



Regular Meeting of the Planning Commission

Via Teleconference

Tuesday, November 10, 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, Mark Cline and Philip Demers; City: Al Cottingham.

Absent: Rob Zappia.

Others Present: Sean Raboin, Louise Sherman and Tim Grahek.

ADDITIONS/CHANGES TO THE AGENDA

Mr. Cottingham stated that Item 7, Zoning Case 20-14, SAPPI Zoning Ordinance Amendment was removed from the agenda.

AGENDA ITEMS

October 13, 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 October 13, 2020, Commissioner Lyytinen seconded. (Motion was approved 6-0).

Zoning Case 20-12 – Site Plan and Variance for HTG Architect/Northwoods Credit Union

Chairman Wilkinson introduced Zoning Case 20-12, Site Plan and Variance for HTG Architect/Northwoods Credit Union at 902 Stanley Avenue and opened the public hearing. He asked Mr. Cottingham to provide an overview. Mr. Cottingham stated HTG Architect/Northwoods Credit Union was proposing a site plan for a 3,254 square foot addition onto their building. The variances were to the rear yard setback of 30 feet for a 18 ft. 8 ¾ inches and the impervious surface maximum of 70% to allow 77%. A legal notice was published in the Pine Knot on October 30, 2020 and property owners within 350 feet were sent notice of the meeting. Mr. Raboin, HTG Architect was present to answer any questions.

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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Mr. Raboin stated Northwoods Credit Union is trying to move their retail operations into one site rather than having them in two locations. This is causing them to request the variances on this site.

Commissioner Polling inquired where the rear yard encroachment was at.

Mr. Raboin stated it faced the Walmart parking lot on the south side of the building.

Commissioner Sanders inquired if the parking and driveway on the west side of the building was reduced then the impervious surface would be reduced. He was concerned with the precedent this might cause.

Mr. Raboin noted they were trying to maximize the parking since they will be increasing the staff and are also trying to provide a bypass lane around the drive thru window.

Commissioner Polling inquired as to the possibility of using the Walmart lot for overflow parking.

Mr. Raboin stated they had used it in the past but do not have a formal agreement to allow for that.

The Commission discussed the variances and did not have a problem with the rear yard setback since it abutted the Walmart parking lot and not a residential district and you really didn't know there was a property line between the two lots. There was concern with the impervious surface request and the precedent this could establish in the city.

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

Motion: **Commissioner Lyytinen made a motion to approve Resolution No. 20-12 Site Plan, A Resolution Recommending the City Council of Cloquet approve the Site Plan in the RC – Regional Commercial District for HTG Architects/Northwoods Credit Union, Commissioner Polling seconded. (Motion passed 5-1 Sanders)**

Mr. Cottingham stated this would be forwarded to the City Council at their November 17, 2020 meeting.

The Commission reviewed the variances for meeting the variance criteria as spelled out in the Ordinance. A couple of the commissioners were having a difficult time in seeing how the request met condition number two.



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Motion: Commissioner Lyytinen made a motion to approve Resolution 20-12 Var, A Resolution approving 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, Commissioner Polling seconded. (Motion passed 4 – 2 Cline and Sanders)

Zoning Case 20-15 – Conditional Use Permit for GCL Development, LLC

Chairman Wilkinson introduced Zoning Case 20-15, Conditional Use Permit for GCL Development, LLC at 1403 Avenue C and opened the public hearing. He asked Mr. Cottingham to provide an overview. Mr. Cottingham stated GCL Development, LLC was proposing a conditional use permit to allow 11 apartment units within their building, two of the units would be on the first floor along with some commercial space and nine units would be on the second floor. A legal notice was published in the Pine Knot on October 30, 2020 and property owners within 350 feet were sent notice of the meeting. Ms. Louise Sherman, GCL Development, LLC was present to answer any questions.

Ms. Sherman stated she had talked to surrounding property owners and they were Ok with the request.

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. 20-15, A Resolution Recommending the City Council of Cloquet approve the Conditional Use Permit for GCL Development, LLC for Eleven Apartments in the CC – City Center District, Commissioner Lyytinen seconded. (Motion passed 6-0)

Mr. Cottingham stated this would be forwarded to the City Council at their November 17, 2020 meeting.

Zoning Case 20-13 – Gravel Mining Excavation Permit Renewals for 2021

Chairman Wilkinson introduced Zoning Case 20-13, Gravel Mining Excavation Permit Renewals for 2021. He asked Mr. Cottingham to provide an overview. Mr. Cottingham stated the Public Works Director and he visited all four of the existing gravel operations on October 29, 2020 and found everything to be in order. He noted that both the Ulland and KGM pits had a bituminous plant setup at various times during the summer. He had not received any complaints regarding any of the operations this year. Mr. Grahek, Ulland Brothers was present to answer any questions.

Commissioner Sanders inquired of Mr. Grahek that there was a large stockpile of material close to their entrance on 14th Street. He thought they were not to be using that entrance.



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Mr. Grahek stated that the material was in the portion of the pit closer to 14th Street but they haul it out through the Highway 45 access and not 14th Street.

Motion: **Commissioner Cline made a motion to approve Resolution No. 20-13, A Resolution Recommending the City Council of Cloquet approve the Annual Excavation Permits for 2021, Commissioner Lytinen seconded. (Motion passed 6-0)**

Mr. Cottingham stated this would be forwarded to the City Council at their November 17, 2020 meeting.

Homeless Shelter Discussion

Chairman Wilkinson introduced the item and asked Mr. Cottingham to provide an overview. Mr. Cottingham stated the Commission had discussed this at their last meeting and had asked staff to put together a definition for “Rooming House” that tied the number of occupants to the size of the home. He stated there was nothing in the building code that referenced occupancy load for a single-family home, so he referenced just using a maximum of five individuals in a home.

Commissioner Polling stated she was not comfortable with referencing the housing support from Carlton County in the definition and felt we needed to find something to tie the number of occupants to rather than just making up a number.

Commissioner Demers stated he was not at the last meeting and was not comfortable allowing homeless individuals coming and going from single-family homes.

Mr. Cottingham explained that this wasn’t an emergency shelter like Duluth opens up on cold evenings but more of a permanent location while people are getting their lives together to be on their own.

Commissioner Demers stated he was Ok with this.

The Commission discussed the number of individuals allowed in a home and felt that we should try to base it on the size of the home with a maximum number of individuals.

The Commission discussed the urgency in getting this back and wondered if we needed to meet in December.

Mr. Cottingham stated it could wait until January.

Commissioner’s Questions/Comment

None

Next Meeting



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January 12, 2021

Meeting adjourned 7:52 p.m.

Respectfully submitted,

Al Cottingham, City Planner/Zoning Administrator