

AGENDA
GREATER BEMIDJI AREA JOINT PLANNING BOARD
317 4th Street NW

Wednesday, September 14, 2016 REGULAR MEETING – 6:00 p.m.

- **Roll Call** **Chair**
- **Pledge of Allegiance**
- **Approval of the Agenda**

A. MINUTES **Chair**
Approval of August 10, 2016 Minutes

CONSENT AGENDA

Items in the Consent Agenda are approved with one motion without discussion/debate. The Chairman will ask if any Board member wishes to remove an item. If no items are to be removed, the chairman will then ask for a motion to approve the consent Agenda.

- 1. Approve/Pay Bills (see attached list of bills) **Chair**
- 2. Developers Agreement with Red Barn Estates **Chair**

B. NEW BUSINESS

- 1. City of Bemidji – IUP-16-80.03031.00 – Naylor Property Mgt/Trek North **(withdrawn)**
- 2. City of Bemidji – Resolution No. 2016-27 – V-16-80.00077.00 – Bemidji Chrysler Center **CM**

C. VISITORS **Chair**

D. ADMINISTRATOR’S REPORT **CM**

E. UPCOMING MEETINGS **Chair**

- 1. September 22, 2016 6:00 pm JPC Regular Meeting
- 2. October 12, 2016 6:00 pm JPB Regular Meeting
- 3. October 27, 2016 6:00 pm JPC Regular Meeting
- 4. November 9, 2016 6:00 pm JPB Regular Meeting

F. ADJOURN **Chair**

GREATER BEMIDJI AREA JOINT PLANNING BOARD
Meeting Minutes
September 14, 2016

Pursuant to due call and notice a regular meeting of the Greater Bemidji Area Joint Planning Board, Beltrami County, Minnesota, was held on Wednesday, September 14, 2016, at 6:00 p.m. in City Hall. Vice Chair Albrecht presiding called the meeting to order and roll call was taken.

Upon roll call, the following members were declared present: Albrecht, Kelly, Johnson, Erickson, Larson (alternate), Chambers (alternate)

Members absent: Heuer, Merschman, Mountain (utilized alternate), Olson (utilized alternate)

Staff present: Casey Mai, Josh Stearns, Terri Ball

Others in attendance: Ronald Nelson

Pledge of Allegiance was performed.

AGENDA

Agenda amended to omit item 2 on Consent Agenda, per request of Red Barn Estate representative, also a request by applicant's representative to withdraw planning case 2 from New Business.

Motion by Johnson, second by Kelly to approve the amended agenda.

Motion carried unanimously.

MINUTES

Motion by Erickson, second by Johnson to approve the August 10, 2016 JPB minutes.

Motion carried unanimously.

CONSENT AGENDA

- 1) Bills for the total amount of \$7,729.25 (Check No. 2022 through 2029) were presented for payment.

Motion by Kelly, second by Chambers to approve payment of bills.

Motion carried unanimously.

NEW BUSINESS

IUP-16-80.03031.00

Vice Chair noted planning case for Naylor Property Management/Trek North was withdrawn by applicant.

RESOLUTION NO. 2016-27 – V-16-80.00077.00 – BEMIDJI CHRYSLER CENTER

Staff presented letter from applicant's representative requesting a revised hearing date.

Motion by Erickson, second by Chambers to extend 60 day rule for planning case V-16-80.00077.00 which will be presented to JPC October 27, and then to JPB November 9.

Motion carried unanimously.

VISITORS

- Ron Nelson presented concerns with JPB approved construction of neighboring single family home belonging to Bill & Lauri Kreuger. Nelson stated since the home was built at an elevation five feet higher than previous structure, every rainfall results in water in his yard. He spoke with the landscaper, T & K Outdoors, who said engineering plans were followed. Nelson spoke with JPB staff five times during the summer, but they said nothing could be done about it because engineering plans were approved and followed. Also, a silt fence was not put up until August 3 and only stayed up until August 18. As a result, dirt and debris has been washed into his yard. Nelson also described rainwater running over Kreuger's driveway, moving 30 feet onto Waville Road, then flowing into his yard.

Board members had the following concerns:

- Albrecht questioned which engineer reviewed the designs and if staff completed site visits. Staff named * Freeberg & Grund as the engineering consultants and estimated regular site visits to be approximately every two weeks for much of the summer.
- Albrecht then asked staff for a suggested solution to the problem. Staff responded that construction was done according to JPC and JPB approved plans and conditions. When legal counsel was contacted, it was advised not to take action as this is a dispute between two property owners.
- Kelly commented as a representative of Northern Town Board, this was the first time hearing this problem within his jurisdiction. He urged staff to go back to the engineering consultant.

- Albrecht verified that it is a township policy for each property owner to manage his/her own stormwater.
- Discussion about rainfall off Waville Road. Staff said there is no ditch present. Kelly said road has not had any problem before this new construction project.
- Erickson addressed Nelson about comment made referring to his request for a drain to be installed. She explained this practice is not allowed.
- Johnson suggested if designs are wrong, this issue should go back to the engineer. Staff described a bowl or giant hole existing in Krueger's yard, and our engineering consultant does not look at entire surrounding area, just the parcel with the project.

Staff was directed to contact * Freeberg & Grund to examine the design plans and conduct a site visit. Results will guide staff's next course of action.

* Engineering consultant was in fact Karvakko Engineering, according to Planning Case V-16-31.0199.00.

ADMINISTRATOR'S REPORT

Director Mai summarized upcoming planning cases, and detailed the progress of the Comp Plan. The recent kick-off meeting resulted in the attendance of 14 steering committee members and 13 members of the public.

Mai directed JPB to the attached communication with developer of University Heights, in which he refuses to adhere to ordinance of trash enclosures. Discussion comparing other recent projects' compliance as well as City of Bemidji parks and buildings non-compliance. Comment about changing Ordinance to remove trash enclosure text was discussed but not agreed upon. Staff presented progress on city compliance since January. Board suggested city compliance as a City Council priority.

Site Plan Analyst Stearns summarized enforcement activity to that of trash enclosures and parking. Commented on improvement of campus area parking compliance since last year.

UPCOMING MEETING DATES:

September 22, 2016 -- JPC Regular Meeting @ 6:00 p.m.
 October 12, 2016 -- JPB Regular Meeting @ 6:00 p.m.
 October 20, 2016 -- JPC Regular Meeting @ 6:00 p.m.
 November 9, 2016 -- JPB Regular Meeting @ 6:00 p.m.

Kelly addressed Erickson and Albrecht about the need for a personnel meeting as previously discussed. Date and time TBD.

ADJOURNMENT:

There being no further business, motion by Erickson, second by Kelly, to adjourn the Joint Planning Board meeting at 7:50 PM.

Motion carried unanimously.

Respectfully submitted,
Terri Ball
Planning Assistant

JPB Minutes Approved and attested by:


Joint Planning Board Representative