

**Breezy Point
Planning Commission / Board of Adjustment
Meeting Minutes
August 12, 2026, 6:30 PM**

The Planning Commission Board of Adjustment meeting was called to order on Wednesday, August 12, 2026, at 6:30PM by Chairperson Marcy Weaver.

Planning Commissioners Marcy Weaver, Joe Ayers, Lee Brisbin, and Roger Theis were Present. Teddy Zierden was noted as absent. Staff present included Planning and Zoning Administrator Anthony Moberg, City Administrator Allie Polsfuss, and City Clerk Deb Runksmeier.

Open Forum

No members of the public approached the podium, and the open forum was closed without discussion.

Approval Of Minutes

July 14, 2026 Planning Commission / Board of Adjustment Meeting Minutes

Before the minutes were addressed, staff noted corrections to the agenda: the impervious coverage for item 6 was revised to 32 percent, the right-of-way setback was updated to three different measurements (14.6, 17.7, and 20.7 feet), two parcels (ending in 1860 and 1861) were removed from item 7, and an updated floor plan was distributed for item 6. A motion was made to approve the revised agenda and the July 14, 2026 meeting minutes, with no changes noted.

A motion was made by Commissioner Theis and seconded by Commissioner Brisbin to approve the July 14, 2026 Planning Commission / Board of Adjustment Meeting Minutes. The motion carried unanimously.

Continued Item - Variance Application V-26-002 Gary Grevillius 29473 Shoreview Lane Breezy Point MN 56472. Lots 76, 77, 78 17th Addition to Breezy Point Estates. Construct addition to existing dwelling (legal non-conforming use) 43 ft. from OHW - 7.7

Continued Item

The discussion for the continued item - Variance Application V-26-002 began at 6:33pm.

Applicant Presentation

Representatives Willie Iser and Regina Nelson spoke on behalf of applicants Gary and Janet Grevillius. They clarified that the driveway, sidewalk, and patios would be converted to permeable pavers, which would reduce the impervious coverage from 32.3 percent down to 25 percent — a detail that had been missed in the submitted plan. The right-of-way setback had also been revised to 14.6 feet, approximately double the distance shown in the first plan.

Commissioners questioned the drainage implications of the 3,502 square-foot house and garage footprint, and one commissioner asked whether a rain garden or similar stormwater feature had been considered. The applicants confirmed that all downspouts would be directed toward the yard and away from the street and lake, and they expressed willingness to incorporate a rain garden if the city required it. It was also noted that the existing lilac hedge would be continued along the property frontage with larger-sized plants to address snow drifting concerns raised by a neighbor at the previous meeting.

Discussion turned to the revised floor plan, where commissioners sought clarification on the number and location of bathrooms. The applicants explained there would be two bathrooms on the main floor and one upstairs, with one of the main-floor bathrooms being fully handicap accessible. The stairway was also relocated and redesigned with a landing and code-compliant riser-and-tread dimensions to accommodate the new layout. The applicants acknowledged that moving the stairway required reconfiguring the kitchen as well, but noted that the redesign, while not ideal, allowed the homeowners to have a functional and accessible living space.

Staff Review

Staff presented the application details, noting the property is located at 29473 Shoreview Lane on the east shore of Pelican Lake, consisting of three platted lots in a triangular configuration and zoned R-2 Medium Density. The existing dwelling was noted as a legal nonconforming structure located less than 50 feet from the OHW. A variance to construct the original house, garage, and deck had been approved in 1987, while a 2004 variance for a 984 square-foot addition at 22 feet from the OHW was denied.

Staff outlined the proposed setbacks — 10 feet from the side yards, 43 feet from the OHW, and right-of-way setbacks of 20.7, 14.6, and 17.7 feet — and reviewed the applicable variance criteria under Minnesota Statute 462.357 and city code section 153.120. Staff identified the practical difficulty as the need for a handicap accessible bedroom and bathroom on the main floor, and noted that the triangular lot configuration limited the available building area. Staff also flagged that increased impervious surface may cause increased stormwater runoff unless appropriately mitigated.

If approved, staff recommended the following conditions: obtaining building permits in conformance with the Minnesota State Building Code; submitting an approved stormwater management plan prior to any building permit issuance; reducing impervious coverage to 25 percent through removal or conversion of surfaces with revised calculations submitted upon project completion; consolidating the three lots into a single lot prior to permit issuance; and installing a vegetation screening buffer along the Shoreview Lane frontage.

Final Discussion

Commissioners discussed the application, with one commissioner noting initial inclination to deny the variance but expressing that the revised impervious coverage and updated setbacks addressed prior concerns. Another commissioner acknowledged the house size remained substantial but was within variance parameters. After deliberation, a motion was made to approve the variance with conditions, including specifying that the vegetation screening buffer must be at least four feet tall at installation.

A motion was made by Commissioner Brisbin and seconded by Commissioner Ayers to approve Variance Application V-26-002, with the following conditions: (a) building permits obtained and construction to conform to the Minnesota State Building Code; (b)

an approved stormwater management plan submitted to the city prior to issuance of any building permits; (c) impervious surface coverage reduced to 25 percent through removal or conversion of impervious surfaces, with revised calculations submitted upon project completion; (d) the three existing lots consolidated into a single lot with required documents submitted prior to building permit issuance; and (e) a vegetation screening buffer of at least four feet in height installed and maintained along the Shoreview Lane property frontage. The motion carried unanimously.

Redevelopment Plan Review - Brainerd HRA - Second Modification to Redevelopment Plan. Requesting to add 7 tax-forfeit parcels into the Redevelopment Plan (Parcels 10161782, 10161781, 10161644, 10161645, 10161859, 10161860, 10161861)

Staff Review

Staff reported that the Crow Wing County Housing and Redevelopment Authority (HRA) had submitted a Second Modification to Redevelopment Project No. 1 for planning commission review. The original redevelopment plan was approved in 2016 and subsequently modified in 2025. Staff noted that two parcels — ending in 1860 and 1861 — had been removed, leaving five tax-forfeit parcels for consideration: Lots 71, 72, 245, and 246 of the 15th Addition to Breezy Point Estates, and Lot 92 of the 8th Addition to Breezy Point Estates.

Staff explained that the HRA uses Redevelopment Project No. 1 to acquire tax-forfeit properties from Crow Wing County and facilitate their transfer to private developers for residential development, with the goal of returning underutilized properties to productive use, expanding housing opportunities, and increasing the tax base. Staff confirmed that the city would be made whole on any outstanding assessments through the property transfer process and would retain all zoning authority and permitting requirements. Staff recommended the planning commission to find the Second Modified Redevelopment Plan consistent with the city's general plan for development and forward a recommendation of approval to city council.

One commissioner asked what the process cost the city and whether any back taxes would be lost. Staff confirmed the city would be made whole on assessments, and the HRA representative later elaborated further.

HRA Plan Introduction/Review

Eric Charpentier, Executive Director of the Brainerd HRA, introduced the redevelopment plan. He explained that the subject lots had been tax-forfeit since approximately 2012, had been available over the counter and at county auction for years without attracting buyers, and represented a market failure in that no one was purchasing them at assessed market value plus estimated market value (EMV).

He explained the HRA's process: a developer expresses interest in the lots, the HRA reserves them while a purchase and development agreement is negotiated, and municipalities are consulted to ensure they are comfortable with the plan. If the agreement is not reached, the lots return to the over-the-counter list. He noted the developer involved had successfully built similar single-family homes in Brainerd's Northtown development, in Nisswa, and in Baxter — typically starting at \$450,000 or more.

Commissioners asked whether other developers could purchase the lots. Mr. Charpentier confirmed the lots were available to any buyer — developers or individuals — and that the HRA's involvement was intended to facilitate a structured process. He also noted that under the program, assessments owed to the city would be paid at closing, and developers must comply with all local building codes.

A commissioner asked about recent changes to tax-forfeit property policy following a Minnesota Supreme Court ruling. Mr. Charpentier confirmed that post-2016 forfeitures operate under slightly different rules, but that these pre-2016 lots could still be processed through the HRA's existing program.

A motion was made by Commissioner Ayers and seconded by Commissioner Brisbin to adopt Resolution PC 26-10, recommending that the city council find the Crow Wing County HRA Second Modified Redevelopment Plan consistent with the general plan for development of the City of Breezy Point. The motion carried unanimously.

Staff Reports

Staff provided several updates. A parcel inventory project had been initiated, covering approximately 5,200 parcels within the city, with the goal of evaluating each parcel's zoning status, development potential, and estimated infrastructure costs. Staff noted this project was expected to extend through most of the winter.

Staff also announced that a code revision process would begin as a winter project, drawing from topics discussed at the joint planning commission and city council meeting. A few additional clerical corrections to improve code readability would also be incorporated.

It was reported that the city council had approved a right-of-entry agreement for MN Power to survey four city-owned parcels as part of a potential expansion project. Staff planned to meet with MN Power to review the project before any formal submission was made.

Staff confirmed that the city council had agreed with the planning commission's prior recommendation and denied a petition to rezone, though council members alluded to a potential future review of zoning for that broader area.

Staff also noted that the August 11 primary election saw approximately 560 in-person voters, compared to under 400 during the 2022 midterm primary, and recognized city staff Deb and Janette for their work on the election.

Finally, staff noted that two applications had already been received for the September meeting.

A commissioner asked about VRBO licensing tracking. Staff confirmed they were managing the applications and licenses, noting 45 active licenses with a 46th pending, out of a possible 60 allowed.

Commissioner Reports

No commissioner reports were offered.

Adjourn

The meeting was adjourned at 7:21 PM.

Submitted By, Anthony Monberg
Planning & Zoning Administrator

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