



Regular Meeting of the Planning Commission

Tuesday, January 8, 2019

7 pm Regular Meeting

1307 Cloquet Ave, Cloquet, MN 55720

AGENDA

**Oath of Office
John Sanders & Elizabeth Polling**

1. Call to Order
2. Roll Call
3. Election of Chairperson and Vice Chairperson
4. Additions/Changes to the Agenda
5. Minutes from the November 13, 2018 Planning Commission meeting
6. Zoning Case 19-01; Ryan & Zach LLC, Conditional Use Permit
7. Commissioner's Questions/Comments
8. Adjourn

**NEXT MEETING:
February 12th @ 7 pm**



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7:00 p.m.

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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, Nathaniel Wilkinson and Uriah Wilkinson; City: Al Cottingham.

Absent: Elizabeth Polling.

Others Present: None.

ADDITIONS/CHANGES TO THE AGENDA

None.

AGENDA ITEMS

October 9, 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 October 9, 2018, Commissioner Lyytinen seconded. (Motion was approved 4-0).

Zoning Case 18-11: Zoning Ordinance Textual Amendments

Chairman Wilkinson reviewed the public hearing procedures and format and opened the public hearing for Zoning Case 18-11, Zoning Ordinance Textual Amendments for the City of Cloquet. He asked Mr. Cottingham to provide an overview of the topic. Mr. Cottingham noted that the City was proposing to amend the Highway 33 Design Standards, the irrigation requirements and the parking requirements in the HC – Historic Commercial District. A legal notice was published in the Pine Journal on November 1, 2018 and there were no property owners notified since this was a textual amendment and not for a specific property.

Commissioner Sanders inquired as who would decide on the other appearance that was referenced in the Highway 33 Design standards for the material.

Mr. Cottingham referenced that it would be the City Planner.

Commissioner Sanders stated he was Ok with that but felt it should be noted in the Ordinance.



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There being no further discussion Chairman Wilkinson closed the public hearing and looked for a motion.

Motion: **Commissioner N. Wilkinson made a motion to approve Resolution No. 18-11, A Resolution Recommending Approval of the Attached Ordinance Relating to the Highway 33 Design Standards, Irrigation Requirements and Parking in the Historic Commercial District with the addition of the language that was previously discussed, Commissioner Lyytinen seconded. (Motion was approved 4-0).**

Mr. Cottingham noted this would be forwarded to the City Council for the meeting on Tuesday, November 20th at 7:00 pm.

Commissioner's Questions/Comment

None.

Next Meeting

December 11, 2018

Meeting adjourned 7:10 p.m.

Respectfully submitted,

Al Cottingham, City Planner/Zoning Administrator



PLANNING COMMISSION MEMO

To: Planning Commission
From: Al Cottingham, City Planner/Zoning Administrator
Date: January 2, 2019

**ITEM DESCRIPTION: ZONING CASE 19-01: CONDITIONAL USE PERMIT –
RYAN & ZACH, LLC, APARTMENT IN THE HC –
HISTORIC COMMERCIAL DISTRICT**

Background

Ryan & Zach, LLC are proposing a conditional use permit to allow an additional two apartments in the HC – Historic Commercial District. The property involved is located at 120 Avenue C. Ryan & Zach, LLC would like to increase the number of apartments in the building from two to four, there is currently two apartments on the second floor and they would like to add two apartments to the main floor.

A public hearing will be held on Tuesday, January 8, 2019 to consider a conditional use permit for apartments in the HC - Historic Commercial District. A legal notice was published in the Pine Journal on December 27, 2018 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 City Center. For the purposes of the Comprehensive Plan, it states the plan promotes continued mixed use of this area with an emphasis on small specialty shops and residential uses above commercial uses. This structure has two stories.*
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 primarily commercial with some apartments located on upper floors.*



Community Development Department

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

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 rental housing within the community.*

4. Neighborhood protections. The sufficiency of terms and conditions proposed to protect and maintain the uses in the surrounding neighborhood. *The site is currently occupied by a vacant commercial building and two apartments. They are not proposing any changes in the access to the site or the site layout. Parking and access will continue to come in off Avenue D.*

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. They will be creating off-street parking for 8 vehicles to the south of the building and there will be no expansions to the building.*

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.

Supporting Documents Attachments

- Resolution No. 19-01
- Location Map
- Aerial Photo

STATE OF MINNESOTA

COUNTY OF CARLTON

CITY OF CLOQUET

Commissioner _____ offered the following Resolution and moved its adoption.

RESOLUTION NO. 19-01

**A RESOLUTION RECOMMENDING THE CITY COUNCIL OF CLOQUET APPROVE
THE CONDITIONAL USE PERMIT FOR RYAN & ZACH, LLC FOR TWO
ADDITIONAL APARTMENTS FOR A TOTAL OF FOUR IN THE HC - HISTORIC
COMMERCIAL DISTRICT**

WHEREAS, Ryan & Zach, LLC are proposing a Conditional Use Permit for two additional apartments, for a total of four apartments in the HC - Historic Commercial 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 January 8, 2019 at which time Zoning Case / Development Review No. 19-01 was heard and discussed; and

WHEREAS, the property of the proposed Conditional Use Permit is located 120 Avenue C and is legally described as follows:

The West ½ of Lot 10 and the West 40 feet of Lot 5, Block 40, City of Cloquet Original Plat, 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 19-01 to the Cloquet City Council for an additional two apartments, for a total of four apartments in the HC - Historic Commercial District subject to the following condition:

1. A Building Permit be issued prior to beginning any work.

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

TERRI LYYTINEN _____

ELIZABETH POLLING _____

JOHN SANDERS _____

NATHANIEL WILKINSON _____

URIAH WILKINSON _____

Passed and adopted this 8th day of January 2019.

CITY OF CLOQUET

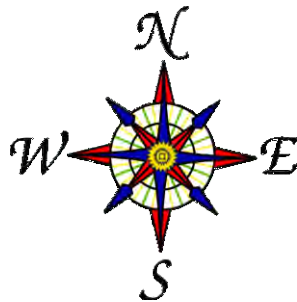
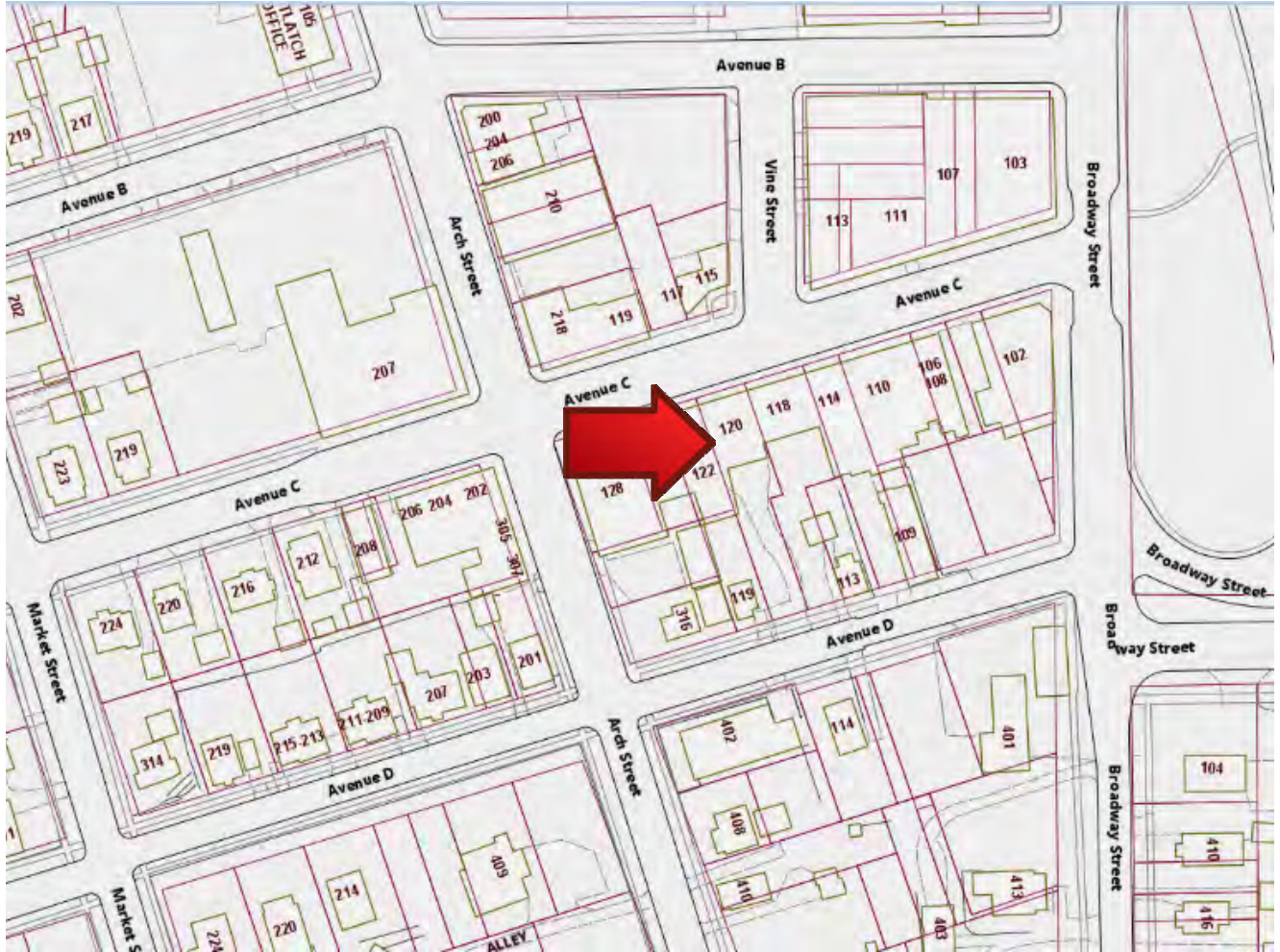
CHAIR

ATTEST: _____

Alan Cottingham
City Planner/Zoning Administrator

Location Map

Ryan & Zach LLC



No Scale



AVE D

DRIVEWAY - KEEP CLEAR

8 OFFSTREET
PARKING STALLS

EXISTING BUILDING

+/- 7'-8"

+/- 42'-0"

+/- 54'-0 7/8"

AVE C



EXISTING 2 STORY
BUILDING

- 2 EXISTING APARTMENTS
ON SECOND FLOOR
- 2 NEW APARTMENTS ON
FIRST FLOOR

ZEZULKA
APARTMENT BUILDING
120 AVENUE C
CLOQUET, MN

12-4-18

