



Regular Meeting of the Planning Commission

Tuesday, July 14, 2020

7 pm Regular Meeting

101 14th Street, Cloquet, MN 55720

AGENDA

1. Call to Order
2. Roll Call
3. Additions/Changes to the Agenda
4. Minutes from the June 9, 2020 Planning Commission meeting
5. Zoning Case 20-05: City of Cloquet, Ordinance Amendment, Mobile Storage Structures
6. Commissioner's Questions/Comments
7. Adjourn

NEXT MEETING:
July 28th @ 7 pm



Regular Meeting of the Planning Commission

Via Teleconference

Tuesday, June 9, 2020

7:00 p.m.

101 14th Street, Cloquet, MN 55720

CALL TO ORDER

Chairman Wilkinson called the meeting to order at 7:03 p.m.

ROLL CALL

Attending: Planning Commission members: Uriah Wilkinson, Philip Demers, Terri Lyytinen, Rob Zappia, John Sanders and Mark Cline; City: Al Cottingham.

Absent: Elizabeth Polling.

Others Present: Gerald and Mary Thompson, Jason Stowe, Vanessa Crist and Kyle Backstrom.

ADDITIONS/CHANGES TO THE AGENDA

None.

AGENDA ITEMS

March 10, 2020 Meeting Minutes

Chairman Wilkinson asked for any corrections or additions.

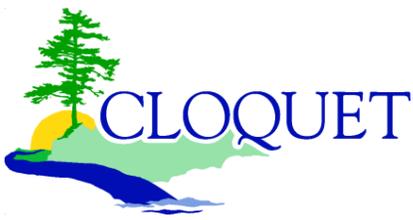
Motion: Commissioner Zappia made a motion to approve the Planning Commission meeting minutes from March 10, 2020, Commissioner Sanders seconded. (Motion was approved 6-0).

Zoning Case 20-06: Variance for Jason Stowe

Chairman Wilkinson introduced Zoning Case 20-06, Variance for Jason Stowe and opened the public hearing. He asked Mr. Cottingham to provide an overview. Mr. Cottingham stated Jason Stowe is proposing a Variance from the minimum lot width on a public road in order to allow an existing lot to be served via a new easement so he could build on it. The property is located south of 620 Stark Road. He noted that Mr. Stowe is present to answer any questions.

Mr. Stowe stated he had nothing to add and was available to answer any questions.

Commissioner Sanders stated this property was established a long time ago and being served by an extension of an existing 33 foot easement would not be setting a precedent for the area.



Regular Meeting of the Planning Commission

Via Teleconference

Tuesday, June 9, 2020

7:00 p.m.

101 14th Street, Cloquet, MN 55720

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

Motion: **Commissioner Sanders made a motion to approve Resolution No. 20-06, A Resolution Approving a Lot Frontage Variance in the FR – Farm Residential District subject to the Condition in the Draft Resolution, Commissioner Zappia seconded. (Motion passed 6-0)**

Chairman Wilkinson lost communication with the meeting.

Zoning Case 20-07: Variance for Vanessa Crist

Mr. Cottingham introduced Zoning Case 20-07, Variance for Vanessa Crist and opened the public hearing. Mr. Cottingham stated Vanessa Crist is proposing a Variance from the minimum front yard setback in order to construct an addition onto her home. The property is located at 925 14th Street. The property is somewhat unique in that there is a platted right-of-way along the north property line which is where the variance is being requested and not 14th Street. This right-of-way was platted in 1963 and the road was never constructed. He noted that Ms. Crist is present to answer any questions.

Ms. Crist stated it was unusual to say this was a front yard variance when it wasn't even close to 14th Street. Most people didn't even know that there was a unbuilt road area to the north of her home.

There being no further discussion Mr. Cottingham closed the public hearing and looked for a motion.

Motion: **Commissioner Cline made a motion to approve Resolution No. 20-07, A Resolution Approving a Variance to the Minimum Front Yard Setback in the R2 – One- and Two-Family Residence District, Commissioner Lyytinen seconded. (Motion passed 5-0)**

Chairman Wilkinson rejoined the meeting and asked Mr. Cottingham to continue leading the meeting.

Zoning Case 20-05 – Zoning Ordinance Text Amendment, Mobile Storage Structures for City of Cloquet

Mr. Cottingham introduced Zoning Case 20-05, Zoning Ordinance Text Amendment, Mobile Storage Structures for the City of Cloquet and opened the public hearing. Mr. Cottingham stated that the City Council has asked the Commission to look at the Ordinance pertaining to Mobile Storage Structures following a complaint that was received. Mr. Cottingham noted that currently the Ordinance doesn't allow for the containers, but they do exist at a number of establishments for the specific use by the company. The proposed amendment would allow the containers in the



Regular Meeting of the Planning Commission

Via Teleconference

Tuesday, June 9, 2020

7:00 p.m.

101 14th Street, Cloquet, MN 55720

commercial and industrial districts with limitations. The proposal would not allow them to be used as mini storage units on a site. They would be allowed on site for sale or to be rented and moved to another location.

Mr. Gerald Thompson addressed the Commission and wondered why he would not be able to use the units as mini storage on his site. Other communities allow for this and he would be charging sales tax on them.

Commissioner Zappia stated he did not feel it was fair to the owners of a mini storage building and the property tax that they pay and was not in favor of this.

Commissioner Demers stated he was concerned with the precedent that this would set and others coming in to do the same thing.

There being no further discussion Mr. Cottingham closed the public hearing and looked for a motion.

Motion: **Commissioner Sanders made a motion to table Resolution No. 20-05, A Resolution Recommending the City Council of Cloquet approve the Attached Ordinance Relating to Mobile Storage Structures, Commissioner Cline seconded. (Motion passed 6-0)**

Zoning Case 20-03 – Easement Vacation – City of Cloquet

Mr. Cottingham introduced Zoning Case 20-03, Easement Vacation for the City of Cloquet and opened the public hearing. Mr. Cottingham stated the City of Cloquet is proposing to vacate the utility easement located south of Big Lake Road, north of Armory Road and west of Highway 33 South. Last year the City reconstructed the utilities in this area and removed the utilities from this easement and thus no longer need to retain the easement. He asked if anyone had any questions.

There being no further discussion Mr. Cottingham closed the public hearing and looked for a motion.

Motion: **Commissioner Sanders made a motion to table Resolution No. 20-03, A Resolution Recommending the City Council of Cloquet approve the Vacation of the North/South Utility Easement lying between Big Lake Road and Armory Road, West of Highway 33 South, Commissioner Zappia seconded. (Motion passed 6-0)**

Zoning Case 20-08 – Special Event – SKB Environmental Cloquet Landfill

Mr. Cottingham introduced Zoning Case 20-08, Special Event for SKB Environmental Cloquet Landfill. Mr. Cottingham stated SKB Environmental Cloquet Landfill is proposing a Special



Regular Meeting of the Planning Commission

Via Teleconference

Tuesday, June 9, 2020

7:00 p.m.

101 14th Street, Cloquet, MN 55720

Event for their property located at 761 Highway 45. The Special Event is for a large-scale demolition project at SAPPI Paper Cloquet. Due to the nature of the project and the site constraints most loads will need to be loaded directly from the demolition rather than from a stockpile of material. They are requesting to be open an additional 2 hours per day for the 6 days that they are open just for this project. Mr. Kyle Backstrom is present representing SKB.

Mr. Backstrom stated they would not be running the additional hours for a while and would probably not start until the middle of July and it would last 4 to 5 months. They anticipate using 3 or 4 trucks for the project due to the site constraints.

Commissioner Cline inquired as to how long the project would last.

Mr. Backstrom stated he believed it would be done by the end of the year.

Commissioner Sanders inquired if the additional hours would only be for this project.

Mr. Backstrom stated that was correct.

Commissioner Sanders stated he felt this was similar to the MNDOT Twin Ports project in that demolitions were always happening and this was not unique.

Mr. Backstrom inquired as to what was a unique event.

Commissioner Sanders stated that demolition is always happening in the area so what makes this unique.

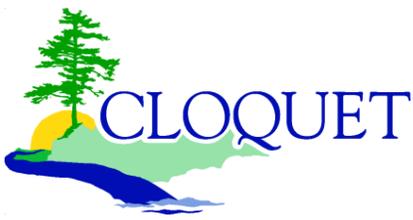
Mr. Backstrom stated the project changed since the original bid in that the contractor determined there was not room on the site to crush material prior to bring it to the landfill and how the demolition would have to be handled.

There being no further discussion Mr. Cottingham looked for a motion.

Motion: Commissioner Demers made a motion to approve Resolution No. 20-08, A Resolution approving a Special Event for SKB Environmental Cloquet Landfill at 761 Highway 45, Commissioner Wilkinson seconded. (Motion passed 4-2 Sanders and Cline)

Zoning Case 20-09 – Tax Increment Financing – Trails Edge, LLC.

Mr. Cottingham introduced Zoning Case 20-09, Tax Increment Financing (TIF) for Trails Edge, LLC. Mr. Cottingham stated Trails Edge, LLC. is proposing the creation of a TIF District to allow for 5 – two-unit buildings for 11 units of senior rental to complete their project that began in 2003. The property is located on the south side of Trail Drive west of 18th Street. State Statute requires that a TIF District conform with the Comprehensive Plan for the City.



**Regular Meeting of the Planning Commission
Via Teleconference
Tuesday, June 9, 2020
7:00 p.m.
101 14th Street, Cloquet, MN 55720**

Commissioner Sanders stated that infill housing and TIF are identified in the Comprehensive Plan. This request is for infill housing and TIF to complete the project.

There being no further discussion Mr. Cottingham looked for a motion.

Motion: Commissioner Cline made a motion to approve Resolution No. 20-09, A Resolution finding that a Development Program for Development District No. 5 and a Tax Increment Financing Plan for Tax Increment Financing District No. 5-1 Conform to the General Plans for the Development and Redevelopment of the City, Commissioner Lyytinen seconded. (Motion passed 6-0)

Commissioner's Questions/Comment

The Commission discussed how the meeting went with some of the difficulties and hoped that they would be able to meet in person in July.

Next Meeting

July 14, 2020

Meeting adjourned 8:03 p.m.

Respectfully submitted,

Al Cottingham, City Planner/Zoning Administrator



Community Development Department

101 14th Street • Cloquet MN 55720
Phone: 218-879-2507 • Fax: 218-879-6555

To: Planning Commission
From: Al Cottingham, City Planner/Zoning Administrator
Date: July 1, 2020

ITEM DESCRIPTION: ZONING CASE 20-05: ZONING ORDINANCE TEXT AMENDMENT – MOBILE STORAGE STRUCTURES

Background

The City of Cloquet is proposing to amend Section 17.5.07 Mobile Storage Structures of the City Code (Zoning Ordinance).

The change to the Mobile Storage Structures is to allow mobile storage structures in the commercial and industrial districts with limitations. See the attached Draft Ordinance Amendment for the changes.

A public hearing will be held on Tuesday, June 9, 2020 to consider a possible amendment to Section 17.5.07. A legal notice was published in the Pine Knot on May 29, 2020, Property owners were **not** sent a notice of the hearing since this is a textual amendment.

The Planning Commission tabled this request at its June 9, 2020 meeting requesting some additional wording be added pertaining to the Highway 33 Design Standards.

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 waived since the city is the applicant.

Advisory Committee Action Requested

The Planning Commission should review the revised draft Ordinance language to be sure it covers the topic to their satisfaction. The Commission should then recommend approval or denial of the Ordinance to the City Council.

Staff Recommendation

Staff would recommend approval of the Zoning Ordinance Text Amendment as identified in the attached pages.

Supporting Documents Attachments

- Resolution No. 20-09

STATE OF MINNESOTA

COUNTY OF CARLTON

CITY OF CLOQUET

Commissioner _____ offered the following Resolution and moved its adoption.

RESOLUTION NO. 20-09

A RESOLUTION RECOMMENDING THE CITY COUNCIL OF CLOQUET APPROVE THE ATTACHED ORDINANCE RELATING TO MOBILE STORAGE STRUCTURES

WHEREAS, the City of Cloquet is proposing to amend the Zoning Ordinance related mobile storage structures; and

WHEREAS, As required by ordinance, notification was advertised in the Pine Knot. A public hearing was held to consider the application at the regular meeting of the Cloquet Planning Commission on June 9, 2020 at which time Zoning Case / Development Review No. 20-09 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 20-09 to the Cloquet City Council.

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

MARK CLINE	_____	PHILIP DEMERS	_____
TERRI LYYTINEN	_____	ELIZABETH POLLING	_____
JOHN SANDERS	_____	URIAH WILKINSON	_____
ROBERT ZAPPIA	_____		

Passed and adopted this 14th day of July 2020.

CITY OF CLOQUET

URIAH WILKINSON
CHAIR

ATTEST: _____
Alan Cottingham
City Planner/Zoning Administrator

ORDINANCE NO. 488A

AN ORDINANCE TO AMEND CHAPTER 17 OF THE MUNICIPAL CODE PERTAINING TO MOBILE STORAGE STRUCTURES

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

Section 1. **Section 17.5.07, Mobile Storage Structures,** is deleted and replaced with the following to read as follows:

17.5.07 Mobile Storage Structures/Shipping Containers. Any assembly of materials which is so designed, constructed or reconstructed to make it portable and capable of movement from one site to another, designed to be used without a permanent foundation, designed with the purpose of storing tangible property and not for occupancy by persons, and to have one dimension exceeding ten (10) feet.

Subd. 1 Procedure for Residential Properties. The erection of a mobile storage structure shall require an administrative permit as may be issued by the City Planner/Zoning Administrator, except as otherwise provided by this Chapter.

Subd. 2 Special Requirements for Residential Properties.

- A. Location. Mobile storage structures may be located as a temporary structure on property within the City.
- B. Time Limitations. Mobile storage structures are allowed for a period not exceeding 48 hours in duration on a public street and not exceeding three weeks on private property, from time of delivery to time of removal. Exceptions for special circumstances may be granted by the City Planner/Zoning Administrator.
- C. Placement. No more than one mobile storage structure may be located on a specific piece of property within the City at one time. Such temporary structure may not be located on a specific property more than two times in any sixty-calendar-day period. Such temporary structure shall be located no closer than ten (10) feet to the property line unless on a driveway and must be placed on an impervious surface. Such structure may not be placed in a fire lane, or sidewalk. Such structure may not exceed eight feet six inches in height, ten (10) feet in width or twenty (20) feet in length. It shall be the obligation of the owner or user of such temporary structure to secure it in a manner that does not endanger the safety of persons or property in the vicinity of the temporary structure.

Subd. 3 Commercial/Industrial Properties. The erection of a mobile storage structure/shipping container is allowed on commercial and industrial properties. The storage structures do not need to meet the architectural and material design standards that may apply to the property. The storage structures can only be used by the businesses that are located on the site and not rented out for other users on the site. Containers may be kept on the site for purposes of being for sale or rental purposes off the site.

- A. Location. Mobile Storage structures/shipping containers are considered an accessory structure and must be located on property with a principal structure and meet the setback requirements for an accessory structure.
- B. Time Limitations. Unless the mobile storage structure/shipping containers are for sale or rental off site then they are allowed for a six-month period. There is no time limit on for sale or rental units.
- C. Placement. No more than 10 mobile storage structures/shipping containers may be located on a piece of property within the City at one time unless they are being offered for sale or rental off site. Such structure may not be placed in a fire lane or on a sidewalk and must meet the minimum setbacks for an accessory structure in the zoning district they are located in.

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 ____ day of _____ 2020.

CITY OF CLOQUET

By: _____
Its Mayor

ATTEST:

By: _____
Its City Administrator

Published this ____ day of _____, 2020.