



**Regular Meeting of the Planning Commission**

Tuesday, May 10, 2016

7 pm Regular Meeting

1307 Cloquet Ave, Cloquet, MN 55720

**AGENDA**

1. Call to Order
2. Roll Call
3. Additions/Changes to the Agenda
4. Minutes from the April 12, 2016 Planning Commission meeting
5. Zoning Case 16-05: Friends of Animals, Zoning Ordinance Text Amendment
6. Zoning Case 16-06: Friends of Animals, Conditional Use Permit
7. Zoning Case 16-07: Commonwealth, Preliminary Site Plan and Variance
8. Zoning Case 16-08: Sherman and Associated, Preliminary Site Plan
9. Commissioner's Questions/Comments
10. Adjourn

**NEXT MEETING:**

**May 24<sup>th</sup> @ 7 pm**

**June 14<sup>th</sup> @ 7 pm**



**Regular Meeting of the Planning Commission**

Tuesday April 12, 2016

7:00 p.m.

1307 Cloquet Ave, Cloquet, MN 55720

**CALL TO ORDER**

Chairperson Berglund called the meeting to order at 7:00 p.m.

**ROLL CALL**

**Attending:** Planning Commission members: Michael Haubner, Kelly Johnson, Bryan Bosto, Jesse Berglund, Chuck Buscher, John Sanders and Uriah Wilkinson; City: Al Cottingham

**Absent:** Commission members: None

**Others Present:** Dawn and Jesse Zeleznikar, Nathan Radoush and Ron Gittings.

**ADDITIONS/CHANGES TO THE AGENDA**

None.

**AGENDA ITEMS**

**March 22, 2016 Meeting Minutes**

Chairperson Berglund asked for any corrections or additions.

**Motion:** Commissioner Wilkinson made a motion to approve the Planning Commission meeting minutes from March 22, 2016 with the corrections noted, Commissioner Johnson seconded. (Motion was approved 7-0).

**Zoning Case 16-04: Conditional Use Permit**

Commissioner Wilkinson stepped down from the table to remove himself from the Commissions discussion since he is involved in the project.

Chairperson Berglund reviewed the public hearing procedures and format and opened the public hearing for Zoning Case 16-04, Conditional Use Permit. He asked Mr. Cottingham to provide an overview of the application. Mr. Cottingham noted that this is a public hearing with a legal notice published in the Pine Journal on March 31, 2016 and property owners within 350 feet were sent notice of the meeting. Nathan Radoush is proposing a conditional use permit for for a two family dwelling in the R1 – Single Family Residence District. He noted the structure would be facing east and there were architectural drawings included in the packet. He noted that Mr. Radoush and Mr. Wilkinson were present to answer any questions.

Chairman Berglund opened the public hearing and asked if Mr. Radoush would like to address the Commission. Mr. Radoush stated he was looking to fill a need in the community for retirement housing.



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Ron Gittings, Esko, MN stated he owns the vacant lot to the east and used to live on 22<sup>nd</sup> Street. He purchased the lot in 2004 to provide some privacy and Grant Avenue didn't exist at that time. He paid for the extension of Grant Avenue and the utilities when it was constructed. He wondered what kind of impact this would have on his property and the future development of it. He was not in favor of this proposal.

Chairman Berglund asked if anyone else wished to speak and since nobody wished to he closed the public hearing.

Chairman Berglund inquired as to the possibility of ever extending 21<sup>st</sup> Street to intersect with Grant Avenue.

Mr. Cottingham noted this was discussed when Grant Avenue was extended and the residents along 21<sup>st</sup> Street did not want the roads connected. They didn't want the additional traffic into their neighborhood. He did not believe this would go through anytime in the near future.

Commissioner Sanders inquired as to the driveway and access to the southerly garage with the plan showing just 25 feet of driveway.

Mr. Wilkinson noted the garage doors would be oversized to provide easier access into the garage.

Mr. Cottingham also noted that there will be additional driveway that is not shown on the drawing within the right of way of 21<sup>st</sup> Street to provide access.

**Motion:** Commissioner Sanders made a motion to adopt Resolution No. 16-04, A Resolution Recommending Approval of the Conditional Use Permit for Nathan Radoush for a Two Family Dwelling in the Single Family Residence District, Commissioner Bosto seconded. (Motion was approved 6-0).

Mr. Cottingham noted this recommendation would be forwarded to the City Council at their meeting on Tuesday, April 19, 2016 at 7:00 pm.

Commissioner Wilkinson returned to the table.

**Commissioner's Questions/Comment**

Chairperson Berglund asked Mr. Cottingham for an update on upcoming meetings. Mr. Cottingham noted there would be two meetings in May on the 10<sup>th</sup> and 24<sup>th</sup> so please mark your calendars for this. He believed that Friends of Animals would be coming forward with a conditional use permit to relocated their business in the Business Park at the location of the Home Center. There will be a proposal for the repurposing of the Middle School with many parts to that request and also a proposal for a multifamily building located north of the Aspen



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Arms apartment. Both of these multifamily projects are time sensitive so that is why we will be holding two meetings in May.

Also in October 2014 the Commission approved a variance for Patry Truman for two principal structures on a lot with some time frames for the completion of the project. Mr. Truman was to have the project completed by April 14, 2016 and he will not have it done. Mr. Truman contacted me and stated he would not be done with all of the work and should be completed within the next six weeks. The exterior work for both the house and garage are done it is just the interior of the home that is not complete.

The Commission noted they were Ok with this and appreciated Mr. Truman keeping staff and them up to date.

**Next Meeting**

May 10, 2016

Meeting adjourned 7:35 p.m.

Respectfully submitted,

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Al Cottingham, City Planner/Zoning Administrator



**Community Development Department**

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

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To: Planning Commission  
From: Al Cottingham, City Planner/Zoning Administrator  
Date: May 4, 2016

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**ITEM DESCRIPTION: ZONING CASE 16-05: ZONING ORDINANCE TEXT AMENDMENT – OM – OFFICE/MANUFACTURING DISTRICT**

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**Background**

Friends of Animals is proposing to amend the Section 17.6.16, Subd. 3 Conditional Uses, OM – Office/Manufacturing District of the City Code (Zoning Ordinance).

The proposed amendment is to add the following: C. Humane Societies and commercial kennels. A humane society or commercial kennel shall be constructed of impervious materials and all structures, areas and appurtenances shall be so designed as to facilitate thorough and convenient cleaning. Commercial kennels shall be adequately ventilated, and all doors, windows and other openings shall be screened. Commercial kennels shall be provided with adequate water supplies and sanitary facilities for disposal of wastes.

In 2015 the Cloquet Economic Development Authority proposed and was approved an Ordinance amendment and a map amendment to change the zoning of the Cloquet Business Park from RC – Regional (Highway) Commercial and IP – Industrial Park to create the OM – Office/Manufacturing District. The RC District allows Humane Societies and commercial kennels as a Conditional Use.

A public hearing will be held on Tuesday, May 10, 2016 to consider a possible amendment to Section 17.6.16. A legal notice was published in the Pine Journal on April 28, 2016, Property owners were **not** sent a notice of the hearing since this is a textual amendment.

**Policy Objectives**

As times change amendments to the Ordinance are made to try to stay current with things.

**Financial Impacts**

The Zoning Ordinance Text Amendment fee is \$300. These fees have been paid.

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**Community Development Department**

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Phone: 218-879-2507 • Fax: 218-879-6555

**Advisory Committee Action Requested**

The Planning Commission should listen to the testimony that is presented at the public hearing and review the proposed language changes. 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 Zoning Ordinance Text Amendment as identified in the attached pages.

**Supporting Documents Attachments**

- Resolution No. 16-05
- OM – Office/Manufacturing Pages

**STATE OF MINNESOTA**

**COUNTY OF CARLTON**

**CITY OF CLOQUET**

Commissioner \_\_\_\_\_ offered the following Resolution and moved its adoption.

**RESOLUTION NO. 16-05**

**A RESOLUTION RECOMMENDING THE CITY COUNCIL OF CLOQUET APPROVE  
THE ATTACHED ORDINANCE RELATING TO THE OM –  
OFFICE/MANUFACTURING DISTRICT**

**WHEREAS**, Friends of Animals is proposing to amend the Zoning Ordinance regarding the OM – Office/Manufacturing District; and

**WHEREAS**, As required by ordinance, notification was advertised in the Pine Journal. A public hearing was held to consider the application at the regular meeting of the Cloquet Planning Commission on May 10, 2016 at which time Zoning Case / Development Review No. 16-05 was heard and discussed; and

**WHEREAS**, the Planning Commission reviewed the staff report and recommends approval of the attached Ordinance.

**NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA**, that the Planning Commission recommends approval of Zoning Case 16-05 to the Cloquet City Council.

The foregoing motion was duly seconded by Commissioner \_\_\_\_\_ and being put to vote members voted: AYE: \_\_\_\_\_ NAY: \_\_\_\_\_ ABSENT: \_\_\_\_\_

JESSE BERGLUND	_____	BRYAN BOSTA	_____
CHUCK BUSCHER	_____	MICHAEL HAUBNER	_____
KELLY JOHNSON	_____	JOHN SANDERS	_____
URIAH WILKINSON	_____		

Passed and adopted this 10<sup>th</sup> day of May 2016.

CITY OF CLOQUET

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JESSE BERGLUND  
CHAIR

ATTEST: \_\_\_\_\_  
Alan Cottingham  
City Planner/Zoning Administrator



**ORDINANCE NO. XXX**

**AN ORDINANCE TO AMEND CHAPTER 17 OF THE MUNICIPAL CODE PERTAINING  
TO OM – OFFICE/MANUFACTURING DISTRICT**

The City Council of the City of Cloquet does hereby ordain as follows:

**Section 1. Section 17.6.16 Subd. 3, Conditional Uses** is amended to add:

C. Humane Societies and commercial kennels. A humane society or commercial kennel shall be constructed of impervious materials and all structures, areas and appurtenances shall be so designed as to facilitate thorough and convenient cleaning. Commercial kennels shall be adequately ventilated, and all doors, windows and other openings shall be screened. Commercial kennels shall be provided with adequate water supplies and sanitary facilities for disposal of wastes.

**Section 2. Effective Date.** This ordinance shall take effect and be in force from and after its passage and publication in accordance with law.

Passed this 17<sup>th</sup> day of May 2016.

CITY OF CLOQUET

By: \_\_\_\_\_  
Its Mayor

ATTEST:

By: \_\_\_\_\_  
Its City Administrator

### 17.6.16 OM – Office/Manufacturing District.

**Subd. 1 Intent.** The intent of the OM Office/Manufacturing District is to establish a suitable area or areas within the City in which light industrial and limited commercial uses can co-exist in an attractive environment and be compatible with each other and with adjacent business or residential neighborhoods. Such uses should be relatively free from objectionable influences, or have those influences obviated by design or other appropriate devices. In the interest of general health and welfare, residential and certain institutional uses are not permitted within this district.

**Subd. 2 Permitted Uses.** The following uses are permitted as regulated herein, without special application requirements or conditions attached except that where any use listed herein is proposed to be developed abutting an urban primary arterial street as designated on the approved City thoroughfares plan, and no frontage or service road is provided, such use shall only be permitted by Conditional Use Permit, as specified in *Section 17.2.10*.

- A. Office parks and complexes.
- B. Nurseries, landscape, and garden stores.
- C. Building materials retail outlets.
- D. Retail sales outlets when associated with and when located on the same lot as, a permitted manufacturing or warehousing use as specified in this section.
- E. Manufacturing: Any light manufacturing use or process including repairs, assembling, fabricating, altering, converting, finishing, processing, treating, testing, packaging or bottling; except any use or process hereinafter specifically excluded or which would not be in keeping with the purpose of the District as stated above.
- F. Warehousing, storage, and wholesaling: The storage, handling, assembly and distribution of goods and materials for retail, wholesale, or on-site use, except for the handling, in quantity, of packaged or bulk hazardous combustible materials and / or flammable liquids or gases. The determination of 'hazardous' materials shall be made by reference to the latest edition of the International Building Code as adopted by reference by the Minnesota State Building Code.

**Subd. 3 Conditional Uses.** The following uses are permitted only subject to the issuance of a Conditional Use Permit as stipulated in *Section 17.2.06*. Additional uses itemized in that Section may situate in the OM Office/Manufacturing District in the same manner as if they were listed hereunder:

- A. General. Any use first listed as permitted in the HI, Heavy Industrial District, provided that any objectionable features normally associated with these uses, such as those deemed to be hazardous, offensive, or objectionable by reason of odor, dust, cinders, gas fumes, noise, vibration, radiation, refuse matter, or water-carried waste, shall be ameliorated, controlled or eliminated through design, mechanical devices, screen plantings and / or walls, or other measures as specified by the Planning Commission, and provided that the use and its day to day activity will not be hazardous, noxious, or offensive.

- B. Commercial. Any use first listed as a permitted use in the NC, Neighborhood Commercial, and RC, Regional (Highway) Commercial Districts provided such use is in keeping with the intent of the District as stated in *Subd. 1* of this *Section*.

**Subd. 4 Prohibited Uses.** No building, structure or land shall be used, and no building or structure shall be erected, altered or enlarged, which is arranged, intended, or designed for any of the following uses:

- A. Residential. Dwellings, dwelling units, and residences of any kind, including hotels, motels, rooming houses, and tourist homes.
- B. Institutional. Schools, orphanages, child care centers, homes for the aged, and similar institutions for human care.
- C. Industrial. Any use first listed as a conditional use in the HI-Heavy Industrial District.

**Subd. 5 Accessory Uses.** The following uses are permitted only when auxiliary to a principal use permitted above; they may not exist as principal uses in their own stead:

- A. Any accessory use, building, or structure customarily incidental to a principal use permitted above, and located on the same lot therewith.
- B. Specialized freight and yard equipment, private utility structures, secondary processing structures, and similar specialized structures.
- C. Enclosed equipment and vehicle storage areas for non-residential uses.
- D. Parking and loading facilities as regulated in *Section 17.5.11*.
- E. Signs as regulated in *Section 17.5.13*.



PLANNING COMMISSION MEMO

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To: Planning Commission  
From: Al Cottingham, City Planner/Zoning Administrator  
Date: May 4, 2016

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**ITEM DESCRIPTION: ZONING CASE 16-06: CONDITIONAL USE PERMIT – FRIENDS OF ANIMALS, HUMANE SOCIETY IN THE OM – OFFICE/MANUFACTURING DISTRICT**

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**Background**

Friends of Animals is proposing a conditional use permit to allow a humane society in the OM – Office/Manufacturing District. The property involved is located at 500 Commerce Way. Friends of Animals would like to remodel the former Cloquet Home Center for their facility.

A public hearing will be held on Tuesday, May 10, 2016 to consider a conditional use permit for a humane society in the Office/Manufacturing District. A legal notice was published in the Pine Journal on April 28, 2016 and property owners within 350 feet were sent notices of the public hearing.

**Policy Objectives**

The Zoning Ordinance states Conditional Use Permits may be granted when they comply with the following approval criteria: (*Staff comments in italic*)

1. Consistency with the Comprehensive Plan. The relationship of the proposed use to the goals, objectives, and policies of the City of Cloquet Comprehensive Plan. *The proposed site is guided as Light Industry. For the purposes of the Comprehensive Plan, acceptable land uses include industrial development.*
2. Compatibility. The compatibility of the proposed use with existing development within three hundred (300) feet of the proposed use and within five hundred (500) feet along the same street and development anticipated in the foreseeable future within the neighborhood and conditions that would make the use more compatible. *The property surrounding this site is currently vacant in all directions.*
3. Importance of services to the community. The importance of the services provided by the proposed facility to the community, if any, and the requirements of the facility for certain locations, if any, and without undue inconvenience to the developer, and the availability of alternative locations equally suitable. *There is a need for a humane society in the community. They are currently located at 1418 Hwy 33 South and are proposing to relocate to this site.*



## Community Development Department

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4. Neighborhood protections. The sufficiency of terms and conditions proposed to protect and maintain the uses in the surrounding neighborhood. *The site is the former home of Cloquet Home Center. The conversion of the site to the Friends of Animals Humane Society will involve remodeling of the interior of the building to meet their needs. The rest of the site will probably remain unchanged for the time being.*

5. Conformance with other requirements of this Chapter. The conformance of the proposed development with all provisions of this Chapter. *The proposed location meets all of the requirements of the Zoning Ordinance. There is adequate off street parking for employees and customers.*

6. Other factor. Other factors pertinent to the proposed use, site conditions, or surrounding area considerations that the Planning Commission or the City Council feels are necessary for review in order to make an informed and just decision.

### **Financial Impacts**

The Conditional Use Permit fee is \$400. The applicant has paid this fee to cover the cost associated with the application process.

### **Advisory Committee Action Requested**

The Planning Commission should listen to the testimony that is presented at the public hearing for the conditional use permit. Following this testimony the Planning Commission should review the approval criteria and either recommend approval, approval with conditions or denial of the conditional use permit. The Planning Commission may impose conditions in the granting of conditional uses.

### **Staff Recommendation**

Staff has reviewed the conditional use permit approval criteria requirements and would recommend approval of the conditional use permit subject to at least the conditions in the draft Resolution.

Staff is concerned with this site being at the entrance of the Business Park and exterior appearance of the site. We would suggest not outdoor kennels be constructed and animals not be allowed to run outside unless there is a person outside.

### **Supporting Documents Attachments**

- Resolution No. 16-06
- Location Map
- Narrative
- Aerial Photo & Conceptual Drawing

**STATE OF MINNESOTA**

**COUNTY OF CARLTON**

**CITY OF CLOQUET**

Commissioner \_\_\_\_\_ offered the following Resolution and moved its adoption.

**RESOLUTION NO. 16-06**

**A RESOLUTION RECOMMENDING THE CITY COUNCIL OF CLOQUET APPROVE THE CONDITIONAL USE PERMIT FOR FRIENDS OF ANIMALS FOR A HUMANE SOCIETY IN THE OFFICE/MANUFACTURING DISTRICT**

**WHEREAS**, Friends of Animals is proposing a Conditional Use Permit for a humane society in the Office/Manufacturing District; and

**WHEREAS**, As required by ordinance, notification was advertised in the Pine Journal and property owners within 350 feet were sent notice. A public hearing was held to consider the application at the regular meeting of the Cloquet Planning Commission on May 10, 2016 at which time Zoning Case / Development Review No. 16-06 was heard and discussed; and

**WHEREAS**, the property of the proposed Conditional Use Permit is located at 500 Commerce Way and is legally described as follows:

Lots 2 and 3, Block 4, Cloquet Business Park, Carlton County, Minnesota. and

**WHEREAS**, the Planning Commission reviewed the staff report and recommends approval of the Conditional Use Permit.

**NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA**, that the Planning Commission recommends approval of Zoning Case 16-06 to the Cloquet City Council to allow a humane society in the Office/Manufacturing District subject to the following condition:

1. The two lots must be consolidated into one tax parcel.
2. A Building Permit must be issued prior to beginning any work.
3. Animals shall not be left outside unattended.
4. There shall be no outside kennels constructed on the site.

The foregoing motion was duly seconded by Commissioner \_\_\_\_\_ and being put to vote members voted: AYE: \_\_\_\_ NAY: \_\_\_\_ ABSENT: \_\_\_\_

JESSE BERGLUND	_____	BRYON BOSTO	_____
CHUCK BUSCHER	_____	MICHAEL HAUBNER	_____
KELLY JOHNSON	_____	JOHN SANDERS	_____
URIAH WILKINSON	_____		

Passed and adopted this 10<sup>th</sup> day of May 2016.

CITY OF CLOQUET

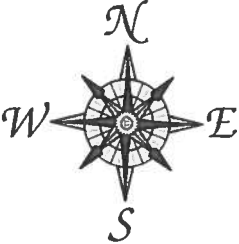
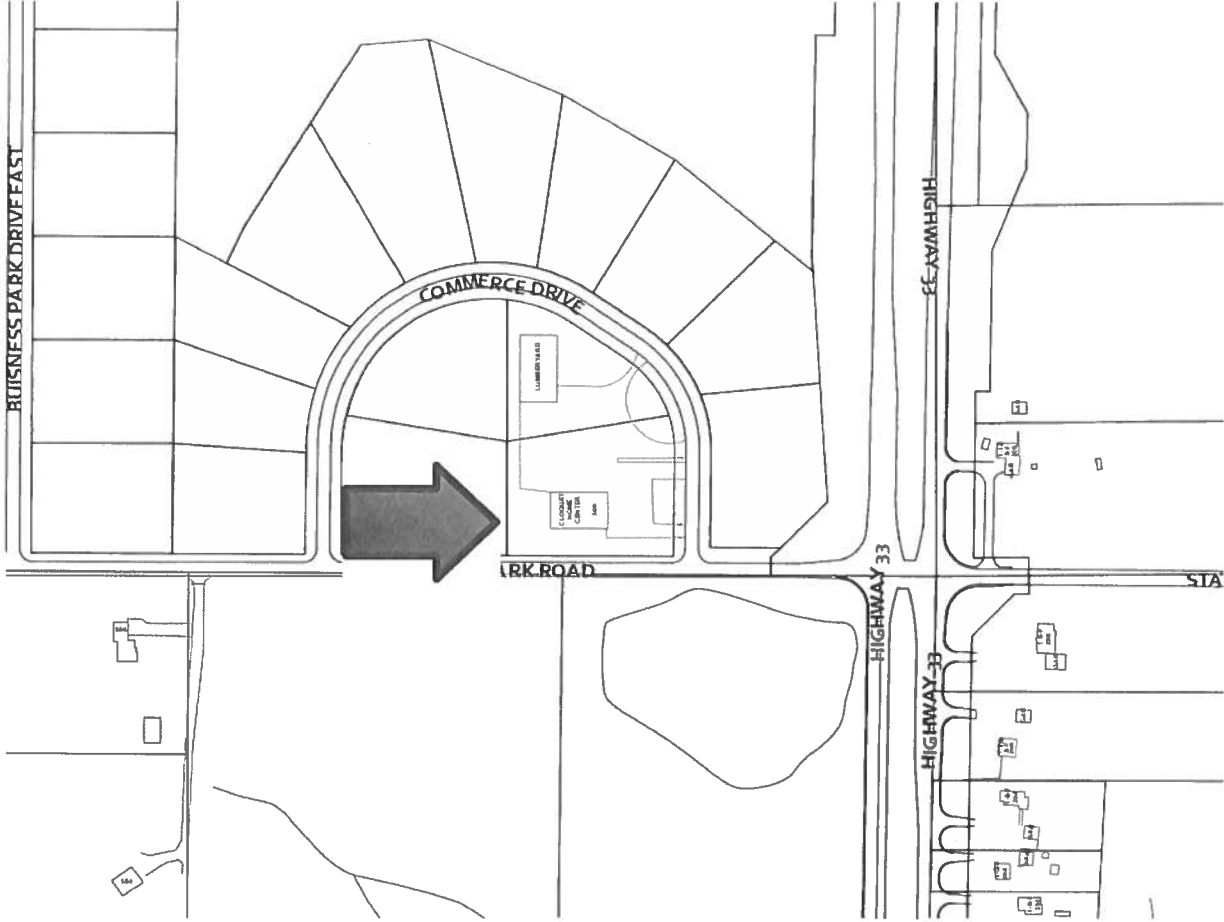
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JESSE BERGLUND  
CHAIR

ATTEST: \_\_\_\_\_  
Alan Cottingham  
City Planner/Zoning Administrator

# Location Map

## Friends of Animals



No Scale





## **Friends of Animals Humane Society**

1418 Highway 33 South • Cloquet MN 55720 • (218) 879-1655 • [www.foaonline.org](http://www.foaonline.org)

Friends of Animals has recently put in an offer to purchase the Cloquet Home Center located in the Cloquet Business Park. A few months ago FOA was approached by a national chain that would like to purchase our existing site. We have looked at many existing sites to relocate to. We are not willing to give up our site for an older building in a poor location. After looking at approximately 8 sites, we decided to look at building a new building. While searching for land possibilities, again the locations were less than favorable or it would be too costly to bring in the utilities. We approached the City's Economic Development director about a site in the business park. Since then we have been working very hard trying to get building costs down so that we could build a new shelter in the Cloquet Business Park. At the December EDA meeting consideration was given to provide FOA with a lot in the Business Park, (letter attached) Running into some roadblocks in trying to get the construction costs down, building from the ground up is seeming less and less probable, but not impossible.

With the Cloquet Home Center site coming available, it made the possibility of a move more likely. We currently have a letter of intent for our site and are expecting a purchase agreement in the next few days. With the sale of our building we will be able to purchase the Cloquet Home Center and have money available for renovation.

The Cloquet Home Center location is a perfect fit for Friends of Animals. With the presence of FOA at that site you would see very little physical change from what you see now. We believe that with the 6,000 square foot main building at the Cloquet Home Center compared to our current 5,000 square feet, we can arrange the rooms so they are more efficient for our needs. The large building which has no heat, water or sewer would possibly be used for incoming, unavailable dogs, depending on funds available to put in a heated room, water and sewer. This building could also allow us to put dog runs in it and the possibility of having an arena style set up to provide behavioral training for the dogs. We currently have a dog trainer coming into the existing shelter that is already providing this on a smaller scale. The new site would give us so much more room to provide this service to the dogs on a much better level. We could also provide community dog training as a means of making additional revenue.

The current Cloquet Home Center site is completely fenced which really makes it an attractive site for FOA. Going the route of building new would not have afforded us, at this time, a completely fenced in area. With this being the case, I see there would be enough space to engage the animals in socialization and play within the confines of the property. The other plan of building from ground up left us to using the perimeter walking trail to take dogs for walks.

With this new location we would be able to continue our current services to all of the municipalities we serve. We would be operating more efficiently due to design corrections and the building would be more efficient in regards to heating and air conditioning.

Regarding neighbors and barking dogs, the new location has virtually no neighbors. Those houses on the east side of Hwy. 33 currently have highway noise to contend with. In the event of future businesses making their way to the business park, Friends of Animals would be a good neighbor. We have good traffic volume which would help with visibility to any other business there. Dogs are let out between 7 and 9 a.m. and again after 4 or 5 p.m. This is when you would have the most barking. Other neighboring businesses would more than likely be closed at those times. If animals are out at any other times, they would be accompanied by a staff member or a volunteer and would have less tendency to bark.

We at Friends of Animals are very excited about this possible move. We are also excited for the new business coming to town at our current location, especially when it can improve the eye appeal when entering the city of Cloquet. It might also help Carol Lund sell her property just to the east of our current location. It is very likely that if the two sales involved in this transaction do NOT occur, FOA will remain where we are at as we do not foresee having this opportunity present itself again. Nor do we believe a capital campaign would render us the necessary funds within the next several years to build from ground up.

Please keep in mind the City of Superior and Douglas County just built a 2.4 million dollar, 6,300 square foot facility. The city of Superior covers the utilities, and between the county and the city together make annual operation donations available to the tune of approximately \$50,000. Animal Allies built a 3 million dollar, 8,000 square foot facility. By comparison, FOA would get a virtually new building, fenced in yard, paved parking and yard, and an extra out building for 1/3 the cost of Superior and 1/4 the cost of Animal Allies.

You might ask how we are going to financially support the new facility. Our utility charges will be less based on the information we received from the current owner of the Cloquet Home Center. Since our plea to Save our Shelter went out at the end of 2014 we have recovered better than expected. For the entire year of 2015 we have operated in the black. We have banked over \$210,000 that has not been tapped into for operational expenses. Management has reviewed and adjusted compensation and hours to reduce overall wages, and an extensive volunteer program is taking a strong hold. We believe with the additional space, the new facility, and all of the excitement that this will cause, we will only increase the number of volunteers. With the addition of a small procedure/surgical suite, we are encouraged that we will have the support of the local/area vets to provide no or low cost procedures in house.

Understanding this is all coming together quite quickly, other ideas that were suggested would be to have dog training for a fee, one day low-cost spay and neuter surgeries performed as a quarterly event, and a retail pet store. These three programs alone would increase revenue for the shelter and provide needed goods and services to local pet owners. Our current facility does not allow for any of these activities now or in the future. We just don't have the space.

We would like the Planning and Zoning Committee to be as excited as we at FOA are, and be happy businesses are wanting to invest in our community. We encourage you to support Friends of Animals in this endeavor individually and as a whole.

Respectfully submitted,



Bobby J. Atkins

President, Friends of Animals Board of Directors



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

December 4, 2015

Atkins Northland Funeral Home  
c/o Bob Atkins, Friends of Animals (FOA) Board President  
801 14th St.  
Cloquet, MN 55720  
(218) 879-7184  
[northlandbob@aol.com](mailto:northlandbob@aol.com)

**RE: December EDA Meeting Guidance for FOA**

Dear Mr. Atkins,

I understand that in general, FOA is pleased with their current location, benefits from Hwy 33 visibility in terms of locational wayfinding and mission awareness to the public. I further understand that under favorable conditions of upgrading the FOA site and building within the Cloquet area, that FOA would consider relocating. As such, FOA has requested either a lot within the city limits of the City of Cloquet or within the Cloquet Business Park to construct a new building.

The Cloquet Economic Development Authority (EDA) revisited your November land request again at their December 2<sup>nd</sup> meeting, that request being a lot at no cost from the City of Cloquet for FOA to construct a new facility. The EDA completed both its evaluation of available properties within the City and its evaluation of FOA's proposed project based upon the information of which has been available to the EDA to date. The EDA has identified two different locations within the community that could meet your requirements. Subject to the full and complete submission of FOA's business plan including the construction project proforma with detailed costs, financial sources and uses information illustrating that FOA has funding in place to complete the construction of a new building in Cloquet, and the negotiation of a development agreement between the FOA and EDA, the EDA will consider making available to FOA one of these parcels (*one parcel of which is not immediately available but will be at the end of 2018*).

The City looks forward to reviewing your complete project details and will await the submission of your proforma and business plan that demonstrate FOA's ability to fully complete construction within the City of Cloquet. Please contact me with any questions.

Sincerely,

Holly Butcher, AICP  
Community Development Director  
218.879.2507 x4; [hbutcher@ci.cloquet.mn.us](mailto:hbutcher@ci.cloquet.mn.us)



## ***Friends of Animals Humane Society***

**Friends of Animals Humane Society is dedicated to providing care and treatment to dogs and cats in the areas surrounding Cloquet. We strive daily to help them in times of need and to improve their lives by finding them their forever homes.**

### **Our Mission Statement**

The purpose of this organization shall be to create a humane and sustainable community for all animals, through education, advocacy and the promotion of respect and compassion.

### **Our goals**

- \*Provide humane care and treatment to the greatest extent possible for animals needing help and protection in the areas surrounding Cloquet.
- \*Seek the return of lost animals to their owners.
- \*Investigate the neglect or cruelty of animals in our community.

Friends of Animals has an interesting history. In the early 80's, two passionate women recognized the need to manage the stray animal population. They worked with a national organization called mobilization for animals. They arranged for foster homes to care for homeless animals, attempted to locate owners, and arranged adoptions when that wasn't possible. Initially they worked in cooperation with Animal Allies, but ultimately continued independently, obtaining 501(c)(3) status in 1988. They served the city of Cloquet. Animals were checked for fleas, ticks, and ear mites and placed in foster homes as possible. These years are described as a "living nightmare." Fosters burned out quickly due to the destruction the animals caused. They had cages "all over the house", and fostered as many as 150 dogs and 2000 cats in a year. The Cloquet Animal Hospital provided an impound facility. Two local veterinarians provided medical care. Countless animals were euthanized and bodies placed in the trash. County workers were sent out to shoot strays to attempt to control the stray population. After years of fundraising, they finally had a building in 2001. In 2008, outdoor kennels on a concrete slab were added, and in 2009, "habicat" four rooms were built. In the spirit of its founders, FOA continues to seek the safest, healthiest, and most appropriate housing for the lost and abandoned animals in our community.

We are a small non-profit animal shelter in a rural community. As such, we face many challenges. The first question asked any employment applicant is "why do you want to work in an animal shelter?" The wages are less than minimal, the work is back breaking, and the hours are inconvenient. No one works at an animal shelter for personal gain. We choose this work because we care about all of the living creatures that share our world. And when we see animal abuse, neglect, or cruelty we cringe, we cry, because we care.

We believe that every struggle has a solution. This document will outline some of the struggles we face, and our quest for solutions.

It is no secret that we faced a financial crisis two years ago. Our reserves were used up, and our future was uncertain. At that time, a plea went out to the community to "Save Our Shelter." We requested and received an increase in funding from Carlton County, a matching grant challenge from Enbridge helped, and the compassionate people of our community dug deep into personal pockets to bring us through the crisis. But we knew we needed a long term plan. Board of Directors took a very proactive approach in looking to the future. They developed a business plan to maintain focus. They enlisted the assistance of a dedicated volunteer accountant, enabling them to more accurately review monthly financials vs. budget status. They increased the focus on the role of volunteers, and will soon be assisted by a dedicated grant writer.

#### REVENUE: (2015)

Friends of Animals provides a unique service to the community. Animal welfare is a topic that is dear to the heart of many citizens. Our plea for financial support and the potential for losing the service that we provide had a powerful impact on the people. This fact is reflected by the increase in donations.

45 % in 2015 comes from the community through donations, fund raisers, and events-people who care.

In 2012, we received \$232,002 in contributions.

In 2015, we received \$378,524 in contributions – an increase of 62%

23% comes from animal adoptions

16% comes from municipality contracts to provide animal control services and impound.

15% from grants

#### EXPENSES: (2015)

52% is wages – down from 61% in 2012.

Not included in this total is the addition of a full time dedicated animal control officer. If that salary is included, wages are 59% of expenses.

10% is veterinary expenses – down from 13% in 2012

Other categories include animal supplies and food, office expense, insurance, utilities, repairs and maintenance, automobile maintenance, and depreciation expense.

We are very proud of the fact that since September of 2014 we have not withdrawn a single dollar from our funds in reserve. The possibility of closing our doors two years ago was very real, and we took it and learned from it. Our net worth in September of 2013 was at \$325,000. Our net worth in December of 2015 was \$525,000, or an increase of nearly 62%.

#### SERVICES:

Throughout 2015 Friends of Animals took in 815 animals.

We adopted out 614 animals

We returned 185 to their original homes

Perhaps you have a pet at home, or two. They can be an amazing source of pleasure, giving love freely and even therapeutically. You also realize they can make messes. Imagine then, taking in 815 of them throughout 365 days. Our dedicated staff provides much more than the basic food, water, and shelter. We care for them and about them. We wash them, groom them, and clean up after them. We treat fleas, mites, worms, infections, and much worse. We manage injuries and treatments and gently encourage the building of trust when we see fear and confusion in their eyes. We care, and therefore we would like to do more.

We dream of the day when we can offer education to the public, beginning in the schools and extending to anyone else who cares. This education would benefit the pets and the people who own them and love them. It could improve the success rate of adoptions, enhance the joy of pet ownership, and make our community safer.

We dream of the day when we can perform surgical procedures on site in an up to date surgical suite.

We dream of the day when we have the space that would give us the ability to separate the sick and contagious animals from the healthy ones.

We dream of having adequate ventilation so that we can avoid the upper respiratory infections that shelter cats battle routinely.

#### OUR FACILITY

We have been at our current location at 1418 Hwy 33 S for 15 years. It was never intended to serve as an animal shelter, but even so, has served us well. We have re-purposed rooms, moved equipment, creatively adjusted procedures and adapted. But now it is simply worn out. We have been acutely aware for years that our building is not going to last very much longer. All winter we battle frozen pipes that leak or burst. We have limited water sources and a make shift drainage system. The exterior and

interior metal walls are literally rusting away. The electrical supply is limited (staff would like to make toast while the microwave is in use). Heating and cooling the front half of the building is hit and miss. In fact, the director's office temperature throughout the winter hovered between 55-60 degrees and we use electric space heaters to keep the cats warm. The flooring is worn, and the storage is inadequate when you buy cat litter and animal food by the pallet to save dollars. And we have very poor ventilation, often causing us to use fans and open doorways for circulation.

For several years, we have had eyes and ears open to a possible relocation site. We have consulted with both the city and county officials about different options. We cannot delay for very much longer.

## HOW FRIENDS OF ANIMALS NO KILL PHOLosophy SUPPORTS COUNTY AND CITY TAX BASE

Friends of Animals No Kill philosophy is cost effective, fiscally responsible, a great economic boom to the community and helps maintain the tax base of Carlton County and the City of Cloquet. As most of our costs are fixed, keeping additional animals alive does not dramatically increase cost.

### Economic Benefits of No Kill Animal Control:

- ✓ Adoption supports the business community. The positive economic benefits to businesses last over the lifetime of a companion animal.
- ✓ Keeping a healthy business community keeps businesses in the county and city, supporting the tax base.
- ✓ Saves municipalities expenses associated with killing dogs and cats and body disposal.
- ✓ Reduces cost of funding the shelter through adoption fees, which generate revenue for the shelter.
- ✓ Increases the number of strays reclaimed by families boosting community support.
- ✓ Enhanced community support increases financial support from private individuals. The public does not want to fund a Kill Shelter or volunteer for a shelter that kills dogs and cats. Less volunteers means additional costs to pay staff.

Spending on companions animals is one of the mainstays of the American economy. On average, Americans spend approximately \$1,696.00 per dog and \$1,105.00 per cat annually (figures based on averages calculated from the American Veterinary Medical Association, American Pet Products Manufactures Association, Bloomberg report, and others).

Animals who are adopted into a community become a valuable source of revenue for local businesses. Veterinarians, groomers, boarding facilities and others all benefit from pet adoption.

There are over 20 businesses in Carlton County and Cloquet that sell pet services and products to the community, these businesses include:

Veterinarians

Stores that sell pet food, supplies, toy, etc.

Boarding Kennels

Animal Groomers

Dog Walkers and Pet Sitters

Dog Trainers

Pet Groomers

Photographers

Pet Cemetery



Friends of Animals adopted out 378 Cats and 213 Dogs in 2015, these adopted companion animals generated approximately \$ 778,938.00 of business revenue last year based on the figures provided above.

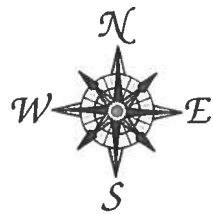
Using an average lifespan of 12 years for both cats and dogs, the 2015 adopted Cats and Dogs from Friends of Animals will generate approximately \$ 9,347,256.00 of revenue over a 12 year period for pet services businesses in Carlton County and Cloquet. Friends of Animals also adopted out 22 Other Animals, Birds, Rabbits, Reptiles, etc. Annual money spent on these companion animals is unknown so not included.

County and City support of Friends of Animals No Kill Philosophy provides a beneficial business atmosphere that increases the capacity of pet services business to maintain and expand and encourages new business development. Financially sound businesses and new businesses maintain and increase the tax base for Carlton County and Cloquet.



Friends of Animals Humane Society  
1418 Highway 33 South Cloquet, MN 55720  
218-879-1655

**Aerial Photo**  
**500 Commerce Way**



No Scale





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To: Planning Commission  
From: Al Cottingham, City Planner/Zoning Administrator  
Date: May 4, 2016

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**ITEM DESCRIPTION: ZONING CASE 16-7: VARIANCE AND PRELIMINARY SITE PLAN FOR COMMONWEALTH DEVELOPMENT CORPORATION ON BEHALF OF CLOQUET HOUSING AND REDEVELOPMENT AUTHORITY, 950 14<sup>TH</sup> STREET**

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**Background**

Commonwealth Development Corporation on behalf of Cloquet Housing and Redevelopment Authority (HRA) has submitted a Variance and Preliminary Site Plan application for a new 35 unit apartment building. The site is located at 950 14<sup>th</sup> Street (Aspen Arms Apartment).

A public hearing will be held on Tuesday, May 10, 2016 to consider the Variance. A legal notice was published in the Pine Journal on April 28, 2016 and property owners within 350 feet were sent notice of the public hearing.

The Variance is to exceed the maximum allowed density of 20 units per acre in the R3 – Multiple Family Residence District. They are seeking to have an density of 32.34 units per acre for the entire HRA/Aspen Arms site. The site already has a density of 21.86 units per acre.

The Preliminary Site Plan is for a new 35 unit apartment building located north of the existing building. This is only a Preliminary Site Plan at this time so they can make application for funding assistance through the Minnesota Housing Finance Agency. If funding is awarded then a formal site plan will be submitted at a later date.

**Variance**

Section 17.6.07, Subd. 2, Permitted Uses states “Apartment complexes, townhouses or condominiums, subject to a maximum density of 20 units per acre.” Since this is currently one site they are proposing a density of 32.34 units per acre.

When the current building, Aspen Arms was constructed and until the Ordinance was changed in 2009 the maximum density was 32 units per acre. The Comprehensive Plan states “Consistent with the City’s current Zoning Ordinance, moderate to high-density residential use allows for a density of 5 to 32 dwelling units per acre. However, the City’s Zoning Ordinance and Zoning Map will identify the maximum allowable density for specific parcels in the City.” The R3 District allows a maximum density of 20 units per acre.



## Community Development Department

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

This property is zoned R3 – Multiple Family Residential while the property to the east and south is zoned R1 – Single Family Residence and the property to the north and west is zoned R2 – One and Two Family Residence. The surround areas are developed with single family homes.

### **Preliminary Site Plan**

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

- Preliminary Site Development Plan

The plans shows a new 35 unit, 3 story building located on the north end of the site. There is a small play area located to the north of the building near the rear of the site. The parking for the site is shown under the building (33) and surface parking (39) to the south of the building. Access to the site will be via 14<sup>th</sup> Street and the parking lot for the existing building.

Site specific details will be reviewed at a later date when funding for the project is finalized. The building setbacks from the north, south, east and west property lines appear to be met. Based on a 35 unit building the parking shown exceeds the minimum requirements. There will need to be some cross easement documents filed since there is an access shown to the site from the existing parking of Aspen Arms. Depending on the location of the new property line between the two sites there may be additional easements needed. This will be determined with the full site plan.

### **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 **all** 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.

The purpose of this Preliminary Site Plan Review application is to provide a preliminary project approval subject to future detailed submissions.

### **Financial Impacts**

The Variance and Site Plan fees were paid.



**Community Development Department**

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

**Advisory Committee Action Requested**

The Planning Commission should listen to the testimony that is presented at the public hearing pertaining to the variance. Following this review the Planning Commission can approve the request, deny the request or table the request for some additional information.

The Commission should also review the Preliminary 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 the Commission review the Variance Criteria to determine if the criteria are met in order to exceed the density requirements. If the Commission approves the Variance then Staff would recommend approval of the Preliminary Site Plan.

**Supporting Documents Attachments**

- Resolution No. 16-07 Variance
- Resolution No. 16-07 Preliminary Site Plan
- Location Map
- Variance Narrative
- Zoning Map
- Site Plan Map & Architectural Drawings

**STATE OF MINNESOTA**

**COUNTY OF CARLTON**

**CITY OF CLOQUET**

Commissioner \_\_\_\_\_ offered the following Resolution and moved its adoption.

**RESOLUTION NO. 16-07 VARIANCE**

**A RESOLUTION APPROVING/DENYING A VARIANCE TO MAXIMUM DENSITY OF 20 UNITS PER ACRE IN THE R3 – MULTIPLE FAMILY RESIDENCE DISTRICT FOR COMMONWEALTH DEVELOPMENT CORPORATION FOR CLOQUET HOUSING AND REDEVELOPMENT AUTHORITY**

**WHEREAS**, Commonwealth Development Corporation for Cloquet Housing and Redevelopment Authority is proposing a Variance to exceed the maximum density allowed of 20 units per acre in the R3 – Multiple Family Residence District; and

**WHEREAS**, As required by ordinance, notification was advertised in the Pine Journal and property owners within 350 feet have been notified. A public hearing was held to consider the application at the regular meeting of the Cloquet Planning Commission on May 10, 2016 at which time Zoning Case / Development Review No. 16-07 was heard and discussed; and

**WHEREAS**, the property of the proposed Variance is located at 950 14<sup>th</sup> Street (PIN's 06-390-0020, 06-390-0040, 06-390-0060, 06-390-0080, 06-390-1100, 06-390-1120, 06-390-1140, 06-390-1160, 06-390-1180, 06-390-1200, 06-390-1220, 06-390-1240, 06-390-1260, 06-390-1280 and 06-390-1300) and is legally described as follows:

Lot 1, Block 1 except the north 21 feet; Lot 2, Block 1 except the north 21 feet of the west 47.96 feet; Lot 3, Block 1; Lot 4, Block 1 except the east 50 feet; that portion of vacated Dewey Avenue located between Block 1 and Block 4; and, all of Block 4, City of City of Cloquet A. J. White's Addition, Carlton County, Minnesota. And,

**WHEREAS**, the Planning Commission reviewed the staff report and approves/denies the Variance to allow a density of 32.34 in the R3 – Multiple Family Residence District.

**NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA,** that the Planning Commission approves/denies Zoning Case 16-07 for a variance to allow a density of 32.34 units per acre in the R3 – Multiple Family Residence District.

The foregoing motion was duly seconded by Commissioner \_\_\_\_\_ and being put to vote members voted: AYE: \_\_\_\_ NAY: \_\_\_\_ ABSENT: \_\_\_\_

JESSE BERGLUND	_____	BRYAN BOSTO	_____
CHUCK BUSCHER	_____	MICHAEL HAUBNER	_____
KELLY JOHNSON	_____	JOHN SANDERS	_____
URIAH WILKINSON	_____		

Passed and adopted this 10<sup>th</sup> day of May 2016.

CITY OF CLOQUET

\_\_\_\_\_  
JESSE BERGLUND  
CHAIR

ATTEST: \_\_\_\_\_  
Alan Cottingham  
City Planner/Zoning Administrator



**STATE OF MINNESOTA**

**COUNTY OF CARLTON**

**CITY OF CLOQUET**

Commissioner \_\_\_\_\_ offered the following Resolution and moved its adoption.

**RESOLUTION NO. 16-07 Preliminary Site Plan**

**A RESOLUTION RECOMMENDING APPROVAL OF A PRELIMINARY SITE PLAN  
IN THE R3 – MULTIPLE FAMILY RESIDENCE DISTRICT FOR COMMONWEALTH  
DEVELOPMENT CORPORATION FOR CLOQUET HOUSING AND  
REDEVELOPMENT AUTHORITY**

**WHEREAS**, Commonwealth Development Corporation for Cloquet Housing and Redevelopment Authority is proposing a Preliminary Site Plan in the R3 – Multiple Family Residence District for a 35 unit apartment building; and

**WHEREAS**, the property of the proposed Preliminary Site Plan is located at 950 14<sup>th</sup> Street (PIN's 06-390-0020, 06-390-0040, 06-390-0060, 06-390-0080, 06-390-1100, 06-390-1120, 06-390-1140, 06-390-1160, 06-390-1180, 06-390-1200, 06-390-1220, 06-390-1240, 06-390-1260, 06-390-1280 and 06-390-1300) and is legally described as follows:

Lot 1, Block 1 except the north 21 feet; Lot 2, Block 1 except the north 21 feet of the west 47.96 feet; Lot 3, Block 1; Lot 4, Block 1 except the east 50 feet; that portion of vacated Dewey Avenue located between Block 1 and Block 4; and, all of Block 4, City of City of Cloquet A. J. White's Addition, Carlton County, Minnesota. And,

**WHEREAS**, the Planning Commission reviewed the staff report and recommends approval of the Preliminary 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 16-07 for a Preliminary Site Plan for Commonwealth Development Corporation for Cloquet Housing and Redevelopment Authority.

The foregoing motion was duly seconded by Commissioner \_\_\_\_\_ and being put to vote members voted: AYE: \_\_\_\_ NAY: \_\_\_\_ ABSENT: \_\_\_\_

JESSE BERGLUND	_____	BRYAN BOSTO	_____
CHUCK BUSCHER	_____	MICHAEL HAUBNER	_____
KELLY JOHNSON	_____	JOHN SANDERS	_____
URIAH WILKINSON	_____		

Passed and adopted this 10<sup>th</sup> day of May 2016.

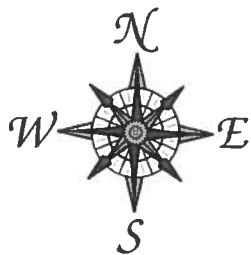
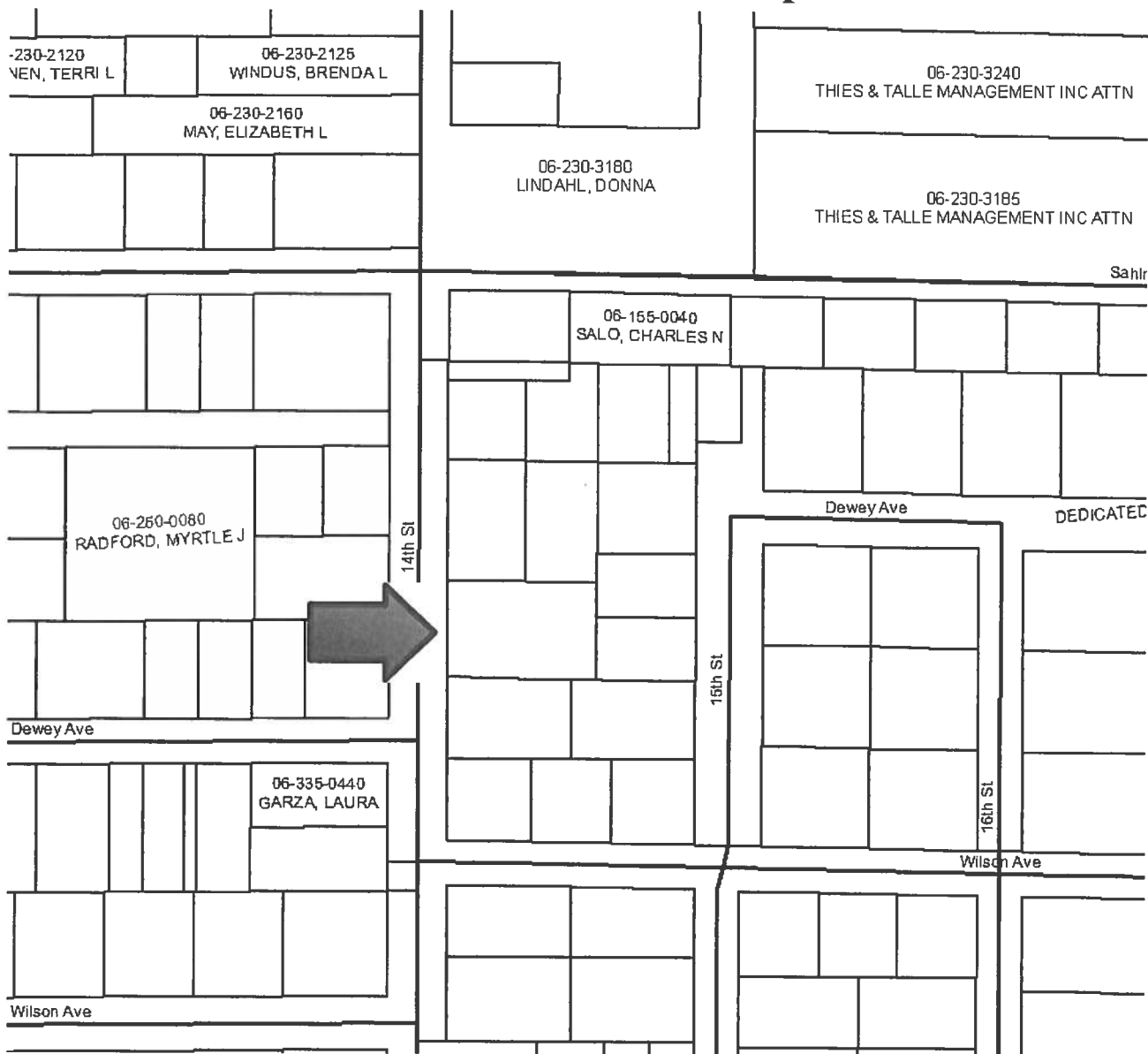
CITY OF CLOQUET

\_\_\_\_\_  
JESSE BERGLUND  
CHAIR

ATTEST: \_\_\_\_\_  
Alan Cottingham  
City Planner/Zoning Administrator

# Location Map

## Commonwealth Development



No Scale

# Density Variance Request Narrative

## Cloquet Apartments

Nestled within an existing mature neighborhood in Cloquet, centered between Washington Elementary School, and Cloquet Senior High school, this infill development will consist of a three-story 35-unit housing community with an elevator, underground parking, and surface parking. This high-quality housing will meet the needs of the growing workforce in Cloquet and provide additional options for low-maintenance housing with modern amenities and community space.

There are currently 73 units on 3.34 acres for a density of 21.86 units per acre. With the proposed additional housing there will be 108 units for a density 32.34 units/acre.

In accordance with the City of Cloquet Procedures for Processing a Variance:

**1) The property owner proposes to use the property in a reasonable manner not permitted by an official control:**

In 2014, neighboring cities of Scanlon and Cloquet commissioned a housing study to report on housing market conditions in Cloquet and Scanlon and to project housing growth potential in the community through 2025. In this report, it was identified that a total of 260 renter occupied units were needed between 2013-2025, with 120 of those units being General-Occupancy (80 Affordable and 40 Market Rate). Cloquet's stable and diverse economic base shows that growing sectors such as hospitality, retail and information, wages are lower than what the market rents support, and there is a lack of quality affordable housing.

With this need for additional housing, site selection that is location efficient as well as makes good use of existing infrastructure and connectivity to community resources is important. The site is well situated in a neighborhood that has many wonderful resources nearby such as schools, restaurants, coffee shops, groceries, and shopping. Communities can save taxpayers and new residents money when housing construction is allowed in areas where infrastructure and service capacity has already been paid for and is underutilized.

An increase of density of this magnitude will not adversely impact the neighborhood. Rather, it will be designed to blend in with the neighborhood. There is significant research and data to evidence that compact infill developments with professional management such as the one proposed do not have an adverse impact on established neighborhoods, rather they enhance the neighborhood in a positive way<sup>1</sup>. People who need the housing already live and work in your community, and housing with the proposed stable rent structure helps maintain a stable neighborhood.<sup>1</sup> Incorporating careful design, the additional proposed housing fits into the existing community. Librarians, sheriffs' deputies, nurses, fire fighters, and many other vital members of our communities all need affordable housing.

**2) The plight of the landowner is due to circumstances unique to the property not created by the landowner:**

The neighborhood was originally zoned for 32 units until 2009 when it decreased to 20 units/acre. This change did not reflect the existing Aspen Arms land use which was 32 units/acre.

At the current density requirement of 20 units/acre, the proposed project would not be financially feasible, nor would it meet the demand.

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<sup>1</sup> <http://www.hcd.ca.gov/housing-policy-development/mythsnfacts.pdf>

Compact development allows for more resource-efficient development of land, reduced project cost, and conservation of energy. Compact development also correlates with walking behavior and physical activity through active transportation.

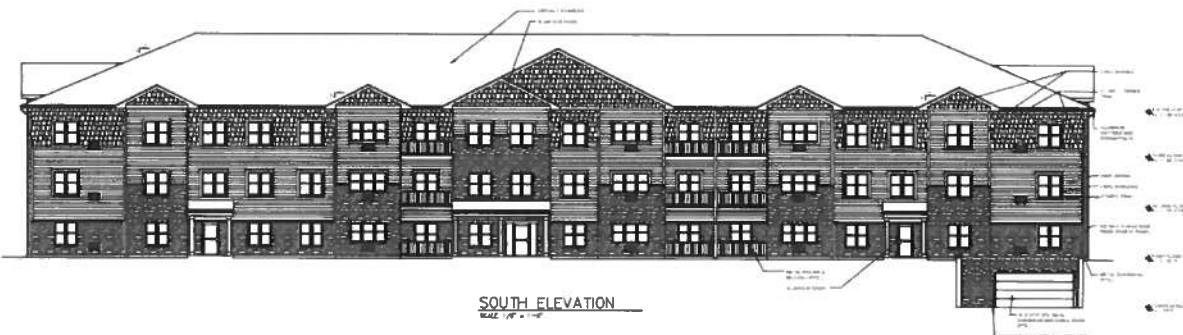
**3) The variance, if granted, will not alter the essential character of the locality**

Since the neighborhood was once zoned for the density we are proposing, and the existing Aspen Arms development reflects that density, the proposed development is consistent with the essential character of the neighborhood.

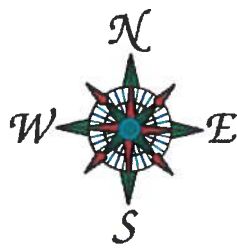
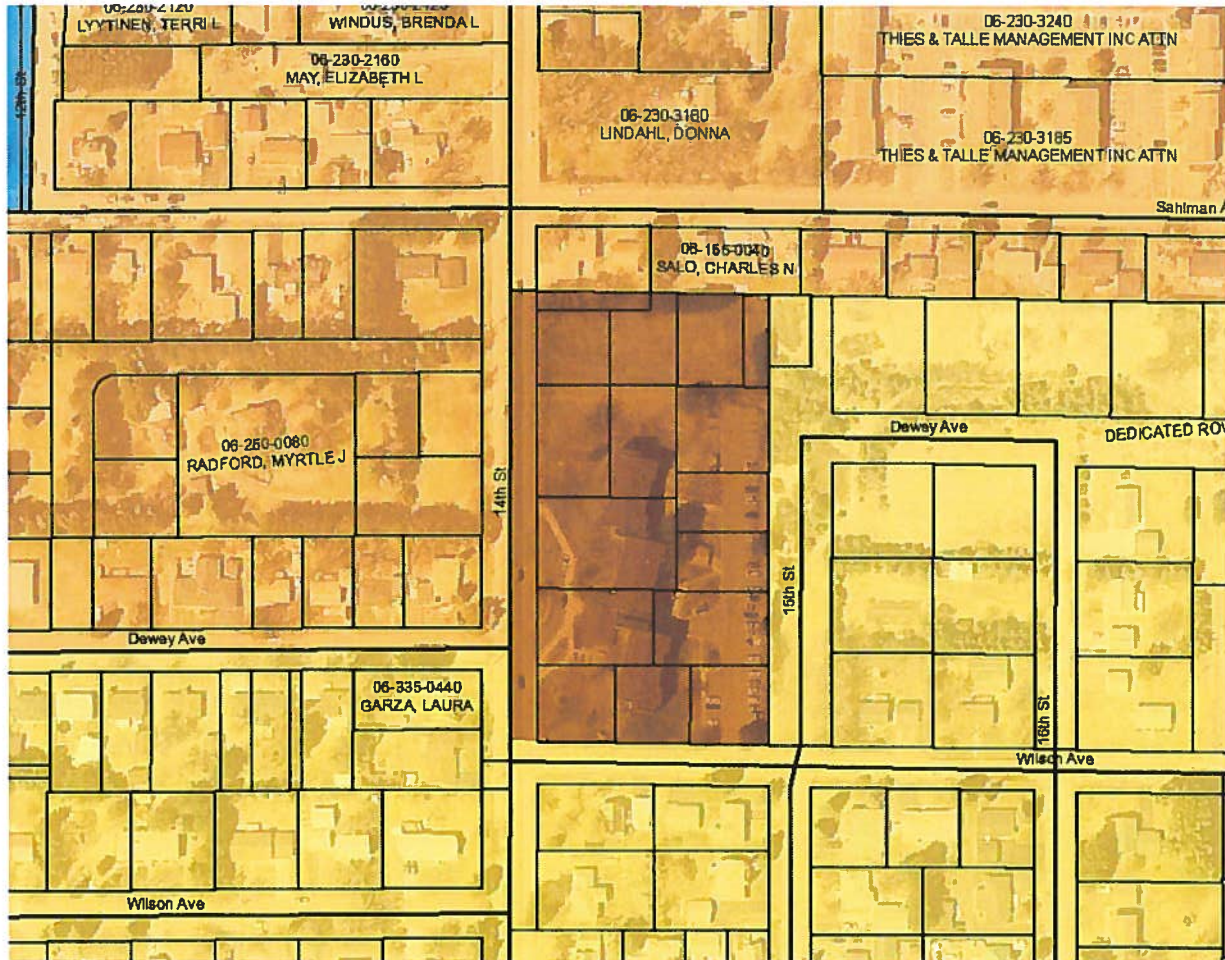
The proposed use of the property does not alter the essential character of the neighborhood as it follows the current building height, setback, and parking restrictions. Blending in seamlessly with the existing Aspen Arms apartment community to the South, special attention will be made to the north of the property to buffer it from the single family residences. The exterior appearance will reflect the pitched roof design of dwellings in the neighborhood and the building's exterior design and landscaping will enhance the neighborhood with high quality finishes attractive design and landscaping details.



Above image showing general exterior style, color, and material selection of proposed development. The proposed development will be three stories as shown in south elevation below and will have underground parking.



# ZONING MAP



**No Scale**

PRELIMINARY SHEET DATES:  
04.15.2018

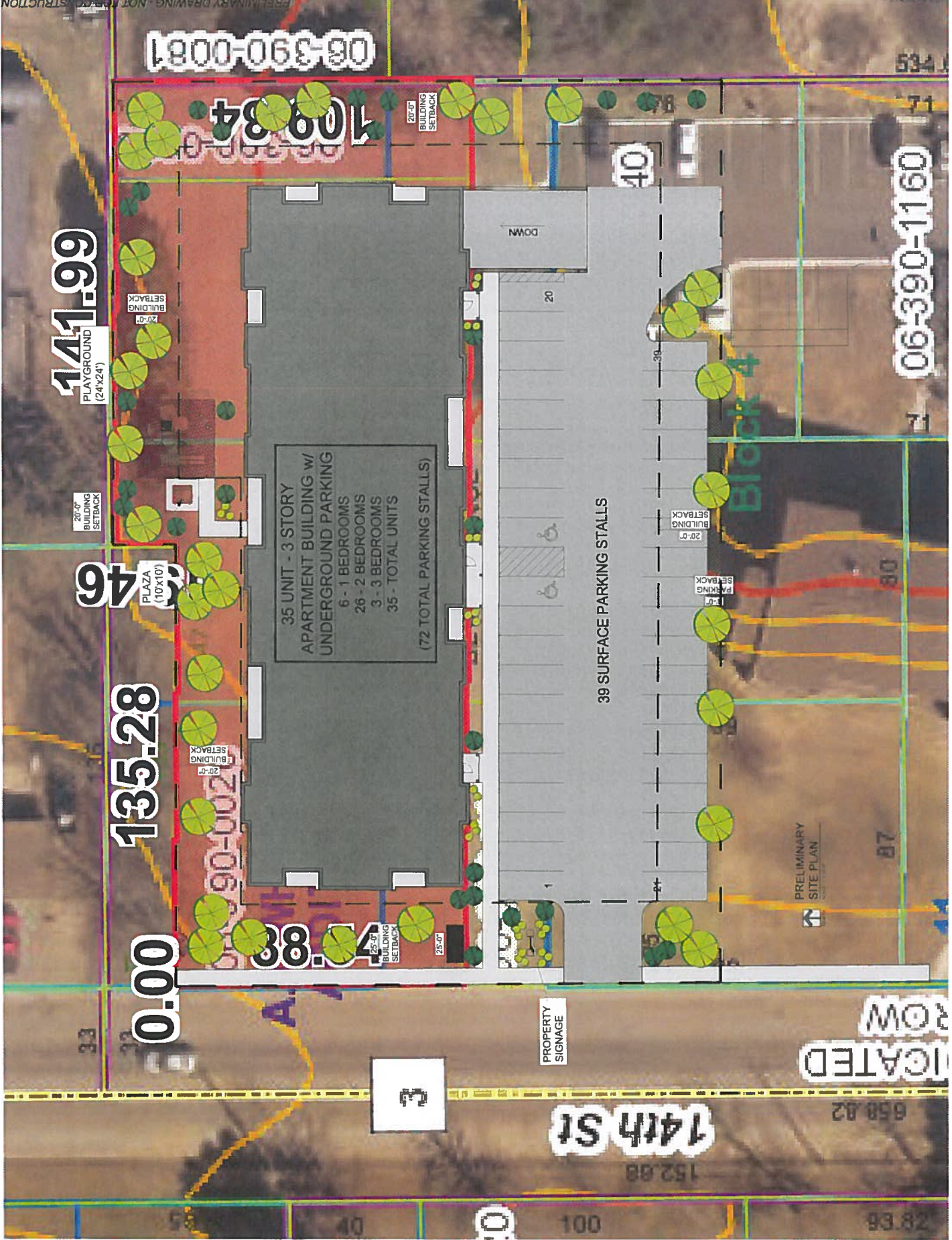
25 South Main Street  
Pond du Lac, Wisconsin 54935  
1.petr@madesigninc.net (820) 822-8170

COMMONWEALTH  
CONSTRUCTION CORPORATION  
34 E FIRST STREET FOND DU LAC, WI 54601  
(920) 822-8170 FAX (920) 822-8171



NEW BUILDING FOR  
**CLOUET APARTMENTS**  
14th STREET, MN

JOB NUMBER  
2016.01  
SHEET  
A1.0



141.99  
PLAYGROUND (24'x24')

46  
PLAZA (10'x10')

135.28

0.00

20'-0" BUILDING SETBACK

25'-0" BUILDING SETBACK

35 UNIT - 3 STORY  
APARTMENT BUILDING w/  
UNDERGROUND PARKING  
6 - 1 BEDROOMS  
26 - 2 BEDROOMS  
3 - 3 BEDROOMS  
35 - TOTAL UNITS  
(72 TOTAL PARKING STALLS)

3

14th St

PROPERTY SIGNAGE

39 SURFACE PARKING STALLS

20'-0" BUILDING SETBACK

20'-0" BUILDING SETBACK

Block 4

PRELIMINARY SITE PLAN

658.82

28.68

06-390-1160

08-390-0081

109.84

20'-0" BUILDING SETBACK

40

DOWN

20

30

80

87

534

17

17

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION



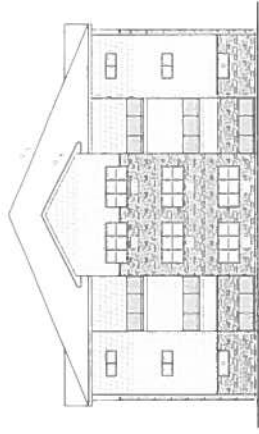
PRELIMINARY DRAWING - NOT FOR CONSTRUCTION



NORTH ELEVATION



EAST ELEVATION



WEST ELEVATION



SOUTH ELEVATION

PRELIMINARY  
SHEET DATES  
12.18.2014

25 South Main Street  
Fond du Lac, Wisconsin 54433  
1.pme@masdesign.net (920) 922-8170



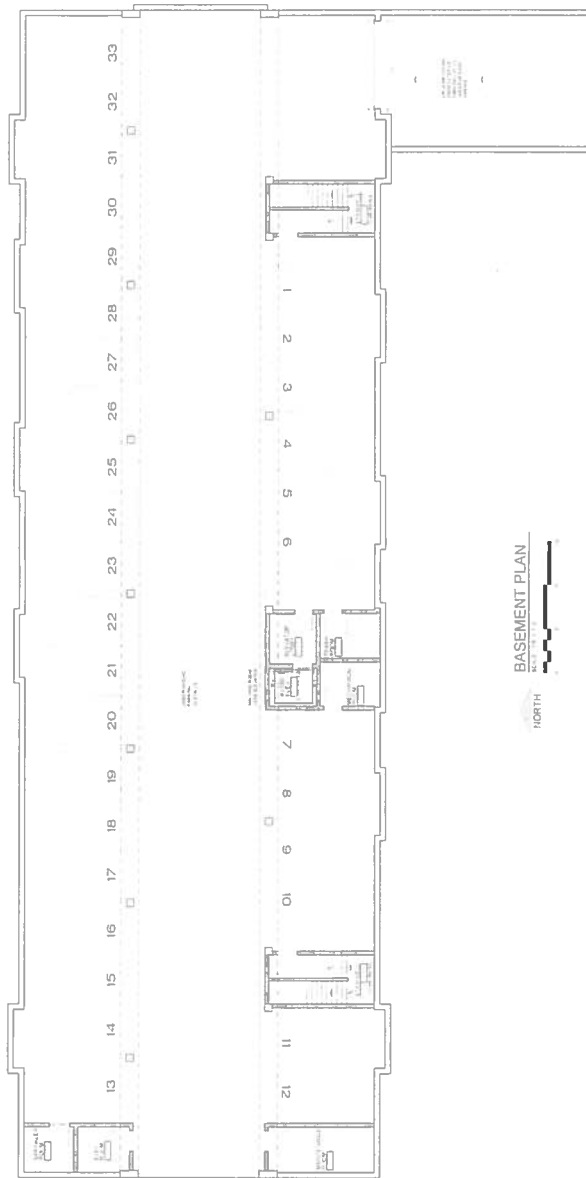
COMMONWEALTH  
CONSTRUCTION CORPORATION  
34 E. FIRST STREET FOND DU LAC WI 54433  
920.922.8170 FAX 920.922.8171



NEW BUILDING FOR  
CLOUET APARTMENTS  
14th STREET  
CLOUET MAN

JOB NUMBER  
2016.01  
SHEET  
A1.0

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION



NORTH  
BASEMENT PLAN  
SCALE: 1/8" = 1'-0"

UNIT BREAKDOWN  
27 - 2 BEDROOMS  
1 - 1 BATHROOM  
2 - TOTAL UNITS  
BASEMENT FLOOR  
14,365 SF  
1ST - 2ND FLOORS  
13,789 SF (CIRCULARS MAJOR)

PRELIMINARY  
SHEET DATES  
14.11.2018

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION

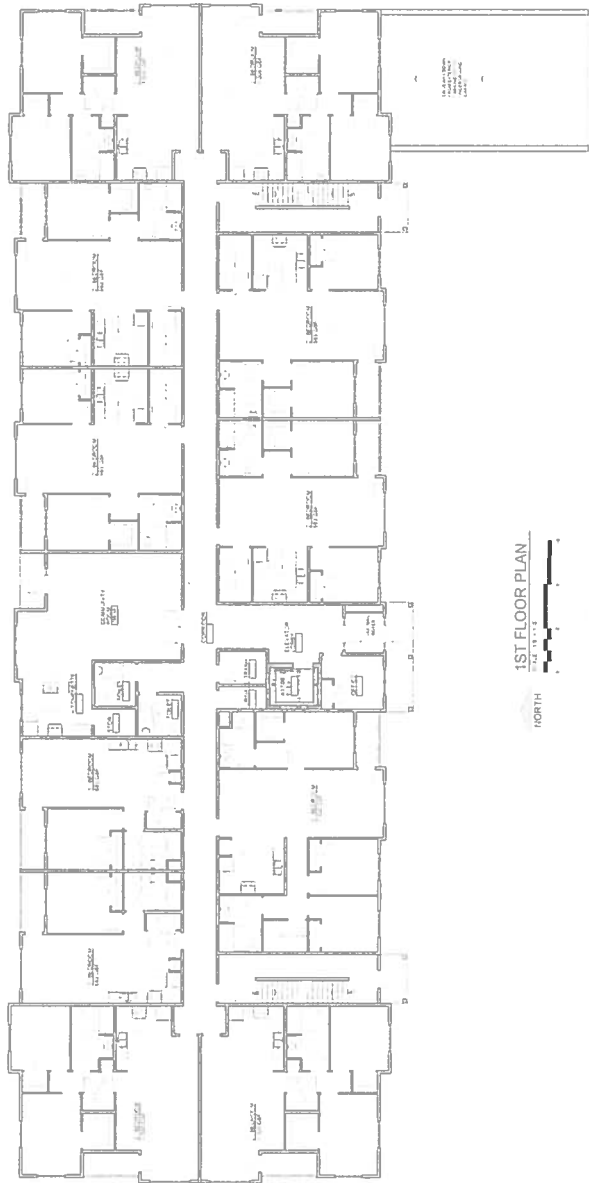
M.A. DESIGN, L.L.P.  
25 South Main Street  
Fond du Lac, Wisconsin 54935  
pehna@madesignllp.net | (920) 922-6170

COMMONWEALTH  
CONSTRUCTION CORPORATION  
14 E FIRST STREET FOND DU LAC, WI 54935  
18209 827 8170 FAX 18209 822 8171



NEW BUILDING FOR  
CLOUET APARTMENTS  
14th STREET  
CLOUET, WI

JOB NUMBER  
2016.01  
SHEET  
A1.1



1ST FLOOR PLAN



- UNIT BREAKDOWN
- 3 BEDROOMS
- 27 2 BEDROOMS
- 15 TOTAL UNITS
- BASEMENT FLOOR
- 14,350 SF
- 1ST-3RD FLOORS
- 51,187 GSF (INCLUDING BALCONIES)

PRELIMINARY  
SHEET DATES  
04.19.2018

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION

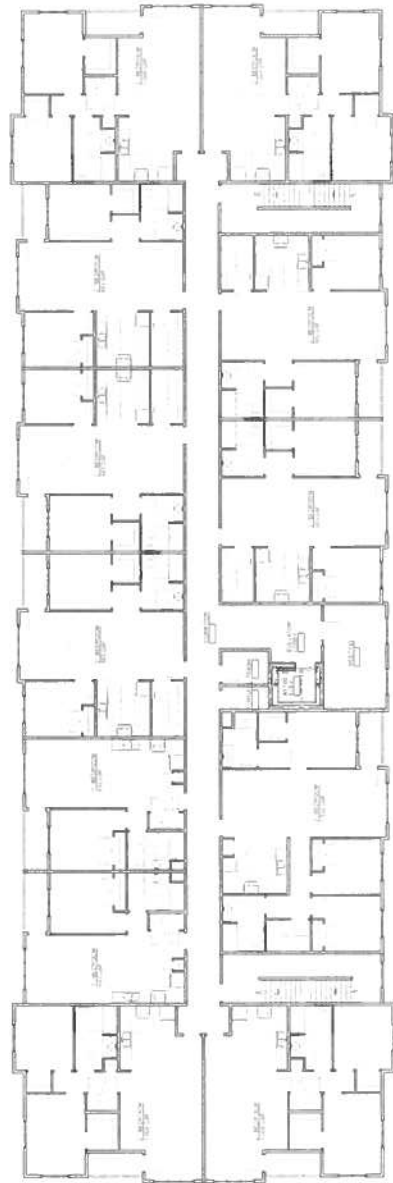
25 South Main Street  
Fond du Lac, Wisconsin 54935  
| phone@madesigninc.net | (920) 922-8170  
**M A DESIGN, LLC**

**COMMONWEALTH**  
CONSTRUCTION CORPORATION  
1409 828 8170 FAX 1829 822 8171  
14 E FIRST STREET FOND DU LAC, WI 54935



NEW BUILDING FOR:  
**CLOUET APARTMENTS**  
14th STREET  
CLOUET, MN

JOB NUMBER  
2016.01  
SHEET  
A1.2



**2ND FLOOR PLAN**  
SCALE: 1/4" = 1'-0"

- UNIT BREAKDOWN:
  - 17 1 BEDROOMS
  - 7 2 BEDROOMS
  - 5 TOTAL UNITS
- BASEMENT FLOOR
  - 11, 30, 027
- 1ST-3RD FLOORS
  - 0, 378, 027 (EXCLUDING BALCONIES)

PRELIMINARY  
SHEET DATES  
12.19.2018

25 South Main Street  
Fond du Lac, Wisconsin 54935  
1.peter@masdesigninc.net | 920.822.8170

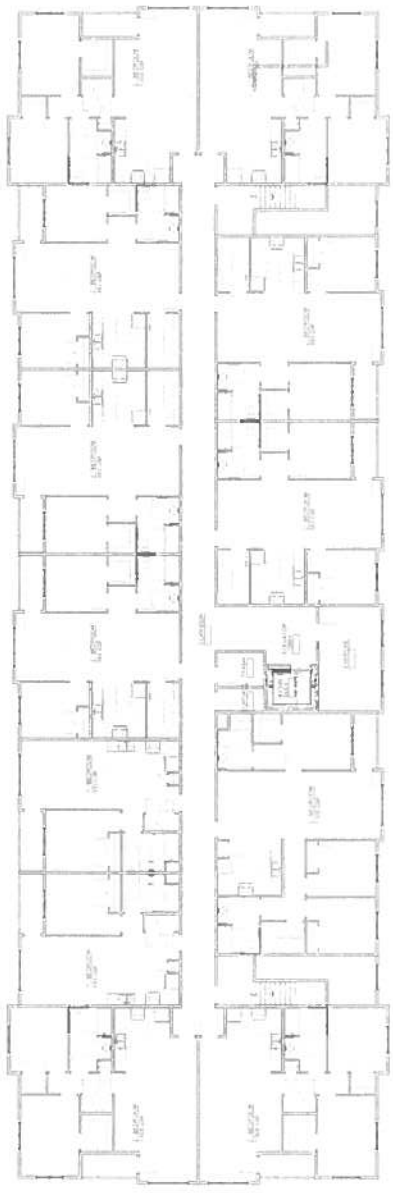


COMMONWEALTH  
CONSTRUCTION CORPORATION  
54 E. 7th Street Fond du Lac, WI 54935  
1920.822.8170 Fax: 1920.822.8171



N.W. BUILDING FOR  
CLOQUET APARTMENTS  
14th STREET  
CLOQUET, MN

JOB NUMBER  
2016.01  
SHEET  
A1.3



3RD FLOOR PLAN

- UNIT BREAKDOWN
- 3 - 1 BEDROOMS
- 2 - 2 BEDROOMS
- 3 - 3 BEDROOMS
- 8 - TOTAL UNITS
- BASEMENT FLOOR
- 11,380 SF
- 1ST-3RD FLOORS
- 11,114 SF (EXCLUDING BALCONIES)

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION



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To: Planning Commission  
From: Al Cottingham, City Planner/Zoning Administrator  
Date: May 4, 2016

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**ITEM DESCRIPTION: ZONING CASE 16-8: PRELIMINARY SITE PLAN FOR  
SHERMAN ASSOCIATES DEVELOPMENT LLC 509  
CARLTON AVENUE**

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**Background**

Sherman Associates Development LLC has submitted a Preliminary Site Plan application for a 70 apartment units in the current Cloquet Middle School. The site is located at 509 Carlton Avenue.

This request is not a public hearing. However, since this proposal has had a lot of publicity staff has notified property owners within 350 feet of the request.

The Preliminary Site Plan is for 70 apartment units in the current Cloquet Middle School. This is only a Preliminary Site Plan at this time so they can make application for funding assistance through the Minnesota Housing Finance Agency. If funding is awarded then a formal site plan and other applications will be submitted at a later date.

**Preliminary Site Plan**

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

- Preliminary Site Development Plan

The plan shows the existing Middle School being converted into a 70 unit apartment building. It also shows the removal of the pool and gym located at the north end of the east wing in order to create additional parking for the units.

Site specific details will be reviewed at a later date when funding for the project is finalized. Staff is not sure that all of the parking spaces shown comply with the Ordinance requirements for setbacks and dimensions. This and other requirements will be reviewed with the full site plan. The developer has been made aware that the Ordinance minimum requirements for parking should be met for this project.



**Community Development Department**

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

**Policy Objectives**

The purpose of this Preliminary Site Plan Review application is to provide a preliminary project approval subject to future detailed submissions.

**Financial Impacts**

The Site Plan fee was paid.

**Advisory Committee Action Requested**

The Commission should review the Preliminary 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 Preliminary Site Plan.

**Supporting Documents Attachments**

- Resolution No. 16-08 Preliminary Site Plan
- Location Map
- Project Narrative
- Site Plan Map

**STATE OF MINNESOTA**

**COUNTY OF CARLTON**

**CITY OF CLOQUET**

Commissioner \_\_\_\_\_ offered the following Resolution and moved its adoption.

**RESOLUTION NO. 16-08**

**A RESOLUTION RECOMMENDING APPROVAL OF A PRELIMINARY SITE PLAN  
IN THE PI – PUBLIC/INSTITUTIONAL DISTRICT FOR SHERMAN  
ASSOCIATES DEVELOPMENT LLC**

**WHEREAS**, Sherman Associates Development LLC is proposing a Preliminary Site Plan in the PI – Public/Institutional District for a 70 unit apartment building; and

**WHEREAS**, the property of the proposed Preliminary Site Plan is located at 509 Carlton Avenue (PIN's 06-005-0370, 06-005-1740, 06-005-1820 AND 06-005-1860) and is legally described as follows:

Lots 5 through 8, Block 66; Lots 1 through 4, and Lot 5 except the West 12 feet of the South 38 feet thereof, Block 96; Lot 9, Block 96; Lots 1 through 10, Block 97; together with, the portion of 5<sup>th</sup> Street lying between Avenue G and Carlton Avenue and the portion of Avenue G lying between 5<sup>th</sup> Street and 6<sup>th</sup> Street, Allen's Subdivision of Blocks 63 – 74 and 89 – 98 Inclusive, City of Cloquet, Carlton County, Minnesota. And,

**WHEREAS**, the Planning Commission reviewed the staff report and recommends approval of the Preliminary 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 16-08 for a Preliminary Site Plan for Sherman Associates Development LLC for a 70 unit building.



The foregoing motion was duly seconded by Commissioner \_\_\_\_\_ and being put to vote members voted: AYE: \_\_\_\_ NAY: \_\_\_\_ ABSENT: \_\_\_\_

JESSE BERGLUND	_____	BRYAN BOSTO	_____
CHUCK BUSCHER	_____	MICHAEL HAUBNER	_____
KELLY JOHNSON	_____	JOHN SANDERS	_____
URIAH WILKINSON	_____		

Passed and adopted this 10<sup>th</sup> day of May 2016.

CITY OF CLOQUET

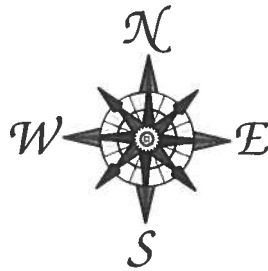
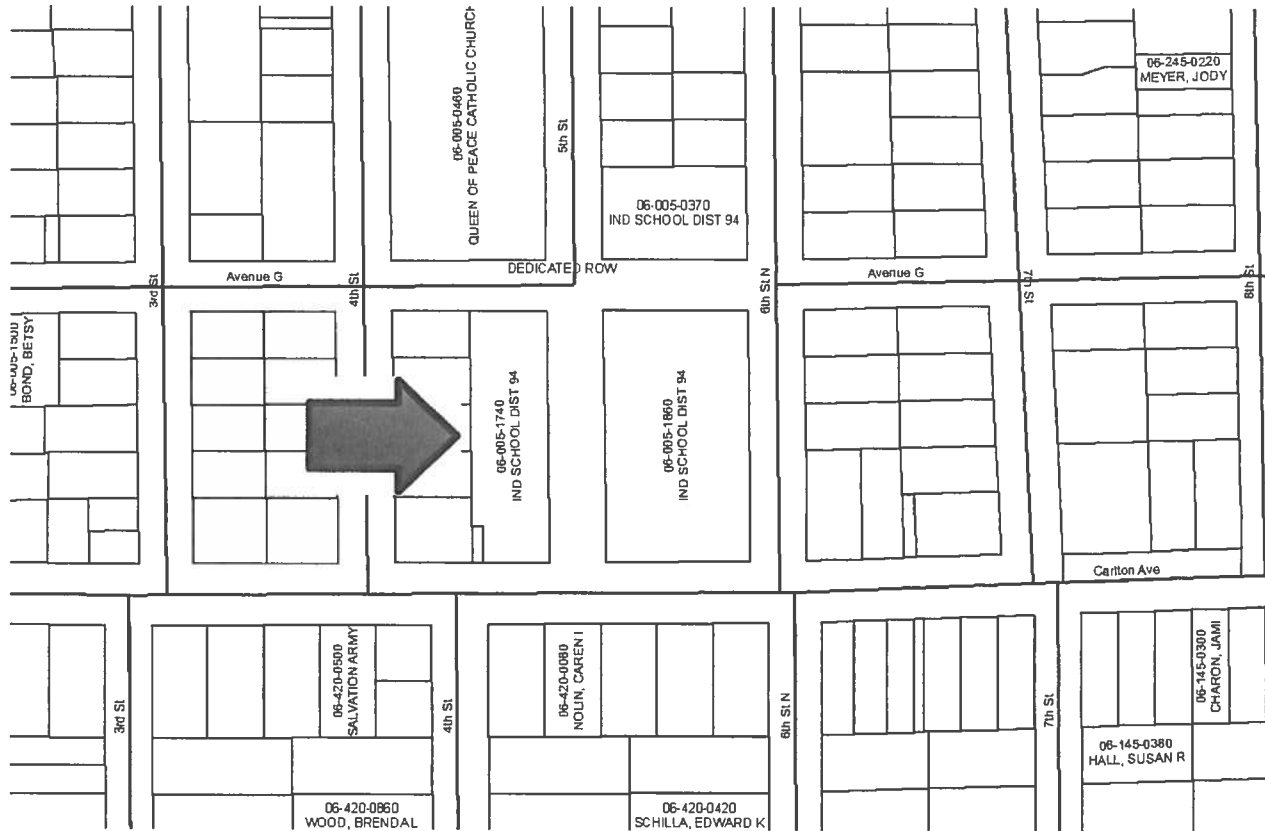
\_\_\_\_\_  
JESSE BERGLUND  
CHAIR

ATTEST: \_\_\_\_\_  
Alan Cottingham  
City Planner/Zoning Administrator

# Location Map

## Sherman & Associates

### 509 Carlton Avenue



**No Scale**



April 25, 2016

RE: Cloquet Middle School redevelopment

Sherman Associates proposes the adaptive reuse of the historic Cloquet Middle School into Cloquet Middle School Apartments, a mixed-income housing community complemented by community space. In Fall of 2015, the Cloquet School Board released an RFP for the redevelopment of the current middle school which operations will be relocated to the to-be-constructed middle school in the Fall of 2017. The reuse of the historic middle school is important to many stakeholders throughout the Cloquet community, including local community leaders, affordable housing advocates, economic development advocates, local community members, and historic preservationists alike.

The proposed redevelopment incorporates 70 mixed-income residential complemented by a residential amenity package, various multi-use community rooms, retention of the historic auditorium, and the potential to provide affordable commercial space(s) for community partners or nonprofits. The Developer has begun conversations with various community groups regarding the potential use, operations, and management of the lunchroom and cafeteria, and any other non-housing space deemed appropriate for commercial use.

Cloquet Middle School Apartments was constructed in 1921 in the Renaissance Revival style and is located in a residential neighborhood, centrally located in Cloquet. The building is three stories above ground with a subterranean ground level and consists of three main sections:

The original East Wing (constructed in 1921) which will be converted into housing units and incorporates the historic Auditorium into the residential amenity package;  
The West Wing (constructed in 1938) which will be converted into housing units;  
The Link Addition (constructed in 1938) which provides the connection between the East and West Wings and will be retained for circulation space; and  
The current site plan depicts 114 stalls of onsite parking (1.6:1 parking ratio).

The proposed housing development includes 70 mixed-income residential units consisting of 35 units at 50% AMI, 21 units at 60% AMI, and 14 market rate units. The building incorporates 3 studio apartments, 18- 1BR, 35 - 2BR, and 14 - 3BR units. The Cloquet/Carlton County HRA has committed 7 Project Based Vouchers to the development and the Developer has begun conversation with Hearth Connection to provide supportive services to residents. The historic building is ADA accessible with elevator access to each floor.

Diana Dyste  
Development Assistant  
[ddyste@sherman-associates.com](mailto:ddyste@sherman-associates.com)  
612.604.0857

**CLOQUET SCHOOL  
 REDEVELOPMENT**  
 CLOQUET, MN

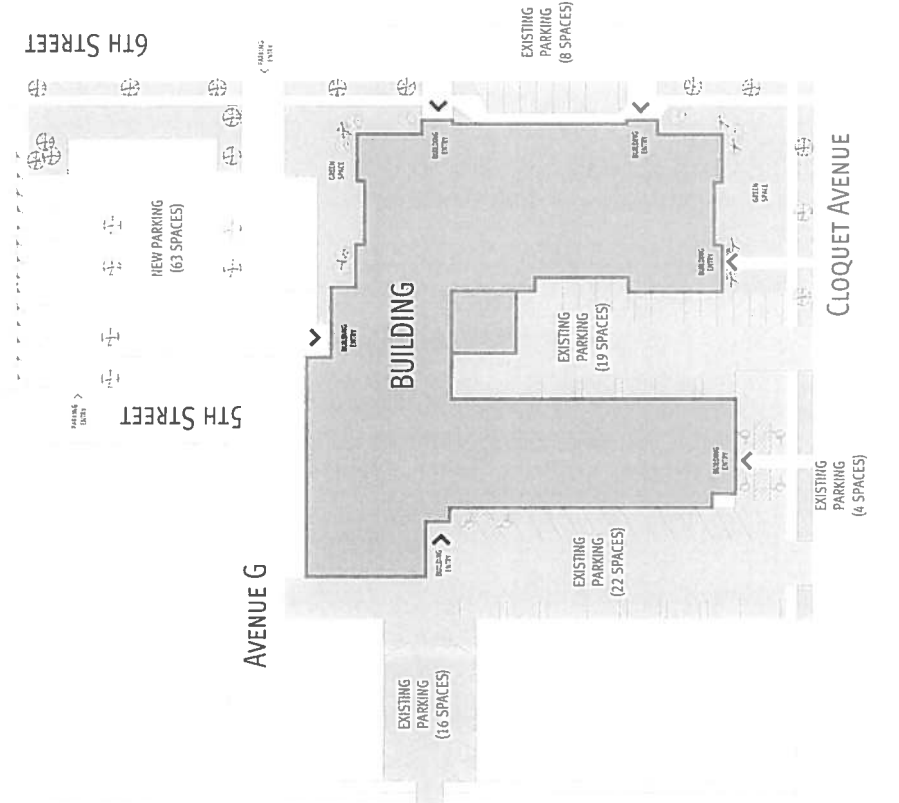
PROJECT: 16031  
 JOB NO.: 1506-AD-SitePlan

DATE: 4/15/16  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 APPROVED BY: [Name]

DATE: APRIL 15, 2016

APRIL 15, 2016

**SITEPLAN**  
**A0**



**↑ SITE PLAN**  
 SCALE 1"=30'-0"

**APARTMENT UNITS**

* STUDIO	3
* 1-BEDROOM	18
* 2-BEDROOM	35
* 3-BEDROOM	14
<b>TOTAL</b>	<b>70 UNITS</b>

**PARKING**

* EXISTING	69
* NEW	63
<b>TOTAL</b>	<b>132 SPACES</b>