

#### **Regular Meeting of the Planning Commission**

Tuesday, March 13, 2018 7 pm Regular Meeting 1307 Cloquet Ave, Cloquet, MN 55720

### <u>AGENDA</u>

1.	Call to Order		
2.	Roll Call		
3.	Election of Chairperson and Vice Chairperson		
4.	Additions/Changes to the Agenda		
<b>5.</b>	Minutes from the November 14, 2017 Planning Commission meeting		
<b>6.</b> 3	Zoning Case 18-02; ALDI's, Site Plan		
7.	Zoning Case 18-03: Lee Harper, Variance		
8.	Commissioner's Questions/Comments		
9.	Adjourn		
NEXT MEETING: April 10 <sup>th</sup> @ 7 pm			



#### **Regular Meeting of the Planning Commission**

Tuesday, November 14, 2017 7:00 p.m. 1307 Cloquet Ave, Cloquet, MN 55720

#### **OATH OF OFFICE**

Planner Cottingham administered the oath of office to Elizabeth Polling.

#### **CALL TO ORDER**

Chairman Wilkinson called the meeting to order at 7:00 p.m.

#### ROLL CALL

**Attending:** Planning Commission members: Uriah Wilkinson, John Sanders, Terri Lyytinen, Elizabeth Polling and Nathaniel Wilkinson; City: Al Cottingham.

Absent: None.

Others Present: David M. Johnson

ADDITIONS/CHANGES TO THE AGENDA

None.

#### **AGENDA ITEMS**

#### October 24, 2017 Meeting Minutes

Chairman Wilkinson asked for any corrections or additions.

**Motion:** Commissioner Sanders made a motion to approve the Planning Commission

meeting minutes from October 24, 2017, Commissioner Lyytinen seconded.

(Motion was approved 5-0).

#### **Zoning Case 17-16: Street and Easement Vacation for Radoush Holdings LLC**

Chairman Wilkinson excused himself from this discussion since he is involved with this project.

Vice Chairman Sanders reviewed the public hearing procedures and format and opened the public hearing for Zoning Case 17-16, Easement Vacation for Radoush Holdings LLC. He asked Mr. Cottingham to provide an overview of the topic. Mr. Cottingham stated Radoush Holdings LLC is seeking to vacate a portion of Grant Avenue and the drainage and utility easement in order to locate a new home closer to the property line. In 2004 the city vacated the westerly 100 feet of Grant Avenue but retained 31.34 feet since Grant Avenue had not been constructed at that time and they may need this portion for a possible cul-de-sac. A legal notice was published in the Pine Journal on October 26, 2017 and effected property owners were sent notice of the public

# CLOQUET

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hearing. Mr. Wilkinson was present representing Radoush Holdings LLC to answer any questions the Commission may have.

Mr. Wilkinson stated this right-of-way needed to be vacated since a small portion of the garage would be in the right-of-way.

Vice Chairman Sanders inquired as to the width of the easement area and what was located within it.

Mr. Cottingham stated that the total width of the easement was 40 feet with 10 feet located on this property and 30 feet on the property to the north. There is a Century Link line located within the easement.

Vice Chairman Sanders closed the public hearing and called for a motion.

**Motion:** 

Commissioner N. Wilkinson made a motion to approve Resolution No. 17-16.5, A Resolution Recommending Approval of the Vacation of a Portion of Grant Avenue and the Drainage and Utility Easement Lying South of 2005 Grant Avenue, Commissioner Lyytinen seconded. (Motion was approved 4-0).

Mr. Cottingham noted that this item would be forwarded to the City Council at their November 21, 2017 meeting.

Chairman Wilkinson returned to the table.

#### **Commissioner's Questions/Comment**

Mr. Cottingham stated the developer of the old Middle School site had received approval of their tax credit request and would be moving forward with the project. He anticipated something would be before the Commission in early 2018.

The developer of the White Pine Apartments was working on some financing matters for their project and was hoping to be under construction in the spring of 2018.

#### **Next Meeting**

December 12, 2017

Meeting adjourned 7:12 p.m.

Respectfully submitted,

Al Cottingham, City Planner/Zoning Administrator



1307 Cloquet Avenue • Cloquet MN 55720 Phone: 218-879-2507 • Fax: 218-879-6555

To: Planning Commission

From: Al Cottingham, City Planner/Zoning Administrator

Date: March 7, 2018

ITEM DESCRIPTION: ZONING CASE 18-02: SITE PLAN FOR ALDI'S WEST OF

101 BIG LAKE ROAD (PERKINS)

#### **Background**

ALDI Inc. has submitted a Site Plan application for ALDI's. The site is located west of 101 Big Lake Road (Perkins).

The Site Plan is for ALDI's with associated parking, landscaping, grading and drainage and building location.

#### Site Plan

Attached, the Commission will find the following plans for this development:

- Site Plan
- Grading and Drainage Plan
- Utility Plan
- Landscape Plan
- Lighting Plan
- Building Elevations

#### **Stormwater Management:** (Section 18.6)

The developer has also run a hydraulic model for storm water which has been reviewed by the City Engineer and meets requirements. The stormwater will discharge into an existing storm sewer line located on the north side of the site.

The Code requires private stormwater areas to meet the following requirements:

- 1. A permanent public easement shall be provided to the city for access for inspection and/or maintenance purposes. Cost incurred by the city for any maintenance of private systems will be billed and/or assessed to the owner/operator.
- 2. Recorded inspection and maintenance agreements that define inspection and maintenance responsibilities are required. A minimum annual inspection for private systems shall be required. These requirements are transferrable to any party that becomes the owner/operator of the site.





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- 3. An inspection and maintenance plan shall be developed, approved and included as an attachment to the maintenance agreement. At a minimum, maintenance plans must include the following:
  - a. Responsible person(s) for completing inspections and conducting maintenance.
  - b. Frequency of inspections and maintenance.
  - c. Inspection checklist and type of maintenance anticipated.
- 4. If site configurations or structural stormwater BMPs change, causing decreased BMP effectiveness, new or improved structural stormwater BMPs must be implemented to meet the requirements of this section.
- 5. The property owner shall keep on file all structural stormwater BMP annual inspection and maintenance records for 5 years and submit to the City as requested.
- 6. The City shall require the submittal of a letter of credit or other financial security in a form acceptable to the city in the amount of \$5,000 to ensure the stormwater treatment systems are installed correctly and in accordance with this ordinance.

#### **Impervious Surface:** (Section 17.6.11, Subd. 5. E and F)

The zoning district allows the maximum building coverage to be 360% with a maximum impervious surface coverage of 70%. The building coverage is approximately 293% and the total impervious surface coverage is approximately 59%.

#### **Building Setbacks:** (Section 17.6.11, Subd. 5. B)

The ordinance requires that the minimum front setback be 35 feet, the minimum side yard setback be 20 feet and the minimum rear yard setback be 30 feet. The proposed building location meets or exceeds these minimum requirements.

#### **Landscaping:** (Section 17.5.04 Subd. 5.)

The landscape plan shows 25 overstory plantings, 159 of which are existing trees to be saved, the site is required to have 25 overstory plantings in addition to understory trees and shrubs. The plan shows that the site will be irrigated.

#### Parking: (Section 17.5.11 Subd. 6.)

The site is required to have 88 parking spaces based on 21 parking stall per every 250 sq. ft. of building. The site plan shows 88 parking spaces with a shared parking area with the property to the east. Shared parking easement documents will need to be filed and recorded for this prior to a building permit being issued.

#### **Trash Storage:** (Section 17.5.15 Subd. 7. A (7))

The trash storage area can either be inside the building or an exterior enclosure. The trash storage area will be inside an exterior enclosure.

**Signage:** (Section 17.5.13 Subd. 14.)

Proposed signage will be addressed at a later date.



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#### **Lighting:** (Section 17.5.12 Subd. 5. B)

The applicant has provided a photometric plan along with detail sheets which display downward facing fixtures that emit footcandle readings that are compliant with City lighting standards.

#### Other Site Plan Items:

Pedestrian access to the site will be via a new sidewalk extending north and west from Big Lake Road. There is a significant retaining wall proposed on the south, west and north sides of the building. A fence will need to be installed along the top of the wall.

#### **Policy Objectives**

The purpose of this Site Plan Review application is to ensure that this development project is aligned with city development standards.

#### **Financial Impacts**

The Site Plan fee of \$300 was paid.

#### **Advisory Committee Action Requested**

The Commission should review the Site Plan and take into account any comments pertaining to it. Following this review the Planning Commission can recommend approval of the request, recommend denial of the request or table the request for some additional information.

#### **Staff Recommendation**

Staff would recommend approval of the Site Plan subject to at least the conditions in the attached resolution.

#### **Supporting Documents Attachments**

- Resolution No. 18-03
- Location Map
- Engineer's Memo
- Site Plan Maps

#### STATE OF MINNESOTA

#### **COUNTY OF CARLTON**

#### **CITY OF CLOQUET**

Commissioner	offered	d the following	Resolution a	nd moved i	ts ado	ption

#### **RESOLUTION NO. 18-02**

## A RESOLUTION RECOMMENDING APPROVAL OF A SITE PLAN IN THE RC – REGIONAL COMMERCIAL DISTRICT FOR ALDI INC.

**WHEREAS**, ALDI Inc. is proposing a Site Plan in the RC – Regional Commercial District for ALDI's; and

**WHEREAS**, the property of the proposed Site Plan is located west of 101 Big Lake Road and is legally described as follows:

The West 389.04 feet of the South 245 feet of Outlot A, Lumberjack Addition, Carlton County, Minnesota. And,

**WHEREAS**, the Planning Commission reviewed the staff report and recommends approval of the Site Plan.

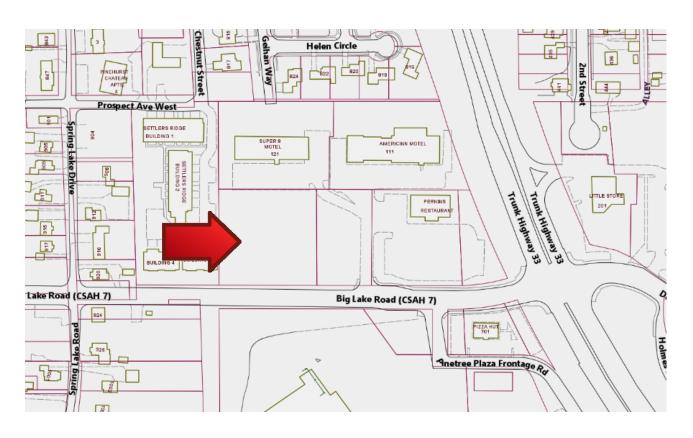
NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA, that the Planning Commission recommends approval of Zoning Case 18-02 for a site plan for ALDI Inc. for ALDI's subject to the following conditions:

- 1. The required easements, inspection and maintenance agreements, inspection and maintenance plan, financial guarantee and other items as required for the stormwater BMPs must be submitted before a building permit is issued.
- 2. Compliance with the Assistant City Engineer's Memo dated February 26, 2018.
- 3. Cross Easements documents for the parking and drives must be filed and recorded prior to the issuance of a building permit.
- 4. The parcels need to be consolidated into one tax parcel.
- 5. Signage shall comply with the Ordinance requirements.
- 6. A fence shall be installed along the top of the retaining wall.
- 7. Approval from Carlton County for the Big Lake Road work.

The foregoing motion was d members voted: AYE:	•	by Commissioner and being put to voteABSENT:		
TERRI LYYTINEN		ELIZABETH POLLING		
JOHN SANDERS		NATHANIEL WILKINSON		
URIAH WILKINSON				
Passed and adopted this 13 <sup>th</sup> day of March 2018.				
		CITY OF CLOQUET		
A TTECT.		CHAIR		
ATTEST:Alan Cottingham City Planner/Zoning	g Administrat	or		

## **Location Map**

## **ALDI's**





No Scale



#### **DEPARTMENT OF PUBLIC WORKS**

1307 Cloquet Avenue; Cloquet, MN 55720 Phone: (218) 879-6758 Fax: (218) 879-6555 Street - Water - Sewer – Engineering - Park www.ci.cloquet.mn.us

#### **MEMO**

To: Al Cottingham, City Planner

From: John Anderson, Assistant City Engineer

Date: March 5, 2018

**SUBJECT:** Aldi Site Plan Review 2

I have reviewed the revised preliminary plans for the Aldi site plans, prepared by ISG and dated 2/28/18. The items that have been addressed in the plan revisions are shown in strikeout and the comments added to the original review are shown as <u>underlined</u>. Some items the developer's engineer has commented on as noted and remain in this list of review comments as reminders that additional steps need to be taken in the future such as submitting a permit application.

The following are my comments on the revised plans submitted.

#### **Preliminary Plans**

- 1. A City issued grading permit will be required for this work as well as an NPDES construction site permit.
- 2. A Sewer and Water permit will be needed to extend municipal services to the new building.
- 3. Appropriate traffic control measures need to be put in place to allow for access to existing motels and Perkins site during the course of construction.
- 4. Paving is shown to match the existing pavement along the shared entrance driveway to the motels and Perkins restaurant. Is placing a new lift of bituminous on this entrance along with the final wear paving in the parking lot a possibility? Given all the activity this would provide a much more cohesive end product. Long term is there a maintenance agreement in place between the properties that share this driveway?
- 5. The retaining wall at the northwest corner of the building will be exposing the existing watermain located to the north to the potential for freezing. Provide insulation or adequate distance from the wall to the watermain to prevent freezing in this watermain. Provide detail in wall construction drawings
- 6. The retaining wall details show drain tile located behind the wall. This drain tile should be shown in the plan view and shown how it is connected to storm sewer or where it can discharge at the surface.
- Erosion control blanket should cover entire disturbed area behind the retaining wall.

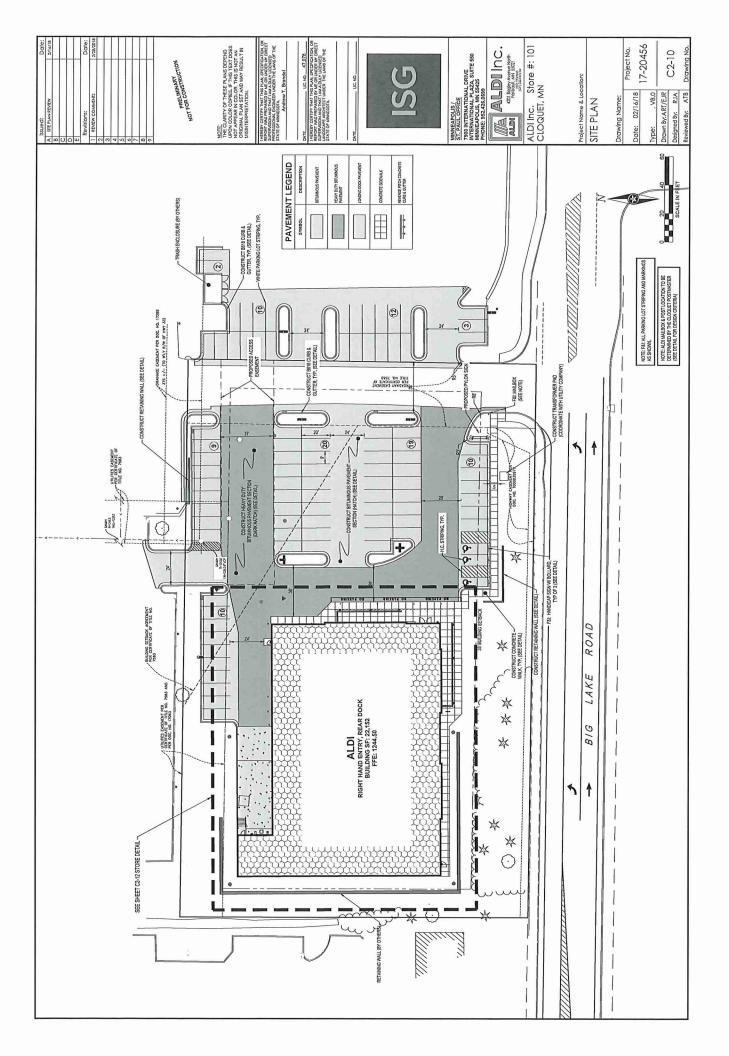
- 8. Perimeter control is needed along the west side of the access driveway and north-east corner of the parking lot.
- 9. Provide information on circulation of semi-truck deliveries to the loading dock, some island placement may be a problem in accessing the loading dock with larger vehicles.
- 10. The proposed sewer service serving the new building crosses an existing watermain and an existing storm sewer about 10 feet southwest of where this service connects to the existing manhole. It appears there may be a vertical crossing conflict in this area. Verify there is a minimum of 1.5 feet of vertical clearance between the pipes at this crossing.
- 11. The dumpster enclosure is encroaching on the drainage and utility easement and needs to be relocated.
- 12. The proposed electrical transformer north of the building must not be located within 10 feet of the existing watermain.
- 13. There is an existing fire hydrant in the area where the water service is shown to connect. The existing hydrant needs to be relocated to fall in an island in the parking lot.
- 14. The water service connection should be tapped to the existing 6 inch watermain between the hydrant lead and the existing gate valve.
- 15. The sanitary sewer service should be connected to the existing 8 inch stub west out of the existing manhole
- 16. The grading plan needs to show top of wall / bottom of wall elevations for the large wall west of the building
- 17. The retaining wall at the southwest corner of the site appears to be approximately 28 feet tall with only about 17 feet to the property line behind the wall and an existing building beyond that. Provide structural details that demonstrate how this wall is to be built without impacting the adjacent building. Provide detail in wall construction drawings

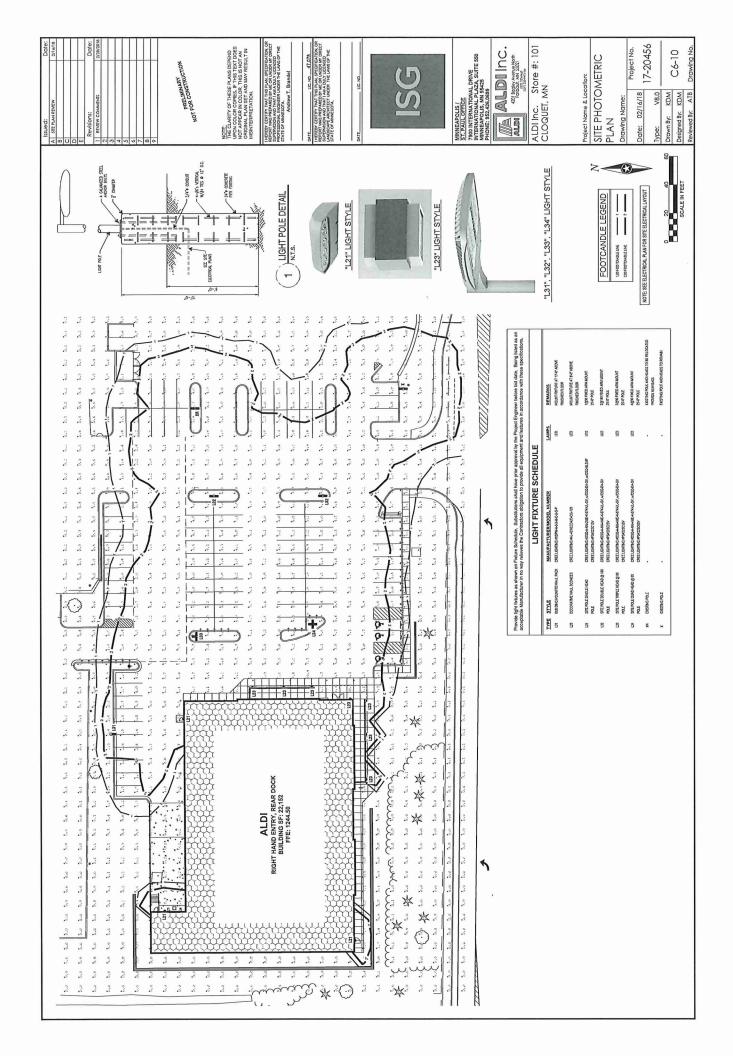
#### **Stormwater management Report**

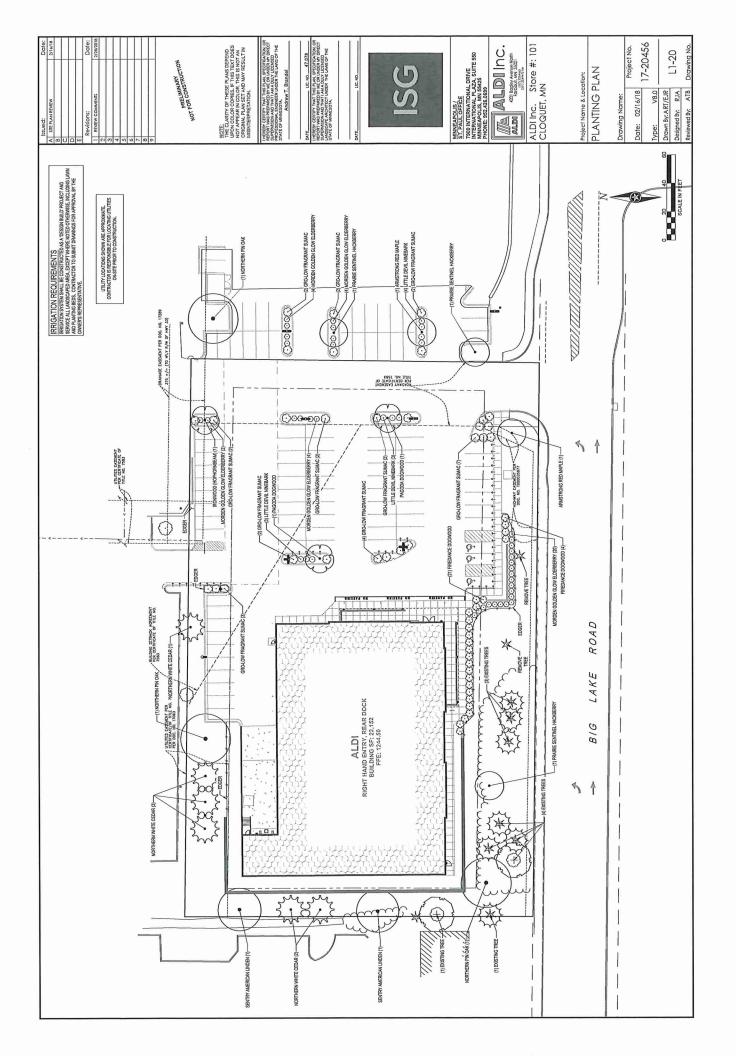
- 1. The stormwater treatment and routing is acceptable as proposed in the plans and stormwater calculations.
- 2. The long-term operation and maintenance of the stormwater facility needs to be described and documented in a maintenance agreement which can be recorded against the property. The City will not operate nor maintain the stormwater treatment system on the site. A sample is attached but the specific details of this need to be developed by the owner and submitted for review by city staff.
- 3. The storm sewer improvements on the site both existing and proposed other than the trunk storm sewer main running east to west are not publicly owned or maintained. The property owner is responsible for operation and maintenance of all storm facilities other than the east west trunk line through the site. A portion of the trunk storm line appears to fall outside the public easement. The developer of the site needs to grant a public drainage and utility easement to the city for this storm sewer. Provide an easement document to cover trunk storm sewer not currently within an easement

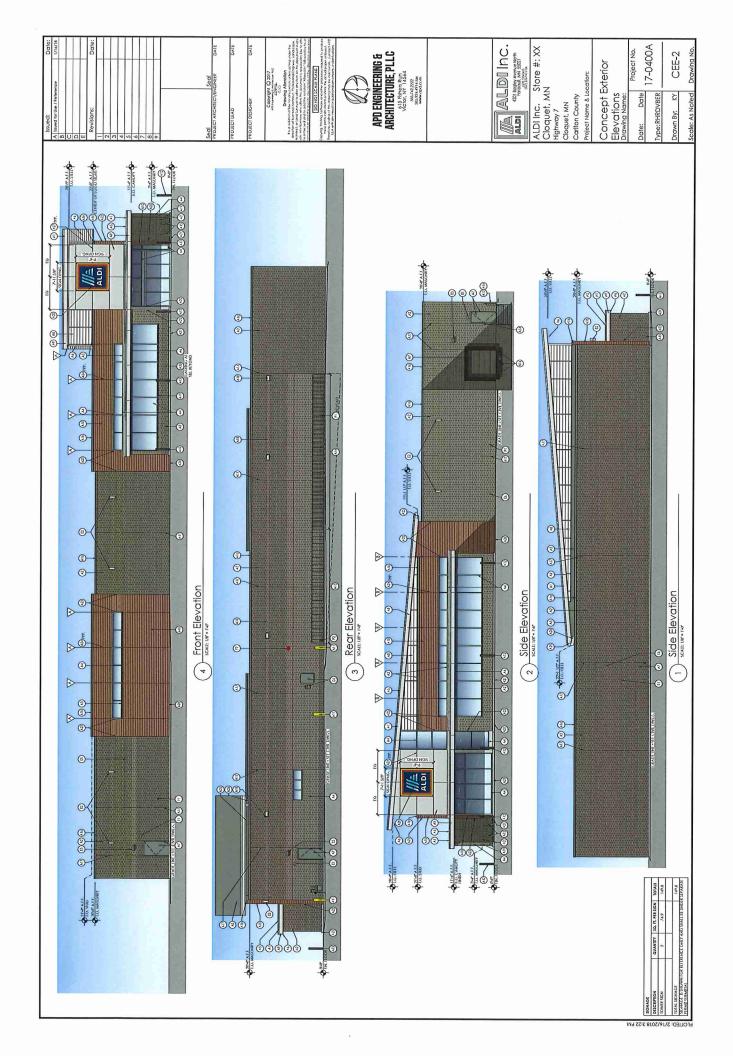
#### **Traffic Impact Study**

- 1. The traffic study proposes to restripe Big Lake Road to create an eastbound left turn lane. The proposed work on Big Lake Road needs to be reviewed and approved by the Carlton County Engineer. Provide documentation the County Engineer has approved your plan
- 2. The traffic study shows that the development of the Aldi site will increase the delay northbound on the frontage road from 22.8 seconds (LOS C) to 32 seconds (LOS D) on the Saturday peak. And in the future (2038) that peak delay is projected to increase from 104.1 seconds (LOS F) to 159.0 (LOS F) seconds as a result of the development.











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To: Planning Commission

From: Al Cottingham, City Planner/Zoning Administrator

Date: March 7, 2018

ITEM DESCRIPTION: ZONING CASE 18-03: VARIANCE – MINIMUM LOT SIZE

IN THE FR – FARM RESIDENTIAL DISTRICT

#### **Background**

Lee Harper is proposing a variance from the minimum lot size requirements in the FR – Farm Residential District. The property is located at 640 Kinden Road. Mr. Harper is proposing to subdivide his 43 acre parcel into a 41 – acre and a 2 acre parcel with approximately 225 feet of frontage on Kinden Road.

Property abutting this property range from 7 acres up to 40 acres in size while there is some property adjacent to Freeman Road, approximately ½ mile to the east that range from 1.8 to 3.0 acres in size. These parcels were all created when this area was part of Knife Falls Township.

A public hearing will be held on Tuesday, March 13, 2018 to consider a variance from the minimum lot size. A legal notice was published in the Pine Journal on March 1, 2018 and property owners within 350 feet and St. Louis County were sent notices of the public hearing.

#### **Policy Objectives**

The Zoning Ordinance states Variances may be granted when they are in harmony with the general purpose and intent of the ordinance, are consistent with the Comprehensive Plan, and when the applicant for the variances establishes that there are practical difficulties in complying with the official control. No variance may be granted unless <u>all</u> of the following conditions exist:

- 1. The property owner proposes to use the property in a reasonable manner not permitted by an official control;
- 2. The plight of the landowner is due to circumstances unique to the property not created by the landowner; and
- 3. The variance, if granted, will not alter the essential character of the locality.

#### **Financial Impacts**

The Variance fee is \$350. The applicant has paid this fee to cover the cost associated with the application process.



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#### **Advisory Committee Action Requested**

The Planning Commission should listen to the testimony that is presented at the public hearing for the variance. Following this testimony, the Planning Commission should review the variance criteria and either approve or deny the variance from the Zoning Ordinance. The Planning Commission may impose conditions in the granting of variances; those conditions must be directly related to and must bear a rough proportionality to the impact created by the variance.

#### **Staff Recommendation**

Staff has reviewed the variance requirements and would recommend denial of the variance. In following the strict letter of the ordinance, the property owner does have reasonable use of his property. What makes this request a little more difficult is the proposed lot sizes would be similar to lots along Freeman Road but would be smaller than the adjacent lots.

#### **Supporting Documents Attachments**

- Resolution No. 18-03
- Location Map
- Lot Drawing

## STATE OF MINNESOTA COUNTY OF CARLTON

**CITY OF CLOQUET** 

Commissioner	offered the following Resolution and moved its	adoption.

#### **RESOLUTION NO. 18-03**

## A RESOLUTION DENYING A VARIANCE FROM THE MINIMUM LOT SIZE IN THE FR – FARM RESIDENTIAL DISTRICT FOR LEE HARPER

**WHEREAS**, Lee Harper is proposing a Variance from the minimum lot size in the FR – Farm Residential District; and

**WHEREAS,** As required by ordinance, notification was advertised in the Pine Journal and property owners within 350 feet and St. Louis County have been notified. A public hearing was held to consider the application at the regular meeting of the Cloquet Planning Commission on March 13, 2018 at which time Zoning Case / Development Review No. 18-03 was heard and discussed; and

**WHEREAS**, the property of the proposed Variance is located at 640 Kinden Road and is legally described as follows:

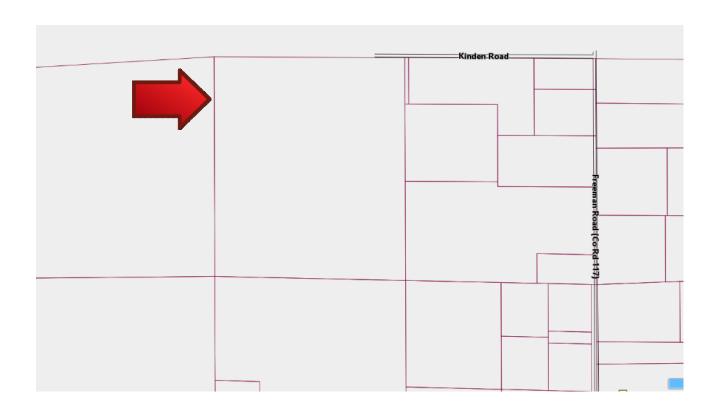
The Northwest Quarter of the Northeast Quarter Lot 2, Section 3, Township 49 North, Range 17 West, Carlton County, Minnesota. And,

**WHEREAS**, the Planning Commission reviewed the staff report and denies the Variance from the minimum lot size in the FR – Farm Residential District.

NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA, that the Planning Commission denies Zoning Case 18-03 for a variance from the minimum lot size in the FR – Farm Residential District for property located at 640 Kinden Road.

The foregoing motion was duly seconded members voted: AYE: NAY:	d by Commissioner and being put to vote ABSENT:
TERRI LYYTINEN	ELIZABETH POOLING
JOHN SANDERS	NATHANIEL WILKINSON
URIAH WILKINSON	
Passed and adopted this 13 <sup>th</sup> day of Marc	ch 2018.
	CITY OF CLOQUET
	CHAIR
ATTEST:Alan Cottingham City Planner/Zoning Administr	ator

## **Location Map Lee Harper**





No Scale



Not an Official Survey

06-510-0510

Carlton County, MIN

Date: 2/16/2018