

**GREATER BEMIDJI AREA
REGULAR JOINT PLANNING COMMISSION MEETING**

**Thursday, July 26, 2018
6:00 P.M.**

**Council Chambers, City Hall
317 4th ST NW
Bemidji, MN 56601**

AGENDA

- | | |
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| <p>➤ Call to Order/Roll Call</p> | Chair |
| ➤ Pledge of Allegiance | |
| ➤ Approve Agenda | |
| ➤ Approve Minutes | |
| • Thursday, June 28, 2018 Regular Meeting | |

NEW BUSINESS

- | | |
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| 1. Visitors | Chair |
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Public Hearings

- | | |
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| 1. <u>City of Bemidji</u> – Amended CUP-18-80.05988.00- B&B Enterprises, LLC | CM |
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OTHER BUSINESS

- | | |
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| 1. Director Report | |
| 2. Upcoming Meetings | Chair |
| • August 8, 2018 6:00 pm JPB Regular Meeting | |
| • August 23, 2018 6:00 pm JPC Regular Meeting | |
| • Sept. 12, 2018 6:00 pm JPB Regular Meeting | |
| • Sept. 20, 2018 6:00 pm JPC Regular Meeting | |
| 3. Adjourn | Chair |

**MINUTES
GREATER BEMIDJI AREA
REGULAR PLANNING COMMISSION MEETING**

July 26, 2018
6:00 p.m.

City Hall
Council Chambers

CALL TO ORDER: Chair Nicki Lemmer called the regular meeting of the Greater Bemidji Area Joint Planning Commission to order at 6:00 p.m. Roll call was taken and the pledge of allegiance was recited

MEMBERS PRESENT: Faver, Steffen, David, Heinonen, Lahn, Lemmer, Smith, Miller

MEMBERS ABSENT: Berg

STAFF PRESENT: Casey Mai, Cory Boushee, Terri Ball

OTHERS: LaVila Fraley, Debra Chubbuck, Bob Whelan, Mary Whelan, Brian Freeberg, David Anderson, Angelina Soli

APPROVAL OF AGENDA:

Motion by Heinonen second by David, to approve the agenda as presented.

Motion carried unanimously.

APPROVAL OF MINUTES:

Motion by Steffen, second by Heinonen, to approve minutes from the June 28, 2018 Greater Bemidji Area Regular Joint Planning Commission.

Motion carried unanimously.

NEW BUSINESS:

VISITORS:

None addressed the commission.

Public Hearing:

Mai presented the first case:

PLANNING CASE – Amended CUP-18-80.05988.00 – B & B Enterprises

B & B Enterprises, LLC is requesting a conditional use permit (CUP) amendment to its approved planned unit development (PUD) located at 1300 Event Center Dr NE within the *(LD) Lake Oriented Development Zoning District*. The purpose of the amendment is to revise the site plans for the reduction of units from 30 to 29.

BACKGROUND

The City of Bemidji and the Bemidji Economic Development Authority (BEDA) purchased and created a Planned Unit Development on 141.5 acres along the South Shore of Lake Bemidji, in 2009. The South Shore project was identified as a mixed-use development containing retail, service, office, institutional, residential and other uses. The property is zoned Lake Oriented Development (LD). At that time, the City of Bemidji and the BEDA were approved a CUP for a General Planned Unit Development (GPUD). A GPUD Plan was established that contains a detailed description of the types of development proposed for the Development and discusses the visions, goals, and criteria that were to be used to guide future development within the South Shore properties. The GPUD Plan also institutes various standards, guidelines, and criteria that, in addition to this PUD and other applicable ordinances and codes, will both guide and restrict the development that can occur throughout the district.

In 2013, B & B Enterprises, LLC was approved a PUD through a CUP to amend the GPUD, authorizing them to construct up to 30 units on the original parcel 80.05988.00 within the South Shore Development. The property is identified (on page 136 in the GPUD Plan) as the South Shore PUD Lot 1-Block 4 – Horizontal Mixed-Use/Residential – Townhomes/Multi Family. After the South Shore Villas PUD was approved, tax parcel 80.05988.00 was approved for a lot division into two (2) tax parcels. The southern parcel is still currently owned by the City of Bemidji and the BEDA and has obtained the original parcel number 80.05988.00. The northern parcel that was divided and purchased by B & B Enterprises, LLC had then taken on a new tax identification number of 80.05988.01. Through the common interest community and the construction of each unit, the development has since gone through several lot division processes obtaining new tax identification numbers for each unit. All units have their own parcel number and are individually owned; however, the land surrounding the structures is under common ownership. With 26 units constructed to-date, the last common property yet to be developed on is parcel number 80.06554.00. The amended CUP will be recorded with parcel number 80.06554.00 and not the original parcel number 80.05988.00 that was approved in 2013.

B & B Enterprises, LLC is now requesting to amend their existing PUD through a CUP amendment to reduce the density of units from 30 to 29. The original approved site plan for this location was to house a quadplex; however, due to cost and space available without altering topography, the developer is requesting to modify the site plan by having units #29 and #30 as a twin home and unit #27 as a detached single family structure. Unit #28 will be disregarded. Exterior appearance and exterior materials will match the existing development and will be consistent with the design guidelines outlined in the GPUD Plan.

When the PUD was developed it was to allow for two things to occur; first greater flexibility in the variety of uses, located near each other, to create a compatible and vibrant development; second it allows for more stringent review of the quality of development that is proposed. The PUD monitors all aspects of development from pedestrian amenities to the color palettes used for design.

PLANNING CONSIDERATIONS

JPB Staff, City Staff, BEDA, City Council, and the South Shore Development Review Committee (SSDRC) have worked extensively with the applicant and their engineering representative to address each aspect from fire rescue, drainage, site layout, landscaping, signage, lighting and building materials during the initial PUD process. Through the amendment process, the applicants met with JPB Staff and the SSDRC to obtain the necessary certificates of approval as required per the GPUD Plan.

South Shore Development Review Committee

The SSDRC met on Wednesday, July 11th, 2018 to discuss the South Shore Villas amendment request. The SSDRC was established by the City of Bemidji and the BEDA to administer the design guidelines contained in the GPUD Plan and is responsible for reviewing all proposed amendments to the GPUD Plan prior to sending their recommendations off to the Planning Administrator or the Joint Planning Board.

Through this amendment request, the SSDRC reviewed the amended plans and determined the proposed detached unit within the South Shore Villas will be on a lot that is held in common ownership, will be architecturally consistent with other units within the development, and meets the spirit and intent of the design guidelines outlined within the GPUD Plan.

Neighborhood Comment

We always appreciate what the neighborhood residents are concerned with. The goal of the JPC and JPB is to listen foremost and utilize that input to come up with either a compromise, denial or approval. At this time of the writing of the report, there has been no concerns provided to staff. One neighboring property owner checked in to make sure this amended request would have no impact on their property.

Comprehensive Plan

This development is in conformity with the goals and policies for an urban development in accordance with the Greater Bemidji Area Land Use Plan.

RECOMMENDATIONS

Staff recommends approval of the CUP amendment subject to the following conditions:

1. A building permit shall be obtained prior to construction of the final units.

Public Hearing opened at 6:15 p.m.

Commissioner Heinonen announced that he would abstain from participation in discussion and voting due to the proximity of his property, which abuts the project. Owner Bob Whelan stated that he is looking for ways to finish the South Shore Villas project and explained that since construction began, building codes have changed and now require sprinkler systems, which adds a significant cost. Also, purchasing preferences have changed so additions of screened porches have increased costs. Whelan summarized that the single family unit and twin homes are the only way to make the completion financially feasible.

Public Hearing closed at 6:19 p.m.

Staff and Commissioners stated concerns or comments.

- Smith does not see a problem with the request.

Motion by Miller, second by Faver to approve a CUP amendment subject to the following conditions:

1. A building permit shall be obtained prior to construction of the final units.

And with findings:

1. **Whether the proposed use adversely affects the public safety, health, morals, convenience and general welfare of the occupants of surrounding land;**

No. South Shore Villas was approved as a planned unit development (PUD) in 2013 for the construction of up to 30 residential units of quadplex homes and twin homes. South Shore Villas is located in the Lake Oriented Development Zoning District (LD) within the General Planned Unit Development (GPUD) for south shore of Lake Bemidji. Changing the last quadplex into one twin home and one single family detached unit shall have no adverse effect on the public safety, health, morals, convenience and general welfare of the occupants in the neighborhood.

2. **Whether the proposed use adversely affects traffic conditions and parking on adjacent streets and land;**

No. The reduction of one unit throughout the development is anticipated to decrease traffic and shall not have a negative effect on Event Center Dr NE.

3. **Whether the proposed use adversely affects property in the surrounding area;**

No. The proposed changes to the development are visually and architecturally consistent with the surrounding area and do not create visual blight or reduce the values of surrounding properties.

4. **Whether the proposed use is in conformance with the community's Comprehensive Plan or Land Use Plan; and,**

Yes. The Design Guidelines outlined within the GPUD allow flexibility to create a compatible and vibrant development as long as the structures are architecturally consistent with the surrounding area. The proposed detached unit within South Shore Villas will be on a lot that is held in common ownership, will be architecturally consistent with other units, and meets the spirit and intent of the design guidelines outlined within the GPUD Plan and the Greater Bemidji Area Land Use Plan.

5. Whether adequate utility, drainage and other such necessary facilities have been or can be provided.

Yes. The development is connected to centralized City utilities and storm water system.

Roll call vote:

Ayes: Smith, Miller, Lahn, David, Steffen, Faver, Lemmer

Nayes: None

Abstain: Heinonen

Absent: Berg

Motion carried.

OTHER BUSINESS: None

DIRECTOR REPORT:

Mai provided an update of last month's planning case, current development project updates, Comprehensive Plan and Ordinance Update progress, and thanked Nicki Lemmer for her regular volunteerism in the JPB office.

UPCOMING MEETING DATES:

August 8, 2018	6:00 pm	JPB Regular Meeting
August 23, 2018	6:00 pm	JPC Regular Meeting
September 12, 2018	6:00 pm	JPB Regular Meeting
September 20, 2018	6:00 pm	JPC Regular Meeting

ADJOURNMENT:

There being no further business, motion by Steffen, second by Smith to adjourn the Regular Planning Commission meeting at 6:33 p.m.

Motion carried unanimously.

Respectfully submitted.

Terri Ball, Planning Assistant

Approved and attested by:



Joint Planning Commission Representative