

City of Duluth  
Planning Commission  
December 11, 2018 Meeting Minutes  
Council Chambers - Duluth City Hall

Call to Order

President Michael Schraepfer called to order the meeting of the city planning commission at 5:00 p.m. on Tuesday, December 11, 2018, in city hall council chambers.

Roll Call

Attending: Gary Eckenberg, Janet Kennedy, Margie Nelson, Michael Schraepfer, Luke Sydow, Sarah Wisdorf, and Zandra Zwiebel (arrived during agenda item #2)

Absent: Jason Crawford and Tim Meyer

Staff Present: Adam Fulton, Robert Asleson, John Kelley, Kyle Deming, and Cindy Stafford

Approval of Planning Commission Minutes – November 13, 2018

**MOTION/Second:** Wisdorf/Nelson approve the minutes

**VOTE: (6-0)**

(Occurred Later in Meeting) Zwiebel would like to amend the minutes to paint a clearer picture of the Kenwood division of the rezoning into areas. Zwiebel noted she was not opposed to item PL 18-122 (MU-W Planning Review), which was changed to Kennedy. The count of the approval remained the same at 4-3, with one abstention. Per Manager Fulton the minutes with the changes will be brought back for approval at the next planning commission meeting.

Consent Agenda and hearing

**Items that are perceived to be non-controversial or routine will be placed on the consent agenda. There will be no staff presentations on these items; the Planning Commission will be acting upon the staff recommendation and conditions written in the staff reports. There will not be an individual public hearing on each of these items unless the applicant or a member of the public wishes to speak to the matter. Instead there will be one public hearing for all the items on the consent agenda, and they will be addressed by the Planning Commission with one vote.**

1. PL 18-148 Minor Subdivision to Divide 1.65 Acres Into Two Parcels, One Parcel Containing A House (2821 Hagberg St.), And A Second Vacant Parcel by Holly Dahl  
**Commission:** Chair Schraepfer gives an overview.  
**Public:** No speakers.  
**MOTION/Second:** Wisdorf/Nelson approve staff's recommendations for the consent agenda item.

**VOTE: (6-0)**

Item 2 has been moved to the public hearings section per Janet Kennedy.

Public Hearings

2. PL 18-125 Variance from Shoreland Setback at 3911 Minnesota Avenue by Duluth Rowing Club (Tabled from November 13, 2018 PC Meeting)

**Staff:** John Kelley introduces the applicant's amended proposal for a variance to construct a 10' x 10' shed behind the clubhouse approximately 5' to 10' from the Ordinary High Water Level (OHWL). The shed would be a wooden framed structure with metal siding and a metal pitched roof. The applicant has removed the storage container from the rear yard area of the clubhouse and plans to sell it. The newly proposed shed size and construction type will minimize impacts to the site and view shed from the harbor. Therefore, staff recommends approval noting the practical difficulty is adhering to the normal setbacks for the property.

**Applicant:** Greg Peterson (board member for the Duluth Rowing Club) addresses the commission. They removed their shed. He asks the commissioners if there are any questions. There are none.

**Public:** No speakers.

**Commissioners:** N/A

**MOTION/Second:** Nelson/Wisdorf approved as per staff's recommendation.

**VOTE: (7-0)**

3. PL 18-152 Change the Future Land Use Designation from Open Space to Institutional for Property at the Southwest Corner of Trinity Road and Lake Superior College Drive (Miller Creek Disc Golf Course) by the City of Duluth

**Staff:** John Kelley introduces the city's proposed change to the Imagine Duluth 2035 Future Land Use Map to support changes to the Lake Superior College (LSC) campus, which may include the addition of new student housing within the campus footprint. Staff recommends approval. Luke Sydow asks about what else was on the property other than just golf. Per Kelley there was an easement that has now been removed. Manager Adam Fulton notes this lot has predominately been a parking lot and fill from previous road projects on Highway 53. Kennedy asks about the flood plain and future development. She is concerned about building in the flood plain, and what is located downstream. Kelley shows a map which gives an overview of the topography. Manager Fulton notes if any future development proposals move forward, that proposal would likely require a stormwater plan, and mitigation will be needed.

**Applicant:** N/A

**Public:** Kate Daugherty lives on Hillcrest and she has some concerns. She was at the public meeting. She is concerned future development and about the noise and the interference of wildlife habitat. She is also concerned about light blight from the campus, and what new development will do to her property taxes. She is not opposed to the dorms, but would like to see the location changed. Jim Paluski lives on Trinity Road. His property was rezoned last year. He isn't opposed to student housing, but also has concerns about noise and light blight related to new development.

**Commissioners:** Zandra Zwiebel asks staff about institutional use. Kelley states that will be addressed more in the next agenda item, as this is the future land use. Gas stations are not allowed in the institutional zoning district. In that zoning district, any development proposal would require a plan review, which would go before the planning commission. Kennedy asks about the previous rezoning. Per Kelley there was rezoning in 2017 to institutional on much of the LSC campus. Zwiebel asks staff why LSC wouldn't want to build on another portion of the site. Manager Fulton states that the location will be addressed as a future item as part of a future development proposal.

**MOTION/Second:** Zwiebel/Wisdorf recommend approval as per staff's recommendation.

**VOTE: (7-0)**

4. PL 18-153 UDC Map Amendment to Rezone the Southwest Corner of Trinity Road and Lake Superior College Drive (Miller Creek Disc Golf Course) from Residential-Traditional (R-1) to Mixed Use-Institutional (MU-I) by the City of Duluth
- Staff:** John Kelley introduces the city's proposal to rezone a city owned parcel of land located on the southwest corner of Lake Superior College Drive, Trinity Road and South Arlington Avenue intersection from Residential – Traditional (R-1) to Mixed Use – Industrial (MU-I) in conformance with the Comprehensive Plan's Future Land Use Map. Staff recommends approval. Zwiebel asks about the northwest corner of the property and its proximity to Miller Creek. Kelley states that the proposed section for rezoning is in close in proximity to the parking lot and other buildings, and that the northwest corner of the property is close to Miller Creek and the shoreland buffer area, which could impact future development. Per Manager Fulton the extension of utilities is also a consideration, and that the parking lot would not likely need to be expanded for new housing, but instead the parking lot would be better utilized. Sydow questions LSC's overall planning process. Are they envisioning 10 years out? Kelley notes staff asked the same question of the college. Housing is a top priority. The first question new students and parents ask is if the college has housing available.
- Applicant:** N/A
- Public:** No speakers.
- Commissioners:** Zwiebel asks when the lighting plan and stormwater plans will be considered. Per Kelley, during the planning review stage. Manager Fulton notes that staff will be in communication with LSC to voice neighbor's concerns and to request more information about the long term campus plan should new development proposals come forward. Any new development will need to meet UDC development standards.
- MOTION/Second:** Sydow/Zwiebel approved as per staff's recommendation.

**VOTE: (7-0)**

#### Other Business

5. PL 18-154 Tax Increment Financing Comprehensive Plan Compliance for a Mixed Use Commercial and Housing Development the Corner of East Superior Street and North Fourth Avenue East (Voyager Hotel Site)
- Staff:** Manager Fulton gives an overview. The role of the planning commission is to make sure the proposed development and its uses are consistent with the Comprehensive Plan. Tax Increment Financing is a tool that uses the increase in property taxes generated from site improvements to pay for a portion of those improvements.
- Applicant:** N/A
- Public:** N/A
- Commissioners:** Margie Nelson is concerned about the lack of parking. Per Fulton, the site is adjacent to the medical district ramp. There will be a skywalk connected to the parking ramp, which is currently underutilized. Kennedy asks if this is in the opportunity zone. Manager Fulton affirms. Kennedy hopes the developers will consider all income levels for housing. Gary Eckenberg states that the resolution creates a new TIF district.

What would the but for test be? Manager Fulton notes the substantial cost for demo and building of the foundation. Without the TIF component, the project could not proceed. Chair Schraepfer asks what makes the project eligible. Manager Fulton states, the foundation, sewer/water connections, and the connection to parking ramp, which address many eligible elements within the overall project costs. Zwiebel asks about the time frame. Manager Fulton states the project will be evaluated in more detail by DEDA, and is going to the city council on December 17<sup>th</sup>. Construction is slated to begin in 2019. Zwiebel notes the success of Voyageur motel which is already in place and paying taxes. She would rather see a TIF district for the Pastoret. Nelson notes it is market rate housing planned, but it could change. Manager Fulton affirms. Sydow is concerned with TIF. Are the plans solid in regards to the first floor commercial space. Manager Fulton affirms as per UDC standards.

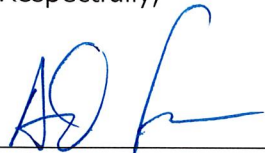
**MOTION/Second:** Wisdorf/Eckenberg agrees with staff that the proposal conforms with the Comp plan and the UDC, and therefore approve the resolution.

**VOTE: (7-0)**

Communications

- A. Manager's Report – Adam Fulton gives an overview.
- B. Reports of Officers and Committees  
-Heritage Preservation Commission – N/A
- C. Meeting adjourned at 6:13 p.m.

Respectfully,



---

Adam Fulton - Manager  
Community Planning