

City of Duluth Planning Commission

June 13, 2023 – City Hall Council Chambers
Meeting Minutes

Call to Order

Vice-President Jason Hollinday called to order the meeting of the city of Duluth planning commission at 5:00 p.m. on Tuesday, June 13th, 2023 in the Duluth city hall council chambers.

Roll Call

Attendance:

Members Present: Jason Hollinday, Sam Lobby, Danielle Rhodes, Michael Schraepfer, and Andrea Wedul

Members Absent: Jason Crawford, Gary Eckenberg, and Margie Nelson

Staff Present: Adam Fulton, Jean Coleman, Jenn Moses, Chris Lee, Kyle Deming, John Kelley, and Cindy Stafford

Approval of Planning Commission Minutes -

Planning Commission Meeting – May 9, 2023

MOTION/Second: Schraepfer/Rhodes approved

VOTE: (5-0)

Public Comment on Items Not on Agenda

Deputy Director Adam Fulton noted the sad news of Director Chris Fleege passing. Also, PL 23-094, the Final Plat for Pine Haven Estates has been pulled from the agenda and will be presented next month.

Consent Agenda

PL 23-056 Interim Use Permit Renewal for a Vacation Dwelling Unit at 1313 Minnesota Avenue by Park Point Bay, LLC

PL 23-077 Interim Use Permit for a new Vacation Dwelling Unit at 325 S Lake Avenue, Unit 1308, by Cook and Kocon Real Estate Holdings, LLC

PL 23-088 Interim Use Permit for a new Vacation Dwelling Unit at 325 S Lake Avenue, Unit 1306, by Brighton Beach Suite #2, LLC

PL 23-089 Interim Use Permit for a new Vacation Dwelling Unit at 325 S Lake Avenue, Unit 1304, by Brighton Beach Suite #1, LLC

PL 23-092 Variance to Reduce Front Yard Setback for a Single-Family House at 24xx E Superior Street by Don and Laura Ness

PL 23-093 Variance to Side Yard Setbacks at 4224 McCulloch Street by Maury and Charlene Aaseng

PL 23-095 Vacation of a Building Line Easement at 24xx E Superior Street by Don and Laura

Ness

PL 23-099 Vacation of a Utility Easement at DLH Ranch Hangar Site by the Duluth Airport Authority

PL 23-102 Variance Extension to PL 20-160 at 316 Mygatt Avenue by John Bankson

Commissioners: PL 23-077, 088, 089 – Commissioner Andrea Wedul asked about the same address with different applications. Deputy Director Fulton noted these are individual applications each operating individually and are separate from the hotel.

Public: (The public hearing was opened up after the initial motion was made.) There were no speakers.

MOTION/Second: Wedul/Lobby approved the consent agenda items as per staff recommendations

VOTE: (5-0)

Public Hearings

PL 23-086 Special Use Permit for an Office at 1202 – 101st Avenue West by Kornerstores Inc.

Staff: John Kelley introduced the applicant's proposal to use the first floor of a two-story 4,490 square foot building for office use and garage space. Office use in an R-2 district requires a special use permit. Parking requirements are reduced by 30 percent since the site is located within ¼ mile of an existing Duluth Transit Authority route. Four parking spaces are required and will be provided in a site plan. Screening is required since the office use is between differing land uses. A landscaping plan must be submitted showing compliance. Staff recommends approval with the conditions listed in the staff report.

Commissioners: Sam Lobby noted that a CAF (Capacity Availability) Fee will need to be paid for as determined by WLSSD.

Applicant: Derek Medved addressed and thanked the commissioners. He noted this use will be good for the community.

Public: Fran Morris, 321 – 101st Ave W, addressed the commission. Fran is in support and stated this will be a better use for the neighborhood. Dennis Lamkin, 21 N 21st Ave E, addressed the commission. He is in support of the special use permit, and stated it is important to preserve the architectural elements, and wants to see the building preserved and maintained.

MOTION/Second: Rhodes/Wedul approved as per staff recommendations

VOTE: (5-0)

PL 23-098 Planning Review for New Dugouts at 1200 Kenwood Avenue by the College of St. Scholastica

Staff: Jenn Moses introduced the applicant's proposal for the construction of two new softball dugouts and an accessible entrance to the fields from Niagara Street. Proposed improvements do not trigger an UDC requirements related to landscaping, sustainability, or building design standards. The applicant stated there will be no changes to the existing lighting on the site. Staff recommends approval with the conditions listed in the staff report.

Applicant: Tim Orłowski, Director of Facilities Services of St. Scholastica, present, but did not speak.

Public: No speakers.

MOTION/Second: Wedul/Lobby approved as per staff recommendations

VOTE: (5-0)

Tabled Item

PL 23-003 UDC Text Amendments to Off-Street Parking Requirements by the City of Duluth
Deputy Director Adam Fulton noted a brown bag will be coming up to discuss this item.

Communications

Land Use Supervisor (LUS) Report – Deputy Director Adam Fulton gave an overview. He noted ongoing projects including the Duluth Area I-35 Corridor Plan, the Blatnik Bridge planning and the Northern Lights Express.

Heritage Preservation Commission – Jenn Moses gave an overview. There were no applications or public hearings. Doug Stevens gave a presentation on the Incline Steps, which will be included in the city’s park recreations trails. They are raising funds for signage.

Joint Airport Zoning Board – No updates.

Duluth Midway Joint Powers Zoning Board – No updates

Adjournment

Meeting adjourned at 5:30 p.m.

Respectfully,

Adam Fulton – Deputy Director
Planning & Economic Development