



Regular Meeting of the Planning Commission

Tuesday, March 9, 2021

7 pm Regular Meeting

101 14th Street, Cloquet, MN 55720

Please join my meeting from your computer, tablet, or smartphone.

<https://global.gotomeeting.com/join/589260269> You can also dial in using your phone United States: 1 (224) 501-3412 Access Code: 589-260-269

AGENDA

Oath of Office

Uriah Wilkinson & Mark Cline

1. Call to Order
2. Roll Call
3. Election of Chairperson and Vice Chairperson
4. Additions/Changes to the Agenda
5. Minutes from the November 10, 2020 Planning Commission meeting
6. Zoning Case 21-01; City of Cloquet, Comprehensive Plan (Map) Amendment and Rezoning
7. Homeless Shelter Discussions
8. Commissioner's Questions/Comments
9. Adjourn

NEXT MEETING:

April 13th @ 7 pm



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 Lyytinen 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



Regular Meeting of the Planning Commission

Via Teleconference

Tuesday, November 10, 2020

7:00 p.m.

101 14th Street, Cloquet, MN 55720

January 12, 2021

Meeting adjourned 7:52 p.m.

Respectfully submitted,

Al Cottingham, City Planner/Zoning Administrator

DRAFT



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: March 3, 2021

ITEM DESCRIPTION: ZONING CASE 20-01: COMPREHENSIVE PLAN AMENDMENT (LAND USE PLAN) AND REZONING FOR THE CITY OF CLOQUET SOUTH OF 1513 HIGHWAY 33 SOUTH

Background

The City of Cloquet is proposing a Comprehensive Plan Amendment (Land Use Plan) and Rezoning south of 1513 Highway 33 South. The property is guided Rural Residential and zoned Farm Residential and is proposed to be guided Highway Commercial and zoned Regional Commercial. The City is purchasing an easement in the northeast portion of the property and one of the conditions of the purchase is the property be rezoned. This is being done to accommodate the reconstruction of the Frontage Roads and Highway 33 South where additional right of way is needed for the Frontage Road.

A public hearing will be held on Tuesday, March 9, 2021 to consider a possible amendment to the Comprehensive Plan (Land Use Plan) and Rezoning. A legal notice was published in the Pine Knot on February 26, 2021 and property owners within 350 feet were sent notice of the public hearing.

Land Use Plan and Rezoning

In August 2007 the City Council adopted the 2007 – 2027 Comprehensive Plan for the City of Cloquet. Chapter 3 of the Plan, Land Use discusses Inventory and Analysis; Goals, Objectives, and Policies; and, Land Use Plan. As part of that adoption the property was guided on the Land Use Plan as Rural Residential. Subsequently the property was zoned FR – Farm Residential. In both of these cases legal notices were published in the official newspaper but notices were not sent to individual property owners or owners within 350 feet of property being changed.

Staff has reviewed the language in the Comprehensive Plan pertaining to both the “Rural Residential” and “Highway Commercial”. The Rural Residential guided properties that were not served by sewer or water as one home per five-acres. The Highway Commercial guided properties along Highway 33 for commercial uses. Sanitary Sewer is available just to the north of this property and water is located on the east side of the property.



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Policy Objectives

The Land Use Plan portion of the Comprehensive Plan discusses the “Rural Residential” and the “Highway Commercial”. Excerpts of those pages are attached. The plan does not have any specific locational criteria for where certain districts should be located. The Rezoning of the property is to be consistent with the Comprehensive Plan. The property adjacent to the north is guided Highway Commercial.

Financial Impacts

The Comprehensive Plan Amendment and Rezoning fees were not paid since this is a City request.

Advisory Committee Action Requested

The Planning Commission should listen to the testimony that is presented at the public hearing and review the language in the Comprehensive Plan pertaining to both the “Rural Residential” and “Highway Commercial”. 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 take the same action on the Rezoning application so the two are consistent.

Staff Recommendation

Staff is concerned as to whether the use can be sensitively integrated into the surroundings. Avenue B carries a fair amount of truck traffic and is this an appropriate location for a school.

Supporting Documents Attachments

- Resolution No. 21-01 Comp
- Resolution No. 21-01 Rezone
- Location Map
- Comprehensive Plan Excerpt
- Land Use Plan
- Zoning Map

STATE OF MINNESOTA

COUNTY OF CARLTON

CITY OF CLOQUET

Commissioner _____ offered the following Resolution and moved its adoption.

RESOLUTION NO. 21-01 Comp

A RESOLUTION RECOMMENDING THE CITY COUNCIL OF CLOQUET APPROVE THE COMPREHENSIVE PLAN AMENDMENT (LAND USE PLAN) FROM “RURAL RESIDENTIAL” TO “HIGHWAY COMMERCIAL”

WHEREAS, The City of Cloquet is proposing a Comprehensive Plan Amendment (Land Use Plan) from “Rural Residential” to “Highway Commercial”; 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 March 9, 2021 at which time Zoning Case / Development Review No. 21-01 was heard and discussed; and

WHEREAS, the property of the proposed Comprehensive Plan Amendment (Land Use Plan) is located south of 1513 Highway 33 South and is legally described as follows:

The North One-Half of the Northwest One-Quarter of the Southeast One-Quarter lying west of Highway 33, Docket 176372, Except Mineral Interest, Docket 228053 and 265036, Carlton County; Minnesota.

WHEREAS, the Planning Commission reviewed the staff report and recommends approval of the Comprehensive Plan Amendment (Land Use 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 21-01 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	_____		

Approved this 9th day of March 2021.

CITY OF CLOQUET

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. 21-01 Rezone

**A RESOLUTION RECOMMENDING THE CITY COUNCIL OF CLOQUET APPROVE
THE REZONING FROM “FR – FARM RESIDENTIAL” TO “RC – REGIONAL
COMMERCIAL”**

WHEREAS, The City of Cloquet is proposing a Rezoning from “FR – Farm Residential” to “RC – Regional Commercial”; 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 March 9, 2012 at which time Zoning Case / Development Review No. 21-01 was heard and discussed; and

WHEREAS, the property of the proposed Rezoning is located south of 1513 Highway 33 South and is legally described as follows:

The North One-Half of the Northwest One-Quarter of the Southeast One-Quarter lying west of Highway 33, Docket 176372, Except Mineral Interest, Docket 228053 and 265036, Carlton County; Minnesota.

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

NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA, that the Planning Commission recommends approval of Zoning Case 21-01 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 this 9th day of March 2021.

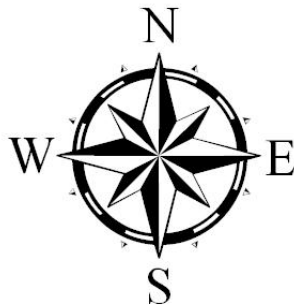
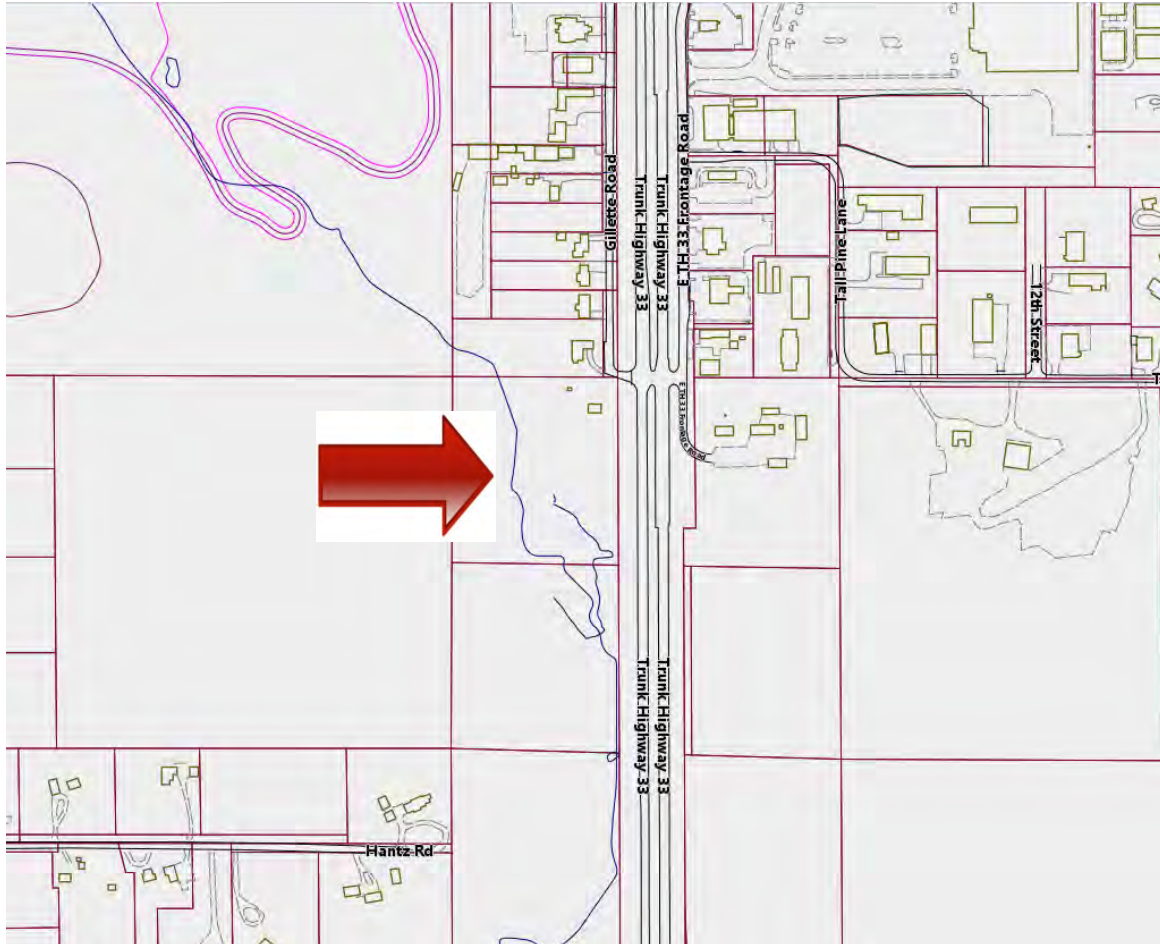
CITY OF CLOQUET

CHAIR

ATTEST: _____
Alan Cottingham
City Planner/Zoning Administrator

LOCATION MAP

City of Cloquet



NO SCALE

COMPREHENSIVE PLAN EXCERPT

Rural Residential

The Comprehensive Plan guides most rural areas in the city (not served by City sewer and water) for rural residential use not to exceed a density of one dwelling unit per five acres. Acceptable land uses in this area include single-family residences; agriculture, parks, open spaces, and essential services such as water towers. Historically, the City required one or two-acre minimum lots for rural residential or agricultural uses not served by public sewer and water. By guiding rural residential uses for five-acre minimum lots, the Comprehensive Plan encourages development in areas of the city that are (or can reasonably be) served by public sewer and water. Five-acre minimum lots also help preserve the rural character of Cloquet, while still allowing reasonable rural residential development. The Comprehensive Plan envisions that public sewer and water will eventually serve those rural residential areas that are within the anticipated 2027 public sewer and water service boundary (see Figure 3-3: Land Use Plan and Figure 3-4: Phased Sewer and Water Extension and Staged Growth Plan). Consequently, the City encourages new development in areas guided for rural residential use to employ cluster development or conservation subdivision techniques where appropriate. These techniques not only help protect significant natural areas and rural character, but they also can help facilitate cost-effective future extensions of urban services to clusters of development as opposed to scattered development. The City may consider offering density bonuses for development that incorporates these techniques. Refer to the Staged Growth Plan discussed later in this chapter for additional information.

Highway Commercial

The Comprehensive Plan guides two primary areas for highway commercial use: 1) an area along State Highway 33 south of the St. Louis River, and 2) an area along Highway 33 north of the St. Louis River. The Comprehensive Plan also guides existing scattered highway commercial use on Cloquet Avenue, Washington Avenue, and Big Lake Road for continued highway commercial use. The following provides an overview of the two primary areas for highway commercial use.

Highway Commercial South of the St. Louis River. Most existing highway commercial use in Cloquet is along Highway 33 south of the St. Louis River. This area includes a large discount department store, a grocery store/shopping center, a variety of restaurants and retail shops, motels, a car dealership, and a movie theater. The Comprehensive Plan supports and integrates the recommendations of Cloquet's 1998 Community Revitalization Plan to improve the existing highway commercial uses in this area. Those recommendations include improving vehicular and pedestrian circulation, integrating the natural landscape into the built environment, redeveloping distressed areas and areas with conflicting uses, and applying design guidelines or standards to existing and proposed development.

Specific recommendations for this area include the following:

Work with developers and landowners to study the feasibility of relocating the existing concrete block plant and Minnesota Department of Natural Resources facility to more suitable locations in the city. Explore opportunities for commercial redevelopment of the sites.

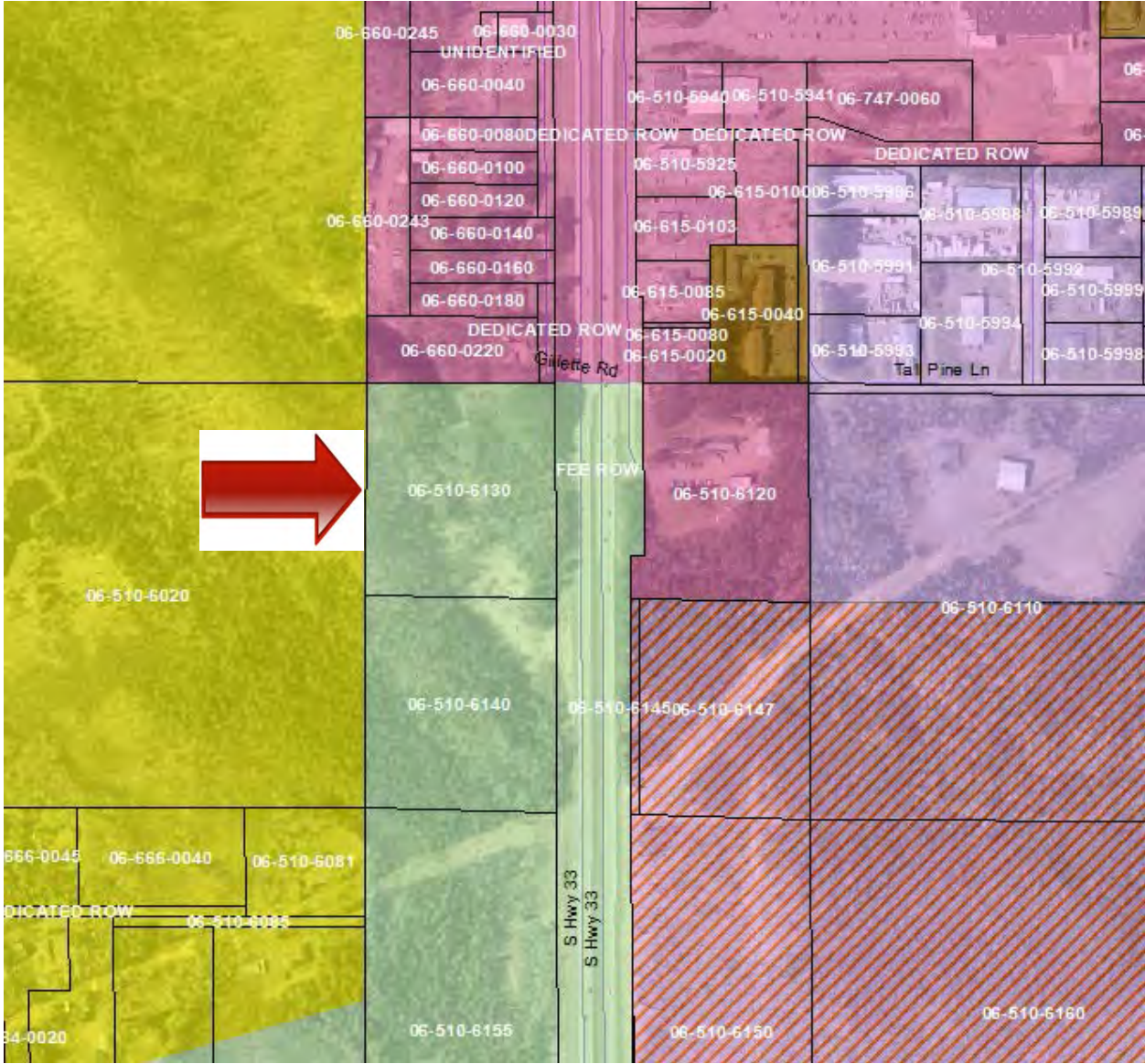
Work with the Minnesota Department of Transportation to improve vehicular and pedestrian circulation in the area, particularly at the intersection of Doddridge Avenue and State Highway 33.

Highway Commercial North of the St. Louis River. The Sunnyside area near the intersection of State Highway 33 and North Road (North Cloquet Road) contains several existing highway commercial uses. The Comprehensive Plan supports and integrates the recommendations of Cloquet's 1998 Community Revitalization Plan to improve the existing highway commercial uses in this area. In addition, the Comprehensive Plan guides a largely undeveloped area on the west side of State Highway 33 north of the existing Sunnyside development for future highway commercial use. The City, in coordination with the Minnesota Department of Transportation, affected property owners, and other interested parties, should consider developing a conceptual master plan for this area that addresses access issues, future roads (that may include a "backage" road that would run parallel to Highway 33), and a market analysis to determine viable uses for the area.

The Comprehensive Plan guides a roughly 1,200-foot deep area on the west side of Highway 33 for future highway commercial use that could accommodate "big box" highway commercial use if desired and feasible. Other smaller highway commercial uses could be integrated around a big box anchor.

LAND USE MAP

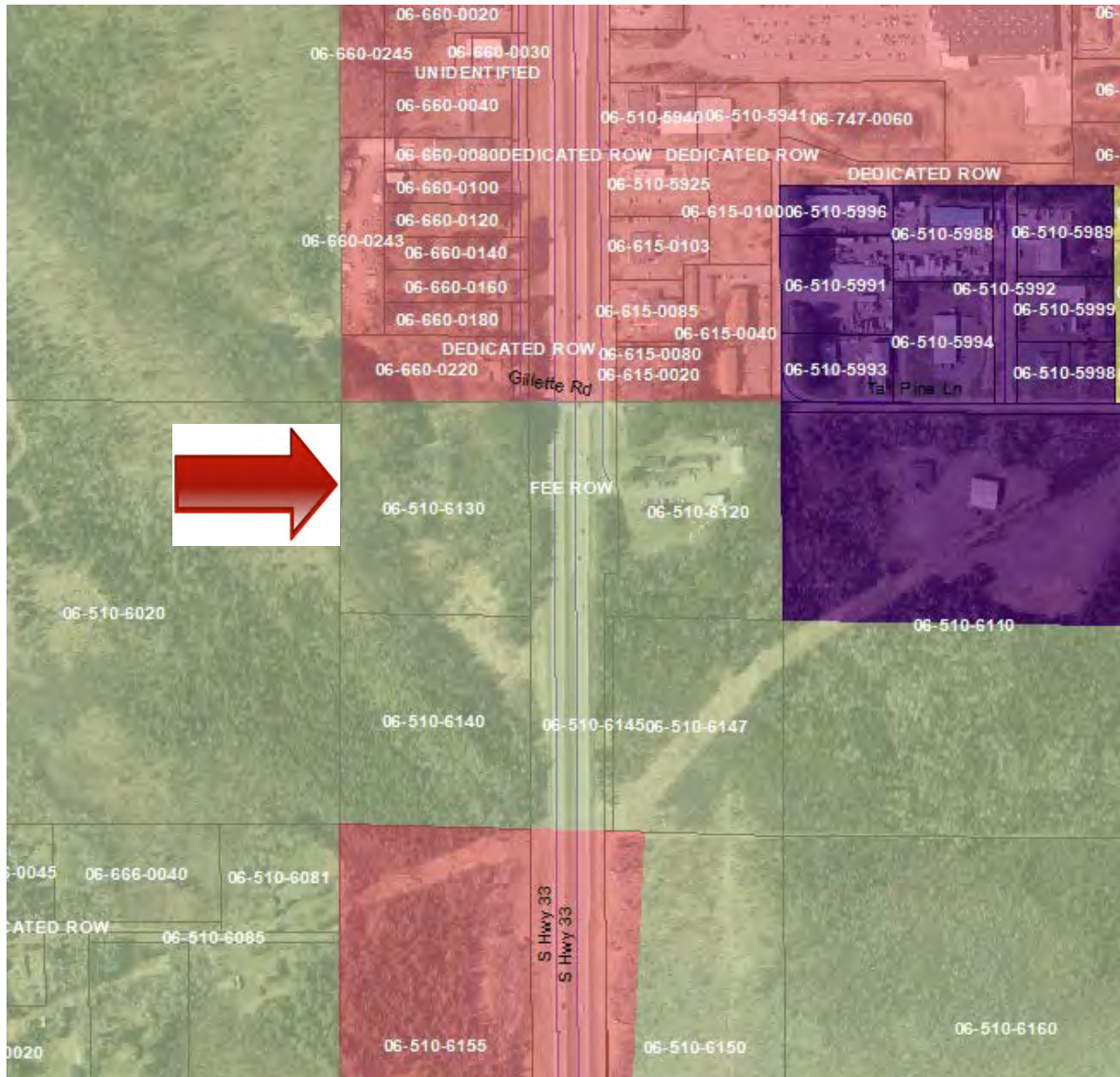
City of Cloquet



NO SCALE

ZONING MAP

City of Cloquet



NO SCALE



COMMUNITY DEVELOPMENT DEPARTMENT

101 14th Street • Cloquet MN 55720

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

www.cloquetmn.gov

To: Planning Commission
From: Al Cottingham, City Planner/Zoning Administrator
Date: March 3, 2021

ITEM DESCRIPTION: Zoning Discussion for Homeless Housing

The Planning Commission discussed this topic at its last two meetings 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 was not comfortable referencing the “Housing Support from Carlton County” in the definition and thus it should be removed.

Staff is concerned that we are opening up something that I am not sure we want to allow in a single-family home. If we change the limit for this then how do we not change it for all rental property while trying to provide affordable housing. This group happened to purchase a large home that was used as a ‘Group Home’ (licensed by the state) and thus they had room for more than four individuals. I think this case is unusual and we shouldn’t be looking to change the code just for them.