



Regular Meeting of the Planning Commission

Tuesday, June 11, 2024

7 pm Regular Meeting

101 14th Street, Cloquet, MN 55720

AGENDA

1. Call to Order
2. Roll Call
3. Additions/Changes to the Agenda
4. Minutes from the May 14, 2024, Planning Commission meeting

5. Zoning Case 24-12; James Kuklis, Conditional Use Permit

6. Homeless Shelter/Housing Discussion

7. Commissioner's Questions/Comments

8. Adjourn

NEXT MEETING:

Tuesday, July 10th @ 7 pm



Regular Meeting of the Planning Commission

Tuesday, May 14, 2024

7:00 p.m.

101 14th Street, Cloquet, MN 55720

CALL TO ORDER

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

ROLL CALL

Attending: Planning Commission members: Terri Lyytinen, Philip Demers, Brittany Kuschel (arrived 7:02) and Elizabeth Polling; City: Al Cottingham.

Absent: Michelle Wick.

Others Present: Mike Koski.

AGENDA ITEMS

Additions/Changes to the Agenda

None.

April 10, 2024, Meeting Minutes

Chairperson Lyytinen asked for any corrections or additions.

Motion: Commissioner Demers made a motion to approve the Planning Commission meeting minutes from April 10, 2024, Commissioner Polling seconded. (Motion was approved 3-0).

Zoning Case 24-11: TK Diamond, Inc., Minor Subdivision Plat

Chairperson Lyytinen introduced Zoning Case 24-11, Minor Subdivision Plat for TK Diamond, Inc., and opened the public hearing. She asked Mr. Cottingham to provide an overview. Mr. Cottingham stated TK Diamond, Inc. was proposing minor subdivision plat to create five lots, one containing the existing building. The property is located in the southeast corner of Cloquet Avenue and 18th Street. The property is zoned Light Industry and the proposed lots meet or exceed the minimum width and size requirements. This is a public hearing, a legal notice was published in the Pine Knot on May 1, 2024, and property owners within 350 feet were sent notices of the public hearing. Mike Koski was present representing TK Diamond, Inc.

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



Regular Meeting of the Planning Commission

Tuesday, May 14, 2024

7:00 p.m.

101 14th Street, Cloquet, MN 55720

Motion: Commissioner Polling made a motion recommending approval to the City Council of s Minor Subdivision Plat in the LI – Light Industry District for TK Diamond, Inc., Commissioner Demers seconded. (Motion passed 4-0)

Mr. Cottingham stated this would go to the City Council at their meeting on May 21st at 6:00 pm.

Homeless Shelter/Housing Discussion

Chairperson Lyytinen asked Mr. Cottingham to provide an overview of the topic. Mr. Cottingham stated he contacted four communities of similar size regarding this to see how they handled this topic. To date he had heard back from one of the communities and their response is attached. They allow them as an Interim Use Permit which is similar to a conditional use permit and only allow them in the commercial districts. They call them warming shelters.

The commission discussed allowing them in churches and the commercial districts as a conditional use permit. This would allow conditions to be established on a case by case bases to handle any problems that might arise. They would also require staffing of the facility while it was open.

Mr. Cottingham stated he would draft an ordinance that the commission could review at the next meeting and proceed from there.

Commissioner’s Questions/Comment

None.

Next Meeting

Tuesday, June 11, 2024

The meeting adjourned 7:24 p.m.

Respectfully submitted,

Al Cottingham, City Planner/Zoning Administrator



PLANNING COMMISSION MEMO

To: Planning Commission
From: John Kelley, City Planner/Zoning Administrator
Date: June 5, 2024

ITEM DESCRIPTION: ZONING CASE 24-12: CONDITIONAL USE PERMIT – JAMES KUKLIS, 2 - TWO-FAMILY DWELLINGS IN THE R1 – SINGLE-FAMILY RESIDENCE DISTRICT

Background

James Kuklis is proposing a conditional use permit to allow 2 - two-family dwellings in the R1 – Single-Family Residence District. The property involved is located north of Wilson Avenue and west of 16th Street. James Kuklis would like to construct 2 new two-family dwelling, one on a lot facing 16th Street and one on a lot facing unconstructed 15th Street. The conditional use permit is for a two-family dwelling in the R1 – Single-Family Residence District. The property is currently vacant.

A public hearing will be held on Tuesday, June 11, 2024, to consider the conditional use permit for a two-family dwelling in the Single-Family Residence District. A legal notice was published in the Pine Knot on May 31, 2024, 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 Low Density Residential (1 to 5 dwellings per acre).*

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 single-family residential to the south and east. Aspen Arms and the White Pine Apartments are to the west and the land to the north is vacant.*

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



Community Development Department

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

availability of alternative locations equally suitable. *There is a need for rental and owner-occupied 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 vacant. The new structures will meet the minimum setback requirements for the district.*

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 will be adequate off street parking with the construction of the new building. For the lot abutting unconstructed 15th Street a right-of-way occupation permit will be needed in order to construct the driveway within the right-of-way from Wilson Avenue to the property.*

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 for the conditional use permit 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 the conditions in the draft resolution.

Supporting Documents Attachments

- Resolution No. 24-12
- Location Map
- Anticipated Site Plan

STATE OF MINNESOTA

COUNTY OF CARLTON

CITY OF CLOQUET

Commissioner _____ offered the following Resolution and moved its adoption.

RESOLUTION NO. 24-12

**A RESOLUTION RECOMMENDING THE CITY COUNCIL OF CLOQUET APPROVE
THE CONDITIONAL USE PERMIT FOR JAMES KUKLIS FOR 2 - TWO-FAMILY
DWELLINGS IN THE SINGLE-FAMILY RESIDENCE DISTRICT**

WHEREAS, James Kuklis is proposing a Conditional Use Permit for 2 - two-family dwellings in the Single-Family Residence District; and

WHEREAS, As required by ordinance, notification was advertised in the Pine Knot on May 31, 2024, 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 June 11, 2024, at which time Zoning Case / Development Review No. 24-12 was heard and discussed; and

WHEREAS, the property of the proposed Conditional Use Permit is located north of Wilson Avenue and west of 16th Street and is legally described as follows:

Lots 2 & 5, Block 3, 1971 Rearrangement of A J Whites Addition. Carlton County, Minnesota. 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 24-12 to the Cloquet City Council for 2 - two-family dwellings in the Single-Family Residence District subject to the following conditions:

1. A Right-of-Way occupation permit must be received for placement of a driveway in the 15th Street right-of-way prior to a building permit being issued for Lot 5.
2. A Building Permit be issued prior to beginning any work.

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

PHILIP DEMERS	_____	BRITTANY KUSCHEL	_____
TERRI LYYTINEN	_____	ELIZABETH POLLING	_____
MICHELLE WICK	_____		

Passed and adopted this 11th day of June 2024.

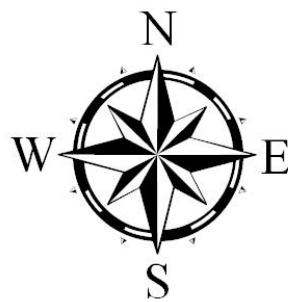
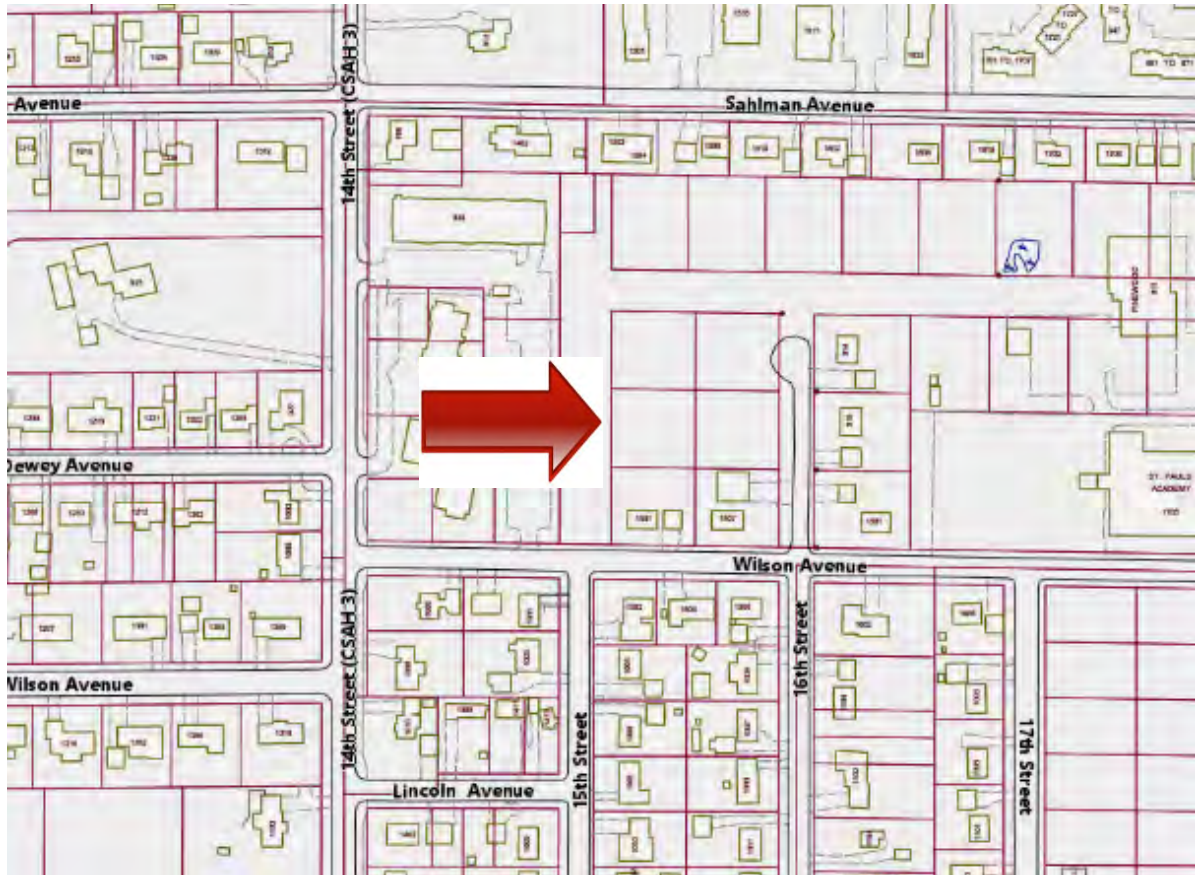
CITY OF CLOQUET

TERRI LYYTINEN
CHAIR

ATTEST: _____
John Kelly
City Planner/Zoning Administrator

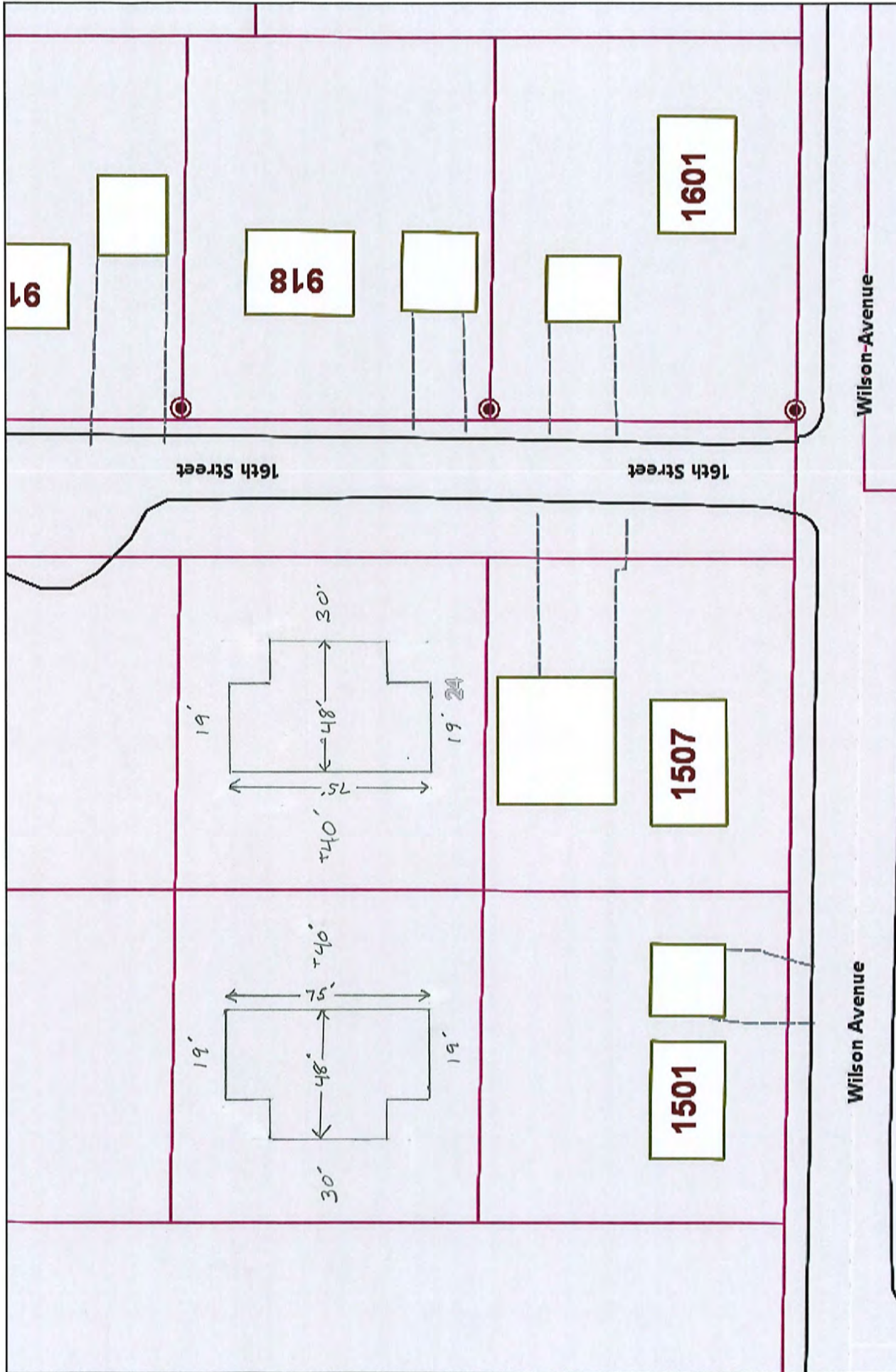
LOCATION MAP

James Kuklis



NO SCALE

Kuklis



This product is for informational purposes and may not have been prepared for, or be suitable for, legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.



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: June 5, 2024

ITEM DESCRIPTION: HOMELESS SHELTER

At the last meeting the Commission discussed “Homeless Shelters” in churches, the City Center and Regional Commercial Districts. The discussion led to staff putting together some thoughts for an Ordinance, the following are the thoughts for discussion at the meeting on June 11, 2024.

Definition: “Warming Shelter” a shelter where homeless individuals can stay for a limited period of time. Operation may not exceed 16 continuous hours; Facility occupancy shall not exceed 30 beds or total occupancy of facility as set by the Building Official; Facility must be staffed during all hours of operation; and, facility shall meet all applicable building, safety, fire, and health code requirements.

Warming Shelter is allowed as a Conditional Use within all Churches or in the RC – Regional Commercial and CC – City Center Districts.

A question for further discussion should there be a special distance to other uses, such as schools or parks.