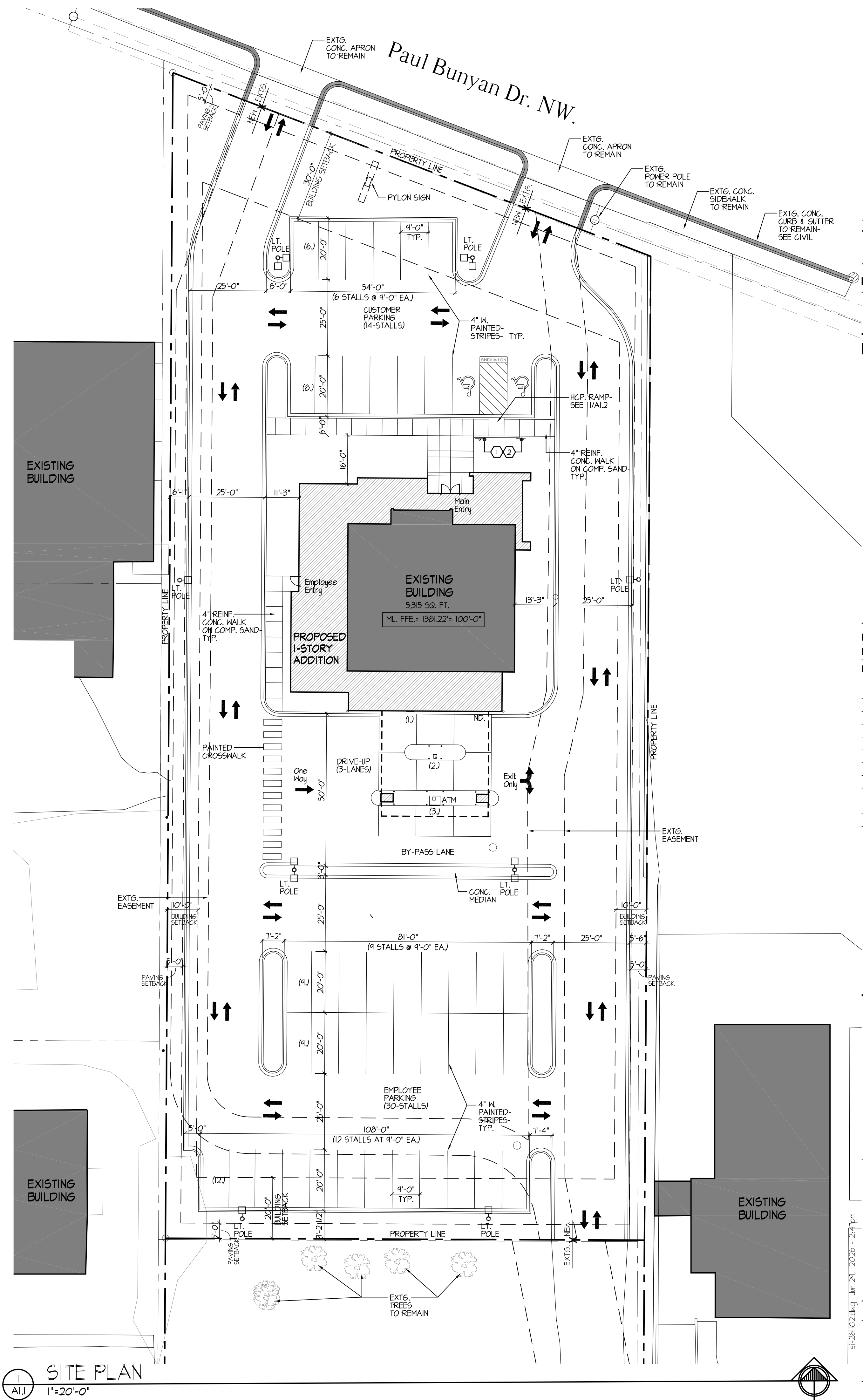
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REG. NO. _____ DATE _____

SITE PLAN

DRAWN BY: HLH. CHECKED BY: RES.

261102 SI-261102
COPYRIGHT © BY HTG ARCHITECTS



PROJECT

NATIONAL BANK OF COMMERCE

ADDITION / REMODELING

1260 PAUL BUNYAN DR. NW.
BEMIDJI, MINNESOTA

ISSUED SET	
REVISIONS	
DATE	NO.

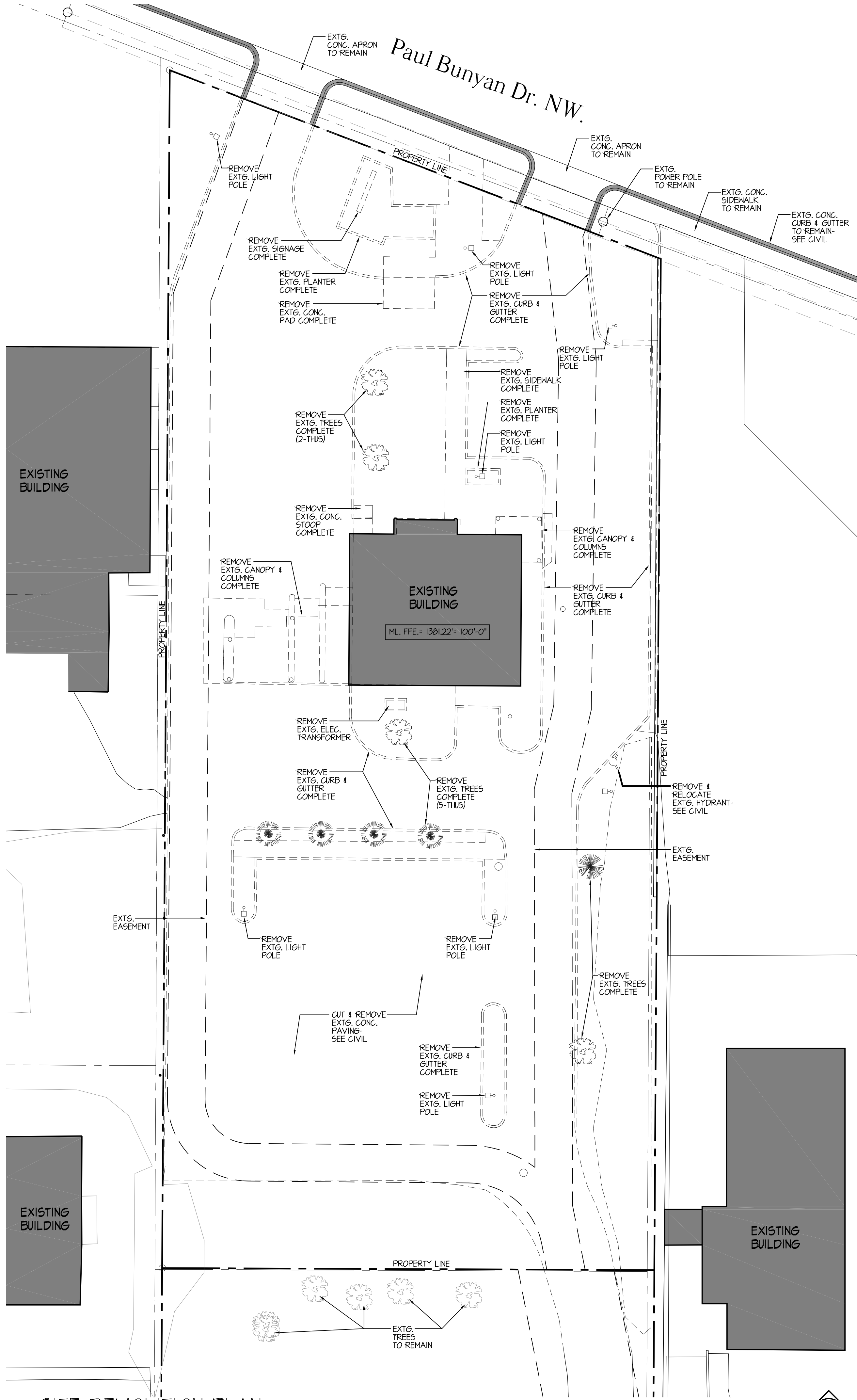
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION
OR REPORT WAS PREPARED BY ME OR UNDER MY
DIRECT SUPERVISION, AND THAT I AM A DULY
LICENSED ARCHITECT UNDER THE LAWS OF THE
STATE OF MINNESOTA

REG. NO. DATE

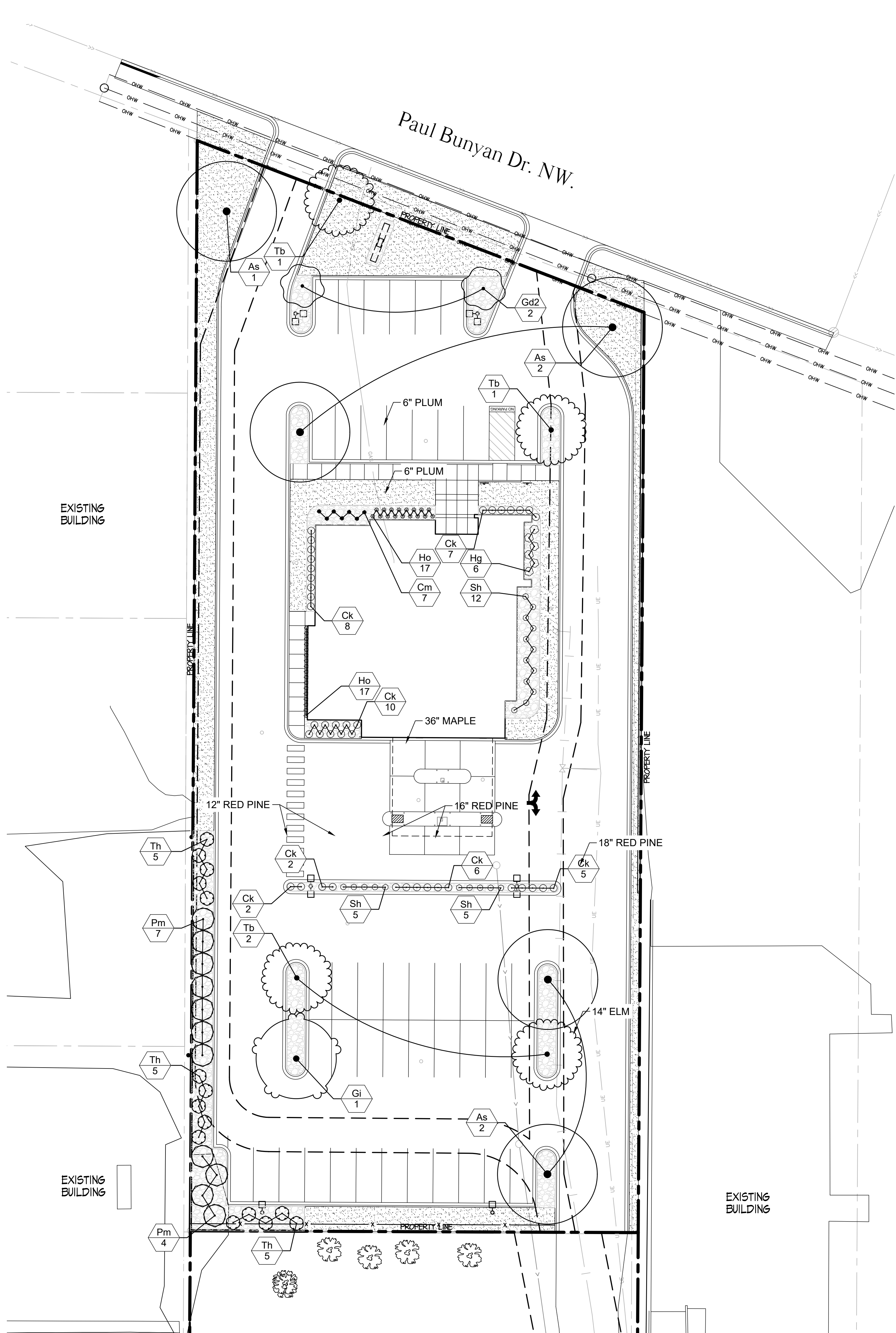
SITE DEMOLITION PLAN

DRAWN BY: HLH. CHECKED BY: RES.

D1.1



SITE DEMOLITION PLAN
1"=20'-0"



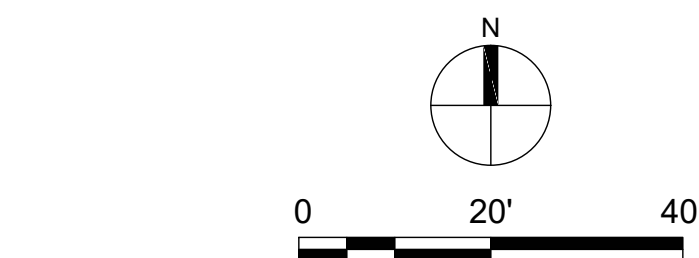
BEMIDJI - SEC. 28-405 - SCREENING

- A. WHERE ANY BUSINESS OR INDUSTRIAL USE (I.E. STRUCTURE, PARKING OR STORAGE) IS ADJACENT TO OR WITHIN 100 FEET OF PROPERTY ZONED FOR RESIDENTIAL USE, THAT BUSINESS OR INDUSTRY SHALL PROVIDE SCREENING ALONG THE BOUNDARY OF THE RESIDENTIAL PROPERTY. THE SCREENING REQUIRED SHALL CONSIST OF A WALL, FENCE OR DENSELY PLANTED COMPACT EVERGREEN HEDGE NOT LESS THAN FIVE FEET OR MORE THAN EIGHT FEET IN HEIGHT THAT BLOCKS DIRECT VISION BUT SHALL NOT EXTEND TO WITHIN 15 FEET OF ANY STREET RIGHT-OF-WAY. LANDSCAPING SHALL BE REQUIRED BETWEEN THE SCREENING AND PAVEMENT. ALL REQUIRED SCREENING SHALL BE INSTALLED BY THE OWNER OF PROPERTY WHICH CREATES THE NEED FOR SAID SCREENING. COMPACT EVERGREEN HEDGES MAY INITIALLY BE PLANTED ACCORDING TO THE LANDSCAPING REQUIREMENTS AS A POTTED OR BALL AND BURLAP PLANT MEASURING A MINIMUM OF NO LESS THAN THREE FEET IN HEIGHT. WHILE MANY EVERGREENS ARE SLOW GROWING, OTHERS CAN GROW QUITE QUICKLY ONCE ESTABLISHED. MOST EVERGREENS, SUCH AS PINE OR SPRUCE TREES, AND OTHER CONIFEROUS LANDSCAPE APPROVED SPECIES ARE ALLOWED TO GROW NATURALLY TO REQUIRED MINIMUM HEIGHTS. SUCH PLANTINGS TO MEET THIS DEFINITION SHALL ENSURE THERE IS ENOUGH ROOM ON ALL SIDES FOR SUCH TREES TO SPREAD OUT AND ACHIEVE THEIR NORMAL EXPECTED MATURITY HEIGHT AND WIDTH. FOR FOUNDATION PLANTINGS OR SHRUB BEDS, MANY DWARF EVERGREENS SPECIES SHALL BE DEFINED AS MEETING THIS DEFINITION. SUCH SPECIES SHALL INCLUDE, BUT NOT BE LIMITED TO VARIOUS COMMON NAMES SUCH AS, ARBORVITAE, JAPANESE YEW, HEMLOCK, JUNIPERS, ETC.

BEMIDJI - SEC. 28-406 - LANDSCAPING REQUIREMENTS

OPEN SPACE REQUIREMENTS BY ZONING DISTRICT: GENERAL COMMERCIAL (B-2) | 20%

- DEFINITION OF LANDSCAPE AREA. THE AREA OF THE LOT BETWEEN THE MINIMUM BUILDING SETBACK AND THE STREET OF THE OFFICIAL ADDRESS OF THE LOT
- DESIGN REQUIRED. ORNAMENTAL PLANTS; AND GRASSES; OR VEGETABLE AND FRUIT BEARING PLANTS ARE ALLOWED IN THE LANDSCAPE AREA, BUT THEY MUST BE PLANTED PURSUANT TO A DESIGN. THE DESIGN MUST EITHER BE CREATED BY A PROFESSIONAL LANDSCAPE DESIGNER OR BE CONSISTENT WITH MODEL COMMUNITY SOIL AND WATER CONSERVATION DISTRICT (SWDC) STANDARDS.
- SETBACKS. A THREE FOOT SETBACK MUST BE PROVIDED ALONG THE SIDEWALK OR STREET. A ONE FOOT SIDE YARD SETBACK IS REQUIRED BUT MAY BE REDUCED TO ZERO FEET IF:
 - A FENCE IS INSTALLED ADJOINING THE LANDSCAPE AREA
- PLANTS ALLOWED. ORNAMENTAL PLANTS; NATIVE PLANTS AND GRASSES; AND FRUIT AND VEGETABLE BEARING PLANTS ARE ALLOWED.
- RESTORATION AND ESTABLISHMENT OF NATIVE PLANT COMMUNITIES. RESTORATION OR ESTABLISHMENT OF NATIVE PLANT COMMUNITIES IS ALLOWED IN THE REAR, SIDE OR FRONT YARD. RESTORATION PROJECTS SHOULD BE CONSISTENT WITH THE MN DNR'S BROCHURE, HOW TO USE NATIVE PLANTS FOR LANDSCAPING AND RESTORATION IN MINNESOTA. ORNAMENTAL PLANTS; NATIVE PLANTS AND GRASSES; AND FRUIT AND VEGETABLE BEARING PLANTS ARE ALLOWED.
- FOR NEW CONSTRUCTION AND MAJOR BUILDING ADDITIONS THE FOLLOWING TREE PLANTING REQUIREMENTS SHALL APPLY FOR ALL PARCELS AS THE MINIMUM NUMBER OF TREES REQUIRED FOR DEVELOPMENT:
- COMMERCIAL ZONING DISTRICTS. DEVELOPMENTS SHALL PRESERVE EXISTING, OR PLANT AT LEAST ONE TREE PER 50 LINEAL FEET OF STREET FRONTAGE BETWEEN THE FRONT PROPERTY LINE AND THE MINIMUM FRONT YARD SETBACK LINE. AS PART OF THE DEVELOPMENT SITE PLAN SUBMITTED FOR APPROVAL, THE LANDSCAPE PLAN SHALL ALSO INCLUDE A MINIMUM TOTAL TREE COUNT ACCORDING TO REQUIRED MINIMUM GREEN SPACE AS FOLLOWS:
 - 1-3 ACRES = 1 TREE PER 1,100 SF OF MINIMUM REQUIRED PERVIOUS SITE SURFACE.
 - MODIFICATIONS TO THE TREE PLANTING STANDARDS MAY BE APPROVED BY THE COUNCIL FOR UNIQUE OR UNUSUAL CONDITIONS ASSOCIATED WITH THE DEVELOPMENT.
- LOCATIONS OF TREE PLANTING. TREES SHALL BE PLANTED ON THE SITE BASED ON THE PROPOSED USE WITH SPECIAL CONSIDERATION TO RESTORATION AREAS INCLUDING STEEP SLOPES, COMMON AREAS, BUFFER ZONES BETWEEN DIFFERENT LAND USES AND/ OR ACTIVITIES, AND PROJECT ENTRANCE AREAS. IF THERE IS A LACK OF SUFFICIENT SUITABLE AREA ON THE SITE, THE COUNCIL MAY CONSIDER ALLOWING PLANTING ON OTHER LAND, ESPECIALLY ON OR ADJACENT TO LAND OWNED BY A PARTICIPATING JURISDICTION ON THE COUNCIL (LGU). AREAS REQUIRED TO BE DEVELOPED AS "GREEN SPACE" WITHIN THE PARKING LOT ARE REQUIRED TO CONTAIN AT LEAST ONE TREE PER EACH ISLAND.
- SIZE AND TYPES OF TREES.
 - TREES MUST BE NO LESS THAN THE FOLLOWING SIZES WHEN PLANTED:
 - DECIDUOUS TREES SHALL BE NO LESS THAN ONE AND THREE QUARTER CALIPER INCHES; EXCEPT ON STEEP SLOPES (E.G. SLOPES GREATER THAN 3:1), AND FOR SLOW GROWTH DECIDUOUS TREES SUCH AS BUR OAK, IRONWOOD, ETC. WHICH MAY BE NO LESS THAN ONE AND ONE-QUARTER CALIPER INCHES.
 - CONIFEROUS TREES SHALL BE NO LESS THAN FOUR FEET HIGH. EXCEPT ON STEEP SLOPES WHERE CONIFEROUS TREES SHALL BE NO LESS THAN THREE FEET IN HEIGHT.
 - AS AN ALTERNATE TO THE PRECEDING TWO SIZE REQUIREMENTS, THE COUNCIL MAY APPROVE AN OFF-PREMISE PLANTING SIZE WHICH INCLUDES SEEDLINGS OR BARE ROOT STOCK. THE PLAN MUST PROVIDE FOR AN INCREASED QUANTITY OF TREES, A WATERING MAINTENANCE PROVISION, AND THE TOTAL CALIPER INCHES IN THE THIRD YEAR AFTER PLANTING MUST EQUAL THE ABOVE REQUIRED CALIPER OR SIZE REQUIREMENTS. REQUIRED ESCROW AND LANDSCAPING PERFORMANCE GUARANTEES SHALL BE HELD BY THE COUNCIL DURING THIS ADDITIONAL TIME PERIOD UNTIL A FINAL INSPECTION IS COMPLETED AND APPROVED.
- TREES PLANTED SHALL BE THE SAME SPECIES OR SIMILAR TO THE TREES WHICH ARE LOST OR REMOVED FROM A DEVELOPMENT SITE. A SUGGESTED LIST OF DESIRED TREES IS SHOWN IN THE TABLE BELOW. IN MOST SITUATIONS IT IS RECOMMENDED THAT NOT MORE THAN 40 PERCENT OF THE TREES BE FROM THE SAME SPECIES WHEN PLANTING MORE THAN 20 TREES. INDIGENOUS HIGH QUALITY SPECIES ARE PREFERRED.



LEGEND

- PROPERTY LIMITS
- NEW SOD w/IRRIGATION
- 3" DEEP, 1-1/2" GREY TRAP ROCK MULCH OVER FABRIC

KEYNOTES

- METAL LANDSCAPE EDGING

NOTES

- ALL PLANTINGS SHALL RECEIVE IRRIGATION (SEE L2 - LANDSCAPE DETAILS FOR IRRIGATION NOTES)
- REFER TO PLAN SHEET L2 - LANDSCAPE DETAILS FOR SODDING, SEEDING, FERTILIZER AND TOPSOIL NOTES

PLANT SCHEDULE

CODE	QTY	COMMON / BOTANICAL NAME	CONT.	SIZE
DECIDUOUS TREES				
As	5	SIENNA GLEN® MAPLE ACER X FREEMANII 'SIENNA'	B&B	2 - 1/2" CAL.
Gd2	2	STREET KEEPER® HONEY LOCUST GLEDTISIA TRIACANTHOS INERMIS 'DRAVES'	B&B	2 - 1/2" CAL.
Gi	1	SKYLINE® HONEY LOCUST GLEDTISIA TRIACANTHOS INERMIS 'SKYCOLE'	B&B	2 - 1/2" CAL.
Tb	4	BOULEVARD AMERICAN LINDEN TILIA AMERICANA 'BOULEVARD'	B&B	2 - 1/2" CAL.
EVERGREEN TREES				
Pm	11	MONTGOMERY COLORADO SPRUCE PICEA PUNGENS 'MONTGOMERY'	B&B	6" HT.
Th	15	HOLMSTRUP ARBORVITAE THUJA OCCIDENTALIS 'HOLMSTRUP'	B&B	6" HT.
CODE	QTY	COMMON / BOTANICAL NAME	CONT.	SIZE
PERENNIALS				
Ck	41	KARL FOERSTER FEATHER REED GRASS CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER'	CONT.	3 GAL.
Cm	7	JAPANESE SEDGE CAREX MORROWII	CONT.	3 GAL.
Ho	34	STELLA DE ORO DAYLILY HEMEROCALLIS X 'STELLA DE ORO'	CONT.	1 GAL.
Hg	6	GUACAMOLE HOSTA HOSTA X 'GUACAMOLE'	CONT.	1 GAL.
Sh	22	PRAIRIE DROPSEED SPOROBOLUS HETEROLEPIS	CONT.	3 GAL.

28-406 LANDSCAPE AREA : B2 ZONE REQ. 20% OF THE SITE TO BE LANDSCAPED

TOTAL AREA OF THE SITE = 55,325 SF : 100%
REQUIRED LANDSCAPE AREA = 11,065 SF : 20%
PROVIDED LANDSCAPE AREA = 11,877 SF : 21.47%

28-406.3 FRONTAGE TREE PLANTING REQUIREMENT : 1 TREE PER 50 LF OF FRONT PROPERTY LINE

TOTAL PERVIOUS AREA OF THE SITE = 167 LF / 50
REQUIRED TREES = 4 TREES
PROVIDED TREES = 4 TREES

28-406.3.b TREE PLANTING REQUIREMENT: 1-3 ACRES = 1 TREE PER 1,100 LF OF PERVIOUS SURFACE

TOTAL PERVIOUS AREA OF THE SITE = 11,877 SF/ 1,110
REQUIRED TREES = 12 TREES
TOTAL DECIDUOUS TREES = 12 TREES
TOTAL CONIFEROUS TREES = 24 TREES*
TOTAL PROVIDED TREES = 38 TREES

PROVIDED EVERGREEN TREES TO MEET SCREENING STANDARDS

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PROJECT

NATIONAL BANK OF COMMERCE

ADDITION / REMODELING

1260 PAUL BUNYAN DR. NW.
BEMIDJI, MINNESOTA

ISSUED SET

REVISIONS

DATE NO.

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 LANDSCAPE ARCHITECT UNDER THE
LAWS OF THE STATE OF MINNESOTA

NOT FOR CONSTRUCTION

CURT CLAEYS

45613
REG. NO.

6/16/2026
DATE

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LANDSCAPE
PLAN

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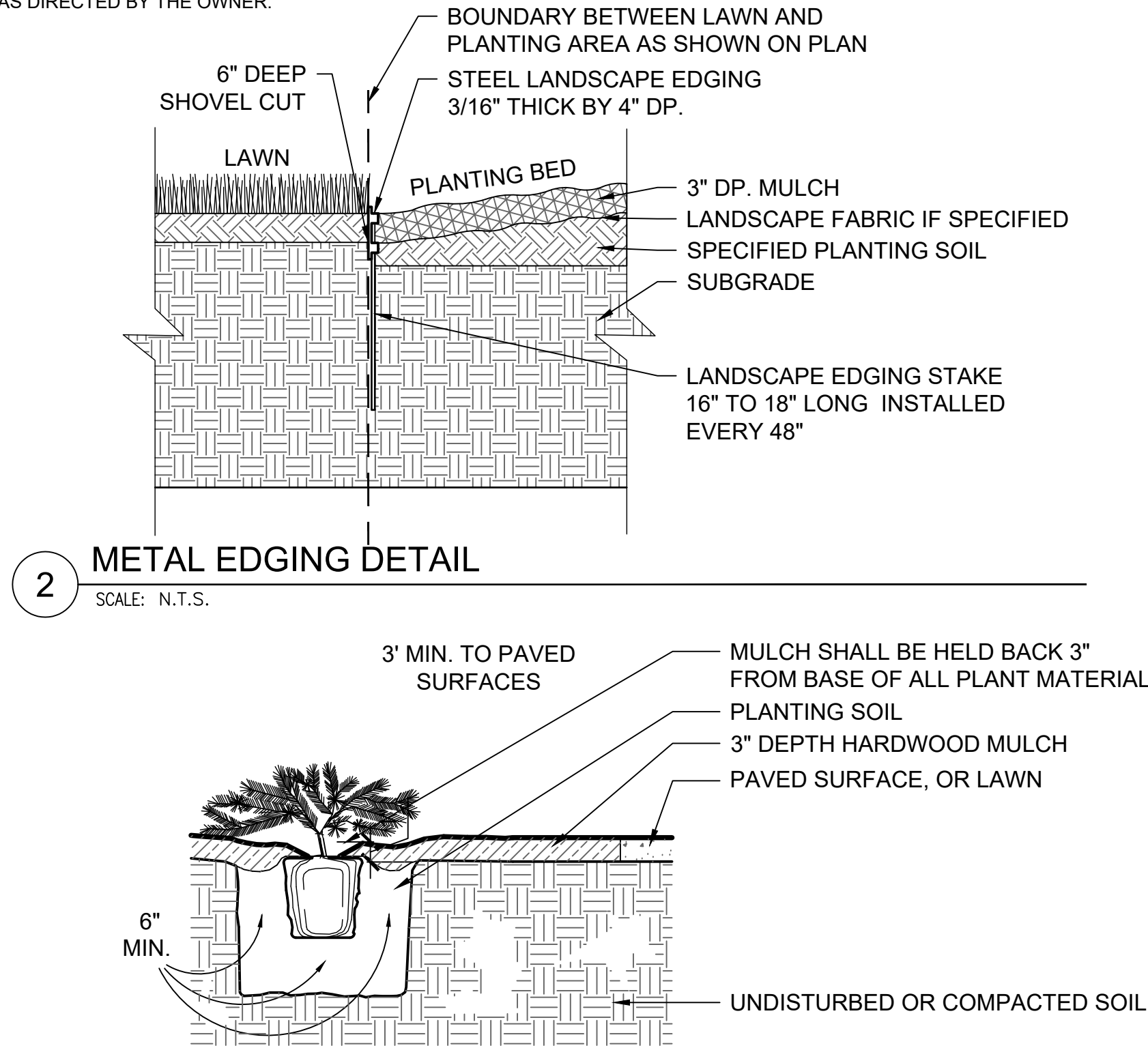
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GENERAL LANDSCAPE NOTES

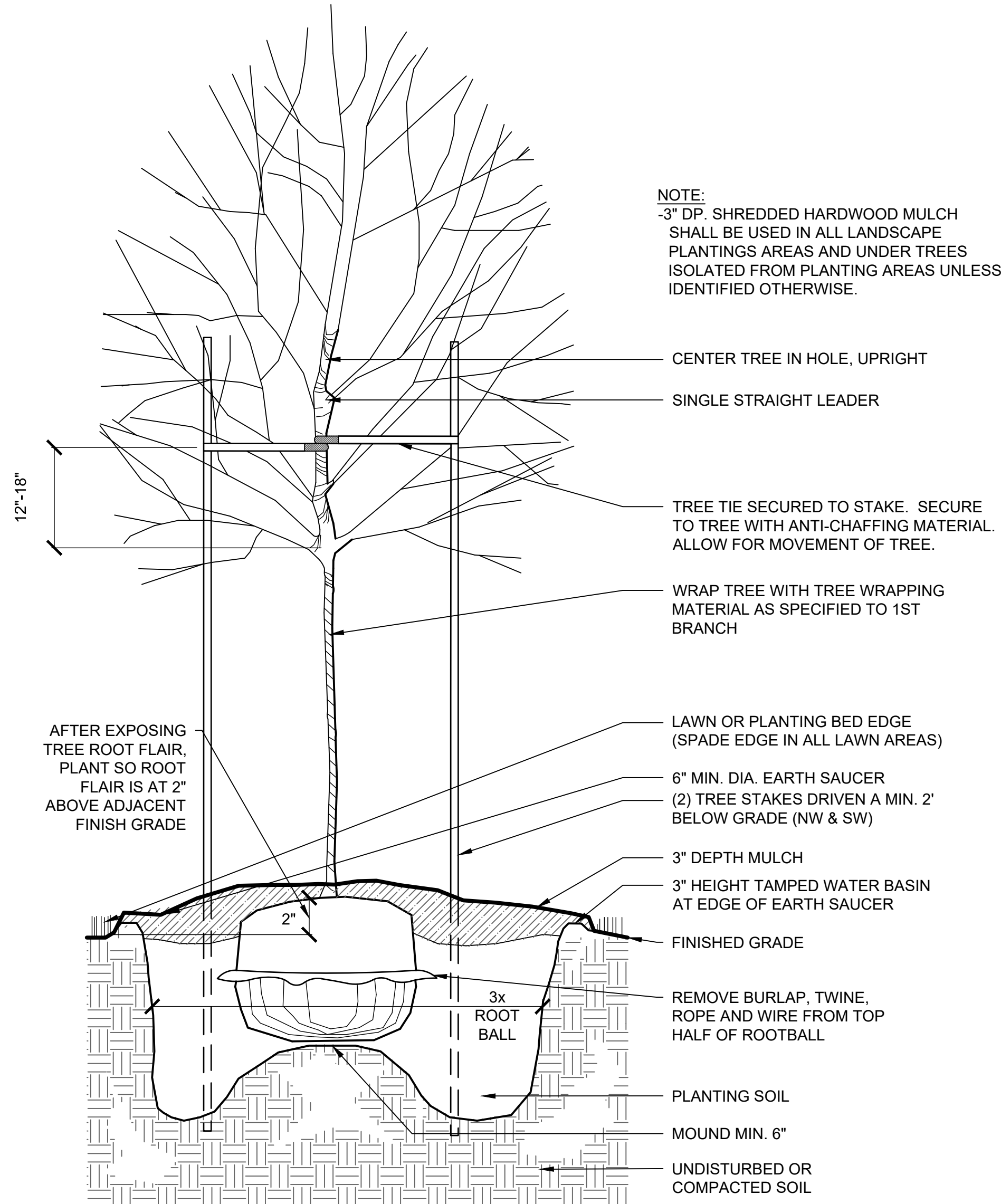
1. LANDSCAPE CONTRACTOR SHALL VISIT THE PROJECT SITE PRIOR TO SUBMITTING A BID TO BECOME COMPLETELY FAMILIAR WITH SITE CONDITIONS.
2. ALL ROUGH AND FINISH GRADING TO BE DONE BY OTHERS.
3. NO PLANTING SHALL BE INSTALLED UNTIL ALL GRADING, BUILDING, CONSTRUCTION, UTILITY WORK & IRRIGATION (IF APPLICABLE) HAS BEEN COMPLETED IN THE AREAS TO BE PLANTED.
4. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO IDENTIFY ALL UNDERGROUND CABLES, CONDUITS, WIRES, ETC., ON THE PROPERTY.
5. IF THERE IS A DISCREPANCY BETWEEN THE NUMBER OF PLANTS SHOWN ON THE PLAN AND THE NUMBER OF PLANTS SHOWN IN THE PLANT LIST, THE NUMBER OF PLANTS SHOWN ON THE PLAN WILL TAKE PRECEDENCE.
6. ALL PROPOSED PLANT MATERIAL SHALL BE LOCATED CAREFULLY AS SHOWN ON THE PLAN. IF THE CONTRACTOR BELIEVES AN ERROR HAS BEEN MADE REGARDING SPACING OR LOCATION OF THE PLANT MATERIAL INDICATED ON THE PLAN, NOTIFY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
7. THE CONTRACTOR IS RESPONSIBLE FOR COMPLETE MAINTENANCE OF THE PLANT MATERIAL (WATERING, SPRAYING, FERTILIZING, MOWING, ETC.) UNTIL THE WORK HAS BEEN ACCEPTED, BY THE OWNER.
8. THE CONTRACTOR IS RESPONSIBLE FOR ALL REPAIRS TO PROPERTY DAMAGE FROM PLANTING OPERATIONS AT NO COST TO THE OWNER.
9. ALL NEWLY PLANTED PLANT MATERIAL SHALL BE GUARANTEED THROUGH ONE CALENDAR YEAR STARTING FROM THE DATE OF ACCEPTANCE ESTABLISHED BY THE OWNER.
10. THE CONTRACTOR SHALL MEET WITH THE OWNER OR OWNERS REPRESENTATIVE ON SITE WHEN THEY FEEL THE PROJECT IS COMPLETE ACCORDING TO THE CONTRACT DOCUMENTS. IF ALL WORK IS SATISFACTORY AND COMPLETE ACCORDING TO THE CONDITIONS OF THE CONTRACT DOCUMENTS, THEN THE OWNER MUST DECLARE THE PROJECT COMPLETE. THIS DECLARATION WILL CONSTITUTE AS THE BEGINNING OF THE ONE (1) YEAR WARRANTY PERIOD FOR ALL PLANT MATERIAL. THE OWNER SHALL PROVIDE A LETTER WITH SIGNATURE STATING THE DATE OF ACCEPTANCE.
11. WIND BURN OR OTHERWISE DAMAGED PLANT MATERIAL WILL NOT BE ACCEPTED.
12. CONTRACTOR CAN SUBSTITUTE MACHINE MOVED MATERIAL USING APPROPRIATE SIZE TREE SPADE FOR B & B WITH OWNER APPROVAL.
13. THE PRACTICE OF STAKING SHOULD NOT ALLOW NAILS, SCREWS, WIRES, ETC. TO PENETRATE THE OUTER SURFACE OF THE TREES.
14. THE CONTRACTOR WILL BE RESPONSIBLE FOR THE REMOVAL OF ALL TREE STAKES, GUYS, STRAPS AND TRUNK PROTECTION MEASURES FOLLOWING THE COMPLETION OF THE WARRANTY PERIOD OR AS DIRECTED BY THE OWNER.
15. LANDSCAPE CONTRACTOR IS REQUIRED TO PROVIDE THE OWNER WITH MAINTENANCE INFORMATION DURING THE GUARANTEE PERIOD RELATING TO WATERING, FERTILIZING, PRUNING, PEST CONTROL, AND RELATED ITEMS. THIS WILL BE PREPARED AND DELIVERED TO THE OWNER AFTER PROVISIONAL INSPECTION APPROVAL HAS BEEN GIVEN BY THE OWNER AND/OR LANDSCAPE ARCHITECT.
16. INSTALL CORRUGATED PLASTIC TREE GUARDS, WHITE IN COLOR, WITH THE SIZE OF TUBE 1" DIA. (MIN.) LARGER THAN THE CALIPER OF THE TREE TO BE PROTECTED.
17. CONTRACTOR TO FURNISH & INSTALL METAL EDGING AS SHOWN ON THE PLANS & DETAILS. METAL EDGING SHALL BE ALUMINUM OR STEEL, BLACK IN COLOR, WITH A MINIMUM THICKNESS OF 1/8" AND 4" DEEP. INSTALL 1 METAL STAKE EVERY 3-1/2 FEET OF EDGING.
18. LANDSCAPE FABRIC (FILTER MAT) TO HAVE A COMBINED WEIGHT OF 4.5-5.5 OZ. PER S.Y. FABRIC SHOULD BE U.V. STABILIZED AND HAVE A FIVE YEAR MINIMUM WEATHERABILITY FACTOR IN FULL SUNLIGHT. FABRIC TO BE PHILLIPS DUON R OR EQUIVALENT. SAMPLE REQUIRED FOR APPROVAL.
19. 3" DEPTH SHREDDED HARDWOOD MULCH SHALL BE INSTALLED UNDER ALL TREES AND SHRUBS THAT ARE ISOLATED FROM GROUNDCOVER AREAS AND GENERAL SHRUB MASSES.
20. 3" DEPTH 1"TO 1-1/2" GREY TRAP ROCK SHALL BE INSTALLED OVER LANDSCAPED FABRIC AS INDICATED ON THE PANS & DETAILS.
21. CALIPER OF TREES UP TO AND INCLUDING 4" SHALL BE MEASURED AT 6" ABOVE GROUND LEVEL, AND 12" ABOVE GROUND LEVEL FOR LARGER SIZES.
22. FOR BALLED & BURLAP PLANT MATERIAL, REMOVE THE TOP HALF OF THE BURLAP FROM THE ROOT BALL. WIRE CAGES, STRAPS, ETC. SHALL BE REMOVED FROM THE TOP HALF OF THE ROOTBALL BEFORE INSTALLATION.
23. ALL CONTAINER MATERIAL SHALL HAVE BEEN GROWN IN CONTAINER FOR A MINIMUM OF 6 MONTHS PRIOR TO INSTALLATION.
24. SHRUBS AND GROUNDCOVER SHALL BE PLANTED A MINIMUM OF ONE HALF THEIR ON-CENTER SPACING FROM PAVING EDGE UNLESS OTHERWISE NOTED.
25. DECIDUOUS SHRUBS SHALL HAVE MINIMUM OF FIVE (5) CANES AT SPECIFIED HEIGHT UNLESS OTHERWISE NOTED IN PLANT SCHEDULE.
26. ALL PERENNIAL BEDS TO RECEIVE ROCK MULCH SHALL HAVE LANDSCAPE FABRIC INSTALLED WITH HOLES FOR PLANTS CUT 2.5 TIMES THE DIAMETER OF THE CONTAINER.
27. LANDSCAPE CONTRACTOR SHALL PROVIDE AND INSTALL NURSERY GROWN PLANT MATERIAL CONFORMING TO THE REQUIREMENTS AND RECOMMENDATIONS OF THE LATEST EDITION OF ANSI Z60.1 STANDARDS UNLESS OTHERWISE NOTED IN THE PLANS OR SPECIFICATIONS.



3. EVERGREEN SHRUB PLANTING (TYP.)
SCALE: N.T.S.

IRRIGATION NOTES

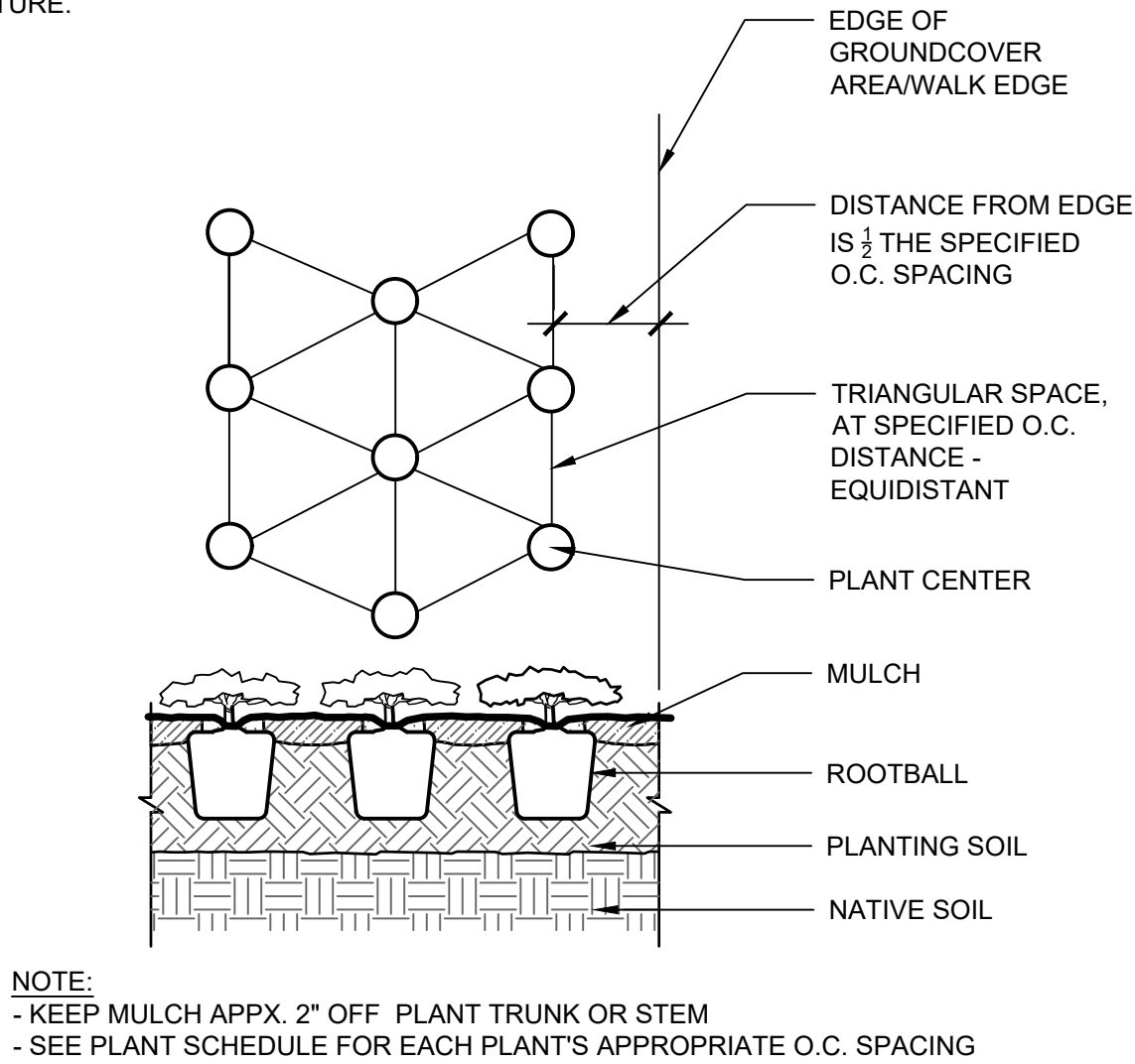
1. PRIOR TO CONSTRUCTION, VERIFY WITH THE GENERAL CONTRACTOR AND ALL LOCAL UTILITY COMPANIES TO LOCATE EXACT LOCATIONS OF UNDERGROUND UTILITIES.
2. THE IRRIGATION SHALL BE DESIGN/BUILD SYSTEM BY THE CONTRACTOR. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AN IRRIGATION LAYOUT PLAN AND SPECIFICATIONS AS PART OF THE SCOPE OF WORK WHEN BIDDING. THESE SHALL BE APPROVED BY THE OWNER PRIOR TO ORDER AND/OR INSTALLATION.
3. VALVE AND CIRCUITS SHALL BE SEPARATED BASED ON WATER USE, SO THAT TURF AREAS ARE WATERED SEPARATELY FROM SHRUB AND GROUND COVER AREAS. IRRIGATION HEADS IN TURF AREAS SHALL BE VALVED SEPARATELY FROM SHRUB AND GROUND COVER AREAS. IT IS RECOMMENDED THAT FULL SUN AND SHADY AREAS TO BE VALVED SEPARATELY AS WELL AS HIGH RUN-OFF AND LOW RUN-OFF AREAS TO BE VALVED SEPARATELY.
4. CONFIRM LIMITS OF IRRIGATION, EXISTING AND FUTURE HARDSCAPE AND BUILDING LOCATIONS PRIOR TO THE DESIGN OF THE IRRIGATION SYSTEM.
5. CONTRACTOR SHALL VERIFY WATER SOURCE LOCATION AND PRESSURE AND SUPPLY A SYSTEM THAT PROVIDES FULL AND COMPLETE COVERAGE TO ALL AREAS TO BE IRRIGATED.
6. SYSTEM SHOULD BE DESIGNED TO COMPLETE WATER SCHEDULES WITHIN 12-HOURS MAXIMUM.
7. RAIN SENSORS AND OTHER WATER SAVING TECHNOLOGIES SHALL BE INCLUDED WITHIN THE IRRIGATION DESIGN.
8. PROVIDE THE OWNER WITH AN OPERATING SCHEDULE THAT WORKS WITH THE APPROVED LAYOUT PLAN AND IDENTIFY ANY FIELD ADJUSTMENTS PRIOR TO PROJECT COMPLETION.
9. AVOID OVER-SPRAY ONTO ROADS, SIDEWALKS, SIGNS AND PARKING AREAS. SPRINKLER ARCS SHALL BE DETERMINED ON SITE BY THE IRRIGATION INSTALLER TO PROVIDE THE MAXIMUM COVERAGE POSSIBLE. CAREFULLY ADJUST THE ARCS AND RADIUS OF EACH SPRINKLER TO PROVIDE HEAD-TO-HEAD COVERAGE.
10. WITHIN EXTREME SLOPED AREAS:
10.1. INSTALL STATIONS SEPARATELY FOR TOP AND BOTTOM OF SLOPED AREAS
10.2. INSTALL LATERAL PIPES PARALLEL TO SLOPE
10.3. IF SLOPE IS TOO EXTREME FOR MACHINERY, INSTALL LATERAL PIPES SAFELY AND TEE-FEED INDIVIDUAL SPRINKLERS VIA DOWNHILL PIPING PERPENDICULAR TO FEED LINE
11. LOCATE VALVE BOXES AWAY FROM ROAD/CURB SO THEY ARE LESS VISUAL WHERE APPLICABLE.
12. DO NOT TRENCH THROUGH THE ROOT BALLS OF NEW PLANTINGS.
13. MAINLINE PIPING BENEATH TRAFFIC AREAS SHALL BE INSTALLED WITH A MINIMUM EARTH COVER OF 30-INCHES FROM BOTTOM OF ROAD SUB-GRADE AND CONTAIN SLEEVES NOT LESS THAN TWO NOMINAL DIMENSIONS GREATER THAT THE PIPE PASSING THROUGH.
14. IRRIGATION INSTALLER SHALL FURNISH AND INSTALL SLEEVE MATERIAL UNDER ALL ROADWAYS, WALKS AND DRIVEWAYS WHERE NECESSARY.
15. TOP OF MAINLINES SHALL BE AT LEAST 30-INCHES BELOW GRADE IN TURF AREAS.
16. TOP OF LATERAL LINES SHALL BE AT LEAST 18-INCHES BELOW GRADE.
17. MAINLINE PRESSURE PIPE FITTINGS 3-INCHES AND LARGER SHALL BE PUSH ON GASKET JOINED AND SHALL HAVE MECHANICAL JOINT RESTRAINTS, MAINLINE PRESSURE PIPE FITTINGS 2.5-INCHES AND SMALLER SHALL BE GLUED AND SHALL HAVE CONCRETE THRUST BLOCKS AT FITTINGS THAT COMPRISE CHANGE IN DIRECTION.
18. OTHERS SHALL FURNISH, INSTALL AND BRING 24-INCHES ABOVE GRADE A MUNICIPAL POTABLE STUB FOR IRRIGATION, COORDINATE WITH GENERAL CONTRACTOR.
19. INSTALLER IS RESPONSIBLE FOR FURNISHING AND INSTALLING THE BACKFLOW PREVENTOR, WATER METER AND BOOSTER PUMP, IF APPLICABLE.
20. IRRIGATION CONTROL WIRE SHALL BE DIGITAL TWO-WIRE, UL LISTED FOR DIRECT BURIAL.
21. CONNECT ALL ELECTRICAL WIRING IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE AND ALL APPLICABLE LOCAL ELECTRIC UTILITY CODES INCLUDING:
21.1. ALL LOW VOLTAGE IRRIGATION CONTROL WIRE SHALL BE INSTALLED WITH THE MAINLINE PIPE WHERE POSSIBLE
21.2. DO NOT LOOP THE LOW VOLTAGE IRRIGATION CONTROL WIRE PATH.
21.3. SNAKE WIRE AT BOTTOM OF TRENCH BENEATH MAINLINE.
21.4. PROVIDE 18-INCH OF SLACK CONTROL WIRE AT ALL CHANGES IN DIRECTION.
21.5. PROVIDE 24-INCH OF SLACK CONTROL WIRE AT EACH REMOTE CONTROL VALVE COILED INSIDE VALVE BOX.
21.6. ALL WIRE SPLICES SHALL BE WATERTIGHT CONNECTORS AND CONTAINED IN VALVE BOX.
21.7. ALL WIRING BENEATH HARDSCAPES SHALL BE CONTAINED IN SLEEVING, SEPARATE FROM PIPING. ELECTRICAL SLEEVES ARE TO BE SIZED APPROPRIATELY FOR EASE OF WIRE INSTALLATION AND REPAIR.
21.8. ALL WIRING SHALL BE IDENTIFIED AT EACH END TO PROVIDE INDICATION AS TO WHICH LOCATION THE WIRE IS CONNECTED.
21.9. GROUNDING PER MANUFACTURER'S RECOMMENDATION OR LOCAL ELECTRICAL CODE.
22. SCHEDULE AND PROGRAM CONTROLLER AND VALVES FOR APPROPRIATE LANDSCAPE WATER REQUIREMENTS.



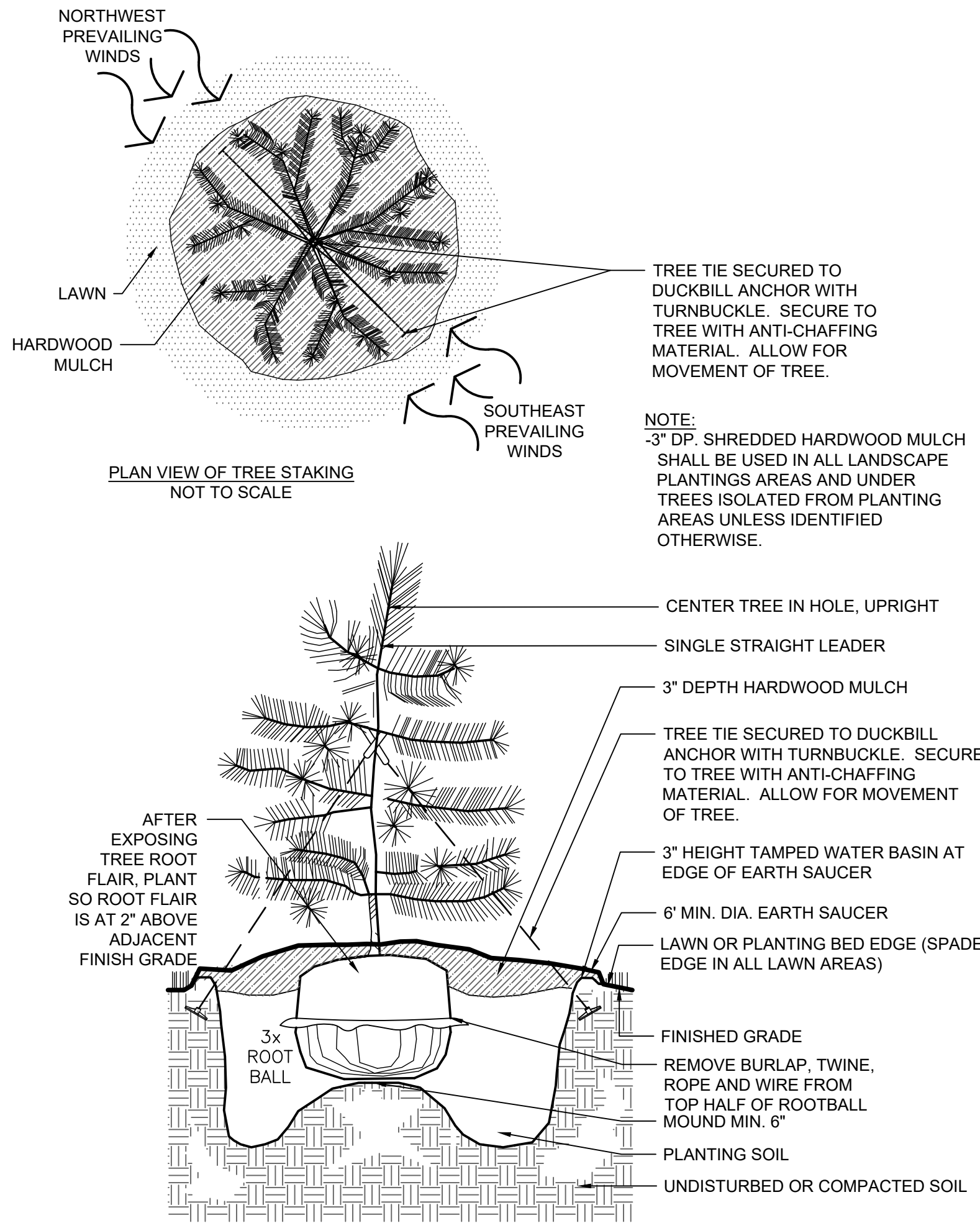
4. DECIDUOUS TREE PLANTING (TYP.)
SCALE: N.T.S.

GENERAL SODDING, SEEDING & TOPSOIL NOTES

1. SOD SHALL BE HIGHLAND SOD, 30" X 100' ROLLS PREFERRED WHERE APPLICABLE. TO BE LAID PARALLEL TO THE CONTOURS AND HAVE STAGGERED JOINTS. ON SLOPES STEEPER THAN 3:1 OR DRAINAGE SWALES, THE SOD SHALL BE STAKED INTO THE GROUND. SCARIFY THE EXISTING GRADES WITH FIELD CULTIVATOR TO A MIN. DEPTH OF 12" PRIOR TO PLACING OF TOPSOIL AND FINISH GRADING FOR SOD. IMMEDIATELY PRIOR TO PLACING SOD, CONTRACTOR SHALL APPLY 10-8-4 FERTILIZER AT THE RATE OF 10 POUNDS PER 1000 SQ. FT.
2. PLANTING SOIL REQUIRED: MIXTURE TO INCLUDE 45% TOPSOIL, 45% PEAT OR MANURE AND 10% SAND. ALL TREE, SHRUB AND PERENNIAL PLANTINGS SHALL RECEIVE 8" DEPTH OF PLANTING SOIL MIXTURE. ALL SODDED AREAS TO RECEIVE 4" DEPTH OF PLANTING SOIL MIXTURE. ALL SEEDD AREAS TO RECEIVE 2" DEPTH OF PLANTING SOIL MIXTURE.



1. SHRUB BED SPACING (TYP.)
SCALE: N.T.S.



5. EVERGREEN TREE PLANTING (TYP.)
SCALE: N.T.S.



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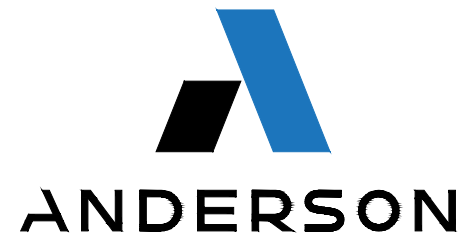
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BEMIDJI, MINNESOTA

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REVISIONS	
DATE	NO.

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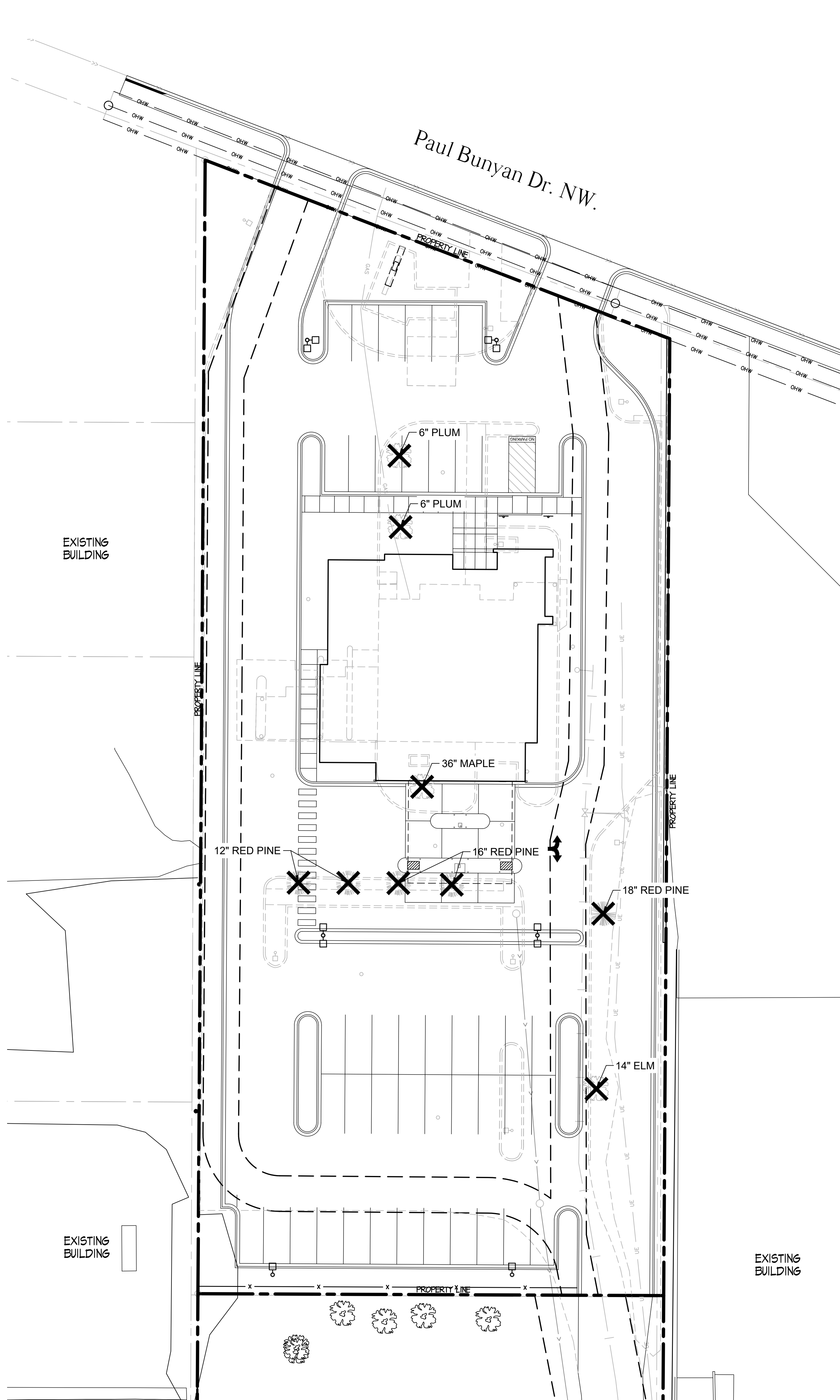


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LANDSCAPE
DETAILS

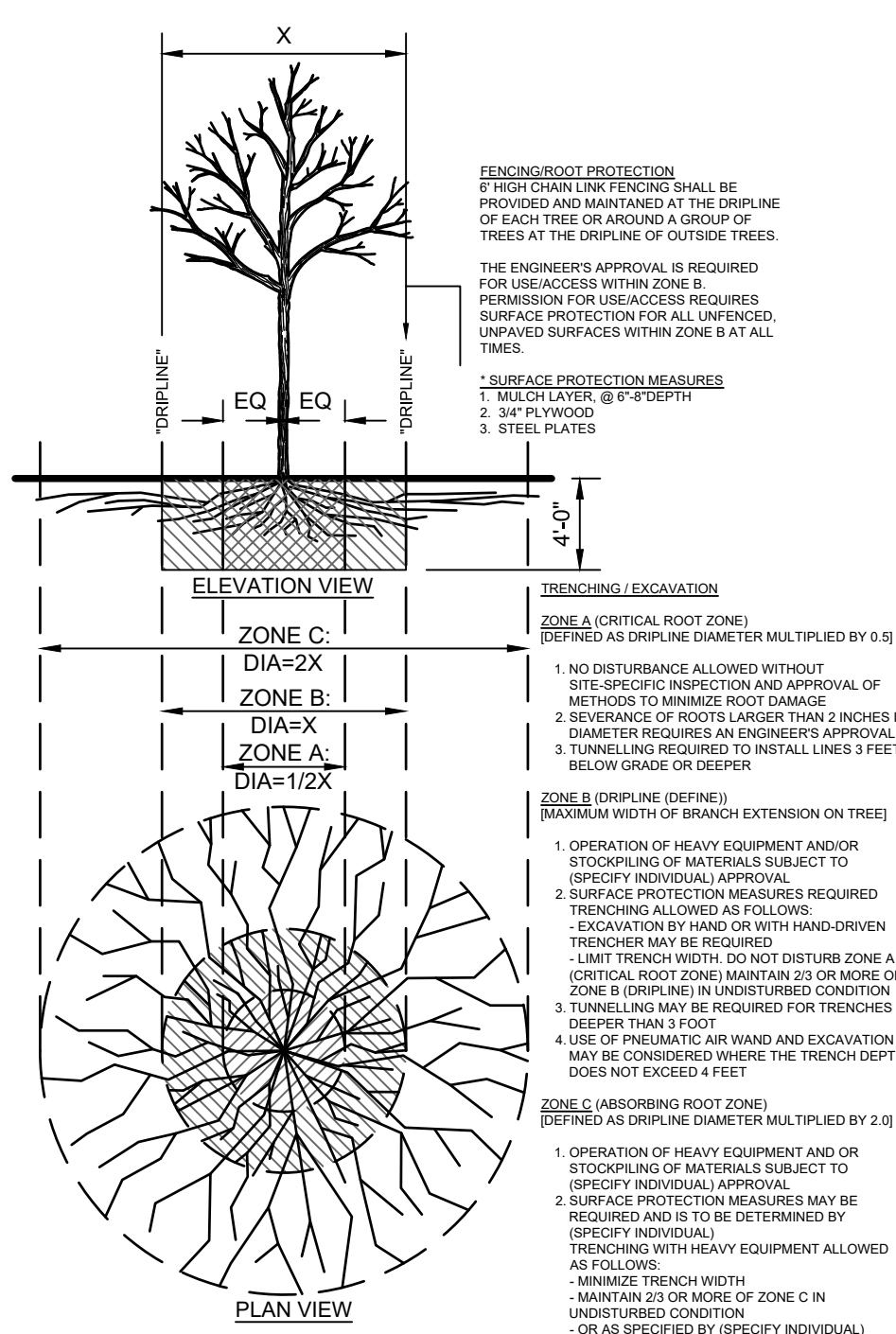
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1 TREE PRESERVATION DETAIL

SCALE: N.T.S.



BEMIDJI - SEC. 28-407 - TREE PRESERVATION

- A. PURPOSE. THE CITY DESIRES TO PRESERVE SIGNIFICANT TREES IN URBAN, RURAL AND OTHER AREAS IDENTIFIED AS CONTAINING SUBSTANTIAL FORESTED AREAS WITH HIGH QUALITY MATURE TREE COVER. WHEN SIGNIFICANT TREES ARE LOST THROUGH REMOVAL, GRADING, OR OTHER ACTION, THE CITY, PROPERTY INTERESTS AND THE GENERAL WELFARE MAY BE IMPACTED BY SUCH TREE LOSS. MORE SPECIFICALLY, THE PURPOSE OF THIS SECTION IS TO:
- A.A. PROMOTE PROTECTION OF SIGNIFICANT TREES AND OVERALL TREE COVER FOR THE BENEFITS WHICH THEY PROVIDE INCLUDING: AESTHETIC VALUE AND CONTRIBUTION TO THE COMMUNITY'S IMAGE, SHADING AND COOLING, AIR QUALITY, ENERGY USE REDUCTION, BUFFERING, ENHANCEMENT TO PROPERTY VALUES, TOURISM, EROSION CONTROL, NOISE REDUCTION, AND SUPPORT OF WILDLIFE AND NATURAL HABITATS.
- A.B. PRESERVE STANDING TREES ON UNDEVELOPED LAND UNTIL DEVELOPMENT OCCURS.
- A.C. RECOGNIZE AND PROTECT THE NATURAL ENVIRONMENT CONSISTENT WITH THE COMMUNITY'S GOALS AND THE CITY COMPREHENSIVE PLAN BY PRESERVING "OLD GROWTH" AND PROTECTION OF SIGNIFICANT HIGH QUALITY MATURE TREE COVER AREAS.
- A.D. ESTABLISH REQUIREMENTS ON CUTTING, REMOVAL OR DESTRUCTION OF HIGH QUALITY SIGNIFICANT TREES AND IDENTIFIED HIGH QUALITY TREE COVER AREAS.
- A.E. ESTABLISH REASONABLE REQUIREMENTS FOR THE PRESERVATION AND OF HIGH QUALITY SIGNIFICANT TREES AND OVERALL CANOPY COVERAGE IN AN EFFECTIVE MANNER.
- A.F. ENSURE FAIR AND REASONABLE DEVELOPMENT OPPORTUNITIES FOR THE CITY IN A MANNER WHICH DOES NOT CREATE OVER BURDENSOME REGULATIONS.
- A.G. ENSURES THAT TREE REPLACEMENT WILL OCCUR WHEN HIGH QUALITY SIGNIFICANT TREES ARE DAMAGED DURING SITE DEVELOPMENT AND GRADING ACTIVITIES.
- A.H. PROVIDES FAIR, UNDERSTANDABLE, COST EFFECTIVE ADMINISTRATION, AND ENFORCEMENT OF TREE PRESERVATION REGULATIONS.
- B. APPLICABILITY
- B.A. THE PROVISIONS OF THIS SECTION SHALL APPLY TO ALL LAND USE ACTIVITY IN THE CITY, EXCEPT AS MAY OTHERWISE BE REGULATED UNDER SECTION 28-474C OF THIS DEVELOPMENT CODE. FOR DEVELOPMENTS WHICH ONLY INVOLVE STREET, UTILITY, DRAINAGE OR OTHER SITE IMPROVEMENTS WHICH RESULT IN A LOSS OF HIGH QUALITY SIGNIFICANT TREES, THE REQUIREMENTS UNDER THIS SECTION SHALL APPLY ONLY TO THE DISTURBED AREAS OF THE PROPERTY.
- C. APPLICATION FOR TREE REMOVAL. AN APPLICATION FOR A PERMIT FOR TREE REMOVAL SHALL BE MADE IN WRITING USING THE FORM PROVIDED BY THE COUNCIL. THE APPLICATION SHALL INCLUDE:
- C.A. APPLICANT INFORMATION
- C.B. OWNER INFORMATION
- C.C. TREE PRESERVATION PLAN INCLUDING EXISTING AND PROPOSED BUILDINGS, ROADS, UTILITIES AND EASEMENTS, PUBLIC PARKS AND OPEN SPACES, LOTS AND BLOCKS, WATER BODIES AND WETLANDS, PROPOSED BUILDING PADS, EQUIPMENT AND MATERIAL STORAGE AREAS, THE TREE INVENTORY, AND TREE PROTECTION. SCHEDULE FOR COMPLETION OF TREE REMOVAL.
- C.D. TOPOGRAPHIC MAP OF SITE (THE COUNCIL MAY WAIVE THIS REQUIREMENT IF SITE GRADING OR DISTURBANCE WILL NOT RESULT IN CHANGES TO FINISHED SITE CONTOURS OR ELEVATIONS.
- C.F. PROPOSED USE OF SITE.
- D. TREE INVENTORY. THE APPLICANT SHALL HAVE A TREE INVENTORY PREPARED TO INCLUDE:
- D.A. THE QUANTITY, SPECIES BY TYPE, CONDITION INCLUDING ANY EXISTING TREE HAZARD CONDITIONS AS A RESULT OF DISEASE OR DAMAGE, AND LOCATION OF ALL SIGNIFICANT HIGH QUALITY TREES ON A PARCEL OR DEVELOPMENT SITE. ON HEAVILY WOODED SITES WHICH CONTAIN TWO ACRES OR GREATER OF MATURE TREE COVER, FOREST MENSURATION METHODS MAY BE USED TO DETERMINE THE TOTAL TREE QUANTITY. ON SUCH PARCELS, THE INVENTORY SHALL ALSO INCLUDE AN AREA CALCULATION OF THE HIGH QUALITY SIGNIFICANT TREE CANOPY COVERAGE DURING FULL LEAF ON CONDITIONS AND A DETAILED SPECIES ASSESSMENT.
- D.B. SIGNIFICANT HIGH QUALITY TREES WHICH WILL BE LOST DUE TO THE PROPOSED ACTIVITIES. SUCH TREES SHALL BE CONSIDERED LOST AS A RESULT OF GRADE CHANGE, INCLUDING GRADING OR FILLING, WHETHER TEMPORARY OR PERMANENT, AFFECTING 45 PERCENT OR MORE OF THE TREE'S CRITICAL ROOT ZONE, UTILITY CONSTRUCTION (E.G. SEWER, WATER, STORM SEWER, GAS, ELECTRIC, TELEPHONE, CABLE TELEVISION, FIBER OPTICS OR SIMILAR FACILITIES) RESULTING IN THE CUTTING OF 45 PERCENT OR MORE OF THE TREE'S ROOTS WITHIN THE CRITICAL ROOT ZONE.
- D.C. THE LOCATION, NUMBER, TYPE AND SIZE OF TREES REQUIRED TO BE PRESERVED PURSUANT TO THIS SECTION.
- G. TREE PRESERVATION AND TREE PROTECTION FOR ALL EXCEPT SINGLE AND TWO-FAMILY DWELLING USES:
- G.A. HIGH QUALITY SIGNIFICANT TREES DESIGNATED FOR PRESERVATION SHALL BE PROTECTED BY A SNOW FENCE OR OTHER MEANS ACCEPTABLE TO THE COUNCIL. THE PROTECTIVE MEASURES MUST PROTECT THE ENTIRE CRITICAL ROOT ZONE OF THE TREES. UNLESS MORE PROTECTION IS WARRANTED DUE TO THE PROXIMITY OF A STRUCTURE, ROAD OR SIMILAR OBSTRUCTION TO BE PART OF THE DEVELOPMENT IN WHICH CASE AT LEAST 55 PERCENT OF THE CRITICAL ROOT ZONE OF THE TREE MUST BE PROTECTED. THE PROTECTION MEASURES SHALL BE CLEARLY IDENTIFIED ON THE SITE DISTURBANCE, DEMOLITION, AND/OR GRADING PLANS.
- G.B. THE APPLICANT SHALL PRESERVE HIGH QUALITY SIGNIFICANT TREES ON A DEVELOPMENT SITE. EXISTING SIGNIFICANT TREES IDENTIFIED IN THE TREE INVENTORY WITH HAZARD CONDITIONS AS A RESULT OF DISEASE OR DAMAGE SHOULD BE CONSIDERED FOR REMOVAL. THEY SHALL BE CLEARLY IDENTIFIED IN THE SITE TREE INVENTORY. THESE HAZARD TREES SHALL BE EXCLUDED FROM THE HIGH QUALITY SIGNIFICANT TREE PRESERVATION REQUIREMENTS.
- G.C. THE SIGNIFICANT HIGH QUALITY TREE PRESERVATION TABLE ESTABLISHES PERFORMANCE CRITERIA FOR TREE PRESERVATION ON A DEVELOPMENT SITE THAT HAS OVER AND ABOVE THE BASE MINIMUM LANDSCAPING STANDARD DETERMINED IN ACCORDANCE WITH THE MAXIMUM IMPERVIOUS SURFACE ALLOWED IN THE UNDERLYING ZONING DISTRICT, ACCORDING TO SECTION 28-406 OF THIS DEVELOPMENT CODE. THIS STANDARD SHALL ONLY APPLY TO PARCELS OR DEVELOPMENTS WHICH CONTAIN MORE EXISTING HIGH QUALITY SIGNIFICANT TREES THAN THE MINIMUM BASE LANDSCAPING STANDARD.
- G.D. REMOVAL OF HIGH QUALITY SIGNIFICANT TREES IDENTIFIED BY THE TREE INVENTORY WHICH ARE EQUAL TO OR LESS THAN THE BASE MINIMUM LANDSCAPE STANDARD SHALL BE PROHIBITED EXCEPT BY CUP.
- G.E. REMOVAL OF UP TO 60 PERCENT OF THE HIGH QUALITY SIGNIFICANT TREES OVER AND ABOVE THE BASE MINIMUM LANDSCAPE STANDARD MAY BE PERMITTED. ANY REMOVAL OF HIGH QUALITY SIGNIFICANT TREES BEYOND THIS STANDARD MAY ONLY BE APPROVED BY CUP.
- G.F. IF SIGNIFICANT HIGH QUALITY TREES EXIST ON THE PROPERTY AND ARE COMPETING WITH DEVELOPMENT REQUIREMENTS, THEN THE TREES AUTHORIZED FOR REMOVAL SHALL BE ACCORDING TO AN APPROVED PLAN. THE FINAL DETERMINATION OF THE TREE REMOVAL AND REPLACEMENT LOCATION(S) SHALL BE MADE BY THE COUNCIL. NOTWITHSTANDING THE TREE PRESERVATION REQUIREMENTS, NEW BOULEVARD TREE PLANTING IN THE REQUIRED FRONT SETBACK AREA ACCORDING TO SECTION 28-406 SHALL BE REQUIRED.
- G.H. TREE REMOVAL PERMITS AND INVENTORY EVALUATION FOR A DEVELOPMENT PROJECT INVOLVING MORE THAN ONE PARCEL OF LAND WILL INCLUDE ALL PARCELS OF LAND AS ONE DEVELOPMENT PROJECT.
- G.I. TREES SHALL NOT BE REMOVED UNTIL A DEVELOPMENT PROJECT HAS BEEN APPROVED AND PERMITTED.
- G.J. IF THE REQUIRED INVENTORY OF ALL HIGH QUALITY SIGNIFICANT TREES RESULTS IN A NUMBER GREATER THAN THE BASE MINIMUM LANDSCAPE STANDARD REQUIRED IN SECTION 28-406, THEN THE NUMBER OF TREES TO BE PRESERVED SHALL BE IN ACCORDANCE WITH THE FOLLOWING TREE PRESERVATION TABLE:

Number of Development Sites	# Existing High Quality Trees Retained Over Base Landscaping Standard	# Existing High Quality Trees Retained Over Base Landscaping Standard	# Existing High Quality Trees Retained Over Base Landscaping Standard
1-1,000	400.00	400.00	400.00
11,000	400.00	400.00	400.00

28-407 HIGHLY SIGNIFICANT TREE REPLACEMENT
HIGHLY SIGNIFICANT TREES REMOVED:
1 - 36" MAPLE - UNKNOWN HEALTH
2 - 12" RED PINE - POOR HEALTH
2 - 14" RED PINE - POOR HEALTH
1 - 18" RED PINE - POOR HEALTH
1 - 14" ELM - UNKNOWN HEALTH
NON-SIGNIFICANT TREES REMOVED
2 - 6" PLUM - UNKNOWN HEALTH
TOTAL REPLACEMENT TREES PROVIDED: 38



www.htg-architects.com
Minneapolis
Bismarck

1010 Main Street, Suite 100
Hopkins, Minnesota 55343
Tel: 952.278.8880

PROJECT

NATIONAL BANK OF COMMERCE

ADDITION / REMODELING

1260 PAUL BUNYAN DR. NW.
BEMIDJI, MINNESOTA

ISSUED SET

REVISIONS	
DATE	NO.

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

NOT FOR CONSTRUCTION

CURT CLAEYS

45613 REG. NO. 6/16/2026 DATE



13805 1st Avenue N. #100
Plymouth, MN 55441 | ae-mn.com
P 763.412.4000 | F 763.412.4090
Anderson Engineering of MN, LLC

TREE PRESERVATION PLAN

DRAWN BY: AW

CHECKED BY: CC

L3











PROJECT

NATIONAL BANK OF COMMERCE

ADDITION / REMODELING

1260 PAUL BUNYAN DR. NW.
BEMIDJI, MINNESOTA

ISSUED SET	
REVISIONS	
DATE	NO.

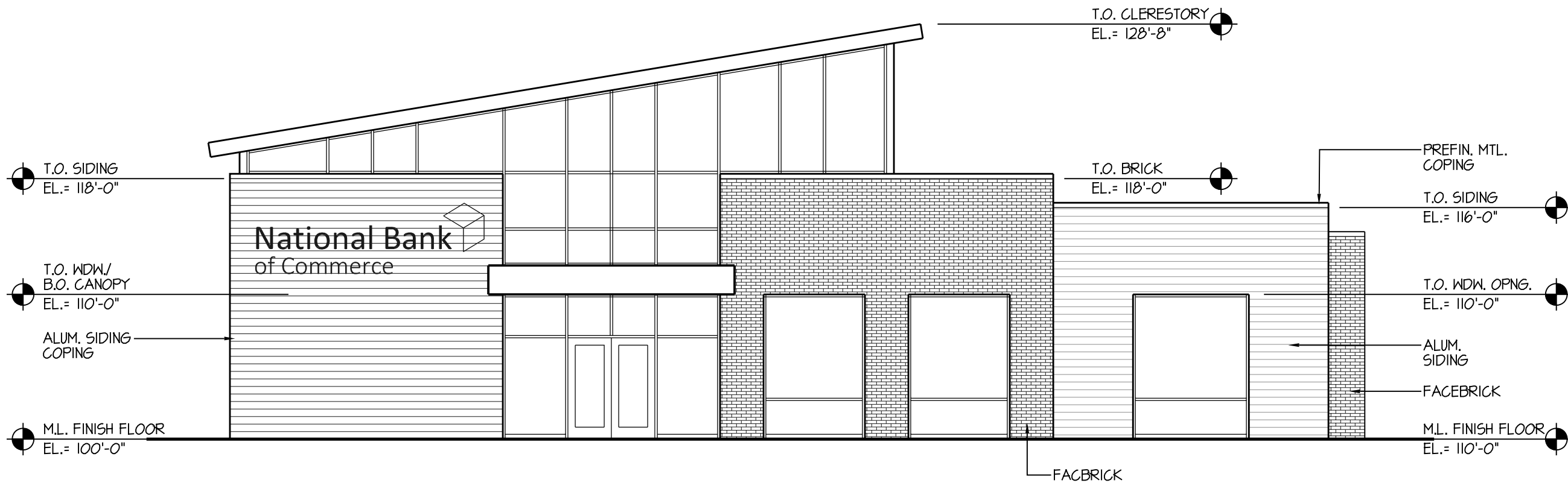
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION
OR REPORT WAS PREPARED BY ME OR UNDER MY
DIRECT SUPERVISION, AND THAT I AM A DULY
LICENSED ARCHITECT UNDER THE LAWS OF THE
STATE OF MINNESOTA

REG. NO. DATE

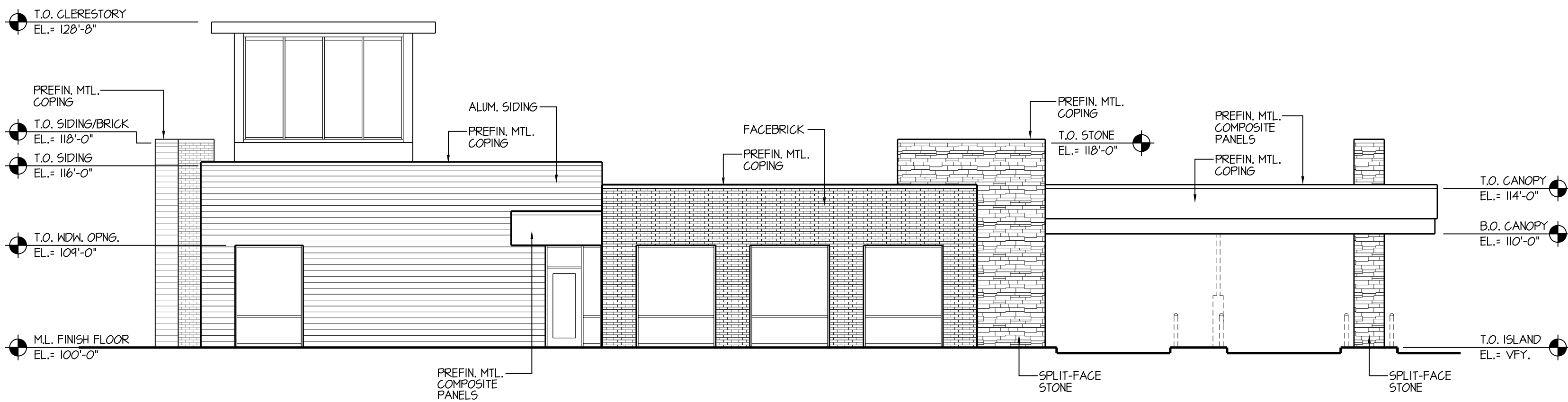
EXTERIOR ELEVATIONS

DRAWN BY: HLH. CHECKED BY: RES.

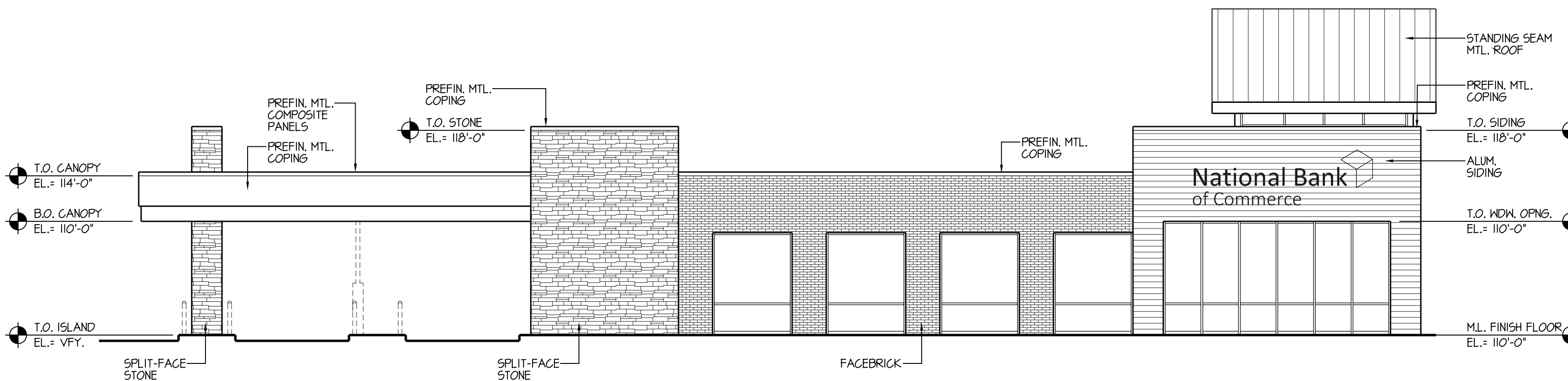
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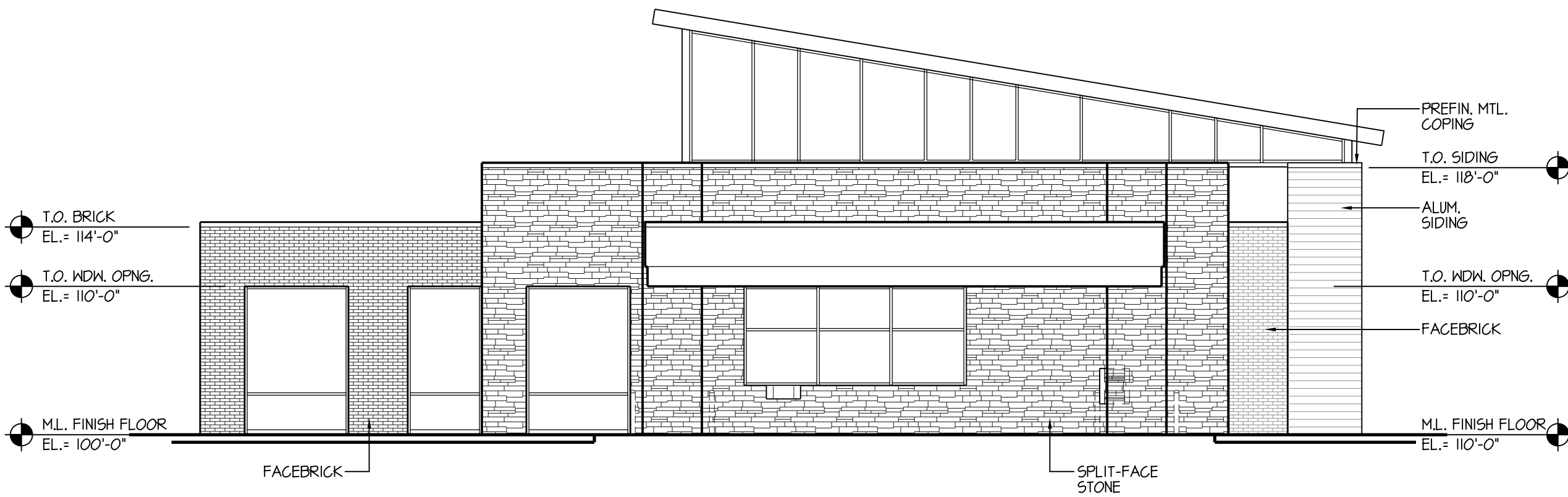
1 NORTH ELEVATION
1/8"=1'-0"



4 WEST ELEVATION
1/8"=1'-0"



2 EAST ELEVATION
1/8"=1'-0"



4 SOUTH ELEVATION
1/8"=1'-0"

PROJECT

NATIONAL BANK OF COMMERCE

ADDITION / REMODELING

1260 PAUL BUNYAN DR. NW.
BEMIDJI, MINNESOTA

ISSUED SET	
REVISIONS	
DATE	NO.

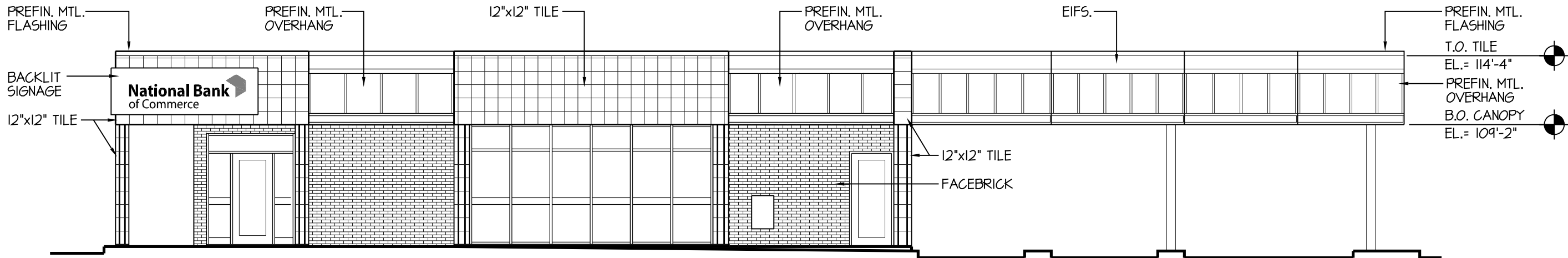
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION
OR REPORT WAS PREPARED BY ME OR UNDER MY
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LICENSED ARCHITECT UNDER THE LAWS OF THE
STATE OF MINNESOTA

REG. NO. DATE

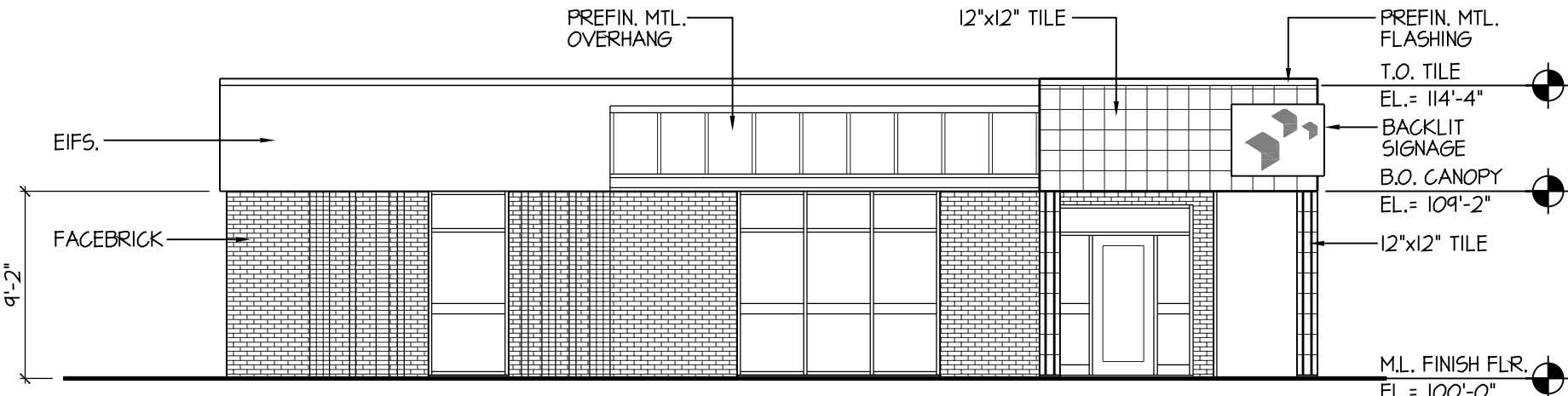
EXISTING
EXTERIOR ELEVATIONS

DRAWN BY: HJH. CHECKED BY: RES.

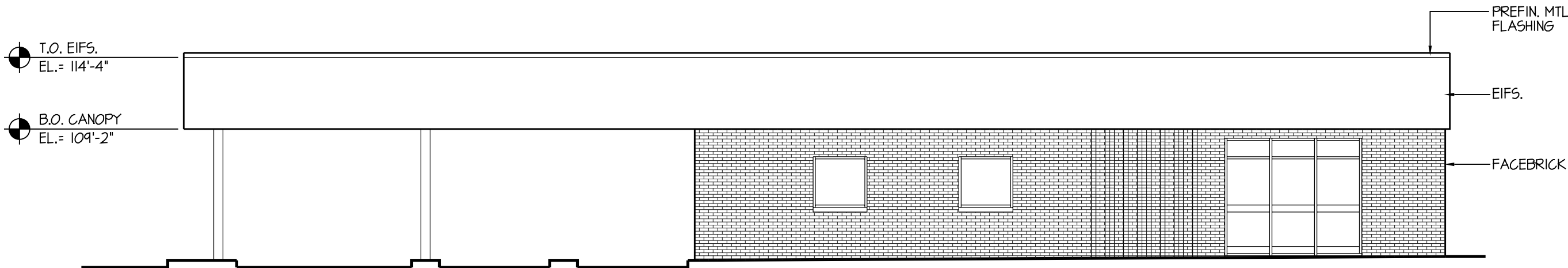
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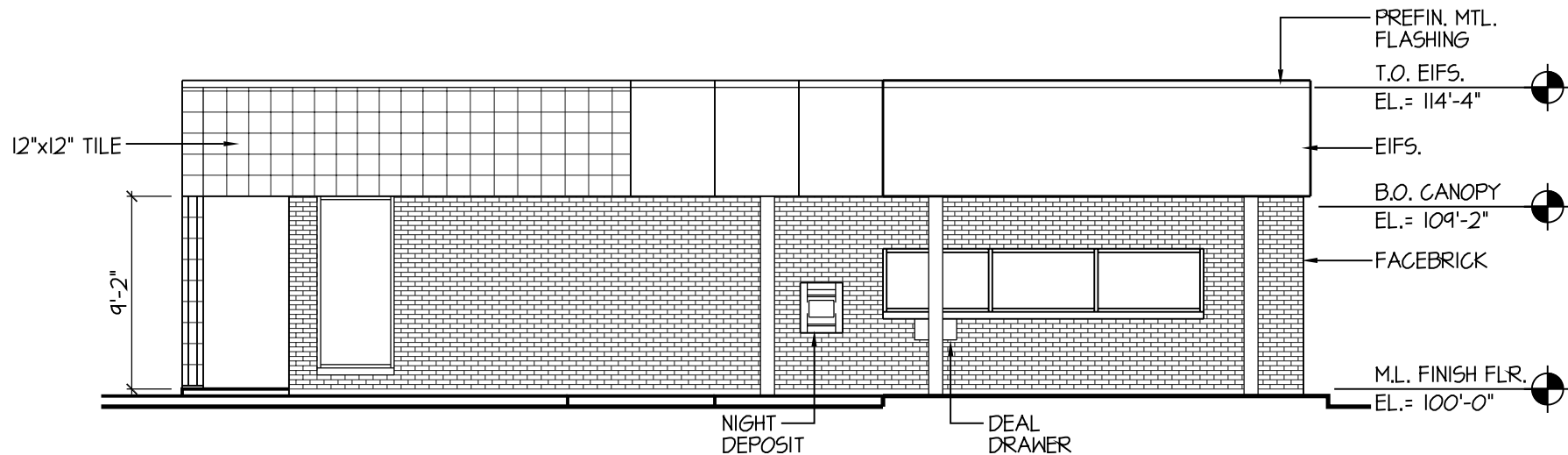
1
A3.1
EXISTING NORTH ELEVATION
1/8"=1'-0"



2
A3.1
EXISTING EAST ELEVATION
1/8"=1'-0"



3
A3.1
EXISTING SOUTH ELEVATION
1/8"=1'-0"



4
A3.1
EXISTING WEST ELEVATION
1/8"=1'-0"



City of Bemidji, MN

City of Bemidji

317 4th Street NW

Bemidji, MN 56601

218-759-3560

<https://www.ci.bemidji.mn.us/>

Application

SUP-2026-0005

CONDITIONAL OR INTERIM USE PERMIT

SITE ADDRESS: 1260 PAUL BUNYAN DR NW BEMIDJI

PRIMARY PARCEL: 800302600

PROJECT NAME: NATIONAL BANK OF COMMERCE

ISSUED:

EXPIRES:

APPLICANT: Schramm, Russ
1010 Mainstreet, Suite 100
Hopkins, MN 55343
952-204-3251

OWNER: NATIONAL BANK OF COMMERCE #14109
1127 TOWER AVE PO BOX 99
SUPERIOR, WI 54880

Detail Name	Detail Value
Select the type of use permit application from the list:	Conditional Use
Describe the proposed use of your property:	Proposed use is the same as the existing use: Bank
Describe the existing use of your property:	The existing use is a Bank
Are you aware of any existing Use Permits or Variances for this property?	I don't know
Will the proposal generate increased traffic over existing conditions?	No
Will the proposal require additional parking spaces?	Yes
How many people will occupy your premises on an average day? Please provide numbers for employees, customers, and residents.	17 employees
Will your proposal increase water usage or sewage generation over the existing use?	No
Will your proposal generate additional waste?	Yes
Describe your disposal method .	The building will dispose of trash/recycling will be the same as (today) via trash bins
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
Escrow Payer Name (Who should the check for the escrow funds be made out to when the project is complete?)	National Bank of Commerce
Escrow Payer Mailing Address	1260 Paul Bunyan Dr NW



City of Bemidji, MN

City of Bemidji

317 4th Street NW

Bemidji, MN 56601

218-759-3560

<https://www.ci.bemidji.mn.us/>

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

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

Conditional Use / Site Plan Review Application

June 29, 2026

National Bank of Commerce – Bemidji, MN

City of Bemidji

Attn.: Jamin Carlson – Planning Director
317 4th Street NW
Bemidji, MN 56601
(218) 759-3582
jamin.carlson@ci.bemidji.mn.us

Re: **National Bank of Commerce**
Proposed Addition & Remodeling
1260 Paul Bunyan Dr. NW
Bemidji, Minnesota

PROJECT NARRATIVE

General.

National Bank of Commerce is proposing to construct a new 1-story addition on the north, west, and south sides of their existing building at 1260 Paul Bunyan Dr. NW.

The existing property is zoned B-2 General Commercial. A financial institution is allowed under this zoning.

The existing 3-lane drive-up canopy will be removed & replaced with a new 3-lane drive-up canopy (with wider drive isles) on the south side of the building. The existing main level is approximately 2,740 sf. The existing partial lower level is approximately 1,618 s.f. The proposed building addition is approximately 2,575 s.f. The proposed main level will be a total of 5,315 s.f.

Building.

The proposed building project will contain the following:

Lower Level

The existing partial lower level is approximately 1,618 s.f.

The Lower Level will consist of the following:

- Mechanical / Electrical Room (existing)
- Storage (existing)
- Employee Restroom (existing)

Main Level

The proposed Main Level will be approximately 5,315 s.f.

- Existing: 2,740 s.f.
- Proposed Addition: 2,575 s.f.

The Main Level will consist of the following uses:

- Customer Waiting Area
- Offices

- Conference Room
- Transaction Area (Teller Pod / Drive-up Tellers)
- Safe Deposit Vault
- Work Stations
- Employee Break Room
- Cash Work Room
- Restrooms

Site Plan.

The existing building will remain as it is today on their existing property.

The building will be expanded on the north, west, and south sides of the existing facility.

The existing drive-up canopy will be removed; a new 3-lane drive-up canopy will be located on the south side of the existing building. A by-pass lane will be provided to minimize potential traffic congestion.

Customer parking will be located on the north side of the existing building. Employee parking will be located on the south side of the existing building.

Site ingress/egress will remain as it is today. There are (2) existing curb cuts on the north side of the property along Paul Bunyan Drive. The existing site access from the south side of the property will also remain.

Parking.

Below is a parking count breakdown:

- Total Parking Shown: 34-stalls
- Parking Required: 17-stalls @ 1/300 + 17-stalls (1-stall per employee)
1/300 + 1-stall per employee @ max shift

Parking Stall Size: 9'-0"W x 20'-0"D

Signage.

A signage permit will be submitted at a later date by the Owner's sign vendor.

Preliminary signage locations:

- Exterior backlit wall mounted signage is proposed on the north, west, and south facades
- Site directional signage will be installed for customer wayfinding
- A new pylon sign will be located on the north side of the property

Image.

The proposed design will provide an image that is consumer friendly, warm, and elegant. (refer also to the submitted exterior 3d rendering).

The proposed materials will be natural stone, brick, prefinished metal panels, prefinished wood grain metal panels, and glass/glazing.

Materials.

Building Façade	Natural stone / prefinished composite metal panels / prefinished wood grain metal panels / glass
Drive-up Canopy	Prefinished composite metal panels (25-year fade warranty)
Roof	EPDM
Roof Structure	Wood trusses
Floor Structure	4" reinforced concrete slab-on-grade
Wall Structure	2x6 wood stud framing

We believe the proposed project and use:

- Is not in conflict with the Comprehensive Plan

- Is not in conflict with any Regulating Maps or other adopted plans
- Is not in conflict with any City Code requirements
- Will not create excessive burden on parks, streets, and other public facilities
- Will not be injurious to the surrounding neighborhood
- Will not negatively impact traffic or property values
- Will not harm the public health, safety, and welfare

The preliminary schedule is for construction to begin in the Fall of 2026 with an anticipated completion in Spring of 2027.

Enclosed you will find the proposed architectural site plan and exterior 3d rendering.

Please call me with any questions.

Sincerely,



Russ Schramm
Sr. Project Manager

Enclosures

Packet Distribution List

Application # SUP-2026-0005

	<u>CONTACT</u>	<u>E-MAILED</u>
☒	Applicant / Representative	7/6/26
☒	City Building Department	7/6/26
☒	City Attorney (Planning & Zoning)	7/6/26
☒	City Engineer	7/6/26
☒	City Manager	7/6/26
☐	City Community Development (Vacant)	_____
☒	City GIS Department	7/6/26
☒	City Police Department	7/6/26
☒	City Fire Department	7/6/26
☐	City Parks Department	_____
☐	Beltrami County ESD/SWCD	_____
☐	Beltrami County Recorder	_____
☐	Beltrami County GIS Department	_____
☐	Beltrami County Sheriff	_____
☐	Beltrami County Engineer / Highway	_____
☐	Beltrami County Natural Resources	_____
☐	MnDNR Trails	_____
☐	MnDNR Waters	_____
☐	MnDNR District	_____
☒	MnDOT	7/6/26
☐	Airport	_____
☐	Bemidji School District	_____
☐	MPCA Closed Landfill Program	_____
☐	U.S. Army Corps of Engineers	_____
☐	Minnesota Chippewa Tribe	_____
☐	Red Lake Nation DNR	_____
☐	White Earth Nation DNR	_____
☐	Leech Lake Band DRM	_____
☒	Bemidji Sustainability Commission	7/6/26
☒	Bemidji Area Chamber of Commerce	7/6/26
☐	Bemidji Downtown Alliance	_____
☐	Other: _____.	_____



Planning and Zoning Department
City of Bemidji
317 4th Street NW Bemidji, MN 56601
Office (218) 759-3579
Email SGAdmin@ci.bemidji.mn.us.

July 6, 2026

SUP-2026-0005: - Russ Schramm of HTG Architects, representing the National Bank of Commerce, is requesting Conditional Use Permits to remodel and build an addition to the existing Bank or Financial Institution and to remove more than 40% of the existing high-quality significant trees on the site. The subject property is located at 1260 Paul Bunyan Dr NW (PIN: 800302600) in the City of Bemidji. The property is in the B-2 General Commercial District and the HWY 197 Overlay.

The City of Bemidji Planning and Zoning Commission will consider this proposal at its meeting on **Thursday, July 23, 2026, 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, July 17, 2026**, 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-2026-0005**.

Respectfully,

Planning and Zoning Staff
City of Bemidji



Planning and Zoning Department
City of Bemidji
317 4th Street NW Bemidji, MN 56601
Office (218) 759-3579
Email SGAdmin@ci.bemidji.mn.us.

July 6, 2026

Dear Property Owner:

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

SUP-2026-0005: - Russ Schramm of HTG Architects, representing the National Bank of Commerce, is requesting Conditional Use Permits to remodel and build an addition to the existing Bank or Financial Institution and to remove more than 40% of the existing high-quality significant trees on the site. The subject property is located at 1260 Paul Bunyan Dr NW (PIN: 800302600) in the City of Bemidji. The property is in the B-2 General Commercial District and the HWY 197 Overlay.

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

This public hearing will be held on **Thursday, July 23, 2026, 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, July 17th, 2026**, 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

JOHN D FLAWS
NANCY FLAWS
2309 ASH AVE NW
BEMIDJI, MN 56601

BEMIDJI HOLDINGS LLC
ATTN: GABRIEL JEIDEL
2361 NOSTRAND AVE STE 602
BROOKLYN, NY 11210

JMD INVESTMENTS LLC
15668 SLEEPY OAK RD
CHINO HILLS, CA 91709

VICKI R BAHL TRUSTEE
VICKI R BAHL RVC TRUST
20244 BALSAM DR
SAUK CENTRE, MN 56378

JAMES J VOGT TRUSTEE
JAMES J VOGT LIVING TRUST
PO BOX 2650
KLAMATH FALLS, OR 97601

KRAIG R JOHNSON
AUBREY D JOHNSON
2301 ASH AVE NW
BEMIDJI, MN 56601

ALDI INC
4201 BAGLEY AVE N
FARIBAULT, MN 55021

MCDONALD'S USA LLC
1440 E 40TH ST
HIBBING, MN 55746

ROBERT E EVENMO
2302 ASH AVE NW
BEMIDJI, MN 56601

FIRST NATIONAL BANK OF BEMIDJI
PO BOX 670
BEMIDJI, MN 56619

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

FIRST NATIONAL BANK DEERWOOD
PO BOX 628
BRAINERD, MN 56401

NATIONAL BANK OF COMMERCE #14109
1127 TOWER AVE PO BOX 99
SUPERIOR, WI 54880

NORTHCOTT COMPANY
ATTN: JULIE ROETTER
600 MARKET ST STE 200
CHANHASSEN, MN 55317

SIMPLE JOY PROPERTIES LLC
42102 433RD ST SE
BAGLEY, MN 56621

PHILIP L BAHL TRUSTEE
PHILIP L BAHL RVC TRUST
20244 BALSAM DR
SAUK CENTRE, MN 56378

AMERICAN NATIONAL BANK OF MN
1920 SOUTH 6TH ST
BRAINERD, MN 56401

KANGAS LAND STEWARDSHIP LLC
14096 NASH TRL NW
BEMIDJI, MN 56601

TREK NORTH ABC
2400 PINE RIDGE AVE NW
BEMIDJI, MN 56601

K-LEE LLC
4661 EVERGREEN LN NE
BEMIDJI, MN 56601

MARCOS D GOMEZ
7500 180TH ST E
PRIOR LAKE, MN 55372

DAWN L HEISLER
4110 WAGNER CT NW
BEMIDJI, MN 56601

ANTHONY E ERICKSON TRUSTEE
A E & M S ERICKSON TRUST
910 POKEGAMA AVE S
GRAND RAPIDS, MN 55744

AFFIDAVIT OF SERVICE BY MAIL

STATE OF MINNESOTA)
) SS
COUNTY OF BELTRAMI)

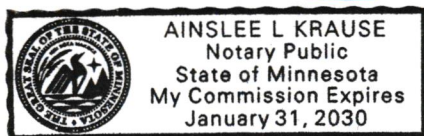
Jamin Carlson, being first duly sworn, on oath deposes and states that on the 6th of July, 2026, he/she served the attached Hearing Notice upon each of the following parties on the attached list by depositing in the U.S. Mail, envelopes properly sealed with postage prepaid thereon.



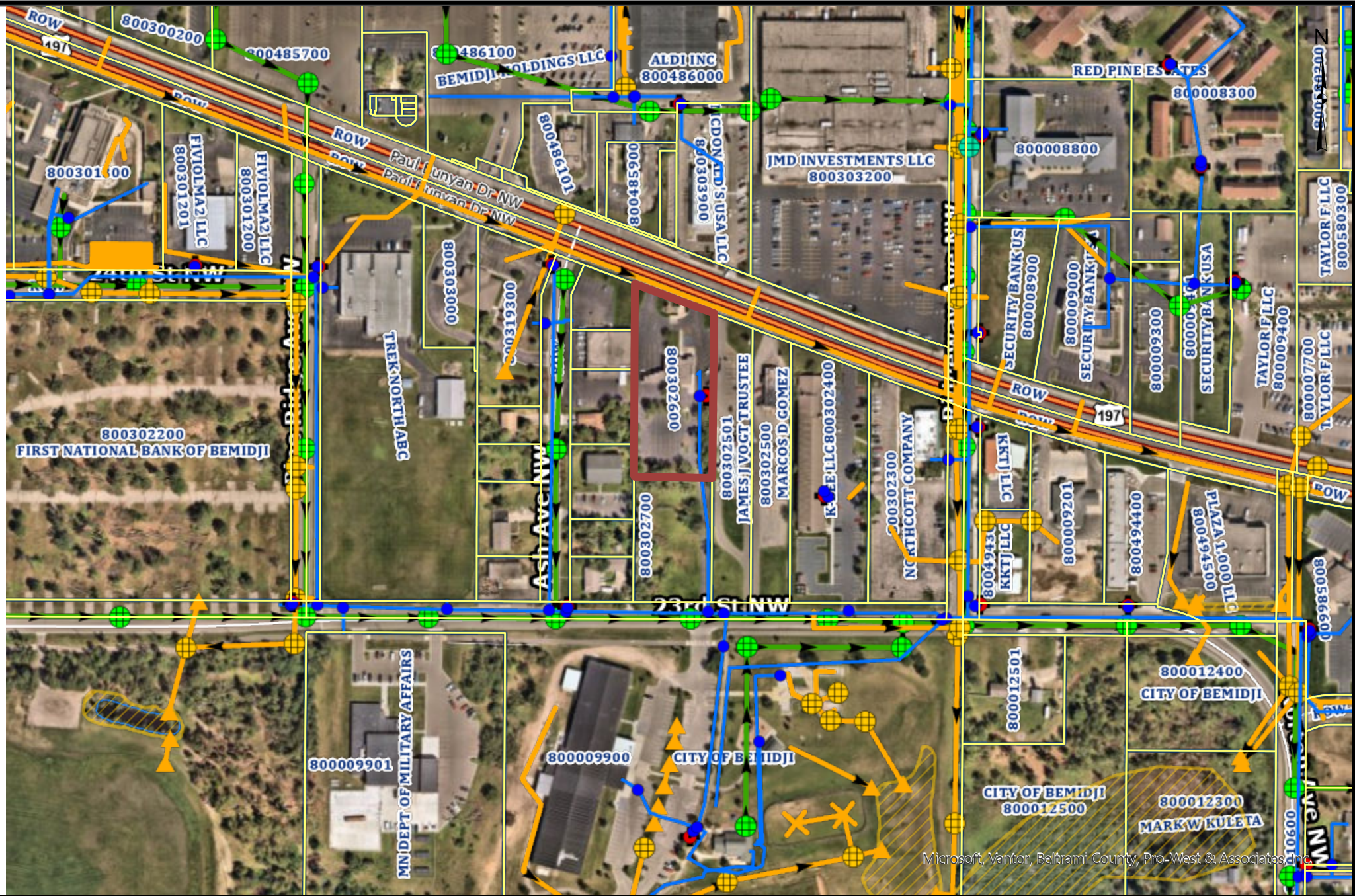
Subscribed and sworn to before me
this 6th day of July 2026.



Notary Public

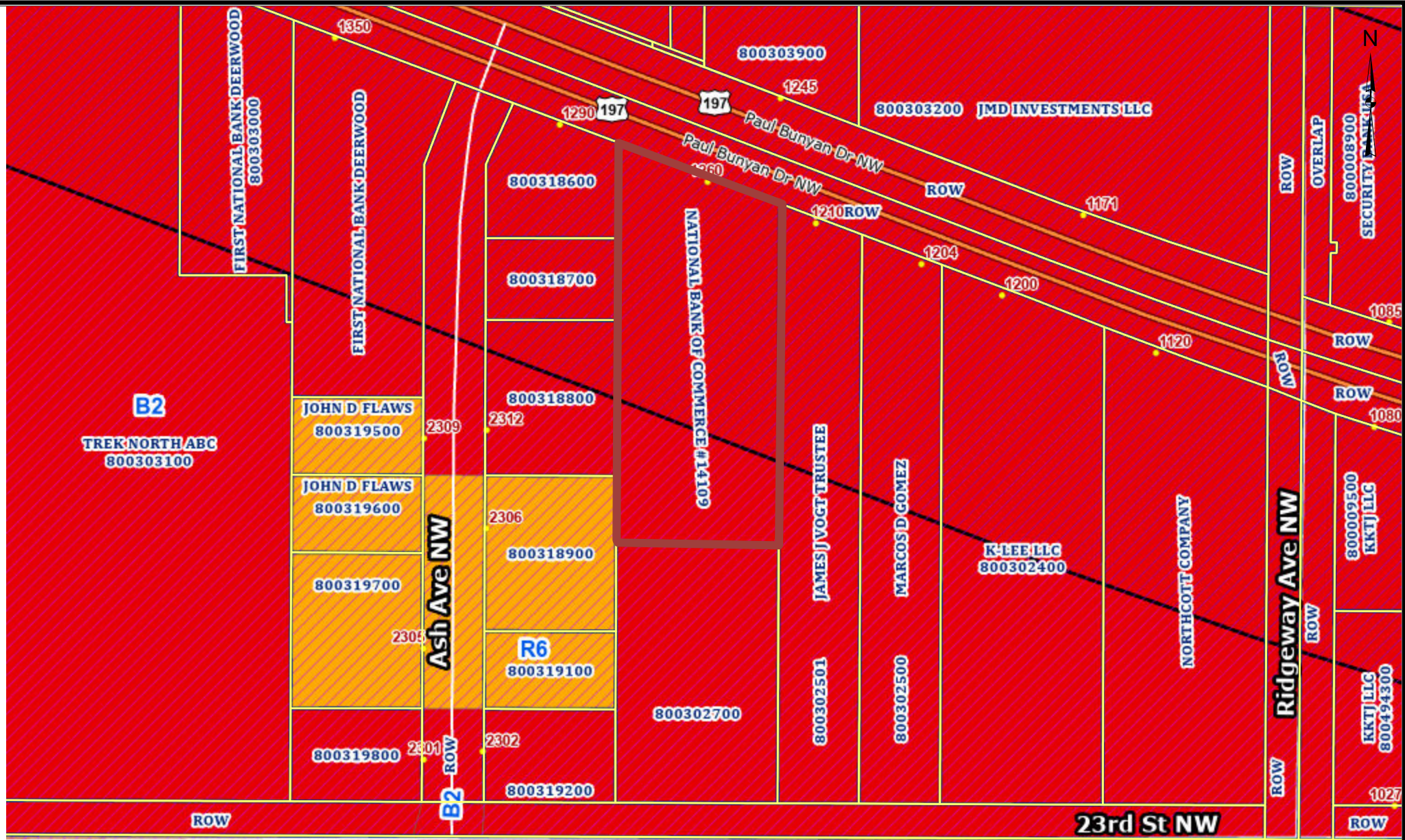


Planning Case: **Conditional Use Permit Requests for 80.03026.00 –SUP-2026-0005**



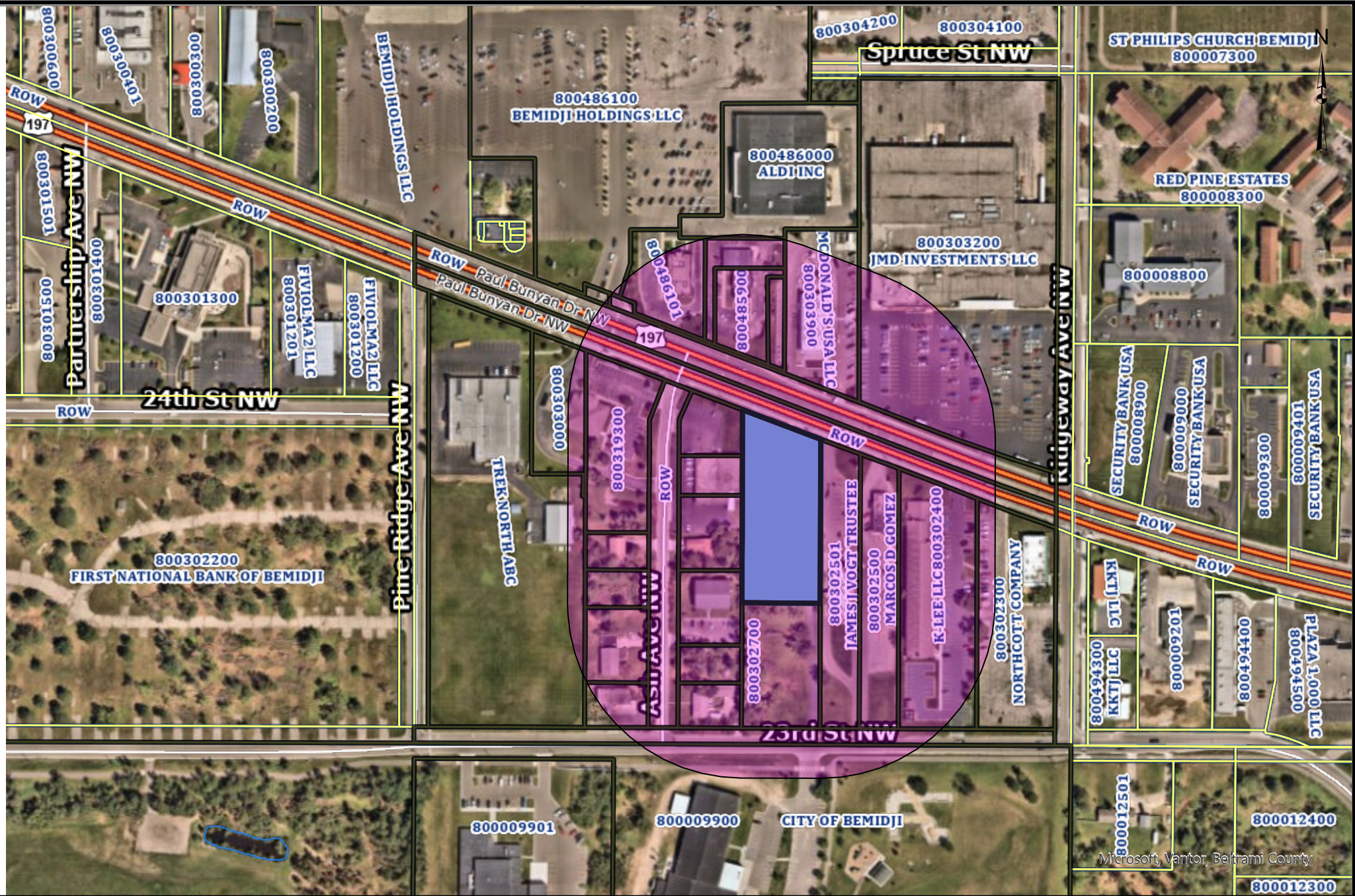
These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Aerial Map	
1:4,514	Date: 7/2/2026
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: 7/2/2026
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.

Buffer Map	
1:4,514	Date: 7/2/2026
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:

Anjana Bhadoriya, 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.

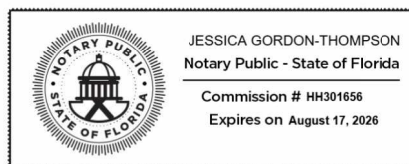
1. I have personal knowledge of the facts stated in this Affidavit, which is made pursuant to Minnesota Statutes §331A.07.
2. The newspaper has complied with all of the requirements to constitute a qualified newspaper under Minnesota law, including those requirements found in Minnesota Statutes §331A.02.
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, July 11, 2026
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.

Anjana Bhadoriya

(Signed) _____

VERIFICATION

State of Florida
County of Orange



Subscribed in my presence and sworn to before me on this: **07/13/2026**

J. Ra

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, July 23, 2026, 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):

Rezone Request & Concept Planned Unit Development Request: - Erika Bailey-Johnson representing Sacred Bundle Inc., is requesting a Land Use Map Amendment (Rezone) from R-4 Moderate Density Residential to R-6 Multiple Family Zoning District and a Concept Planned Unit Development (PUD) to develop a multi-phase mixed use project to include in the first phase on the main level public computer lab, meeting spaces, community space, and offices. In the second phase, the basement level may have a commercial kitchen and workshops. On the second floor, they will convert old classrooms into apartments. The subject property is located at 815 Beltrami Ave NW (PIN 800119100) in the City of Bemidji.

Conditional Use Permit Request: - Russ Schramm of HTG Architects, representing the National Bank of Commerce, is requesting Conditional Use Permits to remodel and build an addition to the existing Bank or Financial Institution and to remove more than 40% of the existing high-quality significant trees on the site. The subject property is located at 1260 Paul Bunyan Dr NW (PIN: 800302600) in the City of Bemidji. The property is in the B-2 General Commercial District and the HWY 197 Overlay.

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, July 17, 2026**, so they may be incorporated into the staff report to the Planning Commission. (Jul. 11, 2026)

July 10, 2026

Melissa Fahrenbruch
Assistant Planning Director
City of Bemidji
317 4th St. NW
Bemidji, MN 56601

RE: C.S. 0416, RP 05.300, TH 197
National Bank of Commerce CUP
Bemidji, Minnesota

Dear Ms. Fahrenbruch,

Thank you for the opportunity to review and provide comments on the plans for National Bank of Commerce Conditional Use Permit (CUP) located at (PIN 800302600) abutting State Highway 197 in Bemidji. The Minnesota Department of Transportation (MnDOT) has reviewed the above referenced (CUP) and would like to offer the following comments:

1. MnDOT recommends that the site plan be re-developed so the property is served by a single ingress/egress access to State Highway 197, and that the second access be removed.
 - a. This is consistent with the corridor study completed in January 2022, [Hwy 197 Bemidji - MnDOT](#). As demonstrated during the State Highway 197 corridor study plans, consolidating access points and aligning them across from each other will improve traffic flow, traffic safety, as well as non-motorized user safety and comfort for those traveling the corridor.
 - b. This segment of State Highway 197 is tentatively scheduled for construction in the 2033 timeframe of MnDOT's 10-year plan.
2. Any proposed signage for this property cannot be located below, at, or above ground level within State Highway 197 right of way.
3. A permit is required to perform any work with-in the State Highway 197 right of way. The property owner shall contact Shawn Carlson, MnDOT District 2 Permits, at 218-755-6578 or by email at shawn.carlson@state.mn.us to initiate a permit request.
4. MnDOT would appreciate the city scheduling a meeting with First National Bank, HTG Architects, National Bank of Commerce, and MnDOT to discuss this project.

If you have any further questions or comments, please call me at 218/553-3790 or email me at troy.schroeder@state.mn.us

Sincerely,

Troy Schroeder
District 2 Senior Planner

ECC: Michelle Rognerud, MnDOT District 2 Traffic Engineer
Matt Upgren, MnDOT District 2 Project Manager
Jon Mason, MnDOT District 2 Planning Director
Shawn Carlson, MnDOT District 2 Permits
Josh Dickerson, MnDOT District 2 Land Management
Jamin Carlson, Planning Director, City of Bemidji
Sam Anderson, Bemidji City Engineer/Public Works Director

Jamin Carlson

From: Ryan Welle <RWelle@fnbbemidji.com>
Sent: Tuesday, July 7, 2026 2:56 PM
To: rschramm@htg-architects.com
Cc: Hugh Welle; Jamin Carlson; Melissa Fahrenbruch; Ryan Welle
Subject: 1260 Paul Bunyan Dr, Bemidji MN
Attachments: SKM_C65826070715320.pdf; Document A000496645.pdf

[EXTERNAL]

Dear Mr. Schramm:

Please find the attached letter and supporting documentation regarding your Conditional Use Permit application, SUP-2026-0005.

I look forward to your response.

Ryan Welle
President
First National Bank Bemidji
218.333.4314

July 7, 2026

Russ Schramm, Sr. Project Manager
HTG Architects
1010 Mainstreet, Suite 100
Hopkins, MN 55343

Re: 1260 Paul Bunyan Dr NW, Bemidji, MN (SUP-2026-0005) – Recorded Ingress/Egress Easement in Favor of First National Bank of Bemidji

Dear Mr. Schramm:

It has come to our attention that HTG Architects, on behalf of National Bank of Commerce (“NBC”) has submitted an application to the City of Bemidji (SUP-2026-0005) proposing to remodel and construct an addition to the bank facility at 1260 Paul Bunyan Dr NW, and that this matter is scheduled for a Planning and Zoning Commission hearing on July 23, 2026.

First National Bank of Bemidji (“FNB Bemidji”) previously conveyed this property to Riverwood Bank in 2009. In connection with that conveyance, FNB Bemidji retained, and continues to hold, a recorded easement for ingress and egress over portions of the property (recorded as Document No. A000496645, Beltrami County Recorder), for the benefit of FNB Bemidji's adjoining property. We are frankly surprised that neither NBC nor HTG Architects has contacted FNB Bemidji regarding this recorded interest before submitting a site plan that directly affects it.

We have reviewed the site plan and related civil and landscape drawings submitted with the application. As currently designed, the proposed improvements interfere with FNB Bemidji's easement in multiple respects, including along the west easement and curb line, through encroachment of parking stalls to the south, through the proposed islands, and curb line to the east. The site plan cannot be implemented as drawn without infringing on FNB Bemidji's recorded property interest.

This letter is intended to place NBC and HTG Architects on notice of FNB Bemidji's recorded property interest. It is not intended as, and should not be construed as, a waiver of any right or remedy available to FNB Bemidji. If we are unable to reach a mutually acceptable resolution, FNB Bemidji intends to preserve and, if necessary, fully enforce its easement rights permitted by law, including through objection to the pending application and, if necessary, legal action. We would very much prefer to avoid that outcome.

We are copying the City of Bemidji Planning Department on our comments in response to its July 6, 2026 notice, and are requesting that any approval of SUP-2026-0005 be conditioned on resolution of this matter prior to construction. We would welcome a call this week to discuss a path forward, given the July 23, 2026 hearing date.

Respectfully,



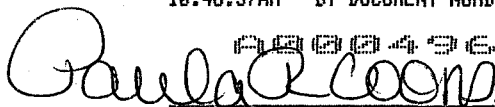
Ryan Welle
President
First National Bank of Bemidji
218.333.4314

cc: Jamin Carlson, Planning Director, City of Bemidji
Melissa Fahrenbruch, Planner, City of Bemidji
Hugh Welle, CEO, First National Bank of Bemidji

DK4C

OFFICE OF COUNTY RECORDER
COUNTY OF BELTRAMI, MINNESOTA

THIS IS TO CERTIFY
THAT THIS INSTRUMENT
WAS FILED IN THIS
OFFICE ON 09/15/2009 AT
10:48:37AM BY DOCUMENT NUMBER

 0909496645
DEPUTY

CHARLENE D. STURK
COUNTY RECORDER

PAGES: 9

DECLARATION OF EASEMENTS, COVENANTS, AND RESTRICTIONS

This Declaration of Easements, Covenants, and Restrictions (the "Declaration") is made and entered into this 14th day of September, 2009, by and between The First National Bank of Bemidji, a national banking association organized and existing under the laws of the United States (herein "First National Bank"), and RiverWood Bank, a federal savings bank (herein "RiverWood").

RECITALS

A. First National Bank is the owner of that certain real property located in Beltrami County, Minnesota, legally described as follows:

The South 250 feet of Lot Four (4), Block Five (5), Pine Ridge Addition to Bemidji;
(herein the "South Parcel").

B. RiverWood Bank is the owner of that certain property located in Beltrami County, Minnesota, legally described as follows:

Lot Four (4), Block Five (5), Pine Ridge Addition to Bemidji, less the South 250 feet thereof;
(herein the "North Parcel").

C. Declarants desire to impose certain easements upon the Parcels and to establish certain covenants, and restrictions with respect to the Parcels, for the mutual and reciprocal benefit and complement of the Parcels and the present and future owners and occupants thereof, on the terms and conditions herein set forth.

NOW, THEREFORE, in consideration of the above premises and of the covenants herein contained, the Declarants do hereby declare that the Parcels and all present and future owners and occupants of the Parcels shall be and hereby are subject to the terms, covenants, easements, and restrictions hereinafter set forth in this Declaration, so that said Parcels shall be maintained, kept, sold, and used in full compliance with and subject to this Declaration and, in connection therewith, Declarants covenant and agree as follows:

AGREEMENTS

1. Definitions. For purposes hereof:

A. The "Declarant" or "Declarants" shall mean The First National Bank of Bemidji, a national banking association organized and existing under the laws of the United States, and RiverWood Bank, a federal savings bank.

B. The term "Parcels" shall mean both the North Parcel and South Parcel, as described above.

C. The term "Survey" shall mean the survey of the Parcels attached hereto as Exhibit A and by reference made a part hereof. Except as may be otherwise provided in this Declaration, the survey is for identification purposes only.

D. The term "Owner" or "Owners" shall mean the Declarants and any and all successors or assigns of such entities as the owner or owners of fee simple title to all or any portion of the real property conveyed hereby, whether by sale, assignment, inheritance, operation of law, trustee's sale, foreclosure, or otherwise, but not including the holder of any lien or encumbrance on such real property.

E. The term "Permitees" shall mean the tenant(s) or occupant(s) of a Parcel, and the respective employees, agents, contractors, customers, invitees, and licensees of (i) the owner of such parcel and/or (ii) such tenant(s) or occupant(s).

2. Easements.

2.1 Grant of Reciprocal Easements.

A. 30-foot Wide Easement for Benefit of North Parcel.
First National Bank hereby grants to RiverWood Bank, for the benefit of the North Parcel, a perpetual, non-exclusive easement for ingress to and egress from the North Parcel, and for utilities, over and across the following described property:

A 30.00 foot wide easement for ingress and egress over and across the South 250 feet of Lot Four (4), Block Five (5), Pine Ridge Addition to Bemidji, the centerline of said easement is described as follows: Commencing at the southeast corner of said Lot 4, Block 5; thence North 89°45'42" West, bearing assumed, along the south line of said Lot 4, Block 5, a distance of 15.00 feet to the point of beginning of the centerline to be described; thence North 0°21'54" East a distance of 164.75 feet; thence northerly along a tangential curve concave to the west, radius of 200.00 feet, central angle

of 11°26'45" a distance of 39.95 feet; thence North 11°04'51" West tangent to said curve, a distance of 46.46 feet, more or less, to the intersection with the north line of the South 250 feet of said Lot 4, Block 5, and said centerline there terminating.

B. 12-foot Wide Ingress Easement for Benefit of South Parcel. RiverWood Bank hereby grants to First National Bank, for the benefit of the South Parcel, a perpetual, non-exclusive easement for ingress only, over and across the following described property:

A 12.00 foot wide easement for ingress over and across Lot Four (4), Block Five (5), Pine Ridge Addition to Bemidji, less the South 250 feet thereof, the centerline of said easement is described as follows: Commencing at the southeast corner of said Lot 4, Block 5; thence North 89°45'42" West, bearing assumed, along the south line of said Lot 4, Block 5, a distance of 15.00 feet; thence North 0°21'54" East a distance of 164.75 feet; thence northerly along a tangential curve concave to the west, radius of 200.00 feet, central angle of 11°26'45" a distance of 39.95 feet; thence North 11°04'51" West tangent to said curve, a distance of 46.46 feet, more or less, to the intersection with the north line of the South 250 feet of said Lot 4, Block 5, and the point of beginning of the centerline to be described; thence continuing North 11°04'51" West a distance of 9.65 feet; thence northerly and westerly along a tangential curve concave to the southwest, radius 30.00 feet, central angle of 78°26'44" a distance of 41.07 feet; thence North 89°31'35" West tangent to said curve, a distance of 70.26 feet; thence westerly and northerly along a tangential curve concave to the northeast, radius of 20.00 feet, central angle of 89°57'44" a distance of 31.40 feet; thence North 00°26'09" East tangent to said curve, a distance of 152.60 feet; thence North 00°22'30" East a distance of 103.22 feet; thence North 19°51'02" East a distance of 65.03 feet, more or less, to the intersection with the north line of said Lot 4, Block 5, and said centerline there terminating.

C. 12-foot Wide Egress Easement for Benefit of South Parcel. RiverWood Bank hereby grants to First National Bank, for the benefit of the South Parcel, a perpetual, non-exclusive easement, for egress only, over and across the following described property:

A 12.00 foot wide easement for egress over and across Lot Four (4), Block Five (5), Pine Ridge Addition to Bemidji, less the South 250 feet thereof, the centerline of said easement is described as follows: Commencing at the southeast corner of said Lot 4, Block 5; thence North 89°45'42" West, bearing assumed, along the south line of said Lot 4, Block 5, a distance of 15.00 feet; thence North 0°21'54" East a distance of 164.75 feet; thence northerly along a tangential curve concave to the west, radius of 200.00 feet, central angle of 11°26'45" a distance of 39.95 feet; thence North 11°04'51" West tangent to said curve, a distance of 46.46 feet, more or less, to the intersection with the north line of the South 250 feet of said Lot 4, Block 5, and the point of beginning of the centerline to be described; thence continue North 11°04'51" West a distance of 20.21 feet; thence North 00°05'56" West a distance of 132.87 feet; thence North 13°04'52" East a distance of 27.40 feet; thence North 00°48'20" East a distance of 111.01 feet; thence North 6°15'33" West a distance of 40.22 feet; thence North 21°37'43" East a distance of 3.70 feet, more or less, to the intersection with the north line of said Lot 4, Block 5, and said centerline there terminating.

2.2 Indemnification. Each Owner, having rights with respect to an easement granted hereunder, shall indemnify and hold each other Owner whose parcel is subject to the easement harmless from and against all claims, liabilities, and expenses (including reasonable attorney's fees) relating to accidents, injuries, loss, or damage of or to any person or property arising from the negligence, intentional, or willful acts or omissions of such Owner, its contractors, employees, agents, or others acting on behalf of such Owner.

2.3 Reasonable Use of Easements.

A. The easements herein above granted shall be used and enjoyed by each Owner and its Permittees in such a manner so as not to unreasonably interfere with, obstruct, or delay the conduct and operations of the business of any other Owner or its Permittees at any time conducted on its Parcel, including, without limitation, public access to and from said business.

3. Maintenance.

3.1 Easements. Except as more specifically set forth below, until such time as First National Bank, its successors or assigns, substantially uses any portion of the South Parcel, the Owner of the North Parcel shall maintain the easement areas as set forth in paragraph 2 hereof, which

maintenance shall include maintaining the easement in good order, condition, and repair, including snow removal. Maintenance of the easement areas, as set forth in paragraph 2 shall also include, without limitation, maintaining and repairing all sidewalks and the surface of the parking and roadway areas, removing all papers, debris, and other refuse from and periodically sweeping all parking and road areas to the extent necessary to maintain the same in a clean, safe, and orderly condition, maintaining marking, directional signs, lines and striping, as needed, maintaining landscaping, maintaining signage in good condition and repair, and performing any and all such other duties as are necessary to maintain the easement areas in a clean, safe, and orderly condition. At such time as First National Bank, its successors or assigns, substantially use the easement areas as set forth in paragraph 2 herein, the maintenance responsibilities as set forth above for the easement areas shall revert to the Owner of each respective parcel. Further, any damage to or destruction of all or a portion of the easement area on any parcel resulting from an Owner's use of said easement areas, shall be repaired, restored and rebuilt to its condition prior to such damage or destruction at the sole cost and expense of the Owner who caused the damage or created the need for repairs.

4. Restrictive Covenants.

A. First National Bank agrees that for a period of thirty (30) years from the date hereof, it, or its successors in interest or assigns, will not use the South Parcel for a banking facility that is regularly engaged in direct on-site contact with customers. Said restrictive covenant shall run with the land to the benefit of the owner of the North Parcel. Said restrictive covenant shall lapse if RiverWood's successor in interest is not a financial services institution.

B. First National Bank agrees that as long as it is the owner of the South Parcel, it will not place any signage on the South Parcel advertising First National Bank's other business locations or directing customers to one of First National Bank's other locations.

5. Sign Easement. First National Bank, as owner of the South Parcel, hereby grants, for the benefit of the North Parcel, a perpetual, non-exclusive easement for the installation, operation, maintenance, repair, and replacement of a sign on the southerly portion of the South Parcel, which sign shall be located within the easement area, as more specifically set forth in paragraph 2.1(a) herein. If the sign cannot be located within said easement area due to any requirements of the City of Bemidji, First National Bank agrees to expand the sign easement area, only so such as is needed, to meet the minimum area required by the City of Bemidji or any other governmental authority. The easement and covenant contemplated hereby shall include a non-exclusive easement and covenant burdening the South Parcel and benefitting the North Parcel for access to, and for the installation, maintenance, replacement, repair, and use of any pipes, electrical wires, lines, or other equipment used in the operation of the signage erected within the signage area. The construction, installation, maintenance, repair, or replacement of any signage utilities to be constructed, installed, maintained, repaired, or replaced pursuant to the provisions of this Agreement must be in compliance with any requirements of the City of Bemidji, and all pipes, wires, lines, conduits, and related equipment will be installed underground and will be installed, operated, and maintained in a manner which will not unreasonably interfere with the use of the South Parcel.

6. No Rights in Public; No Implied Easements. Nothing contained herein shall be construed as creating any rights in the general public, or as dedicating for public use, any portion of the Parcels. No easements, except those expressly set forth in paragraph 2, shall be implied by this Declaration.

7. Remedies and Enforcement.

7.1 All Legal and Equitable Remedies Available. In the event of a breach, or threatened breach, by any Owner or its Permittees of any of the terms, covenants, or restrictions hereof, the other Owner shall be entitled forthwith to full and adequate relief by injunction and/or all such other available legal and equitable remedies for the consequences of such breach, including, but not limited to, specific performance.

7.2. Remedies Cumulative. The remedies specified herein shall be in addition to all other remedies permitted at law or in equity.

8. Term. The easements, covenants, and restrictions contained in this Declaration shall be effective commencing on the date of recordation of this Declaration in the office of the Beltrami County recorder, and shall remain in full force and effect thereafter in perpetuity, unless this Declaration is modified, amended, canceled, or terminated by the written consent of all then record owners of the Parcels in accordance with paragraph 9.2 hereof.

9. Miscellaneous.

9.1 Attorney's Fees. In the event a party institutes any legal action or proceeding for the enforcement of any right or obligation herein contained, the prevailing party, after a final adjudication, shall be entitled to recover its costs and reasonable attorney's fees incurred in the preparation and prosecution of such action or proceeding.

9.2. Amendment. Declarants agree that the provisions of this Declaration may be modified or amended, in whole or in part, or terminated, only by the written consent of all record Owners of the Parcels, evidenced by a document that has been fully executed and acknowledged by all such record Owners and recorded in the official records of the county recorder of Beltrami County, Minnesota.

9.3 No Waiver. No waiver of any default of any obligation by any Owner or other party bound hereunder shall be implied from any omission by the other Owner or other party with rights hereunder to take any action with respect to such default.

9.4 No Agency Nothing in this Declaration shall be deemed or construed to create the relationship of principal and agent or of limited or general partners or of joint ventures or of any other association between the Owners or Declarants.

9.5 Covenants to Run with Land. It is intended that each of the easements, covenants, restrictions, rights, and obligations set forth herein shall run with the land and create equitable servitudes in favor of the real property benefitted thereby, shall bind every Owner and/or every other person or entity now or hereafter having any fee, leasehold, or other interest therein, and

shall inure to the benefit of the respective parties and their successors, assigns, heirs, and personal representatives.

9.6 Grantee's Acceptance. The grantee of any Parcel or any portion thereof, by acceptance of a deed conveying title thereto or the execution of a contract for the purchase thereof, whether from an original Owner or from a subsequent owner of such Parcel, shall accept such deed or contract upon and subject to each and all of the easements, covenants, restrictions, and obligations contained herein. By such acceptance, any such grantee shall for himself and his successors, assigns, heirs, and personal representatives, covenant, consent, and agree to and with the other Owner, to keep, observe, comply with, and perform the obligations and agreements set forth herein with respect to the property so acquired by such grantee.

9.7 Severability. Each provision of this Declaration and the application thereof to each Parcel are hereby declared to be independent of and severable from the remainder of this Declaration, if any provision contained herein shall be held to be invalid or to be unenforceable or not to run with the land, such holding shall not affect the validity or enforceability of the remainder of this Declaration. In the event the validity or enforceability of any provision of this Declaration is held to be dependent upon the existence of a specific legal description, the parties agree to promptly cause such legal description to be prepared. Ownership of both Parcels by the same person or entity shall not terminate this Declaration nor in any manner affect or impair the validity or enforceability of this Declaration.

9.8 Entire Agreement. This Declaration contains the complete understanding and agreement of the parties hereto with respect to all matters referred to herein, and all prior representations, negotiations, and understanding are superseded hereby.

9.9 Governing Law. The laws of the state in which the Parcels are located shall govern the interpretation, validity, performance, and enforcement of this Declaration.

IN WITNESS WHEREOF, Declarants have executed this Declaration as of the date first written above.

THE FIRST NATIONAL BANK OF BEMIDJI

By Thomas E. Welle
Thomas E. Welle, President

By Hugh Welle
Hugh Welle, Vice President

RIVERWOOD BANK

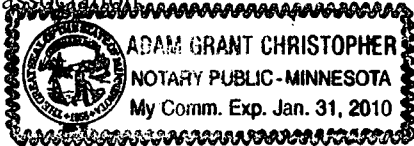
By David Landgrebe
David Landgrebe, President

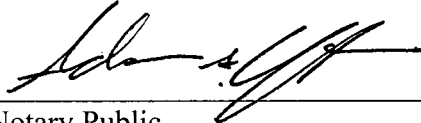
STATE OF MINNESOTA

SS.

COUNTY OF BELTRAMI

The foregoing instrument was acknowledged before me this 14th day of September, 2009, by Thomas E. Welle and Hugh Welle, the President and Vice President of The First National Bank of Bemidji, a national banking association organized and existing under the laws of the United States, on behalf of the association.



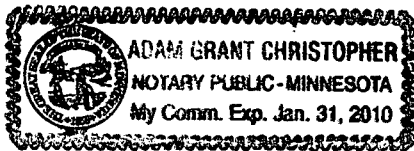

Notary Public

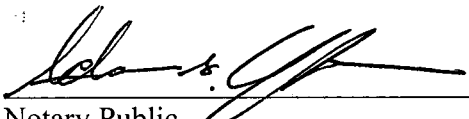
STATE OF MINNESOTA

SS.

COUNTY OF BELTRAMI

The foregoing instrument was acknowledged before me this 14th day of September, 2009, by David Landgrebe, the President of RiverWood Bank, a federal savings bank, on behalf of the bank.



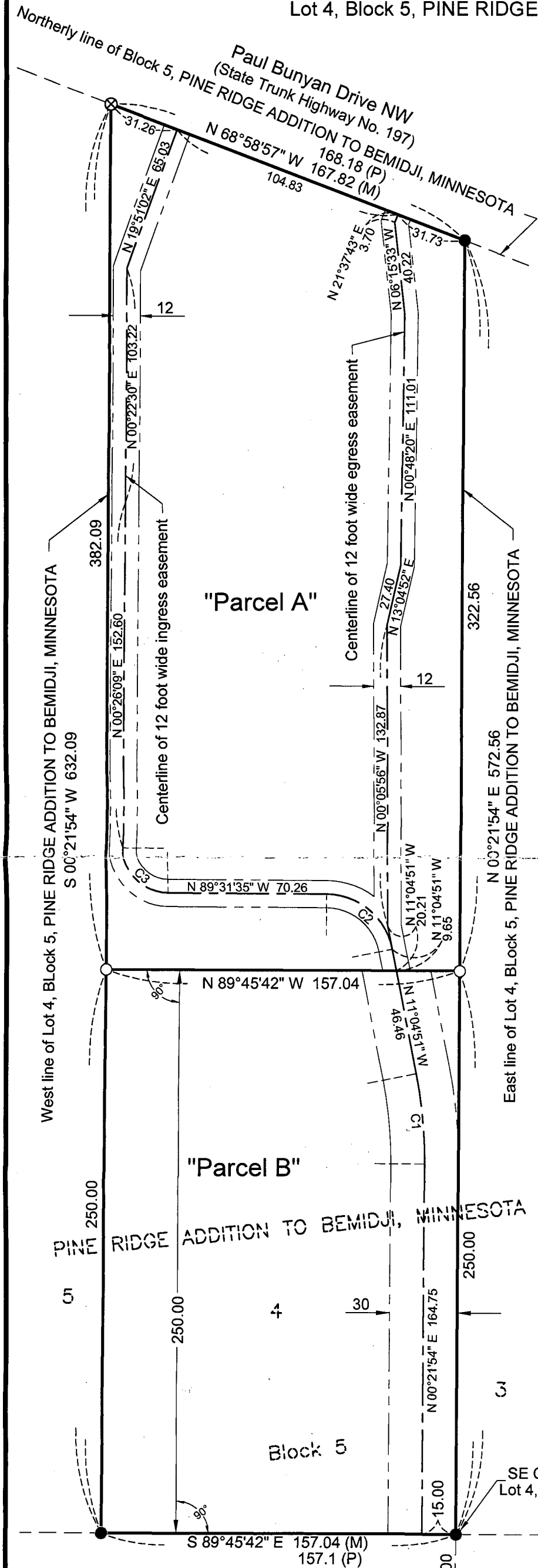

Notary Public

THIS INSTRUMENT DRAFTED BY:
DRAHOS KIESON & CHRISTOPHER, P.A.
Attorneys at Law
502 - 24th Street NW
Bemidji, MN 56601
(218) 444-1750

F:\ADKC\SAVEDOCS\rec09\FNB-RB-FRA.wpd (ajp)

CERTIFICATE OF SURVEY

Lot 4, Block 5, PINE RIDGE ADDITION TO BEMIDJI, MINNESOTA



30 foot wide easement for benefit of Parcel A:

A 30.00 foot wide easement for ingress and egress, over and across the South 250 feet of Lot 4, Block 5, Pine Ridge Addition to Bemidji, Minnesota, according to the recorded plat thereof, the centerline of said easement is described as follows: Commencing at the southeast corner of said Lot 4, Block 5; thence North 89°45'42" West, bearing assumed, along the south line of said Lot 4, Block 5 a distance of 15.00 feet to the point of beginning of the centerline to be described; thence North 0°21'54" East a distance of 164.75 feet; thence northerly along a tangential curve concave to the west, radius of 200.00 feet, central angle of 11°26'45" a distance of 39.95 feet; thence North 11°04'51" West, tangent to said curve, a distance of 46.46 feet, more or less, to the intersection with the north line of the south 250 feet of said Lot 4, Block 5 and said centerline there terminating.

12 Foot wide ingress easement for benefit of Parcel B:

A 12.00 foot wide easement for ingress over and across Lot 4, Block 5, Pine Ridge Addition to Bemidji, Minnesota, according to the recorded plat thereof, less the South 250 feet thereof, the centerline of said easement is described as follows: Commencing at the southeast corner of said Lot 4, Block 5; thence North 89°45'42" West, bearing assumed, along the south line of said Lot 4, Block 5 a distance of 15.00 feet; thence North 0°21'54" East a distance of 164.75 feet; thence northerly along a tangential curve concave to the west, radius of 200.00 feet, central angle of 11°26'45" a distance of 39.95 feet; thence North 11°04'51" West, tangent to said curve, a distance of 46.46 feet, more or less, to the intersection with the north line of the south 250 feet of said Lot 4, Block 5 and the point of beginning of the centerline to be described; thence continuing North 11°04'51" West a distance of 9.65 feet; thence northerly and westerly along a tangential curve concave to the southwest, radius 30.00 feet, central angle of 78°26'44" a distance of 41.07 feet; thence North 89°31'35" West, tangent to said curve, a distance of 70.26 feet; thence westerly and northerly along a tangential curve concave to the northeast, radius of 20.00 feet, central angle of 89°57'44" a distance of 31.40 feet; thence North 00°26'09" East, tangent to said curve, a distance of 152.60 feet; thence North 00°22'30' East a distance of 103.22 feet; thence North 19°51'02" East a distance of 65.03 feet, more or less, to the intersection with the north line of said Lot 4, Block 5 and said centerline there terminating.

12 Foot wide egress easement for benefit of Parcel B:

A 12.00 foot wide easement for egress over and across Lot 4, Block 5, Pine Ridge Addition to Bemidji, Minnesota, according to the recorded plat thereof, less the South 250 feet thereof, the centerline of said easement is described as follows: Commencing at the southeast corner of said Lot 4, Block 5; thence North 89°45'42" West, bearing assumed, along the south line of said Lot 4, Block 5 a distance of 15.00 feet; thence North 0°21'54" East a distance of 164.75 feet; thence northerly along a tangential curve concave to the west, radius of 200.00 feet, central angle of 11°26'45" a distance of 39.95 feet; thence North 11°04'51" West, tangent to said curve, a distance of 46.46 feet, more or less, to the intersection with the north line of the south 250 feet of said Lot 4, Block 5 and the point of beginning of the centerline to be described; thence continue North 11°04'51" West a distance of 20.21 feet; thence North 00°05'56" West a distance of 132.87 feet; thence North 13°04'52" East a distance of 27.40 feet; thence North 00°48'20" East a distance of 111.01 feet; thence North 6°15'33" West a distance of 40.22 feet; thence North 21°37'43" East a distance of 3.70 feet, more or less, to the intersection with the north line of said Lot 4, Block 5 and said centerline there terminating.

"Parcel A" Property Description (Microfilm No. 287113):

Lot 4, Block 5, Pine Ridge Addition to Bemidji, Minnesota, less the South 250 feet thereof; subject to easements, restrictions and reservations of record.

"Parcel B" Property Description (Microfilm No. 287113):

The South 250 feet of Lot 4, Block 5, Pine Ridge Addition to Bemidji, Minnesota. Subject to easements, restrictions and reservations of record.

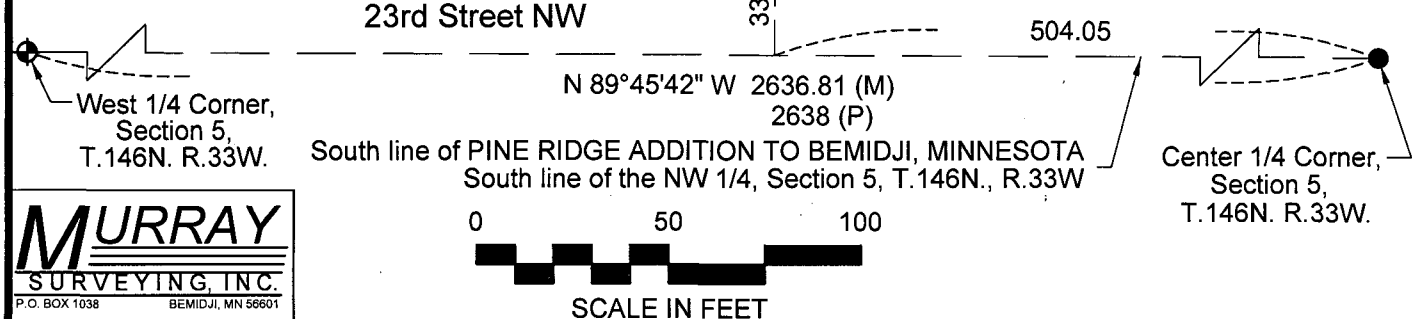
CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	200.00	39.95	39.89	S 05°21'29" E	11°26'45"
C2	30.00	41.07	37.94	S 50°18'13" E	78°26'44"
C3	20.00	31.40	28.27	S 44°32'43" E	89°57'44"

LEGEND

- Denotes 1/2 inch capped iron pipe marked 15483, set
- Denotes 1/2 inch capped iron pipe marked 15483, found
- ⊕ Denotes cast iron monument, found
- ⊗ Denotes 3/4 inch iron monument, found

Bearing system based on the south line of Lot 4, Block 5, having an assumed bearing of South 89°45'42" East.



I HEREBY CERTIFY THAT THIS PLAN, SURVEY, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert W. Murray
ROBERT W. MURRAY REGISTRATION NO. 15483
DATE: 08-30-09 FILE NO. 09-81

MURRAY
SURVEYING, INC.
P.O. BOX 1038 BEMIDJI, MN 56601
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