



**Regular Meeting of the Planning Commission**

Wednesday, December 14, 2022

7 pm Regular Meeting

101 14<sup>th</sup> Street, Cloquet, MN 55720

**AGENDA**

1. Call to Order
2. Roll Call
3. Additions/Changes to the Agenda
4. Minutes from the November 9, 2022, Planning Commission meeting
5. Zoning Case 22-17; GCL Development Group LLC and the City of Cloquet, Alley Vacation \_\_\_\_\_
6. Zoning Case 22-18; Kwik Trip Inc. Variance \_\_\_\_\_  
\_\_\_\_\_
7. Commissioner's Questions/Comments
8. Adjourn

**NEXT MEETING:**

**January 10<sup>th</sup> @ 7 pm**



**Regular Meeting of the Planning Commission**

Wednesday, November 9, 2022

7:00 p.m.

101 14<sup>th</sup> Street, Cloquet, MN 55720

**CALL TO ORDER**

Chairperson Lyytinen called the meeting to order at 7:00 p.m.

**ROLL CALL**

**Attending:** Planning Commission members: Terri Lyytinen, Elizabeth Polling and Philip Demers; City: Al Cottingham.

**Absent:** Mark Cline and Michelle Wick.

**Others Present:** Tim Grehek.

**AGENDA ITEMS**

**Additions/Changes to the Agenda**

None.

**October 11, 2022, Meeting Minutes**

Chairperson Lyytinen asked for any corrections or additions.

**Motion:** Commissioner Polling made a motion to approve the Planning Commission meeting minutes from October 11, 2022, Commissioner Demers seconded. (Motion was approved 3-0).

**Zoning Case 22-14: Eugene Hansmeyer, Variances**

Chairperson Lyytinen introduced Zoning Case 22-14, Variances for Eugene Hansmeyer and opened the public hearing. She asked Mr. Cottingham to provide an overview. Mr. Cottingham stated Eugene Hansmeyer was proposing a variance at 340 6<sup>th</sup> Street and 605 Selmser Avenue. The variances are from the minimum lot width and lot area requirements. He is proposing lot widths of approximately 70 and 45 feet in width and a lot area of approximately 2,870 and 1,850 square feet versus the Ordinance minimums of 60 feet and 8,700 square feet. This is a public hearing, and a legal notice was published in the Pine Knot on October 28<sup>th</sup> and property owners within 350 feet were notified. He referenced he had not heard from anybody regarding this request. Mr. Hansmeyer was not present.

The commission discussed the request and felt that it was unique with the two homes on one lot and both abutting a street. In other parcels that have two homes on them they are not on a corner lot and thus wouldn't have frontage on a public street.



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There being no further discussion Chairperson Lyytinen closed the public hearing and called for a motion.

**Motion:**        **Commissioner Polling made a motion approving a lot width and size variance in the R2 – One- and Two-Family Residence District for Eugene Hansmeyer, Commissioner Demers seconded. (Motion passed 3-0)**

**Zoning Case 22-15: Excavation/Gravel Operation Renewals**

Chairperson Lyytinen introduced Zoning Case 22-15; Excavation/Gravel Operation Renewals. She asked Mr. Cottingham to provide an overview. Mr. Cottingham stated that this is the annual renewal of the four operating gravel operations in the city. He referenced the four operations and where they are located in the city. He stated that Publics Works Director and he visited each site in late October and found everything in order. He had received two complaints regarding the Ulland Brothers pit working after hours. He explained what the situation was surrounding each case. He referenced Tim Grahek for Ulland Brothers was present.

The commission discussed the situations at the Ulland Brothers pit and were OK with the explanation of crews getting back from a job site a little after 7:00 pm and just dropping off the equipment. The other case was a generator running in order to provide power for the security system.

There being no further discussion Chairperson Lyytinen called for a motion.

**Motion:**        **Commissioner Demers made a motion to recommend approval to the City Council of the annual excavation permits for 2023, Commissioner Polling seconded. (Motion passed 3-0)**

Mr. Cottingham noted this item would go to the City Council at their meeting on November 15<sup>th</sup> at 6:00 pm.

**Zoning Case 22-16: GCL Development Group, LLC, Comprehensive Plan Amendment and Rezoning**

Chairperson Lyytinen introduced Zoning Case 22-16, Land Use Guide Plan Amendment and Rezoning for GCL Development Group LLC and opened the public hearing. She asked Mr. Cottingham to provide an overview. Mr. Cottingham stated GCL Development Group LLC is proposing a Comprehensive Plan Amendment, Land Use Plan, and rezoning for property at 1417 Avenue C and the vacant lot to the west. The property is guided Planned Mixed Residential and zoned R3 – Multiple-Family Residence and is proposed to be guided City Center and zoned CC – City Center. They are looking to place a small office building on the property. This is a public hearing, and a legal notice was published in the Pine Knot on October 28<sup>th</sup> and property owners within 350 feet were notified. He noted that he had received phone calls from two property owners in the area and once the request was explained they were both OK with it. There was not a representative present to answer any questions.



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The commission discussed tabling the request until the December meeting since they did have something on the agenda already or moving forward with the request. They discussed the request and since there were no neighbors present, they decided to move forward. They did not have a problem with the request since the applicant was looking to develop the property with needed commercial space.

There being no further discussion Chairperson Lyytinen closed the public hearing and called for a motion.

**Motion:** Commissioner Polling made a motion recommending the City Council approve the Comprehensive Plan Amendment (Land Use Plan) from Planned Mixed Residential to City Center, Commissioner Demers seconded. (Motion passed 3-0)

**Motion:** Commissioner Demers made a motion recommending the City Council approve the Rezoning from R3 – Multiple-Family Residence to CC – City Center, Commissioner Polling seconded. (Motion passed 3-0)

Mr. Cottingham noted this item would go to the City Council at their meeting on November 15<sup>th</sup> at 6:00 pm.

**Commissioner’s Questions/Comment**

The commission discussed the December meeting date and Chairperson Lyytinen stated she had a prior engagement that night so wouldn’t be able to make it. There was concern with a lack of a quorum for that night. The members all agreed to move the meeting to Wednesday, December 14<sup>th</sup> so they would be sure to have a quorum. Cottingham noted he would send out an email informing all members of the change.

**Next Meeting**

December 14, 2022

Meeting adjourned 7:37 p.m.

Respectfully submitted,

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Al Cottingham, City Planner/Zoning Administrator



**Community Development Department**

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

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To: Planning Commission  
From: Al Cottingham, City Planner/Zoning Administrator  
Date: December 7, 2022

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**ITEM DESCRIPTION: ZONING CASE 22-17: ALLEY VACATION – VACATING THE EAST/WEST ALLEY BETWEEN 14<sup>TH</sup> AND 15<sup>TH</sup> STREETS NORTH OF AVENUE C**

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**Background**

GCL Development Group LLC and the City of Cloquet are proposing to vacate the east/west alley between 14<sup>th</sup> and 15<sup>th</sup> Streets north of Avenue C. This is being requested since this area was platted in 1936 and the alley has never been constructed. There are overhead utilities running within this right-of-way and a small portion of the sidewalk on the south side of Avenue B.

A public hearing will be held on Wednesday, December 14, 2022 to consider a possible alley vacation. A legal notice was published in the Pine Knot on November 25, 2022 and effected property owners were sent notices of the public hearing.

**Policy Objectives**

There is no formal requirement on determining if an alley should be vacated. It is really up to a commonsense approach as to whether there is currently or will be in the future a need for the Alley that is being vacated.

**Financial Impacts**

The filing fee for the vacation of an alley is \$350.00. The applicant has paid that fee.

**Advisory Committee Action Requested**

The Planning Commission should listen to the testimony that is presented at the public hearing for the vacation. Following this testimony, the Planning Commission should review the vacation and either recommend approval or denial of the vacation as submitted.

**Staff Recommendation**

Staff has reviewed the vacation request and would recommend approval of the vacation retaining the easement for utilities and the portion where the sidewalk is located.

**Supporting Documents Attachments**

- Resolution No. 22-17
- Location Map
- Copy of Plat

**STATE OF MINNESOTA**

**COUNTY OF CARLTON**

**CITY OF CLOQUET**

Commissioner \_\_\_\_\_ offered the following Resolution and moved its adoption.

**RESOLUTION NO. 22-17**

**A RESOLUTION RECOMMENDING APPROVAL OF THE VACATION OF THE EAST WEST ALLEY BETWEEN 14<sup>TH</sup> AND 15<sup>TH</sup> STREETS NORTH OF AVENUE C**

**WHEREAS**, GCL Development Group LLC and the City of Cloquet are proposing to vacate the east west alley between 14<sup>th</sup> and 15<sup>th</sup> Streets north of Avenue C; and

**WHEREAS**, As required by ordinance, notification was advertised in the Pine Knot and effected property owners have been notified. A public hearing was held to consider the application at the regular meeting of the Cloquet Planning Commission on December 14, 2022, at which time Zoning Case / Development Review No. 22-17 was heard and discussed; and

**WHEREAS**, the property of the proposed Alley Vacation is located between 14<sup>th</sup> and 15<sup>th</sup> Streets north of Avenue C and is legally described as follows:

The Alley in Block 1, Northwest Paper Company Addition, Carlton County, Minnesota. And,

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

**NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA**, that the Planning Commission recommends approval of Zoning Case 22-17 for a vacation of the east west alley between 14<sup>th</sup> and 15<sup>th</sup> Streets north of Avenue C subject to the following conditions:

1. An easement be retained for the existing utilities.
2. A 10' x 40' area be preserved in the northwest corner of the alley for the existing sidewalk on the south side of Avenue B.

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	_____
MICHELLE WICK	_____		

Passed and adopted this 14<sup>th</sup> day of December 2022.

CITY OF CLOQUET

\_\_\_\_\_  
TERRI LYYTINEN  
CHAIR

ATTEST: \_\_\_\_\_  
Alan Cottingham  
City Planner/Zoning Administrator

# LOCATION MAP

## GCL Development Group LLC & City of Cloquet

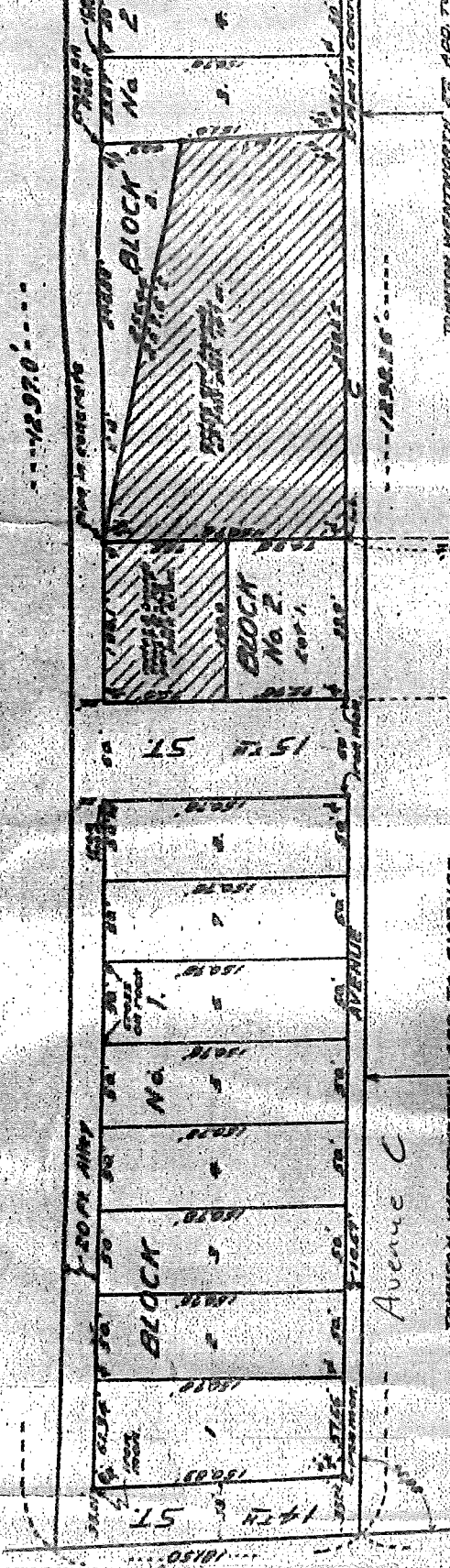


**NO SCALE**



Vacate this alley





**THE NORTHWEST PAPER COMPANY'S ADDITION**

**TO CLOQUET, MINNESOTA.**

SITUATED IN THE S.W. 1/4 OF SECTION 13, T49N, R17W, CARLTON COUNTY, MINN.

SCALE 1" = 50 FT.  
 NOVEMBER 6 - 1935 - BY CHAS. H. HANCOCK, REGISTER

I hereby certify that this plat is a true and correct copy of the same as the same is on file in the office of the Register of Deeds of Carlton County, Minnesota.

57A  
 60U  
 61A

of the Register of Deeds of Carlton County, Minnesota,  
 and a correct copy of the same as the same is on file in the office of the Register of Deeds of Carlton County, Minnesota.



**Community Development Department**

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

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To: Planning Commission  
From: Al Cottingham, City Planner/Zoning Administrator  
Date: December 7, 2022

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**ITEM DESCRIPTION: ZONING CASE 22-18: VARIANCE FOR KWIK TRIP INC.  
235 NORTH ROAD**

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**Background**

Kwik Trip Inc. has submitted a Variance application. The site is located at 235 North Road.

The Variance is to the minimum front yard setback (Adams Street). The existing building was constructed at the minimum front yard setback of 25 feet thus meaning any addition to that side of the building would require a variance. The proposed addition is for a walk in cooler and freezer. The proposed addition would encroach approximately 9 feet into the required 25 foot setback.

A public hearing will be held on Wednesday, December 14, 2022, to consider the Variance. A legal notice was published in the Pine Knot on December 2, 2022, and property owners within 350 feet were sent notice of the public hearing.

**Policy Objectives**

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 variances establishes that there are practical difficulties in complying with the official control. No variance may be granted unless **all** of 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 Variance fee was paid.



**Community Development Department**

101 14<sup>th</sup> Street • Cloquet MN 55720

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

**Advisory Committee Action Requested**

The Planning Commission should listen to the testimony that is presented at the public hearing pertaining to the variances. Following this review the Planning Commission can approve the request, deny the request or table the request for some additional information.

**Staff Recommendation**

Staff would recommend approval of the Variances to the minimum front yard setback. The site was a difficult one to develop to begin with since the site has three front yards. The proposed addition would not have any doors or windows facing Adams Street.

**Supporting Documents Attachments**

- Resolution No. 22-18
- Location Map
- Petitioner's Narrative
- Site Plan Maps

**STATE OF MINNESOTA**

**COUNTY OF CARLTON**

**CITY OF CLOQUET**

Commissioner \_\_\_\_\_ offered the following Resolution and moved its adoption.

**RESOLUTION NO. 22-18**

**A RESOLUTION APPROVING A VARIANCE TO THE MINIMUM FRONT YARD IN THE MRC – MIXED RESIDENTIAL COMERCIAL DISTRICT FOR KWIK TRIP INC.**

**WHEREAS**, Kwik Trip Inc. is proposing a Variance to the minimum front yard setback in the MRC – Mixed Residential Commercial District; and

**WHEREAS**, As required by ordinance, notification was advertised in the Pine Knot on December 2, 2022, and property owners within 350 feet have been notified. A public hearing was held to consider the application at the regular meeting of the Cloquet Planning Commission on December 14, 2022, at which time Zoning Case / Development Review No. 22-18 was heard and discussed; and

**WHEREAS**, the property of the proposed Variance is located at 235 North Road and is legally described as follows:

Part of the SW ¼ of the SW ¼ of Section 11, Township 49 North, Range 17 West, Carlton County, Minnesota, more particularly described as follows: Commencing at the Southeast corner of said SW ¼ of the SW ¼ of Section 11; thence North 33 feet to the point of beginning: Thence North along the East boundary line of said SW ¼ of the SW ¼ a distance of 200 feet; thence at right angles West a distance of 128 feet; thence at right angles South 200 feet to a point 33 feet North of the section line; thence in a direct line East a distance of 128 feet to the point of beginning. AND. Commencing at the Southeast corner of the SW ¼ of the SW ¼ of said Section 11; thence West on the South line thereof a distance of 128.0 feet; thence at right angles North a distance of 33 feet to the point of beginning of the tract to be herein described: Thence continuing North 200.0 feet; thence West parallel to the South of Said SW ¼ of the SW ¼ a distance of 191.75 feet to the Easterly right-of-way line of Trunk Highway No. 33; thence in a Southwesterly direction

on a right-of-way curve of 1,384.86 feet radius to the left a distance of 104.08 feet; thence deflecting to the left an angle of 29 degrees 52 minutes from the tangent to the curve at this point of distance of 103.97 feet to a point 33 feet North of the South line of said SW ¼ of the SW ¼; thence East a distance of 181.84 feet to the point of beginning. And,

**WHEREAS**, the Planning Commission reviewed the staff report and approves the Variance to the minimum front yard setback in the MRC – Mixed Residential Commercial District.

**NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA**, that the Planning Commission approves Zoning Case 22-18 for a variance to the minimum front yard setback in the MRC – Mixed Residential Commercial District subject to the following conditions;

1. The exterior of the addition shall match the existing structure.
2. A 10 foot utility easement centered on the existing sanitary sewer line shall be submitted in recordable form.

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	_____
MICHELLE WICK	_____		

Passed and adopted this 14<sup>th</sup> day of December 2022.

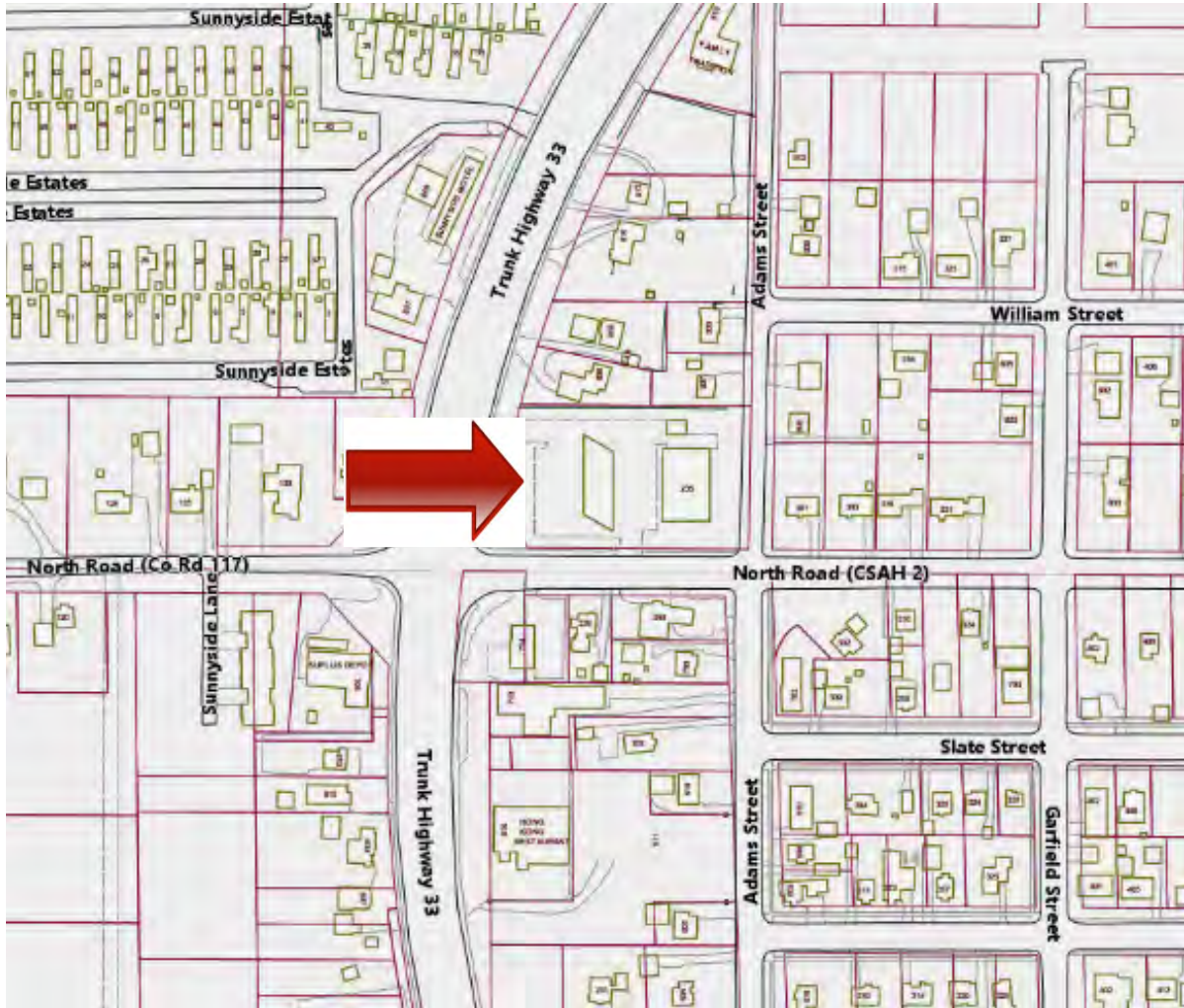
CITY OF CLOQUET

\_\_\_\_\_  
TERRI LYYTINEN  
CHAIR

ATTEST: \_\_\_\_\_  
Alan Cottingham  
City Planner/Zoning Administrator

# LOCATION MAP

## Kwik Trip



**NO SCALE**



## Store Engineering

FAX 608-793-6237

1626 Oak St., P.O. Box 2107  
La Crosse, WI 54602

[www.kwiktrip.com](http://www.kwiktrip.com)

November 21 2022

RE: Kwik Trip #247 located at 235 North Rd.

Enclosed in this submittal is the variance request application for the proposed cooler/freezer box addition at Kwik Trip 247 located at 235 North Rd. Kwik Trip is proposing a minor cooler/freezer addition to expand the existing kitchen space.

In early 2020 Kwik Trip added the chicken program to the store, which significantly increased the amount of equipment and personnel present in the kitchen during typical operating hours. We have found that the kitchen is now too small to effectively run the operations. We would like to add an exterior cooler/freezer combo box onto the back side of the building towards Adams St. and remove the existing interior cooler/freezer box to create some more room within the kitchen. If we are able to move the cooler/freezer space to the outside of the store, we will be able to open up approximately 160 SF of kitchen space that would greatly help alleviate the congested conditions the store is dealing with now.

The site is zoned MRC- Mixed Residential Commercial, and has a setback requirement of 25' from Adams St. There is a 33' working ROW from the centerline of Adams St, and our building is built 25' from that ROW offset.

Kwik Trip would like to apply for a variance that would allow us to encroach into the 25' set back requirement. The proposed addition will encroach approximately 8'-10" into the setback.

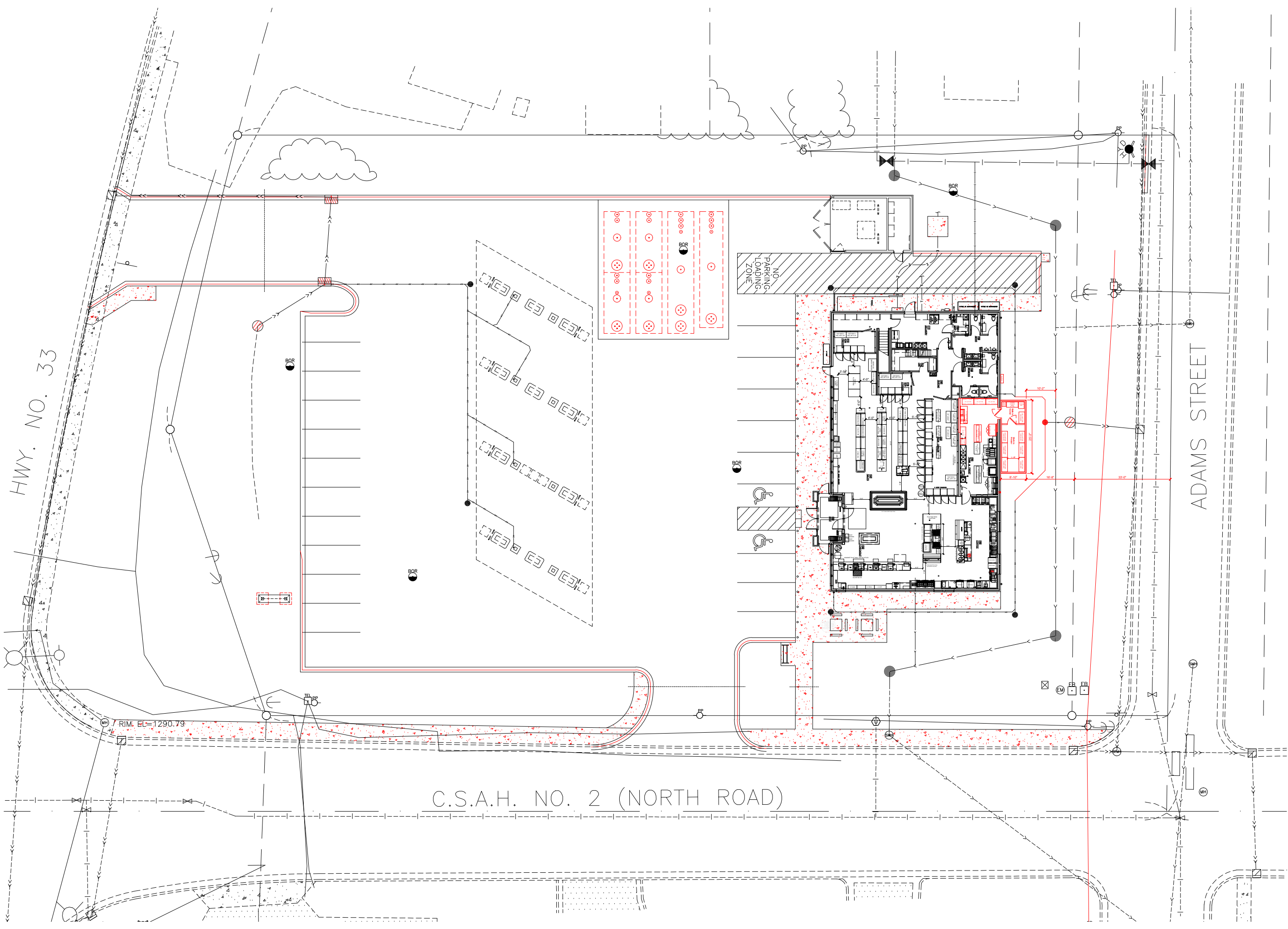
We appreciate your time and consideration. Please feel free to contact me if you have any questions.

Chris Nutini  
Kwik Trip Store Engineering  
608-793-5551  
[cnutini@kwiktrip.com](mailto:cnutini@kwiktrip.com)

### OUR MISSION

*To serve our customers and community more effectively than anyone else by treating our customers, co-workers and suppliers as we, personally, would like to be treated, and to make a difference in someone's life.*





**KWIK TRIP**

STORES

**KWIK STAR**

STORES

KWIK TRIP, Inc.  
 P.O. BOX 2107  
 1626 OAK STREET  
 LA CROSSE, WI 54602-2107  
 PH. (608) 781-8988  
 FAX (608) 781-8960

**SITE PLAN**  
**CONVENIENCE STORE #247**  
**MERCHANDISING**  
 235 NORTH RD.  
 CLOQUET, MN

#	DATE	DESCRIPTION

DRAWN BY: x.xxxxx  
 SCALE: 1/8" = 1'-0"  
 PROJ. NO.: 0001  
 DATE: 2014-08-15  
 SHEET: 247

