



Regular Meeting of the Planning Commission

Tuesday, November 10, 2015

7 pm Regular Meeting

1307 Cloquet Ave, Cloquet, MN 55720

AGENDA

1. Call to Order
2. Roll Call
3. Additions/Changes to the Agenda
4. Minutes from the October 13, 2015 Planning Commission meeting
5. Zoning Case 15-17: Trails Edge revised Final Plat
6. Zoning Ordinance Update Plan of Attack
7. Commissioner's Questions/Comments
8. Adjourn

**NEXT MEETING:
December 8@ 7pm**



Regular Meeting of the Planning Commission

Tuesday October 13, 2015

7:00 p.m.

1307 Cloquet Ave, Cloquet, MN 55720

CALL TO ORDER

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

ROLL CALL

Attending: Planning Commission members: Bryan Bosto, Kelly Johnson, Chuck Buscher, Jesse Berglund, John Sanders and Uriah Wilkinson (arrived at 7:08 pm); City: Al Cottingham

Absent: Commission members: Michael Haubner

Others Present: Tim Grahek, Jeri Pahos, Chris Strum, Shaun Frye, Jacob Osvold and Doug Zaun

ADDITIONS/CHANGES TO THE AGENDA

None.

AGENDA ITEMS

July 14, 2015 Meeting Minutes

Chairperson Berglund asked for any corrections or additions,

Motion: Commissioner Johnson made a motion to approve the Planning Commission meeting minutes from July 14, 2015, Commissioner Bosto seconded. (Motion was approved 5-0).

Zoning Case 15-15: Annual Excavation Permits for Gravel Pits

Chairperson Berglund introduced the Annual Excavation Permits for Gravel Pits. He asked Mr. Cottingham to provide an overview of the application. Mr. Cottingham noted this was not a public hearing since it is not required. He noted that Assistant City Engineer Caleb Peterson and he inspected the gravel pits, KGM, Carlton County, Ulland and Zacks and found them to be in compliance with the Ordinance. He noted that the City had received a couple complaints regarding the Ulland pit during the period in which the berm adjacent to Hilltop Park was being constructed. The complaint was regarding the banging of the tailgates following the dumping of the materials. Since the completion of the berm there have been no other complaints.

Commissioner Sanders inquired if the berm at the Ulland pit would be seeded. Tim Grahek, Ulland Brothers stated that a fiber blanket had been placed on the berm and the grass was beginning to come up.



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Chairperson Berglund called for a motion.

Motion: Commissioner Sanders made a motion to adopt Resolution No. 15-15 Recommending the City Council of Cloquet Approve the Annual Excavation Permits for 2016, Commissioner Johnson seconded. (Motion passed 5-0)

Cottingham noted that this item would be forwarded to the City Council for their meeting on Tuesday, October 20th at 7:00 pm.

Zoning Case 15-16: Conditional Use Permit, Jeri Pahos, 1606 Cloquet Avenue

Chairperson Berglund introduced Zoning Case 15-16, Conditional Use Permit for Jeri Pahos, 1606 Cloquet Avenue, opened the public hearing at 7:09 p.m., and asked Mr. Cottingham for an overview. Mr. Cottingham noted this was a public hearing with a legal notice being published in the Pine Journal on October 1, 2015 and property owners within 350 feet were sent notices of the public hearing. Mr. Cottingham noted that Ms. Pahos is proposing to convert the rear portion of her commercial building (approximately 900 sq. ft.) into an apartment. The front portion of the building will remain commercial and currently has an office for Vineyard Church and Miracle Ear. Ms. Pahos was present to answer any questions the Commission may have.

Chairperson Berglund asked if anyone would like to speak on this item.

Chris Sturm, 18 – 16th Street was concerned with additional kids in the neighborhood but since this was only one unit he was Ok with it.

Shaun Frye, 24 – 16th Street was concerned with additional low income housing coming into the neighborhood. He felt values were being driven down in the neighborhood because of the rental units.

Mr. Cottingham noted the City did not regulate the type or rent rates of rental housing.

Jacob Osvold, 28 – 16th Street was concerned with the neighborhood going downhill with rentals. He wants to keep Cloquet Avenue as a commercial area.

There being no further discussion Chairperson Berglund closed the public hearing at 7:15 p.m..

The Commission discussed the use and impacts on the neighborhood. They felt the commercial tenants would somewhat regulate the residential tenant since they believed the owner would not want to lose their commercial tenants because of a poor resident. They inquired of Mr. Cottingham if the number of units were to increase.



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Mr. Cottingham noted that the approval was for one unit and if they wanted additional units they would need to apply for a new Conditional Use Permit.

The Commission discussed the Conditional Use Permit criteria that needed to be met for approval and felt that the application met the criteria.

Chairperson Berglund called for a motion.

Motion: Commissioner Sanders made a motion to adopt Resolution No. 15-16 Recommending Approval of a Conditional Use Permit for Jeri Pahos for an Apartment in the City Center District, Commissioner Johnson seconded. (Motion carried 6-0).

Cottingham noted that this item would be forwarded to the City Council for their meeting on Tuesday, October 20th at 7:00 pm.

Zoning Case 15-12: Revised Site Plan for LEC Orthodontics, 703 Stanley Avenue

Chairperson Berglund introduced Zoning Case 15-12, Revised Site Plan for LEC Orthodontics, 703 Stanley Avenue and asked Mr. Cottingham for an overview. Mr. Cottingham noted the City Council had approved a site plan on June 16th for a 1,400 sq. ft. addition onto the existing 2,000 sq. ft. building. When the building permit was submitted it was found that the addition was now 1,795 sq. ft. thus it needed to be approved again. The only change to the approval in June was the size of the building. The parking was the same, landscaping and lighting were the same along with site signage. Mr. Doug Zaun, Wagner Zaun Architecture was present to answer any questions.

The Commission reviewed the request and didn't see any problems since this was a minor change.

Motion: Commissioner Johnson made a motion to adopt Resolution No. 15-12A Recommending Approval of the Revised Site Plan in the RC – Regional (Highway) Commercial District for LEC Orthodontics, Commissioner Buscher seconded. (Motion carried 6-0).

Cottingham noted that this item would be forwarded to the City Council for their meeting on Tuesday, October 20th at 7:00 pm.



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Commissioner's Questions/Comment

Chairperson Berglund asked Mr. Cottingham as to upcoming items for the agenda. Mr. Cottingham noted staff had met with school representatives and the wetland specialist to verify the wetland boundaries on the site of the new middle school and agreed with the location and boundaries of all of the wetlands. We discussed the impacts on the wetlands and trying to avoid them or have minimum impacts on them. They would anticipate coming through for site plan approval this winter with a spring construction. They would be doing some preliminary site clearing over the winter months. He also noted that Kwik Trip is looking at a site and that they would probably be in for approval this winter with spring construction. Currently he did not have any applications for the November 10th meeting.

Next Meeting

November 10, 2015

Meeting adjourned 7:28 p.m.

Respectfully submitted,

Al Cottingham, City Planner/Zoning Administrator



Community Development Department

1307 Cloquet Avenue • Cloquet MN 55720
Phone: 218-879-2507 • Fax: 218-879-6555

PLANNING COMMISSION MEMO

To: Planning Commission
From: Al Cottingham, City Planner/Zoning Administrator
Date: November 4, 2015

ITEM DESCRIPTION: ZONING CASE 15-17: REVISED FINAL PLAT– JAMES KUKLIS FOR TRAILS EDGE

Background

James Kuklis is proposing a revised final plat of Trails Edge Planned Community, Common Interest Community (CIC) #6. The CIC #6 final plat was approved on September 21, 2010 and filed on December 28, 2010.

Mr. Kuklis is proposing to replat this as what is called a 505 Plat where each building (2 units) will be on one lot with the exception of one building that has two separate owners. The proposed plat will not create any additional lots than what has been approved by the preliminary plat. There will be no additional road or utility extensions with this proposal, these were all done with the CIC plat.

A public hearing is not required nor is notification to surrounding property owners.

Policy Objectives

The Subdivision Code addresses the platting process and in this case specifically the Final Plat and the things that need to be shown on the plat. The plat has the dedicated right-of-way for both Trail Drive and Edge Drive shown at the minimum of 66 feet and a portion of 18th Street shown at 33 feet. It also shows the required 10 foot drainage and utility easement adjacent to those right-of-ways.

Outlot A on the plat is for storm water ponding, a drainage and utility easement is in place over the entire Outlot. Outlot B is for a future phase of the development.

The 17 lots will contain 32 units of which 10 units have not been constructed as of yet. Of the 22 constructed units 20 of them are rental units while 2 are owner occupied. This development is geared for people over 55 years of age.

Financial Impacts

The Final Plat fee is \$300. The applicant has paid this fee to cover the cost associated with the application process.



Community Development Department

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Advisory Committee Action Requested

The Planning Commission should review the final plat for consistency with the Preliminary Plat and either recommend approval, approval with conditions or denial of the final plat.

Staff Recommendation

Staff has reviewed the Final Plat for consistency with the Preliminary Plat and would recommend approval of the Final Plat subject to at least the conditions in the draft Resolution.

Supporting Documents Attachments

- Resolution No. 15-17
- Location Map
- Final Plat

STATE OF MINNESOTA

COUNTY OF CARLTON

CITY OF CLOQUET

Commissioner _____ offered the following Resolution and moved its adoption.

RESOLUTION NO. 15-17

**A RESOLUTION RECOMMENDING THE CITY COUNCIL OF CLOQUET APPROVE
THE REVISED FINAL PLAT FOR JAMES KUKLIS FOR TRAILS EDGE**

WHEREAS, James Kuklis is proposing a revised Final Plat for Trails Edge in the One and Two Family Residential District; and

WHEREAS, A public meeting was held to consider the application at the regular meeting of the Cloquet Planning Commission on November 10, 2015 at which time Zoning Case / Development Review No. 15-17 was discussed; and

WHEREAS, the property of the proposed revised Final Plat is located west of 18th Street and Trail Drive and is legally described as follows:

Lot 3 except the east 40.23 feet of the south 87 feet thereof and all of Lot 4, Block 3, City of Cloquet Dixons Addition, Carlton County, Minnesota. and

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

NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING COMMISSION OF THE CITY OF CLOQUET, MINNESOTA, that the Planning Commission recommends approval of Zoning Case 15-17 to the Cloquet City Council for the revised Final Plat of Trails Edge subject to the following conditions:

1. Cross Easements be filed on Lots 2 and 3, Block 1 for the shared driveway.
2. A common wall easement/agreement be filed on Lots 7 and 8, Block 1 for the common wall.
3. Future development of Outlot B will require a new Preliminary Plat.

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

JESSE BERGLUND	_____	BRYON BOSTO	_____
CHUCK BUSCHER	_____	MICHAEL HAUBNER	_____
KELLY JOHNSON	_____	JOHN SANDERS	_____
URIAH WILKINSON	_____		

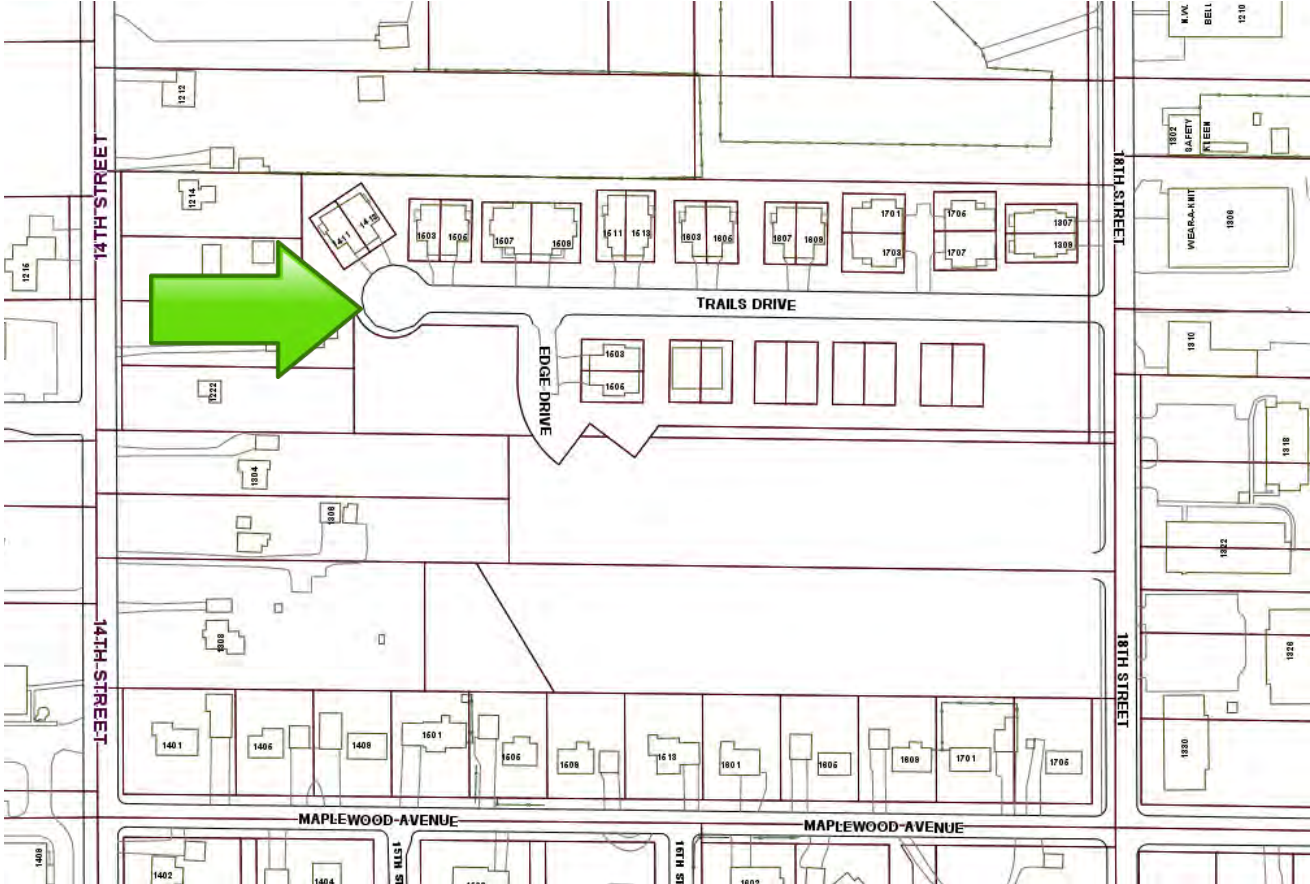
Passed and adopted this 10th day of November 2015.

CITY OF CLOQUET

JESSE BERGLUND
CHAIR

ATTEST: _____
Alan Cottingham
City Planner/Zoning Administrator

LOCATION MAP



TRAILS EDGE

PART OF OUTLOTS A & B, RASMUSSEN ADDITION & PART OF THE NW1/4-NW1/4, SEC. 25, T.49N., R.17W., CARLTON CO., MN

KNOW ALL MEN BY THESE PRESENTS: That Lisa M. and James D. Kuklis, husband and wife, Lee F. and Cathy M. Gilchrist, husband and wife, Isabelle V. Lindholm, a single person and Grant J. Kuklis, a single person, owners, and Ditech Financial, L.L.C., J.P. Morgan Chase, Frandsen Bank & Trust, a Minnesota Corporation, National Bank of Commerce, a Wisconsin Corporation and Woodlands National Bank, a National Bank Association, mortgagees of the following described property situated in the City of Cloquet, County of Carlton, State of Minnesota, to-wit:

Outlot A, that part of Outlot B, Rasmussen Addition and that part of the Northwest Quarter of Northwest Quarter, Section 25, Township 49 North, Range 17 West, Carlton County, Minnesota, described jointly as follows:

Beginning at the northeast corner of said Outlot A; thence North 89 degrees 07 minutes 59 seconds West, along the north line of said Outlot A a distance of 1007.84 feet to the northwest corner of said Outlot A; thence South 00 degrees 09 minutes 30 seconds East, along the west line of said Outlot A a distance of 165.59 feet to the southwest corner of said Outlot A; thence South 89 degrees 09 minutes 15 seconds East, along the south line of said Outlot A a distance of 66.01 feet to the northwest corner of said Outlot B; thence South 00 degrees 13 minutes 36 seconds East, along the west line of said Outlot B and its southerly extension a distance of 249.11 feet to the north line of the South 82.50 feet of said S1/2-N1/2-S1/2-NW1/4-NW1/4; thence South 89 degrees 13 minutes 01 second East, along said north line a distance of 197.18 feet to the east line of the West 528.00 feet of said S1/2-N1/2-S1/2-NW1/4-NW1/4; thence South 00 degrees 10 minutes 00 seconds East, along said east line a distance of 82.51 feet to the north line of said N1/2-S1/2-S1/2-NW1/4-NW1/4; thence North 89 degrees 13 minutes 01 second West, along said north line a distance of 42.01 feet to a point on said north line distant 66.00 feet easterly of the northeast corner of the West 420.00 feet of said N1/2-S1/2-S1/2-NW1/4-NW1/4; thence South 31 degrees 03 minutes 17 seconds East a distance of 194.77 feet to a point on the south line of said N1/2-S1/2-S1/2-NW1/4-NW1/4 distant 166.00 feet easterly of the southeast corner of the West 420.00 feet of said N1/2-S1/2-S1/2-NW1/4-NW1/4; thence South 89 degrees 14 minutes 12 seconds East, along said south line a distance of 720.36 feet to the east line of said NW1/4-NW1/4 and the centerline of 18th Street as platted on Rasmussen Addition; thence North 00 degrees 14 minutes 14 seconds West, along said centerline a distance of 660.98 feet to the point of intersection with the easterly extension of the north line of said Outlot A; thence North 89 degrees 07 minutes 59 seconds West, along said north line a distance of 33.01 feet to the point of beginning.

Subject to easement recorded as Document No. A000434737.

Subject to the dedicated street right-of-way for 18th Street per Document No. 338359

Have caused the same to be surveyed and platted as TRAILS EDGE and do hereby donate and dedicate to the public use forever 18th Street, Trail Drive and Edge Drive as shown on the plat.

In witness whereof, we James D. Kuklis and Lisa M. Kuklis, husband and wife, have hereunto set our hands this _____ day of _____
By _____ James D. Kuklis Lisa M. Kuklis

In witness whereof said J.P. Morgan Chase, has caused these presents to be signed by its proper officer this _____ day of _____
Signed: J.P. Morgan Chase

STATE OF MINNESOTA
COUNTY OF CARLTON

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, by

The foregoing instrument was acknowledged before me on _____ day of _____, by

James D. Kuklis and Lisa M. Kuklis, husband and wife.

_____, J.P. Morgan Chase.

Notary Public, Carlton County
My Commission Expires _____

Notary Public, _____ County
My Commission Expires _____

In witness whereof, we Lee F. Gilchrist and Cathy M. Gilchrist, husband and wife, have hereunto set our hands this day of _____

In witness whereof said Frandsen Bank & Trust, a Minnesota Corporation, has caused these presents to be signed by its proper officer this _____ day of _____.

By _____ Lee F. Gilchrist Cathy M. Gilchrist

Signed: Frandsen Bank & Trust

STATE OF MINNESOTA
COUNTY OF CARLTON

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, by

The foregoing instrument was acknowledged before me on _____ day of _____, by

Lee F. Gilchrist and Cathy M. Gilchrist, husband and wife.

_____, Frandsen Bank & Trust.

Notary Public, Carlton County
My Commission Expires _____

Notary Public, _____ County
My Commission Expires _____

In witness whereof, I Isabelle V. Lindholm, a single person, have hereunto set my hand this _____ day of _____

In witness whereof said National Bank of Commerce, a Wisconsin Corporation, has caused these presents to be signed by its proper officer this _____ day of _____.

By _____ Isabelle V. Lindholm

Signed: National Bank of Commerce

STATE OF MINNESOTA
COUNTY OF CARLTON

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, by

The foregoing instrument was acknowledged before me on _____ day of _____, by

Isabelle V. Lindholm, a single person.

_____, National Bank of Commerce.

Notary Public, Carlton County
My Commission Expires _____

Notary Public, _____ County
My Commission Expires _____

In witness whereof, I Grant J. Kuklis, a single person, have hereunto set my hand this _____ day of _____

In witness whereof said Woodlands National Bank, a National Bank Association, has caused these presents to be signed by its proper officer this _____ day of _____.

By _____ Grant J. Kuklis

Signed: Woodlands National Bank

STATE OF MINNESOTA
COUNTY OF CARLTON

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, by

The foregoing instrument was acknowledged before me on _____ day of _____, by

Grant J. Kuklis, a single person.

_____, Woodlands National Bank.

Notary Public, Carlton County
My Commission Expires _____

Notary Public, _____ County
My Commission Expires _____

In witness whereof said Ditech Financial, L.L.C., has caused these presents to be signed by its proper officer this day of _____

Signed: Ditech Financial, L.L.C.

STATE OF _____
COUNTY OF _____

TAXPAYERS SERVICES DIVISION

The foregoing instrument was acknowledged before me on _____ day of _____, by _____, Ditech Financial, L.L.C..

I hereby certify that taxes payable in _____ and prior years have been paid for the land described on this plat, dated this _____ day of _____.

Notary Public, _____ County
My Commission Expires _____

Carlton County Auditor

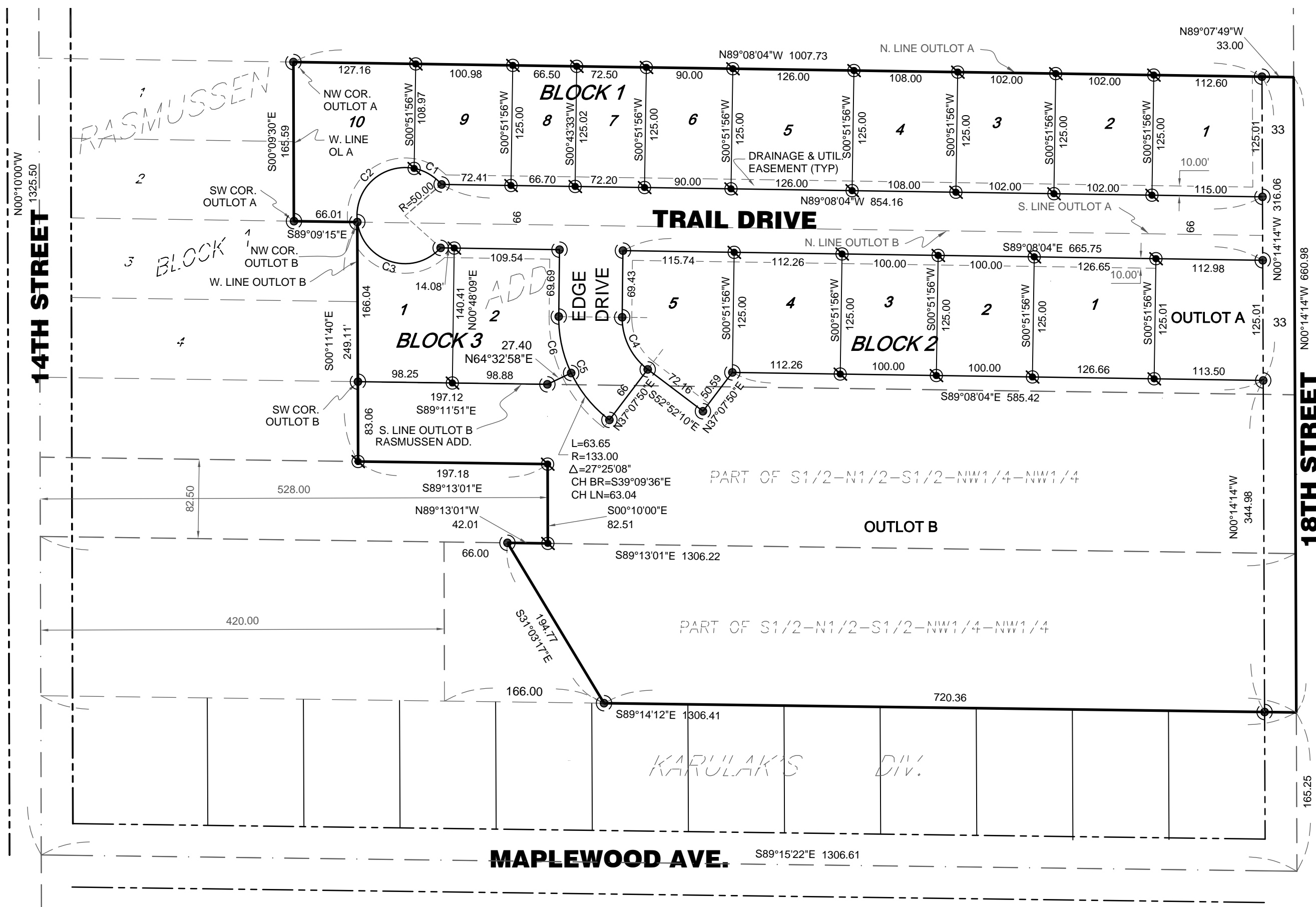
STATE OF _____
COUNTY OF _____

COUNTY RECORDER

I hereby certify that the within plat of TRAILS EDGE was filed for record in this office this _____ day of _____, at _____ o'clock _____ M. Filed as document No. _____.

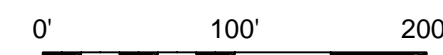
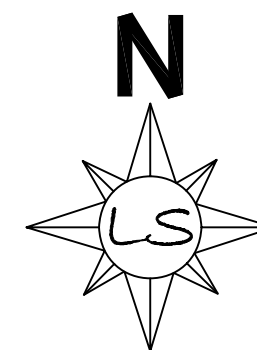
Notary Public, _____ County
My Commission Expires _____

Carlton County Recorder



CURVE	RADIUS	ARC LENGTH	DELTA ANGLE	CHORD BEARING
C1	50.00'	33.71'	38°37'55"	S59°45'01"E
C2	50.00'	84.97'	108°42'48"	N46°34'37"E
C3	50.00'	113.49'	130°03'18"	N72°48'26"W
C4	67.00'	62.58'	53°30'56"	N26°06'42"W
C5	133.00'	124.22'	53°30'56"	N26°06'42"W
C6	133.00'	60.66'	26°07'56"	N12°25'12"W

NOTE: BEARINGS SHOWN ARE BASED ON THE NORTH LINE OF OUTLOT A OF RASMUSSEN ADDITION HAVING A BEARING OF NORTH 89 DEGREES 07 MINUTES 59 SECONDS WEST. ALL DISTANCES SHOWN WERE MEASURED TO THE HUNDRETH OF A FOOT.



- FOUND REBAR
- SET 3/4" DIA. REBAR W/ CAP 10725
- DENOTES 10 FOOT DRAINAGE & UTILITY EASEMENT
- DRAINAGE & UTILITY EASEMENT OVER ALL ON OUTLOT A

I, Norman B. Livgard, hereby certify that I have surveyed and platted the property described in the dedication of this plat as TRAILS EDGE; that the plat is a correct representation of said survey; that all distances are correctly shown on the plat in feet and hundredths of a foot; that all monuments will be correctly placed in the ground as shown within one year after recording of this subdivision; that the outside boundary lines are correctly designated on the plat and that there are no wetlands or public highway to be designated on said plat other than as shown thereon.

Dated this _____ day of _____.

Norman B. Livgard, Land Surveyor
MN Lic. No. 10725

STATE OF MINNESOTA
COUNTY OF ST. LOUIS

The foregoing instrument was acknowledged before me this _____ day of _____, by Norman B. Livgard, a Licensed Land Surveyor.

Notary Public, St Louis County
My Commission Expires _____

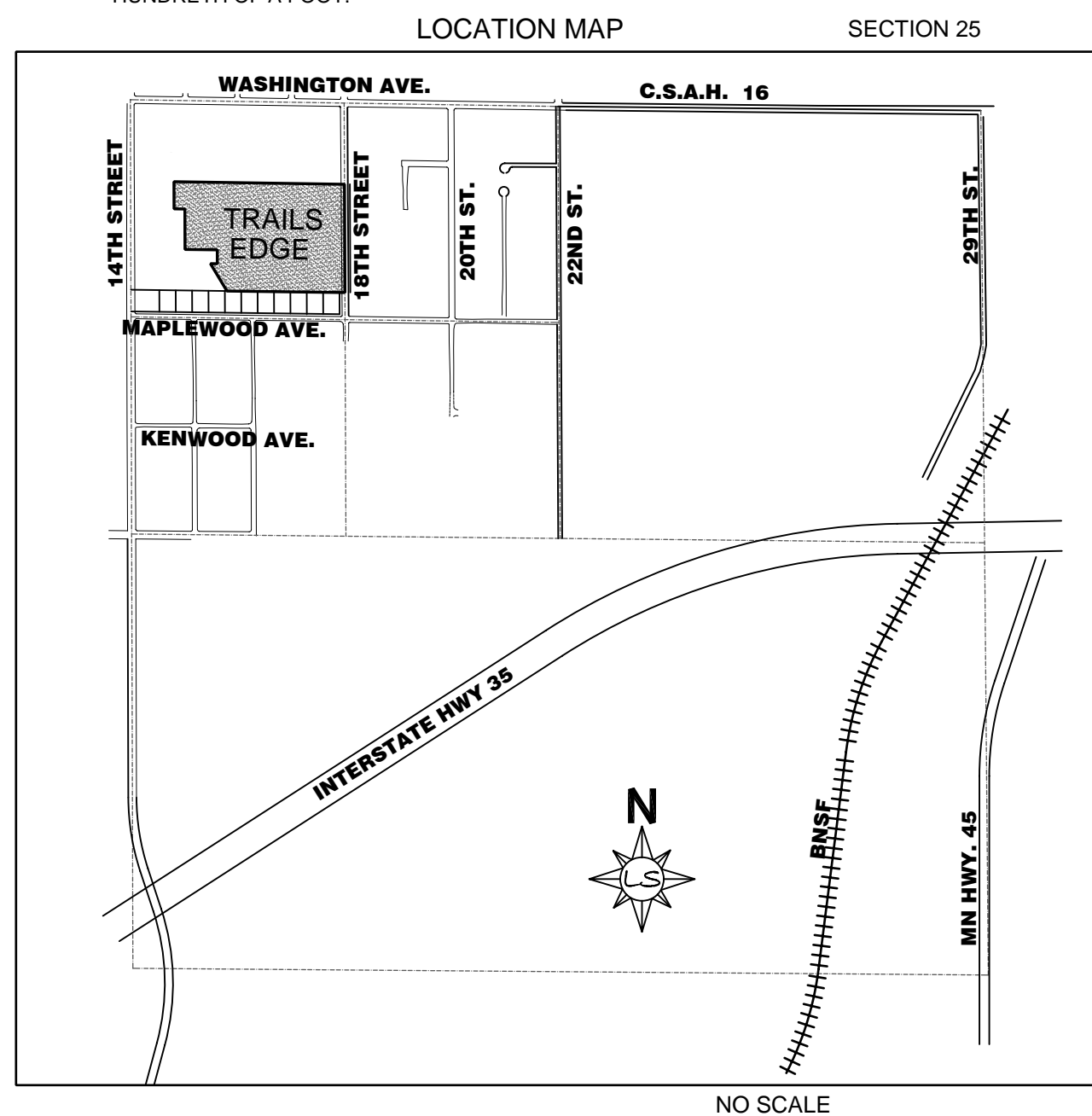
CITY APPROVAL

Approved as to form and execution, this _____ day of _____

City Administrator, City of Cloquet, Minnesota

Approved by the City Council of the City of Cloquet, Minnesota, this _____ day of _____

Mayor, City of Cloquet, Minnesota





Community Development Department

1307 Cloquet Avenue • Cloquet MN 55720
Phone: 218-879-2507 • Fax: 218-879-6555

PLANNING COMMISSION MEMO

To: Planning Commission
From: Al Cottingham, City Planner/Zoning Administrator
Date: November 4, 2015

ITEM DESCRIPTION: ZONING ORDINANCE UPDATE PLAN OF ATTACK

The Zoning Ordinance was last reviewed in its entirety was in 2009. For the past months three members of the Planning Commission and staff have been going through the Ordinance and have come up with a number of proposed changes that we felt should be done to it.

Redlined copies of the Ordinance showing the proposed changes will be distributed at the meeting on the 10th for you. I ask that you review the proposed changes and come to the December 8th meeting ready to discuss the changes and provide input for any other changes that may be needed. If we need more than this meeting to get through the discussion that would be continued at a January meeting.

Once we are all comfortable with the draft a public hearing will be scheduled to receive input from the public on the proposed changes. Once this has been completed a recommendation will then be forwarded to the City Council.

If you would like a pdf copy of the Ordinance let me know and I will send one out to you.