



Regular Meeting of the Planning Commission

Tuesday, November 10, 2020

7 pm Regular Meeting

101 14th Street, Cloquet, MN 55720

Please join the meeting from your computer, tablet or smartphone

<https://global.gotomeeting.com/join/118562733> You can also dial in using your phone

United States: 1 (699) 224-3412 Access Code: 118-562-733

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Additions/Changes to the Agenda**
- 4. Minutes from the October 13, 2020 Planning Commission meeting**

- 5. Zoning Case 20-12: HTG Architects/Northwoods Credit Union, Variance and Site Plan**

- 6. Zoning Case 20-15: GCL Development LLC, Conditional Use Permit**

- 7. Zoning Case 20-14: SAPPI Cloquet LLC, Zoning Ordinance Textual Amendment**

- 8. Zoning Case 20-13: Excavation/Gravel Operation Renewal**

- 9. Homeless Shelter Discussions**
- 10. Commissioner's Questions/Comments**
- 11. Adjourn**

NEXT MEETING:

December 8th @ 7 pm



Regular Meeting of the Planning Commission

Via Teleconference

Tuesday, October 13, 2020

7:00 p.m.

101 14th Street, Cloquet, MN 55720

CALL TO ORDER

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

ROLL CALL

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

Absent: Mark Cline and Philip Demers.

Others Present: Greta and Justine from Hope Harbor, Julie Juntti, Ruth Rowenhorst and Jamie Malcomb.

ADDITIONS/CHANGES TO THE AGENDA

None.

AGENDA ITEMS

July 20, 2020 Meeting Minutes

Chairman Wilkinson asked for any corrections or additions.

Motion: Commissioner Polling made a motion to approve the Planning Commission meeting minutes from July 28, 2020, Commissioner Lyytinen seconded. (Motion was approved 5-0).

Zoning Case 20-11 – Ordinance Amendment, Chickens for the City of Cloquet

Chairman Wilkinson introduced Zoning Case 20-11, Ordinance Amendment pertaining to chickens for the City of Cloquet and opened the public hearing. He asked Mr. Cottingham to provide an overview. Mr. Cottingham stated the City of Cloquet was proposing an Ordinance Amendment pertaining to chickens. The City Council after receiving a petition requesting the Ordinance be changed discussed the issue at a couple of work sessions and then directed staff to come back with an Ordinance that would allow chickens in the residential districts on lots of ¼ acre in size or larger. Since ¼ acre is 10,890 square feet staff was proposing to use 11,000 square feet instead. This is a public hearing with a legal notice published in the Pine Knot on October 2, 2020 and no property owners were notified of the hearing.

Chairman Wilkinson asked if there was anybody that called in that wanted to speak on this matter. Nobody requested to speak.



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The Commission discussed the lot size issue and felt that since the City Council was discussing ¼ acre that we should use that rather than 11,000 square feet. They felt you should have both the ¼ acre and the 10,890 square feet listed in the Ordinance.

They also discussed the Chicken License Regulations, specifically Item 12 and the requirement of the consent of 75% of the property owners within 100 feet of the property.

Commissioner Zappia stated in his case there were a number of vacant parcels around his with only three homes. If one of the three was opposed, then he could not have chickens since he would only have 66% of the property owners in favor. He has about 2 acres of property and this wouldn't be fair. He suggested allowing a vacant lot as a vote in favor of allowing the chickens.

The Commission agreed with allowing a vacant lot to be classified as a vote in favor.

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

Motion: **Commissioner Polling made a motion to approve Resolution No. 20-11, A Resolution Recommending the City Council of Cloquet approve the Attached Ordinance Relating to Chickens and the Licensing Regulations with the changes discussed, Commissioner Zappia seconded. (Motion passed 5-0)**

Mr. Cottingham stated this would be forwarded to the City Council at their October 20, 2020 meeting.

Homeless Shelter Discussion

Chairman Wilkinson introduced the item and asked Mr. Cottingham to provide an overview. Mr. Cottingham stated there were three parts to the discussion; 1. Homeless housing support in single-family homes; 2. Homeless housing in something larger than a single-family home; and, 3. Emergency homeless housing. The homeless housing support in single-family homes is what got this discussion going. Earlier this summer staff became aware of a Carlton County program that was providing funding to house homeless individuals in single-family homes with Hope Harbor being the one that brought this to our attention. The Zoning Ordinance does not prohibit this if they would follow the definition of a family which allows up to four unrelated individuals living together in a dwelling unit. Currently Hope Harbor has five individuals living in their home. Staff has provided some definitions of a "Rooming House" from both Duluth and Grand Rapids.

The Commission discussed the number of individuals that were allowed in a home and did not have a problem with allowing up to 5 individuals in the home provided there was enough room in the home for this many.



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Ms. Juntti stated this was “Long Term Homeless Housing” that they provided housing support for. There are scattered sites for this with one individual at a location and congregate sites with up to five individuals located within a home. She stated the County inspected the property prior to approval.

Commissioner Polling inquired if this was permanent housing?

Ms. Juntti stated that it wasn't but there was no time limit as to how long someone might be there.

Chairman Wilkinson inquired how long on average do they stay?

Ms. Rowenhorst stated that the program has only been around for about a year so really don't have any data on that.

Commissioner Lyytinen inquired if the Fire Marshal inspected the property.

Ms. Rowenhorst stated these were not licensed facilities and thus the Fire Marshal does not inspect them, and the County does a habitability inspection prior to approval.

Commissioner Zappia inquired how often they were inspected.

Ms. Rowenhorst stated they were inspected annually.

Commissioner Polling asked for some history of Hope Harbor.

Greta from Hope Harbor stated the site used to be a ‘Group Home’ prior to them purchasing the property, they fixed it up to provide housing support for five women. They have met the neighbors; they both live within eight minutes of the property. They have camera's that monitor the site. They have been in existence since August 2020 and they provided services for the women who reside there.

The Commission discussed the definition of “Rooming House” and agreed that they liked the definition used by Duluth. They felt the number of individuals should be based on the occupancy load of the home.

Justine from Hope Harbor stated the occupants come from the HMI System which screens the individuals prior to them moving into a location.

Ms. Juntti stated that HMI stands for Homeless Management Information.



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Chairman Wilkinson inquired if Mr. Cottingham had enough information to work with on this.

Mr. Cottingham stated that he did, and this would be on the November 10th agenda for more discussion.

Commissioner's Questions/Comment

None

Next Meeting

November 10, 2020

Meeting adjourned 8:11 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: November 4, 2020

ITEM DESCRIPTION: ZONING CASE 20-12: SITE PLAN AND VARIANCE FOR HTG ARCHITECTS/NORTHWOODS CREDIT UNION AT 902 STANLEY AVENUE

Background

HTG Architects/Northwoods Credit Union have submitted a Site Plan and Variance application. The site is located at 902 Stanley Avenue.

The Site Plan is for an addition onto the existing building with associated parking, landscaping, grading and drainage and building location. The Variance is from the minimum rear yard setback to allow a 19 ft. 8 ¾ inch setback versus the Ordinance minimum of 30 feet and the maximum impervious surface of 70% to allow a 77% impervious surface.

A public hearing will be held on Tuesday, November 10, 2020 to consider a variance from the minimum rear yard setback. A legal notice was published in the Pine Knot on October 30, 2020 and property owners within 350 feet were sent notices of the public hearing.

Site Plan

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

- Site Plan
- Landscape Plan
- Building Elevations
- Floor Layout

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

The zoning district allows the maximum building coverage to be 60% with a maximum impervious surface coverage of 70%. The building coverage is approximately 16% and the total impervious surface coverage is approximately 77%.

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

The ordinance requires that the minimum front setback be 35 feet, the minimum side yard setback be 20 feet and the minimum rear yard setback be 30 feet. The proposed building location meets or exceeds the front and side requirements but does not meet the rear yard requirements.



Community Development Department

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

Landscaping: (Section 17.5.04 Subd. 5.)

The landscape plan shows 18 overstory plantings, the site is required to have 3 new overstory plantings based on the size of the building addition. The landscape plan may be revised based on this, but it has not been decided as of yet.

Parking: (Section 17.5.11 Subd. 6.)

The site is required to have 29 parking spaces based on 1 parking stall per every 250 sq. ft. of building. The site plan shows 37 parking spaces.

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

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

Signage: (Section 17.5.13 Subd. 14.)

Proposed signage will be addressed at a later date.

Lighting: (Section 17.5.12 Subd. 5. B)

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

Other Site Plan Items:

The Design Standards for the Highway 33 Corridor, Architectural Standards state, "Acceptable primary exterior finish materials shall include: brick, stone, decorative concrete block, EIFS and precast concrete. Wood, high quality metal (matte finish) or synthetic materials may be acceptable as secondary, trim or accent materials used in combination with a primary material as listed above, provided they do not exceed fifty percent (50%) of any exterior façade which is visible from a 'public way'. Exceptions will be allowed for high quality synthetic material that mimics brick, masonry, etc. Materials must be durable and properly maintained at all times." Staff believes that the proposed exterior design of the building meets these requirements.

The site plan also shows an additional access onto the Walmart property to the south along with access to the dumpster from that site. While they currently have two accesses onto this property, they will need to provide confirmation from Walmart for these additional accesses.

Variances

The applicant is seeking a variance to the minimum rear yard setback of 30 feet to allow a rear yard setback of 19 ft. 8 ¾ inches. They are also seeking a variance to the maximum impervious surface of 70% to allow an impervious surface of 77%. They state the required setback and impervious surface would require a reduction in proposed building square footage thus limiting future growth for the credit union.



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Policy Objectives

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

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 variance establishes that there are practical difficulties in complying with the official control. No variance may be granted unless all the following conditions exist:

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

Financial Impacts

The Site Plan and Variance fees were paid.

Advisory Committee Action Requested

The Commission should review the Site Plan and consider 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.

The Commission should listen to the testimony that is presented at the public hearing pertaining to the variances, review the Variance Criteria and consider any comments pertaining to it. Following this review the Planning Commission can approve the requests, deny the requests or table the requests for some additional information.

Staff Recommendation

Staff would recommend approval of the Site Plan subject to at least the conditions in the attached resolution. While staff encourages the growth of businesses in the city there is some concern of the variances being requested. Staff is concerned with a possible precedent that may be being set if the requested variances are approved.

Supporting Document Attachments

- Resolution No. 20-12 Site Plan
- Resolution No. 20-12 Variance
- Location Map
- Site Plan Maps
- Narrative

STATE OF MINNESOTA

COUNTY OF CARLTON

CITY OF CLOQUET

Commissioner _____ offered the following Resolution and moved its adoption.

RESOLUTION NO. 20-12

**A RESOLUTION RECOMMENDING APPROVAL OF A SITE PLAN IN THE RC –
REGIONAL COMMERCIAL DISTRICT FOR HTG ARCHITECTS/NORTHWOODS
CREDIT UNION**

WHEREAS, HTG Architects/Northwoods Credit Union is proposing a Site Plan in the RC – Regional Commercial District for a 3,254 square foot addition onto the existing building; and

WHEREAS, the property of the proposed Site Plan is located at 902 Stanley Avenue and is legally described as follows:

Lot 2, Block 1, Wal-Mart Third Addition, Carlton County, Minnesota. And,

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

NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA, that the Planning Commission recommends approval of Zoning Case 20-12 for a site plan for HTG Architect/Northwoods Credit Union for a 3,254 square foot addition onto the existing building subject to the following conditions:

1. Signage shall comply with the Ordinance requirements.
2. Approval from Walmart for the new accesses onto their property.

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 10th day of November 2020.

CITY OF CLOQUET

URIAH WILKINSON
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. 20-12 Var

A RESOLUTION _____ A VARIANCE TO THE MINIMUM REAR YARD SETBACK AND THE MAXIMUM IMPERVIOUS SURFACE IN THE RC – REGIONAL COMMERCIAL DISTRICT FOR HTG ARCHITECTS/NORTHWOODS CREDIT UNION

WHEREAS, HTG Architects/Northwoods Credit Union is proposing a Variance to the minimum rear yard setback and the maximum impervious surface in the RC – Regional Commercial District; and

WHEREAS, the property of the proposed Variances is located at 902 Stanley Avenue and is legally described as follows:

Lot 2, Block 1, Wal-Mart Third Addition, Carlton County, Minnesota. And,

WHEREAS, the Planning Commission reviewed the staff report and _____ the Variance.

NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA, that the Planning Commission approves Zoning Case 20-12 for a Variance for HTG Architects/Northwoods Credit Union to allow a ten-foot three and one quarter inch encroachment into the rear yard setback of 30 feet and an impervious surface of 77%..

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	_____		

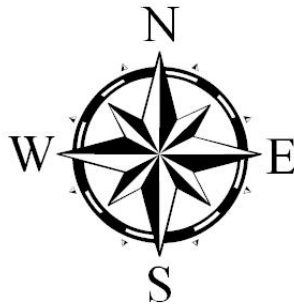
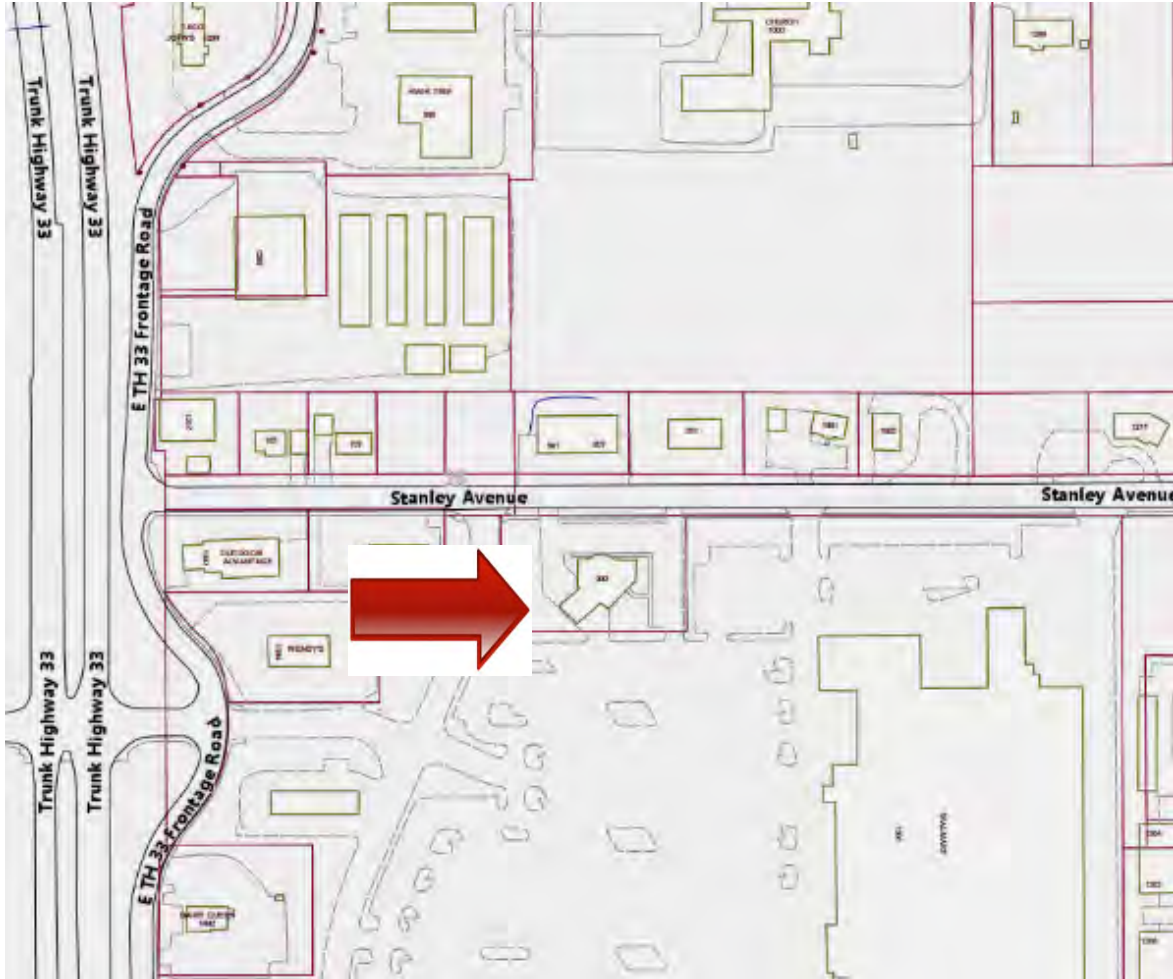
Passed and adopted this 10th day of November 2020.

CITY OF CLOQUET

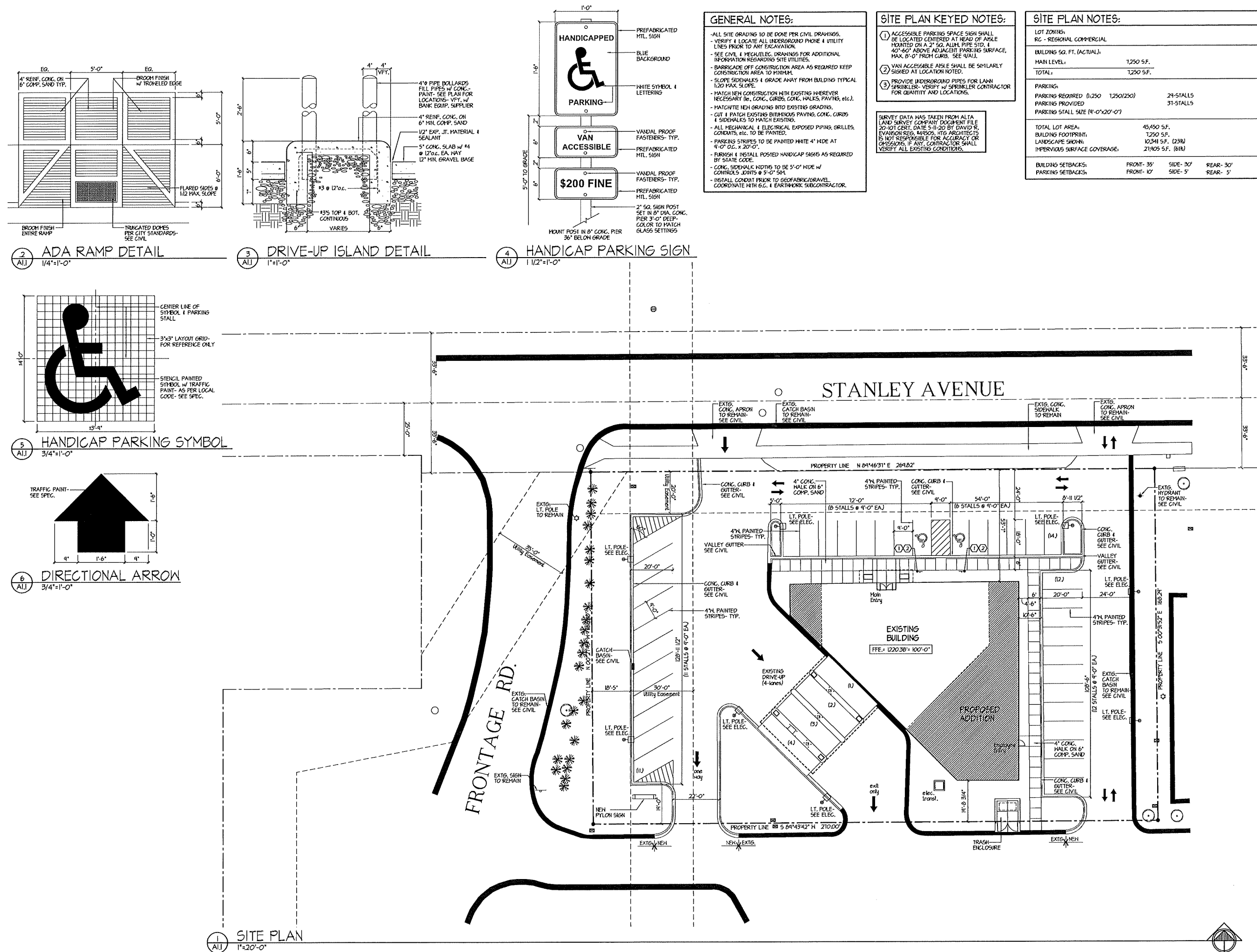
URIAH WILKINSON
CHAIR

ATTEST: _____
Alan Cottingham
City Planner/Zoning Administrator

LOCATION MAP
HTG Arch/Northwoods

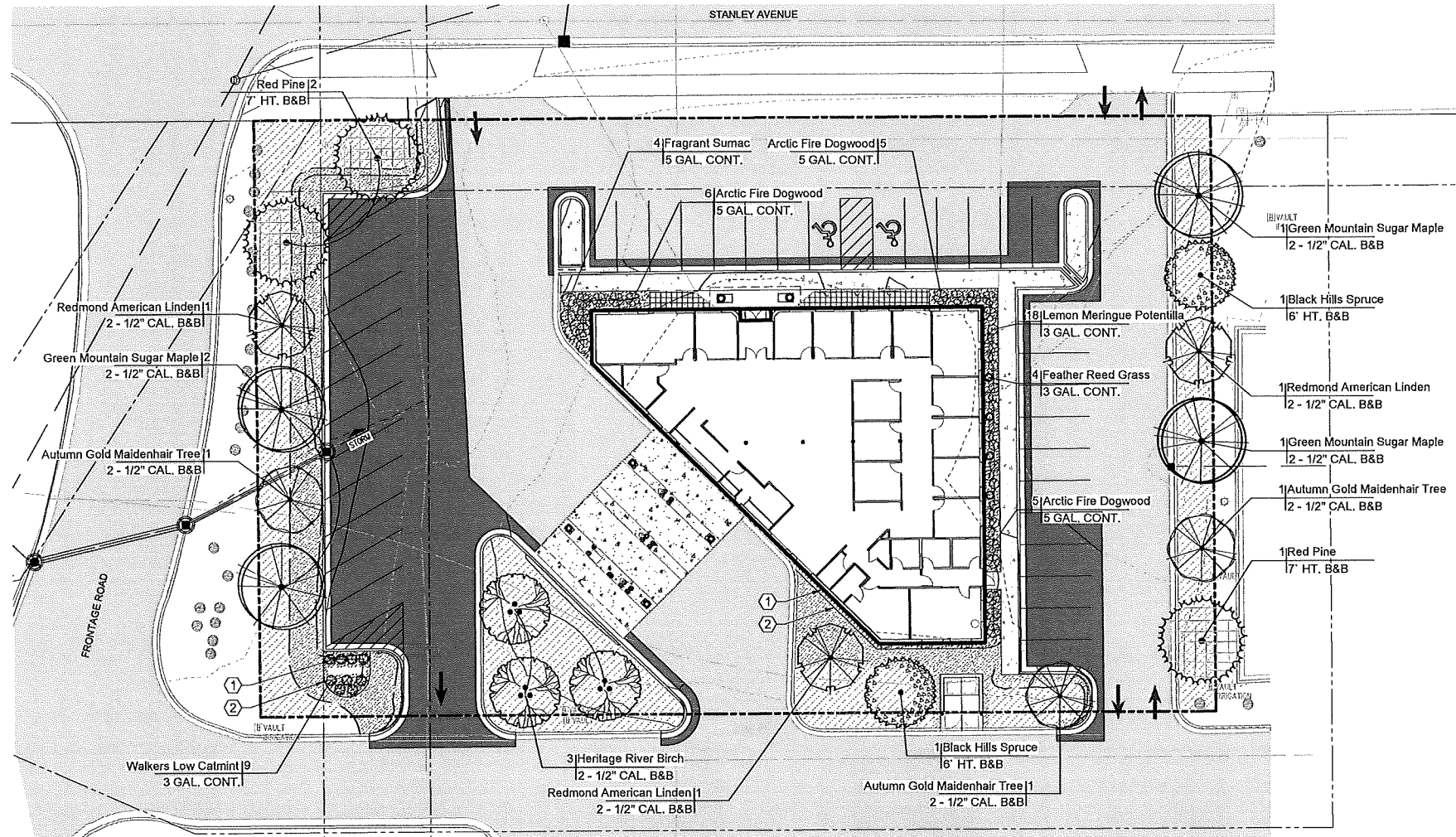


NO SCALE



9/20/20125.dwg 04/21/2020 - 4:13pm



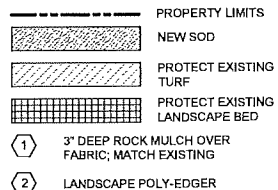


**CITY OF CLOQUET
PLANTING REQUIREMENTS**

Cloquet, MN Landscape Calculations

OVERSTORY TREES			
1 tree per 50L F of site perimeter or 1 tree per 1,000SF of Gross Floor Area, whichever is greater			
SITE PERIMETER	871LF	# OF TREES REQ'D	17.53
BLDG GROSS FLOOR AREA	12485SF	# OF TREES REQ'D	7.25
SUMMARY			18 OVERSTORY TREES REQ'D

PLANTING LEGEND



PLANTING SCHEDULE

CONFEROUS TREES	COMMON / BOTANICAL NAME	CONT.	SIZE	REMARKS
2	BLACK HILLS SPRUCE PICEA GLAUCA DENSATA	B&B	6\"/>	
3	RED PINE PINUS RESINOSA	B&B	7\"/>	
4	GREEN MOUNTAIN SUGAR MAPLE ACER SACCHARUM 'GREEN MOUNTAIN' TM	B&B	2 - 1/2\"/>	
3	HERITAGE RIVER BIRCH BETULA NIGRA 'CULLY' TM	B&B	2 - 1/2\"/>	
3	AUTUMN GOLD MAIDENHAIR TREE GINKGO BILOBA 'AUTUMN GOLD' TM	B&B	2 - 1/2\"/>	
3	REDMOND AMERICAN LINDEN TILIA AMERICANA 'REDMOND'	B&B	2 - 1/2\"/>	
SHRUBS	COMMON / BOTANICAL NAME	CONT.	SIZE	REMARKS
4	FEATHER REED GRASS CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER'	CONT.	3 GAL.	
16	ARCTIC FIRE DOGWOOD CORNUS SERICEA 'ARCTIC FIRE'	CONT.	5 GAL.	MIN. 5 CANES @ 12\"/>
9	WALKERS LOW CATMINT NEPETA X FAASSENII 'WALKERS LOW'	CONT.	3 GAL.	
18	LEMON MERINGUE POTENTILLA POTENTILLA FRUTICOSA 'LEMON MERINGUE'	CONT.	3 GAL.	MIN. 5 CANES @ 12\"/>
4	FRAGRANT SUMAC RHUS AROMATICA GRO-LOW	CONT.	5 GAL.	MIN. 5 CANES @ 12\"/>

GENERAL LANDSCAPE NOTES

- LANDSCAPE CONTRACTOR SHALL VISIT SITE PRIOR TO SURVEYING AND TO BECOME COMPLETELY FAMILIAR WITH SITE CONDITIONS.
- NO PLANTING SHALL BE INSTALLED UNTIL ALL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE AREA.
- IT IS THE RESPONSIBILITY OF THE OWNER AND CONTRACTOR TO IDENTIFY ALL UNDERGROUND CABLES, CONDUITS, WIRES, ETC. ON THE PROPERTY.
- THE CONTRACTOR IS RESPONSIBLE FOR COMPLETE MAINTENANCE OF THE PLANT MATERIAL (WATERING, SPRINKLING, FEEDING, MOANS, ETC.) UNTIL THE WORK HAS BEEN ACCEPTED BY THE OWNER.
- IF THERE IS A DISCREPANCY BETWEEN THE NUMBER OF PLANTS SHOWN ON THE PLAN AND THE NUMBER OF PLANTS SHOWN IN THE PLANT SCHEDULE, THE NUMBER OF PLANTS SHOWN ON THE PLAN SHALL TAKE PRECEDENCE.
- ALL CONTAINER MATERIAL TO BE GROWN IN CONTAINER A MINIMUM OF 6 MONTHS.
- ALL MATERIAL SHALL COMPLY WITH THE LATEST EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK, AN AMERICAN ASSOCIATION OF NURSERYMEN.
- REPAIR ALL DAMAGE TO PROPERTY FROM PLANTING OPERATIONS AT NO COST TO THE OWNER.
- GRUBBAGE NEW PLANT MATERIAL THROUGH ONE CALENDAR YEAR. DECIDUOUS TREES WILL BE GUARANTEED FOR TWO CALENDAR YEARS FROM TIME OF PROFESSIONAL ACCEPTANCE.
- ALL FROSTED PLANTS SHALL BE LOCATED CAREFULLY AS SHOWN ON THE PLAN AND SHALL BE APPROVED BY OWNER REPRESENTATIVE BEFORE THEY ARE INSTALLED.
- CONTRACTOR CAN SUBSTITUTE MACHINE MOVED MATERIAL USING APPROPRIATE SIZE TREE SPACE FOR B & B WITH OWNERS REPRESENTATIVE APPROVAL.
- LANDSCAPE CONTRACTOR SHALL ENSURE THAT NEW TREES MOVED ONTO THE SITE ARE CUG FROM SHADY SITES WITH ENGLISH SOILS TO THE SOIL OF THIS PROJECT (HEAVY TO HEAVY, LIGHT TO LIGHT, HEAVY TO LIGHT SOILS). CONTRACTOR SHALL REVIEW SOIL CONDITIONS/TYPES WITH THE OWNER AND/OR ARCHITECT.
- LANDSCAPE CONTRACTOR IS REQUIRED TO PROVIDE OWNER WITH MAINTENANCE INFORMATION DURING GUARANTEE PERIOD RELATING TO WATERING, FEEDING, PRUNING, PEST CONTROL AND RELATED ITEMS. THIS WILL BE PROVIDED TO THE OWNER AFTER PROFESSIONAL INSPECTION APPROVAL HAS BEEN GIVEN BY OWNER REPRESENTATIVE.
- POLY EDGER UNLESS SPECIFIED OTHERWISE, SHALL BE BLACK VINYL STYLE EDGER.
- BREATHABLE SYNTHETIC FABRIC TREE WRAP, WHITE IN COLOR, R13 (3/4\"/>



www.htg-architects.com
Minneapolis Tampa Bismarck

9300 Hennepin Town Road
Minneapolis, MN 55347
Tel: 952.278.8880
Fax: 952.278.8822

PROJECT
**NORTHWOODS
CREDIT UNION**

ADDITION/REMODELING
**902 STANLEY AVE.
CLOQUET, MINNESOTA**

ISSUED SET

REVISIONS	DATE	NO.

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

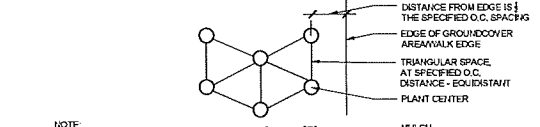
NOT FOR CONSTRUCTION
Derek Seifert, PLA
56013 REG. NO. 2020-09-30 DATE

L1

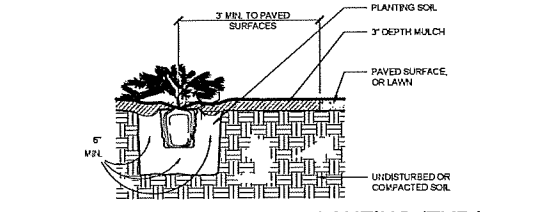
PLANTING PLAN

DRAWN BY: JF CHECKED BY: DS

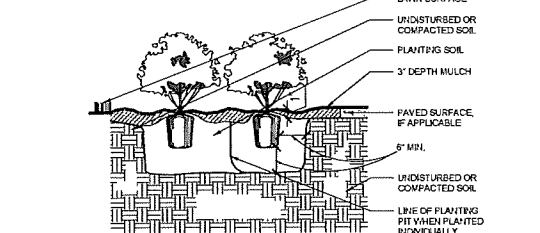
1 PLANTING PLAN
SCALE: 1" = 20'



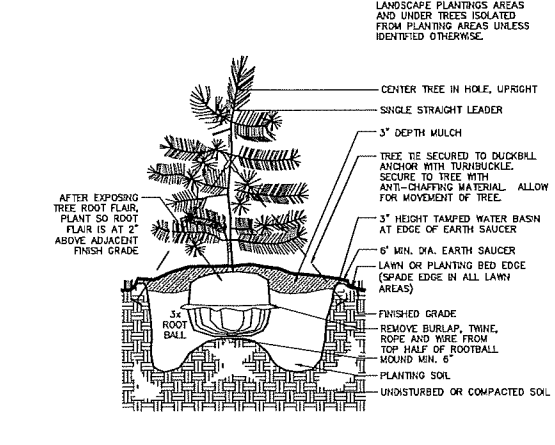
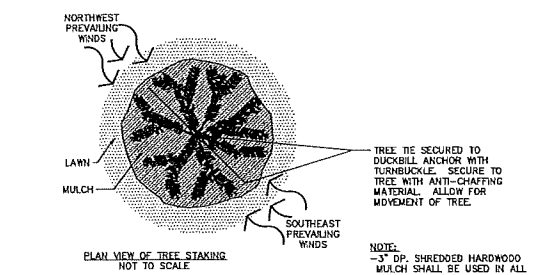
2 SHRUB BED SPACING (TYP.)
SCALE: N.T.S.



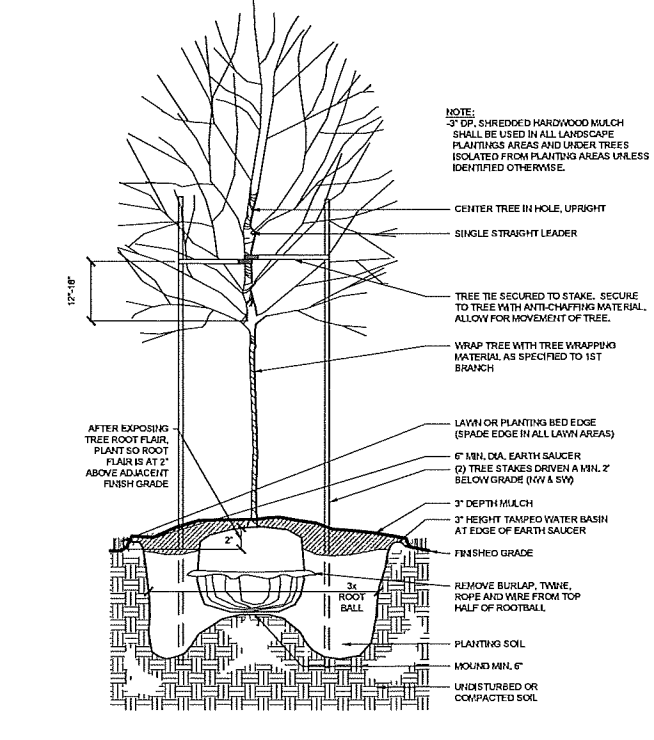
3 EVERGREEN SHRUB PLANTING (TYP.)
SCALE: N.T.S.



4 DECIDUOUS SHRUB PLANTING (TYP.)
SCALE: N.T.S.



5 EVERGREEN TREE PLANTING (TYP.)
SCALE: N.T.S.



6 DECIDUOUS TREE PLANTING (TYP.)
SCALE: N.T.S.



A1

Exterior Renderings

Northwoods Credit Union
Cloquet, MN
9/14/2020





A2

Exterior Renderings

Northwoods Credit Union
Cloquet, MN
9/14/2020





A3

Exterior Renderings

Northwoods Credit Union
Cloquet, MN
9/14/2020



PROJECT

**NORTHWOODS
 CREDIT UNION**

ADDITION/REMODELING

902 STANLEY AVE.
 CLOQUET, MINNESOTA

ISSUED SET CITY SUBMITTAL OCTOBER 23, 2020
 REVISIONS

DATE	NO.

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

Sean C. Raboin
 SEAN C. RABOIN
 #47337 REG. NO. 10-23-20 DATE

MAIN LEVEL PLAN

DRAWN BY: HLH. CHECKED BY: RES.

A2.1



1 MAIN LEVEL PLAN
 A2.1 1/8"=1'-0" (7,158 S.F.)





COMMUNITY DEVELOPMENT DEPARTMENT
 101 14th Street • Cloquet MN 55720
 Phone: 218-879-2507 • Fax: 218-879-6555
www.cloquetmn.gov

APPLICATION FORM

PROPERTY OWNER: Northwoods Credit Union
 ADDRESS: 902 Stanley Avenue
 CITY, STATE ZIP CODE: Cloquet, MN 55720
 PHONE NUMBER: (218) 879-4181

APPLICANT NAME: HTG Architects
 ADDRESS: 9300 Hennepin Town Rd
 CITY, STATE ZIP CODE: Eden Prairie, MN 55347
 PHONE NUMBER: (952) 278-8880

SITE LOCATION/ADDRESS: 902 Stanley Avenue

LEGAL DESCRIPTION: Lot 2, Block 1, Wal-mart Third Addition

APPLICATION TYPE:		
CONDITIONAL USE	<u> </u>	VARIANCE <u> X </u>
COMP PLAN AMEND	<u> </u>	REZONE <u> </u>
PRELIMINARY PLAT	<u> </u>	FINAL PLAT <u> </u>
PLANNED UNIT DEV	<u> </u>	SITE PLAN <u> </u>
ZONING AMEND	<u> </u>	WETLAND CERT/MIT <u> </u>

DESCRIPTION OF PROPOSAL: Northwoods Credit Union is proposing a 3,254 s.f. addition on to their existing 3,967 s.f. building. Northwoods Credit Union is seeking a variance to the required 30ft rear yard setback along the south property line. The setback shown is approx 19'-8". The requested 30ft setback will require a reduction in proposed building square footage, limiting future growth for the credit union.

OWNER SIGNATURE: *Douglas Wolf, P.E.* DATE: 10-19-2020

APPLICANT SIGNATURE: *Russ* DATE: 10-19-20
HTG Architects

OFFICE USE:
 FILING FEE: _____
 DATE: _____
 CASE NUMBER: _____



PLANNING COMMISSION MEMO

To: Planning Commission
From: Al Cottingham, City Planner/Zoning Administrator
Date: November 4, 2020

**ITEM DESCRIPTION: ZONING CASE 20-15: CONDITIONAL USE PERMIT –
GCL DEVELOPMENT, LLC, APARTMENTS IN THE CC –
CITY CENTER DISTRICT**

Background

GCL Development, LLC is proposing a conditional use permit to allow eleven (11) apartments in the CC – City Center District. The property involved is located at 1403 Avenue C. GCL Development, LLC would like to remodel a portion of the first floor and all of the second floor of this building to create eleven (11) apartments. The remaining portion of the main floor of the building will remain commercial.

A public hearing will be held on Tuesday, November 10, 2020 to consider a conditional use permit for apartments in the City Center District. A legal notice was published in the Pine Knot on October 30, 2020 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 does reference housing (particularly housing above commercial uses) is also a desirable use in the city center. 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 and industrial to the north and west with residential to the east and south.*



Community Development Department

101 14th Street • 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 commercial building. They are not proposing any changes in the access to the site or the site layout. The tenants will need to be aware of the existing conditions surrounding the unit they may rent.*

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 to the east and north 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. 20-15
- Location Map
- Floor Layout
- Aerial Photo

STATE OF MINNESOTA

COUNTY OF CARLTON

CITY OF CLOQUET

Commissioner _____ offered the following Resolution and moved its adoption.

RESOLUTION NO. 20-15

A RESOLUTION RECOMMENDING THE CITY COUNCIL OF CLOQUET APPROVE THE CONDITIONAL USE PERMIT FOR GCL DEVELOPMENT, LLC FOR ELEVEN APARTMENTS IN THE CITY CENTER DISTRICT

WHEREAS, GCL Development, LLC is proposing a Conditional Use Permit for eleven apartments in the City Center District; and

WHEREAS, As required by ordinance, notification was advertised in the Pine Knot on October 30, 2020 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 November 10, 2020 at which time Zoning Case / Development Review No. 20-15 was heard and discussed; and

WHEREAS, the property of the proposed Conditional Use Permit is located 1403 Avenue C and is legally described as follows:

Lots 1, 2 and 3, Block 1, Northwest Paper Company Addition. 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 20-15 to the Cloquet City Council for eleven apartments in the City Center District subject to the following condition:

1. A Building Permit be issued prior to beginning any work.
2. The three separate tax parcels must be consolidated into one parcel prior to the issuance of a building permit.

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 10th day of November 2020.

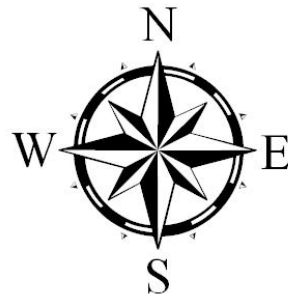
CITY OF CLOQUET

URIAH WILKINSON
CHAIR

ATTEST: _____
Alan Cottingham
City Planner/Zoning Administrator

LOCATION MAP

GCL Development



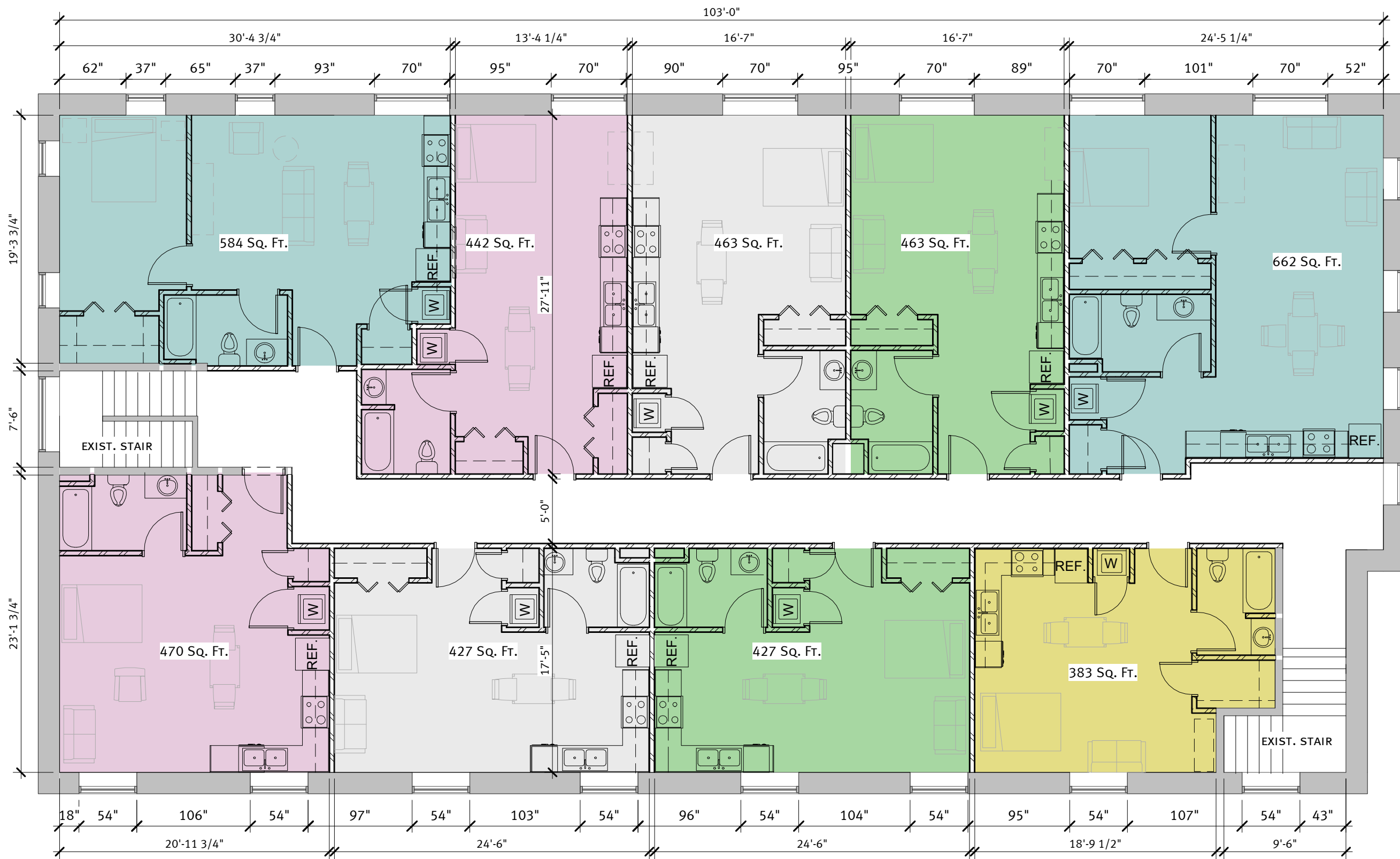
NO SCALE



Proposal for 2 Apartments on the 1st Floor at 1403 Avenue C



14th Street



1 LEVEL 2- PRELIMINARY LAYOUT OPTION 1
 1/8" = 1'-0"

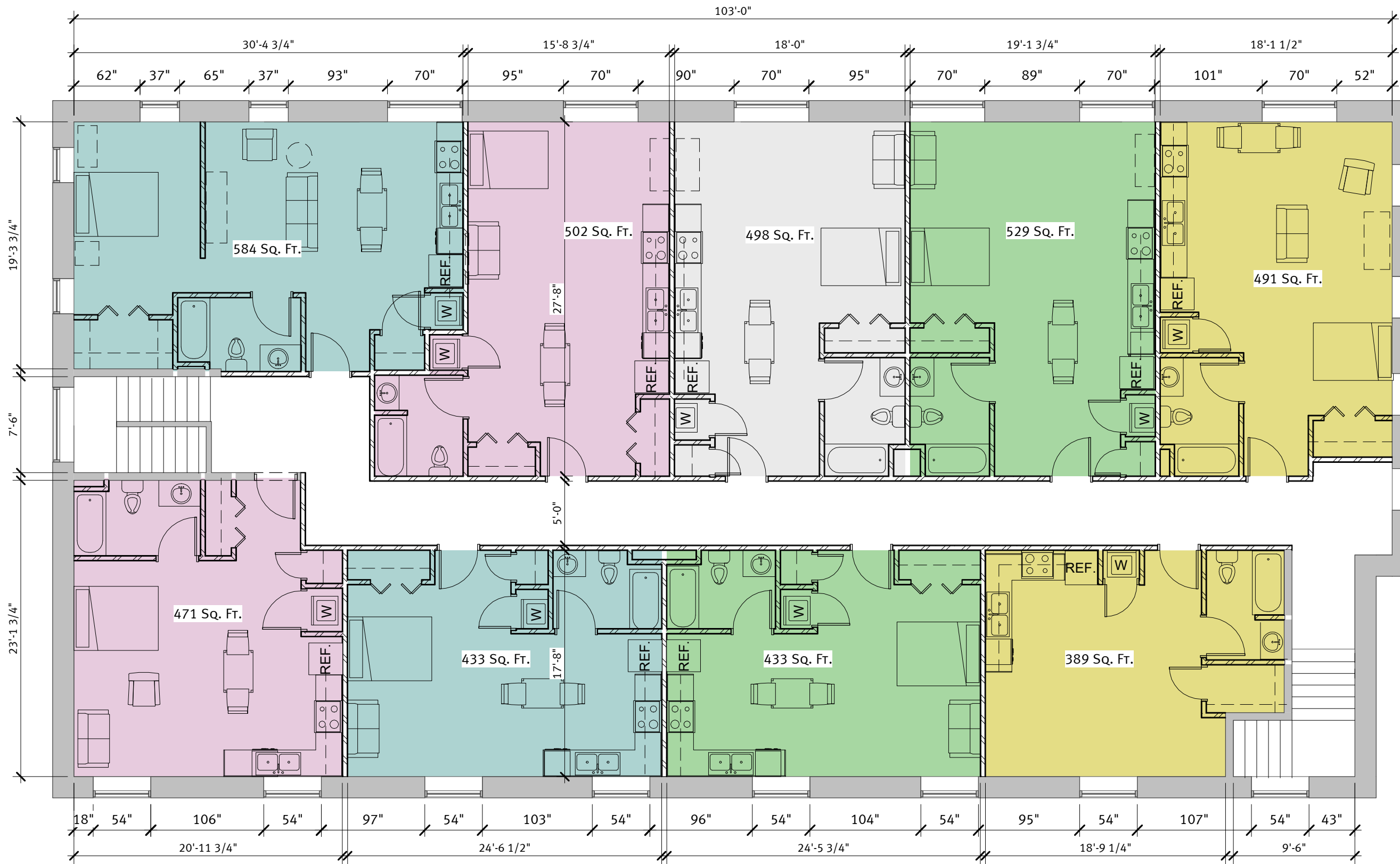
PRELIMINARY- NOT FOR CONSTRUCTION

revision / issue
PLAN
 sheet number of

project # 20043.1
 date 8/28/2020 11:35:43 AM

UNION LOFTS- PHASE II-
 LEVEL 2 BUILD-OUT
 1403 AVE C.
 CLOQUET, MN

enriching communities through architecture
dsgw
 duluth • virginia • twin cities
 www.dsgw.com



① LEVEL 2- PRELIMINARY LAYOUT OPTION 2
 1/8" = 1'-0"

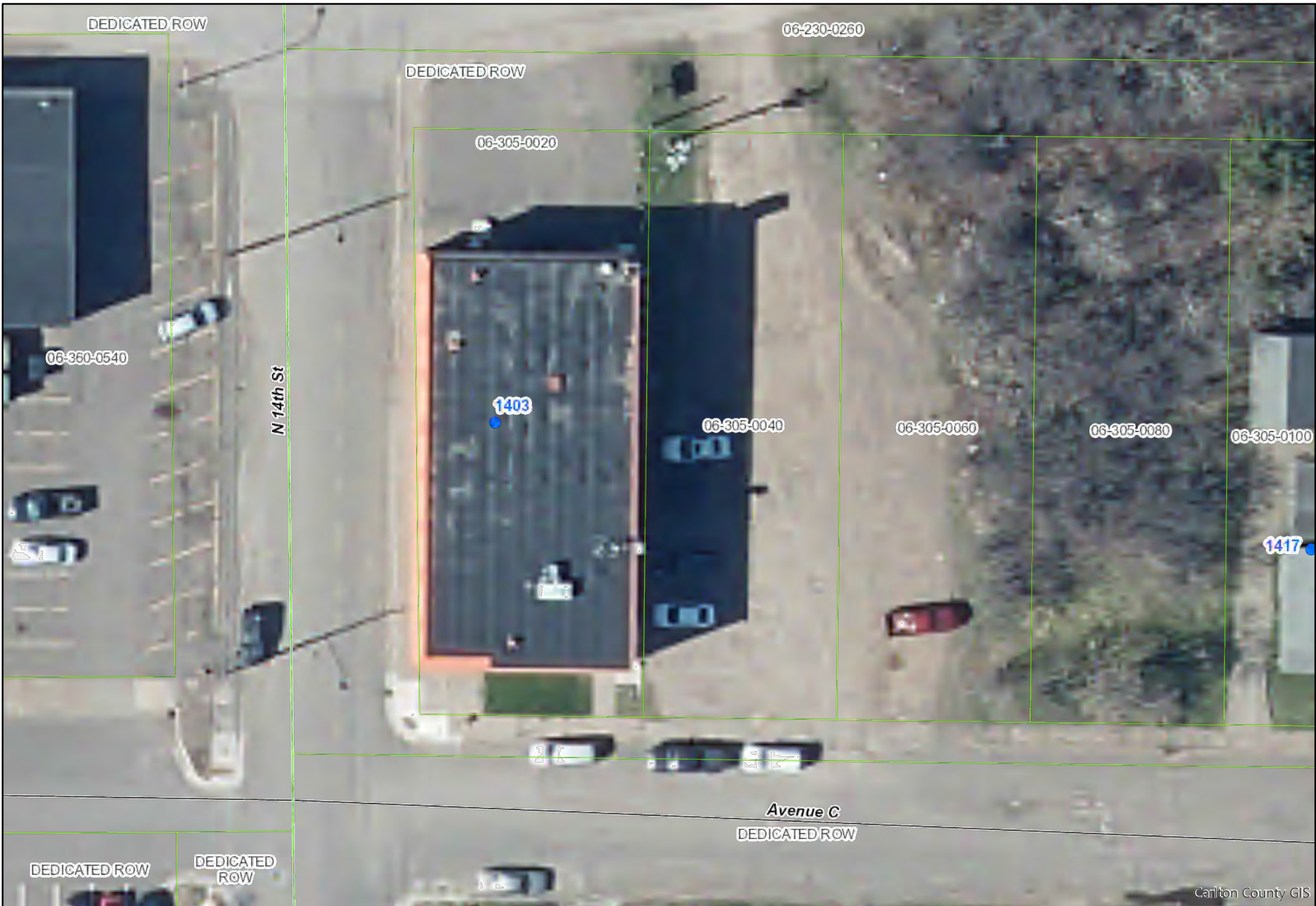
PRELIMINARY- NOT FOR CONSTRUCTION

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 LEVEL 2 BUILD-OUT
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Carlton County GIS

This data is provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose. Not for survey purposes.



Carlton County, MN

Date: 11/3/2020



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

To: Cloquet Planning Commission
From: Al Cottingham, City Planner/Zoning Administrator
Date: November 4, 2020

ITEM DESCRIPTION: ZONING CASE 20-14: ZONING ORDINANCE TEXTUAL AMENDMENT FOR SAPPI CLOQUET LLC

Background

SAPPI Cloquet LLC is proposing an Ordinance Amendment to Section 17.6.15 Subd. 3 F to allow an expansion to their landfill. The amendment proposed would allow a vertical expansion to landfills but not a horizontal expansion. A vertical expansion to their facility would allow them to bring in additional waste volume to their facility.

The landfill at SAPPI has been in existence prior to the city regulating them. The site is in the HI – Heavy Industry District and the landfill is currently regulated by the Minnesota Pollution Control Agency. Any changes to their license would require approval from the city.

A public hearing will be held on Tuesday, November 10, 2020 to consider possible amendment to the text of the Cloquet Zoning Ordinance. A legal notice was published in the Pine Knot on October 30, 2020, Property owners were **not** sent a notice of the hearing since this is a textual amendment.

Policy Objectives

The restrictions of any type of landfill and the expansion to existing landfills was adopted by the City Council in 2011 when there was substantial opposition to what is now the SKB Environmental Landfill located in the southeast portion of the city.

Financial Impacts

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

Advisory Committee Action Requested

The Planning Commission should listen to any testimony at the public hearing and then review the 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.



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Staff Recommendation

Staff would recommend denial of the Zoning Ordinance Text Amendment. Staff is concerned with all the work that went into the Ordinance in 2011 that this would open the restrictions that were put in place and allow possible other changes to this portion of the Ordinance. If the Commission is inclined to approve the request staff would suggest making this a conditional use within the HI – Heavy Industry District.

Supporting Documents Attachments

- Resolution 20-14 Deny
- Resolution 20-14 Approve
- Petitioner's Narrative

CITY OF CLOQUET

COUNTY OF CARLTON

STATE OF MINNESOTA

Commissioner _____ offered the following Resolution and moved its adoption.

RESOLUTION NO. 20-14 Deny

A RESOLUTION RECOMMENDING THE CITY COUNCIL OF CLOQUET DENY THE ATTACHED ORDINANCE RELATING TO LANDFILLS

WHEREAS, SAPPI Cloquet LLC is proposing to amend the City Code and the Zoning Ordinance regarding the expansions to existing landfills; 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 November 10, 2020 at which time Zoning Case / Development Review No. 20-14 was heard and discussed; and

WHEREAS, the Planning Commission reviewed the staff report and recommends denial of the attached ordinance.

NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA, the Planning Commission recommends denial of Zoning Case 20-14 to the Cloquet City Council and the attached ordinance; and

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 10th day of November 2020.

CITY OF CLOQUET

URIAH WILKINSON
CHAIR

ATTEST: _____
Alan Cottingham
City Planner/Zoning Administrator

CITY OF CLOQUET

COUNTY OF CARLTON

STATE OF MINNESOTA

Commissioner _____ offered the following Resolution and moved its adoption.

RESOLUTION NO. 20-14 Approve

A RESOLUTION RECOMMENDING THE CITY COUNCIL OF CLOQUET APPROVE THE ATTACHED ORDINANCE RELATING TO LANDFILLS

WHEREAS, SAPPI Cloquet LLC is proposing to amend the City Code and the Zoning Ordinance regarding the expansions to existing landfills; 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 November 10, 2020 at which time Zoning Case / Development Review No. 20-14 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, the Planning Commission recommends approval of Zoning Case 20-14 to the Cloquet City Council and the attached ordinance; and

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 10th day of November 2020.

CITY OF CLOQUET

URIAH WILKINSON
CHAIR

ATTEST: _____
Alan Cottingham
City Planner/Zoning Administrator

ORDINANCE NO. 4XXA

AN ORDINANCE TO AMEND CHAPTER 17 OF THE MUNICIPAL CODE TO ALLOW VERTICAL EXPANSIONS TO EXISTING LANDFILLS IN THE HI – HEAVY INDUSTRY DISTRICTS

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

Section 1. **Section 17.6.15 Subd. 3 Prohibited Uses** is amended to read:

F. There shall be no horizontal expansions to existing landfills of any type within the City.

Section 2. **Section 17.6.15 Subd. 4 Conditional Uses** is amended to read:

E. Vertical expansions to existing landfills.

Section 3. **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.



Sappi North America

Cloquet Mill

2201 Avenue B
PO Box 511
MN 55720 Cloquet
UNITED STATES OF AMERICA
Tel +1 218 879 2300

www.sappi.com

Mr. Al Cottingham
City of Cloquet
Planning and Zoning Administration
101 14th Street
Cloquet, MN 55720

29 September 2020

Firstname Lastname
Job Title or Designation
Tel +1 218 222 3333
Mobile +1 218 222 3333 (Optional)
Fax +1 218 222 3333 (Optional)
Firstname.Lastname@sappi.com

Dear Mr. Cottingham,

City of Cloquet Zoning Ordinance Change Request

Request: Sappi Paper requests a change to the City of Cloquet zoning ordinance Section 17.6.15 subd. 3F for Prohibited Uses in the Heavy Industry zone district.

Current Ordinance Language: There shall be no expansions to existing landfills of any type within the City.

Proposed Ordinance Language: There shall be no horizontal expansions to existing landfills of any type within the City.

Basic or Reasoning for Ordinance Change: Sappi operates a lined Industrial Landfill at their facility along Avenue B in Cloquet. Approximately 14 acres of the landfill has reached final capacity where final cover has been constructed over the waste, leaving approximately 14 acres of current and future landfill space until the ultimate capacity is reached. The existing final covered area is experiencing settlement of the waste, thus leading to improper surface water management off the grassy slope of the final cover, resulting in both intermittent ponding and drainage of stormwater into the active landfill cells.

Sappi has hired an environmental engineering company (Wenck Associates) to evaluate options for improving surface water drainage off the final cover of the landfill. They are recommending a design alteration to the final cover such that shedding water off the covered portion of the landfill is improved. This design change calls for removing the existing final cover off the top of the landfill and adding additional waste to improve the slope on the peak of the landfill to promote better surface water drainage.

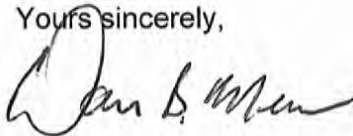
In order to implement the design improvements recommended by Wenck, we need to expand the landfill vertically beyond the 1224-foot level. This vertical expansion would be an expansion beyond the current Permitted Capacity in our MPCA solid waste permit (SW-209) and is currently

prohibited by the City of Cloquet zoning ordinance Section 17.6.15 HI. Thus, the basis for the ordinance amendment.

Sappi has had initial conversations with the MPCA regarding submitting a modification application to our solid waste permit to increase the Permitted Capacity to allow for these improvements to surface water management. The MPCA appears to be in general agreement that the expansion is acceptable, and the improvements are a benefit to landfill operation. Sappi intends to submit a permit amendment application to the MPCA for this to work, but first needs approval from the City of Cloquet to modify the zoning ordinance to allow for this vertical expansion of the landfill.

This ordinance change request is not for a horizontal expansion of the landfill where it would end up with a larger footprint. It is a vertical expansion to allow for the construction of steeper slopes to better shed water off the final cover. The estimated additional waste volume required for this vertical expansion is 157,000 cubic yards. Maximizing the space onsite and currently permitted for landfilling mill waste is essential to our operation since finding a new virgin landfill site would be extremely difficult and costly.

Yours sincerely,



Dan Menor
Environmental Engineer

sappi/999

BACKGROUND INFORMATION

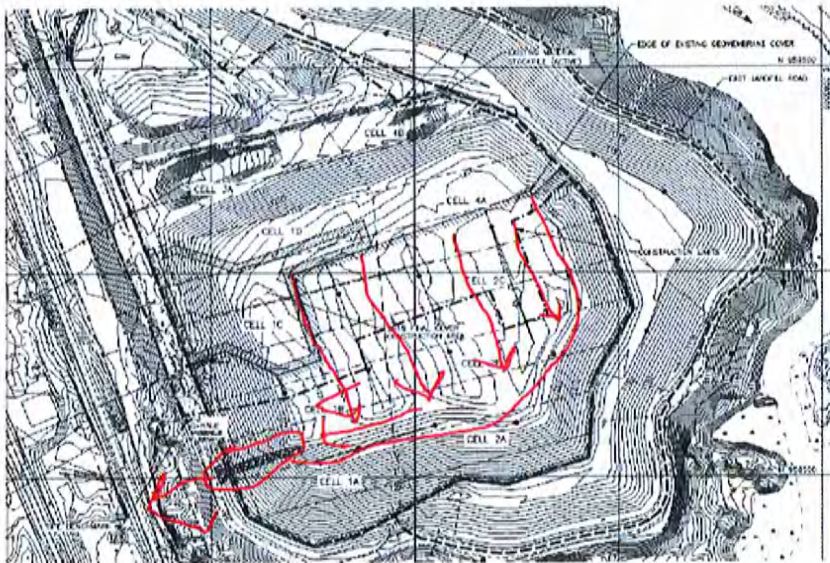
Task 3 – Review of Current and Future Surface Water Management

A follow-up site visit on June 4, 2020 by Brett Ballavance and Tom Shustarich was focused on surface water management improvements, final cover settlement improvements and leachate ponding and ways to reduce or eliminate it. The existing final cover area is designed with a ridge-and-valley concept where three different ridge lines exist and four valley areas exist. The valley areas are intended to be sloped to a diversion berm that curves around the southern end and up the east side of the final cover area. The existing

design tries to direct all stormwater through the valleys, to the diversion berm and then down a riprap down structure located on the southwest corner of the landfill.

Thus, the majority of the stormwater exiting the final cover area is intended to be routed to the down structure and shed off the cap to the perimeter of the landfill. See Figure 1-2 below for a better understanding of the existing final cover design in terms of the desired flow of surface water.

Figure 1-2



Likely due to final cover settlement or perhaps construction grading errors, the final cover does not function as designed. The valley areas have developed differential settlement or sink holes such that stormwater is not always flowing in the intended north-to-south direction towards the diversion berm. In addition, there appears to be settlement and slope issues with parts of the ditch running along the bottom of the diversion berm. The end result is that it is difficult to get surface water from the majority of the cover area down the down structure and off the cover.

Wenck proposes two different final cover redesign options for Sappi to consider for improvements to surface water drainage. One option is an improvement to the existing ridge-and-valley design and the other design involves changing the ridge-and-valley design to a more typical pyramid design where the valleys are filled in and a minimum final cover slope of 2% or 3% is maintained in two directions. This involves having half of the area sloped to the north and the other half to the south and thus surface water would be equally divided and directed in two main directions instead of one. Constructing an additional down structure on the north end (similar to the one already constructed on the south end) will allow surface water to flow off the cap more efficiently. See Attachment A for conceptual engineering plan sheets for both options.

The fill material used to fill the valleys and create the 2% to 3% slope could be either clean aggregate material or it could be waste material. Clean aggregate/material could be placed on top of the existing final cover barrier layer consisting of an LLDPE geomembrane with soil on top. If waste is used for the fill material, then the existing geomembrane will need to be removed and a new geomembrane cover placed on top of the new waste material. It will cost more to remove and replace the existing geomembrane but additional airspace and thus years of landfill life are gained. The estimated cost per acre to strip and stockpile cover soils, remove the geomembrane liner and then reconstruct the final cover, is \$115,000 per acre. This value can be compared to Sappi's internal cost of landfilling waste to determine the most economical approach.

The existing solid waste permit lists a height restriction for the final elevation of the landfill. It was set at a maximum waste height of 1224 feet to not block the view for the residential properties to the west of the landfill. For Option 2 and the typical pyramid design, maintaining a minimum slope of 2% to 3% can be achieved along with the maximum waste height restriction only if the existing top-of-slope areas are cut down. The cut required as calculated by Wenck were substantial and did not meet the scope of this task. For the typical pyramid closure design to work without having to cut any existing waste, the currently permitted top of waste elevation of 1224 would need to be increased to 1236 as shown on the Option 2 Plan Sheet in Attachment A.

The additional volume of material needed and the years of additional landfill life are summarized in Table 1-2 below. The "Closed Area" values are additional material needed on top of the currently closed areas and the "Open Area" is the additional material needed on top of the future closed cells.

Table 1-2

<u>Redesign Option</u>	<u>Volume of Material Needed (yd3)</u>		<u>Additional Landfill Life (years)</u>
	<u>Closed Area</u>	<u>Open Area</u>	
Modified Ridge-and-Valley	20,050	3,505	1.6
Pyramid Design	137,355	20,330	10.5

Due to the lack of landfill expansion capacity at the mill site, this additional 10.5 years of landfill life is significant and likely worth pursuing or going through the re-permitting effort. Task 1 above recommends final cover construction in 2022 for cell 4B. If Sappi decides to alter the existing and future final cover design, the 2022 construction event should likely be delayed and/or incorporated into this broader project involving final cover redesign.

To better manage surface water on the final cover area, two recommended options for final cover redesign were presented. One involves modifying the existing ridge-and-valley design and the other converts it to a pyramid design. The first redesign option requires/allows for 23,555 yd3 of additional material and 1.6 years of additional landfill life. The second option requires/allows for 157,685 yd3 of additional material and 10.5 years of additional landfill life, but also requires modifying and increasing the currently permitted top of waste height from 1224 to 1236. Due to the lack of expansion capacity at the site, the

pyramid design (which not only improves surface water management and provides an additional 10.5 years of landfill life) should be further pursued. Delaying the 2022 final cover construction for cell 4B is also recommended if this larger redesign of the existing final cover area is going to occur.

Current Language Under Prohibited Uses in the Heavy Zone District for Cloquet

Subd. 3 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. Municipal Solid Waste (MSW) Landfills, waste incinerators, hazardous or infectious waste facilities.
- D. Industrial Solid Waste Landfills.
- E. Construction and Demolition (C&D) Landfills.
- F. There shall be no expansions to existing landfills of any type within the City.



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: November 4, 2020

**ITEM DESCRIPTION: Zoning Case 20-13: Gravel Mining Excavation Permit
Renewals for 2021**

Background

All sand and gravel mining and processing operations require an annual excavation permit. The excavation permit is an annual permit issued at the discretion of the City and does not confer or grant a property right. Prior to renewal of these permits, staff visits each pit to examine the conditions to ensure that zoning ordinance requirements are being met. The excavation permits will be considered at the regular Planning Commission meeting on November 10, 2020.

Policy Objectives

Inspections of active gravel mining operations were conducted in October in accordance with Chapter 17.6.20 Subdivision 8 of the Cloquet Zoning Ordinance. Attached Commissioners will find reports on the annual gravel mine inspections for the four operating within the City.

The Zack Sand and Gravel Pit had minimal work from it this year. Staff has not received any complaints regarding this pit.

The Ulland pit had an asphalt plant located in the pit at various times this summer. Staff did not receive any complaints about the asphalt plant or about the other operations.

The KGM pit is used primarily for KGM and the wood chip operation for Sappi. They had a large amount of activity from this pit this year. They also had an asphalt plant located in the pit at various times this summer. The City received no complaints on the KGM pit.

The Carlton County pit is used primarily for stockpiling of material and not much mining anymore. The millings from different projects have been stored there. The City received no complaints on the County pit.

Financial Impacts

The Annual Excavation Permit renewal fee is \$300. An updated bond is required of all applicants, along with a questionnaire, and on-site inspection by City staff.



Community Development Department

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

Advisory Committee Action Requested

That the below four excavation permits be renewed for 2021, subject to the conditions established with the original permits and the filing of appropriate bonds as stipulated in the Cloquet Zoning Ordinance.

- Abramson Construction, Inc. / KGM (Permits #76-18, 95-2)
- Carlton County Highway Department (Permit #75-3)
- Ulland Brothers, Inc. (Permits #75-1, 75-5, and 79-7)
- Zack Sand and Gravel (Permit #08-01)

Staff Recommendation

Staff recommends the Planning Commission move to adopt Resolution No. 20-13, A Resolution Approving Gravel Mine Renewals for 2021.

Supporting Documents Attachments

- Resolution No. 20-13
- Pit Inspection Sheets

STATE OF MINNESOTA

COUNTY OF CARLTON

CITY OF CLOQUET

Commissioner _____ offered the following Resolution and moved its adoption.

RESOLUTION NO. 20-13

**A RESOLUTION RECOMMENDING THE CITY COUNCIL OF
CLOQUET APPROVE THE ANNUAL EXCAVATION PERMITS FOR
2021**

WHEREAS, the following gravel mine operators have submitted request for renewal of their Excavation and Operating Permits for the year 2021:

- Abramson Construction, Inc./KGM (Permits #76-18 and 95-2)
- Carlton County Highway Department (Permit #75-3)
- Ulland Brothers, Inc. (Permits #75-1, 75-5 and 79-7)
- Zack Sand and Gravel (Permit #08-01); and,

WHEREAS, said renewals were considered at the regular meeting of the Cloquet Planning Commission on November 10, 2020, at which time information was reviewed relative to said renewals, and questions were asked of those gravel mine operator representatives in attendance; and,

WHEREAS, no changes were proposed by any of the operators for their operations; and,

WHEREAS, the Planning Commission found that renewal is in order at this time for all operations listed above; and,

WHEREAS, the Commission recommends the renewal of the gravel mining Excavation Permits subject to the conditions established with the original permits and the filing of appropriate bonds as stipulated in the Cloquet Zoning Ordinance.

NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA, that it recommends to the City Council approval of the renewal of the gravel mining Excavation and Operating Permits subject to the conditions established with the original permits and the filing of appropriate bonds as stipulated in the Cloquet Zoning Ordinance.

The foregoing motion was duly seconded by Commissioner Demers 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 10th day of November 2020.

CITY OF CLOQUET

URIAH WILKINSON
CHAIR

ATTEST: _____
Alan Cottingham
City Planner/Zoning Administrator

GRAVEL MINE ANNUAL INSPECTION CHECKLIST

SITE IDENTIFICATION: **KGM**

DATE OF INSPECTION: **October 29, 2020** TIME OF DAY: **10:00 pm**

WEATHER CONDITIONS: **Cloudy, 25 degrees, early Fall**

PRESENT: **Al Cottingham and Caleb Peterson**

	OK	Not OK	
1.	X	<input type="checkbox"/>	Steep slopes (1:1 or greater) protected.
2.	X	<input type="checkbox"/>	Security gate installed and used.
3.	X	<input type="checkbox"/>	Operating hours honored.
4.	X	<input type="checkbox"/>	Inactive slopes maintained.
5.	X	<input type="checkbox"/>	Setbacks satisfactory (old @ 200' res.; 50' non-res.).
6.	X	<input type="checkbox"/>	Stockpiles @ 500' (100' non-res.); height @ 40'.
7.	X	<input type="checkbox"/>	Excavation @ 500' (100' non-res.).
8.	X	<input type="checkbox"/>	Asphalt plant @ 2,600' (1,000' non-res.; 500' old).
9.	<input type="checkbox"/>	<input type="checkbox"/> NA	Crushing plant on pit floor.
10.	X	<input type="checkbox"/>	Erosion/drainage controlled; no standing water.
11.	X	<input type="checkbox"/>	Dust control.
12.	X	<input type="checkbox"/>	Level bottom in non-active areas.
13.	X	<input type="checkbox"/>	Noise levels not exceeded.
14.	X	<input type="checkbox"/>	Reclamation of mined-out sections.
15.	X	<input type="checkbox"/>	Recyclable materials present over 2 years.

COMMENTS

The KGM pit is owned and operated from the main office in Angora, MN. The property is zoned Heavy Industrial.

Carlson Timber remains active in the pit chipping wood and loading semi trucks to haul the wood chips to Sappi.

KGM had a fair amount of activity this year from their pit. The major pit faces have been worked this year with over 34,000 cubic yards removed by the end of August with lots of material still being hauled out. They have had an asphalt plant setup at various times during the season.









GRAVEL MINE ANNUAL INSPECTION CHECKLIST

SITE IDENTIFICATION: **Carlton County – Airport Road**

DATE OF INSPECTION: **October 29, 2020** TIME OF DAY: **9:30 am**

WEATHER CONDITIONS: **Cloudy, 25 degrees, early fall**

PRESENT: **Al Cottingham and Caleb Peterson**

	OK	Not OK	
1.	X	<input type="checkbox"/>	Steep slopes (1:1 or greater) protected.
2.	X	<input type="checkbox"/>	Security gate installed and used.
3.	X	<input type="checkbox"/>	Operating hours honored.
4.	X	<input type="checkbox"/>	Inactive slopes maintained.
5.	X	<input type="checkbox"/>	Setbacks satisfactory (old @ 200' res.; 50' non-res.).
6.	X	<input type="checkbox"/>	Stockpiles @ 500' (100' non-res.); height @ 40'.
7.	X	<input type="checkbox"/>	Excavation @ 500' (100' non-res.).
8.	<input type="checkbox"/>	<input type="checkbox"/> NA	Asphalt plant @ 2,600' (1,000' non-res.; 500' old).
9.	<input type="checkbox"/>	<input type="checkbox"/> NA	Crushing plant on pit floor.
10.	X	<input type="checkbox"/>	Erosion/drainage controlled; no standing water.
11.	X	<input type="checkbox"/>	Dust control.
12.	X	<input type="checkbox"/>	Level bottom in non-active areas.
13.	X	<input type="checkbox"/>	Noise levels not exceeded.
14.	X	<input type="checkbox"/>	Reclamation of mined-out sections.
15.	X	<input type="checkbox"/>	Recyclable materials present over 2 years.

COMMENTS

There was little activity in the County pit this year with approximately 5,000 cubic yards of material being removed. There is a security gate at Airport Road that is used as required, the FDL Reservation Pit is adjacent and to the direct east of this pit. They use this pit for County Road projects in the area and will stockpile blacktop from some of the road projects for use in the future.







GRAVEL MINE ANNUAL INSPECTION CHECKLIST

SITE IDENTIFICATION: **Ulland Sand and Gravel Pit**

DATE OF INSPECTION: **October 29, 2020** TIME OF DAY: **10:15 am**

WEATHER CONDITIONS: **Cloudy, 25 degrees, early Fall**

PRESENT: **Al Cottingham and Caleb Peterson**

	OK	Not OK	
1.	X	<input type="checkbox"/>	Steep slopes (1:1 or greater) protected.
2.	X	<input type="checkbox"/>	Security gate installed and used.
3.	X	<input type="checkbox"/>	Operating hours honored.
4.	X	<input type="checkbox"/>	Inactive slopes maintained.
5.	X	<input type="checkbox"/>	Setbacks satisfactory (old @ 200' res.; 50' non-res.).
6.	X	<input type="checkbox"/>	Stockpiles @ 500' (100' non-res.); height @ 40'.
7.	X	<input type="checkbox"/>	Excavation @ 500' (100' non-res.).
8.	X	<input type="checkbox"/>	Asphalt plant @ 2,600' (1,000' non-res.; 500' old).
9.	<input type="checkbox"/>	NA	Crushing plant on pit floor.
10.	X	<input type="checkbox"/>	Erosion/drainage controlled; no standing water.
11.	X	<input type="checkbox"/>	Dust control.
12.	X	<input type="checkbox"/>	Level bottom in non-active areas.
13.	X	<input type="checkbox"/>	Noise levels not exceeded.
14.	X	<input type="checkbox"/>	Reclamation of mined-out sections.
15.	X	<input type="checkbox"/>	Recyclable materials present over 2 years.

COMMENTS

The Ulland Pit is located south of I-35 and west of Hwy 45. The property is zoned Heavy Industrial.

They have had an asphalt plant set up at various times in the pit. They had removed approximately 95,000 cubic yards of material from the site through mid-October. They noted it is difficult to identify the amount of material that will leave the pit next year since they do not have any contracts yet.







GRAVEL MINE ANNUAL INSPECTION CHECKLIST

SITE IDENTIFICATION: **Zack Sand and Gravel – Stark Road**

DATE OF INSPECTION: **October 29, 2020** TIME OF DAY: **9:15 am**

WEATHER CONDITIONS: **Cloudy, 25 degrees, early Fall**

PRESENT: **Al Cottingham and Caleb Peterson**

	OK	Not OK	
1.	X	<input type="checkbox"/>	Steep slopes (1:1 or greater) protected.
2.	X	<input type="checkbox"/>	Security gate installed and used.
3.	X	<input type="checkbox"/>	Operating hours honored.
4.	X	<input type="checkbox"/>	Inactive slopes maintained.
5.	X	<input type="checkbox"/>	Setbacks satisfactory (old @ 200' res.; 50' non-res.).
6.	X	<input type="checkbox"/>	Stockpiles @ 500' (100' non-res.); height @ 40'.
7.	X	<input type="checkbox"/>	Excavation @ 500' (100' non-res.).
8.	<input type="checkbox"/>	<input type="checkbox"/> NA	Asphalt plant @ 2,600' (1,000' non-res.; 500' old).
9.	<input type="checkbox"/>	<input type="checkbox"/> NA	Crushing plant on pit floor.
10.	X	<input type="checkbox"/>	Erosion/drainage controlled; no standing water.
11.	X	<input type="checkbox"/>	Dust control.
12.	X	<input type="checkbox"/>	Level bottom in non-active areas.
13.	X	<input type="checkbox"/>	Noise levels not exceeded.
14.	X	<input type="checkbox"/>	Reclamation of mined-out sections.
15.	X	<input type="checkbox"/>	Recyclable materials present over 2 years.

COMMENTS

The Zack Sand and Gravel pit is located behind the Cloquet Business Park off of Stark Road. This property is zoned Farm Residential. This is a small operation located away from any development. There have been no complaints about the operation.









COMMUNITY DEVELOPMENT DEPARTMENT

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To: Planning Commission
From: Al Cottingham, City Planner/Zoning Administrator
Date: November 4, 2020

ITEM DESCRIPTION: Zoning Discussion for Homeless Housing

The Planning Commission discussed this topic at its last meeting and directed staff to come back with a definition of “Rooming House” with the occupancy tied into the size of the unit. The Building Code does not address an occupancy load for a single-family dwelling and thus you could not include this in the definition. See below for staff’s attempt at a definition.

Rooming House Single-Family Home – A building containing habitable units and that provide sleeping and/or living accommodations by prior arrangements, regardless of whether those accommodations are offered for compensation or not, and for definite time periods. Some or all bathroom and/or kitchen facilities, where provided, are for use on a communal basis. Individual habitable units are not owned by occupants, except that a habitable unit may be occupied by the owner of the building. The occupants are provided Housing Support from Carlton County and the maximum number of individuals will be five.

The Commission may wish to discuss if they want to allow for more than 5 individuals in a unit in a multiple family building. Staff believes the issue is already covered in an apartment building.

The Commission may also want to discuss an emergency shelter situation for homeless individuals that are not associated with the County Housing Support program.