



**Regular Meeting of the Planning Commission**

Tuesday, October 9, 2018

7:00 p.m.

1307 Cloquet Ave, Cloquet, MN 55720

**CALL TO ORDER**

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

**ROLL CALL**

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

**Absent:** None.

**Others Present:** Tim Grahek and JinYeene Neumann.

**ADDITIONS/CHANGES TO THE AGENDA**

None.

**AGENDA ITEMS**

**July 10, 2018 Meeting Minutes**

Chairman Wilkinson asked for any corrections or additions.

**Motion:** Commissioner Sanders made a motion to approve the Planning Commission meeting minutes from July 10, 2018, Commissioner Lyytinen seconded. (Motion was approved 5-0).

**Zoning Case 18-10: Annual Gravel Pit Renewals**

Chairman Wilkinson introduced Zoning Case 18-10, Annual Gravel Pit Renewals. He asked Mr. Cottingham to provide an overview of the topic. Mr. Cottingham noted that this was the annual renewal for the four gravel pits; KGM, Carlton County, Ulland Brothers and Zack Sand and Gravel. Representatives from Ulland Brothers and Carlton County were present to answer any questions.

Commissioner Sanders inquired as to the access to the Ulland Brothers pit from the on ramp to Interstate Hwy 35 North. Tim Grahek stated that that was used during construction of the round about when the ramp was closed. They are in the process of removing the access and restoring the slope.

There being no further discussion Chairman Wilkinson looked for a motion.



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**Motion:** Commissioner N. Wilkinson made a motion to approve Resolution No. 18-10, A Resolution Recommending Approval of the Annual Excavation Permits for 2019, Commissioner Lyttinen seconded. (Motion was approved 5-0).

Mr. Cottingham noted this would be forwarded to the City Council for the meeting on Tuesday, October 16<sup>th</sup> at 7:00 pm.

**Discussion on Highway 33 Design Standards; Irrigation Requirements; and, Parking Requirements in the HC – Historic Commercial District**

Chairman Wilkinson introduced the topics and asked Mr. Cottingham to provide an overview of them. Mr. Cottingham stated at the last meeting the commission granted a variance to the Highway 33 Design Standards and asked that this be placed on the agenda for discussion. He noted that he had discussion with other property owners in the district who were looking to make some improvements to their building but didn't because of the design standards. He noted for the larger companies they really were not an issue but for the smaller businesses they could be rather costly.

The Commission discussed the history of the design standards and agreed that they needed to be relaxed some but did not want to get rid of them altogether. They asked Cottingham to draft some revisions to relax the standards and bring it back to them.

Mr. Cottingham noted that the Commission had approved variances to the irrigation requirements over the past few years. He noted this was the first community he worked for that required irrigation. He stated while the Ordinance required the system to be installed there was no requirement to use it. He referenced that once the Certificate of Occupancy was issued for the building it was difficult to enforce the Ordinance without going to court. He suggested a financial guarantee to assure things were completed and maintained.

The Commission noted that the Ordinance required that the property owner was responsible for the timely replace of any dead trees, shrubs and ground cover for a period of three years. They could see that this would be difficult to enforce without some financial assurance. They directed Mr. Cottingham to discuss this with the City Attorney and see about amending the code to require a financial guarantee.

Mr. Cottingham noted that Community Development Director Hansen had asked that the Commission look at the off-street parking requirements for the HC – Historic Commercial District. He noted that up to 100% of the required parking could be provided through public parking lots within 400 feet of the site. He felt the off-street parking requirements should be the same as in the CC – City Center District in that existing buildings were exempt from the off-street parking requirements.



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The Commission discussed the Ordinance and agreed that the two districts should be the same when it came to off-street parking. They directed Mr. Cottingham to come back with proposed changes.

**Commissioner's Questions/Comment**

The Commission noted for the public that they currently have two vacancies on the board if there was anyone interested in applying they can pick up an application at City Hall.

The discussed the need to review the Highway 33 Design Standards along with the requirements of irrigation.

**Next Meeting**

November 13, 2018

Meeting adjourned 7:35 p.m.

Respectfully submitted,

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Al Cottingham, City Planner/Zoning Administrator