




**Planning & Development Division**  
*Planning & Economic Development Department*

Room 160  
411 West First Street  
Duluth, Minnesota 55802

 218-730-5580

 [planning@duluthmn.gov](mailto:planning@duluthmn.gov)

**TO:**

Jean Coleman, Duluth City Attorney  
Cheryl Skafte, Duluth Parks  
Jim Filby Williams, Public Administration  
Jim Benning, Duluth Public Works & Utilities  
Tom Johnson, Duluth Project Engineer  
Chris Kleist, Duluth Utility Operations  
Cindy Voigt, Duluth City Engineer  
Howard Smith, Duluth Project Engineer  
Greg Guerro, Duluth Utility Ops Mngr  
Peggy Billings, Engineering Technician  
Bill Bergstrom, Engineering Technician  
Cari Pederson, Chief Engineer of Transportation  
Andy Swanson, Duluth Utility Operations  
Tom Pfeffer, Duluth Chief Engineer-Utilities  
Ryan Granlund, Duluth Utility Programs Coordinator  
Shawn Krizaj, Duluth Fire Chief  
Lisa Consie, Fire Marshal  
Mike Ceynowa, Duluth Police  
Mark Bauer, Duluth Parking  
Jim Shoberg, Duluth Parks  
Jessica Peterson, Duluth Parks  
Cliff Bentley, MnDNR  
John Hinzmann, MnDOT  
Jim Miles, MnDOT  
Clark Christensen, City of Duluth Forester  
Ron Chika, MIC

Brandon Kohlts, WLSSD  
Jim Foldesi, St Louis Co. Pub. Works  
Stacy Caldwell Melcher, SLC County Land Dept.  
Jill Helmer, Minnesota Power  
Dean Dulinski, Minnesota Power  
Sue Larkin, Lumen  
Joe Kutter, CenturyLink/Lumen  
Michael Coughlin, CenturyLink/Lumen  
Darren Kitchak, Charter Spectrum  
Chad Lawrence, Charter Spectrum  
James Gittemeier, Planning & Development  
Chad Ronchetti, Planning and Economic Development Director  
Anne Sims, SLC Assessor's Office  
Steven Robertson, Duluth Construction Services  
Blake Nelson, Building Inspector, CSI  
Armella Bijold, Construction Services  
Theresa Bajda, Planning & Development  
Ryan Pervenanze, Planning & Development  
Suzanne Kelley, Planning & Development  
Jenn Reed Moses, Planning & Development  
John Kelley, Planning & Development  
Kyle Deming, Planning & Development  
Chris Lee, Planning & Development  
Chris Belden, DTA  
Cliff Knettel, Duluth Parks

**DATE:** April 19, 2024

**SUBJECT:** Planning Commission Meeting Agenda Items for **May 14, 2024** Meeting

The Duluth City Planning Commission has received **9** new application(s) for review. Please review the technical aspects and desirability of the proposals and provide comments at your earliest convenience. Note that City of Duluth reviewers with access to TRAKiT can view the applications there as well, under "project track."

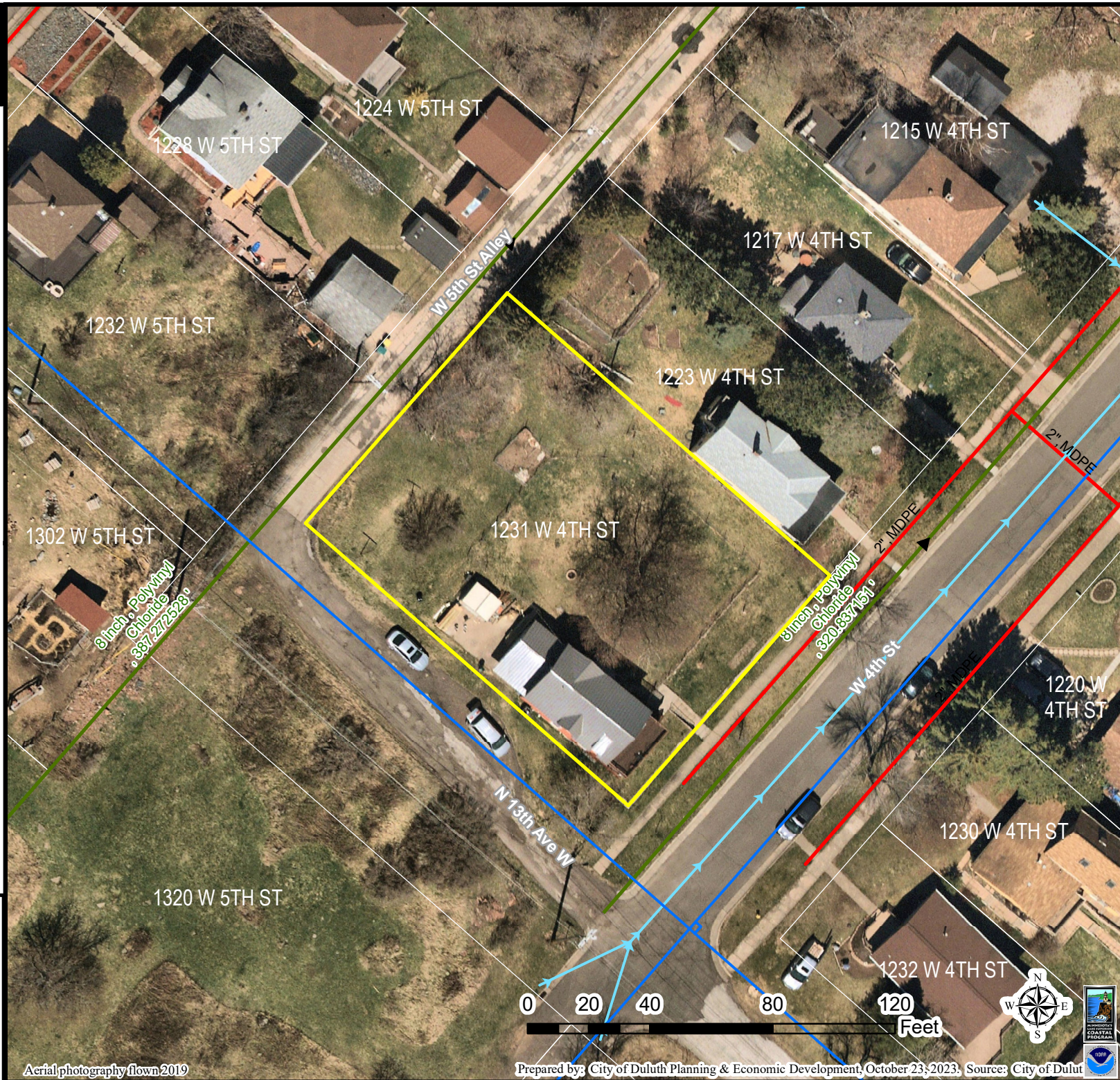
- PL24-021** Variance for side yard setback at 1231 W 4<sup>th</sup> St
- PL24-045** Variance from maximum height restrictions for retaining walls at 010-0980-00850
- PL24-043** Interim Use Permit for vacation dwelling unit at 103A E Superior St
- PL24-053** TIF District at Incline Village
- PL24-044** Vacation of utility easement at 3800 Greysolon Pl
- PL24-048** Vacation of right-of-way at 6303 Highland St
- PL24-052** Interim Use Permit for outdoor living at 206 W 4<sup>th</sup> St
- PL24-035** Interim Use Permit for Vacation Dwelling Unit at 30 W Superior St
- PL24-046** Special Use Permit for Wireless Facility Upgrades at 25 N 78<sup>th</sup> Ave E

We appreciate your time and input. If you have any questions or comments, or need additional background information, please feel free to call me at 218-730-5331 or e-mail me at [jmozol@duluthmn.gov](mailto:jmozol@duluthmn.gov). Thank you!

Jason Mozol, Planner I



PL24-021  
Side Yard Variance  
1231 W 4th St



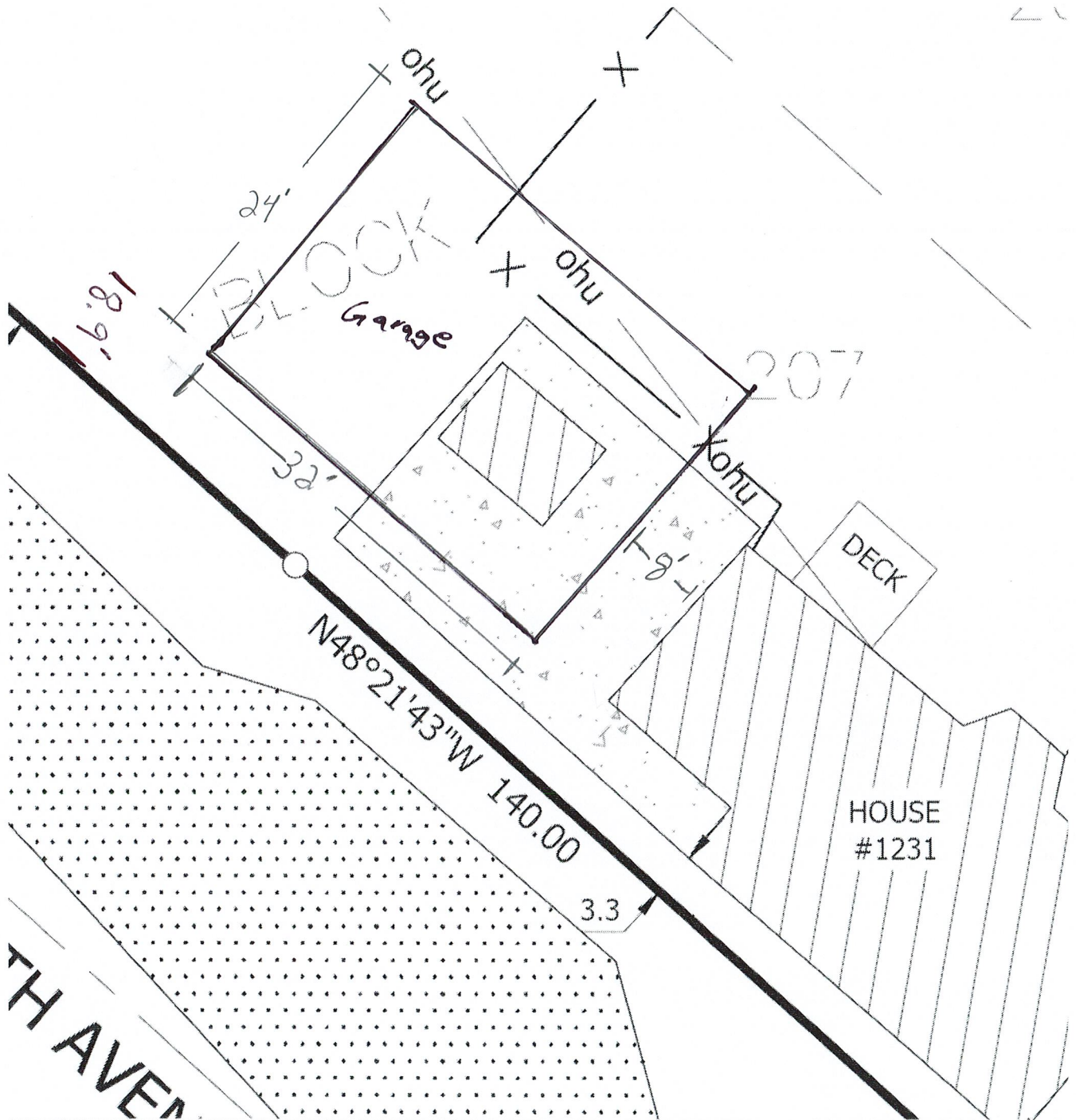
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Prepared by: City of Duluth Planning & Economic Development, October 23, 2023; Source: City of Duluth

1231 W. 4th St

Proposed location of new garage

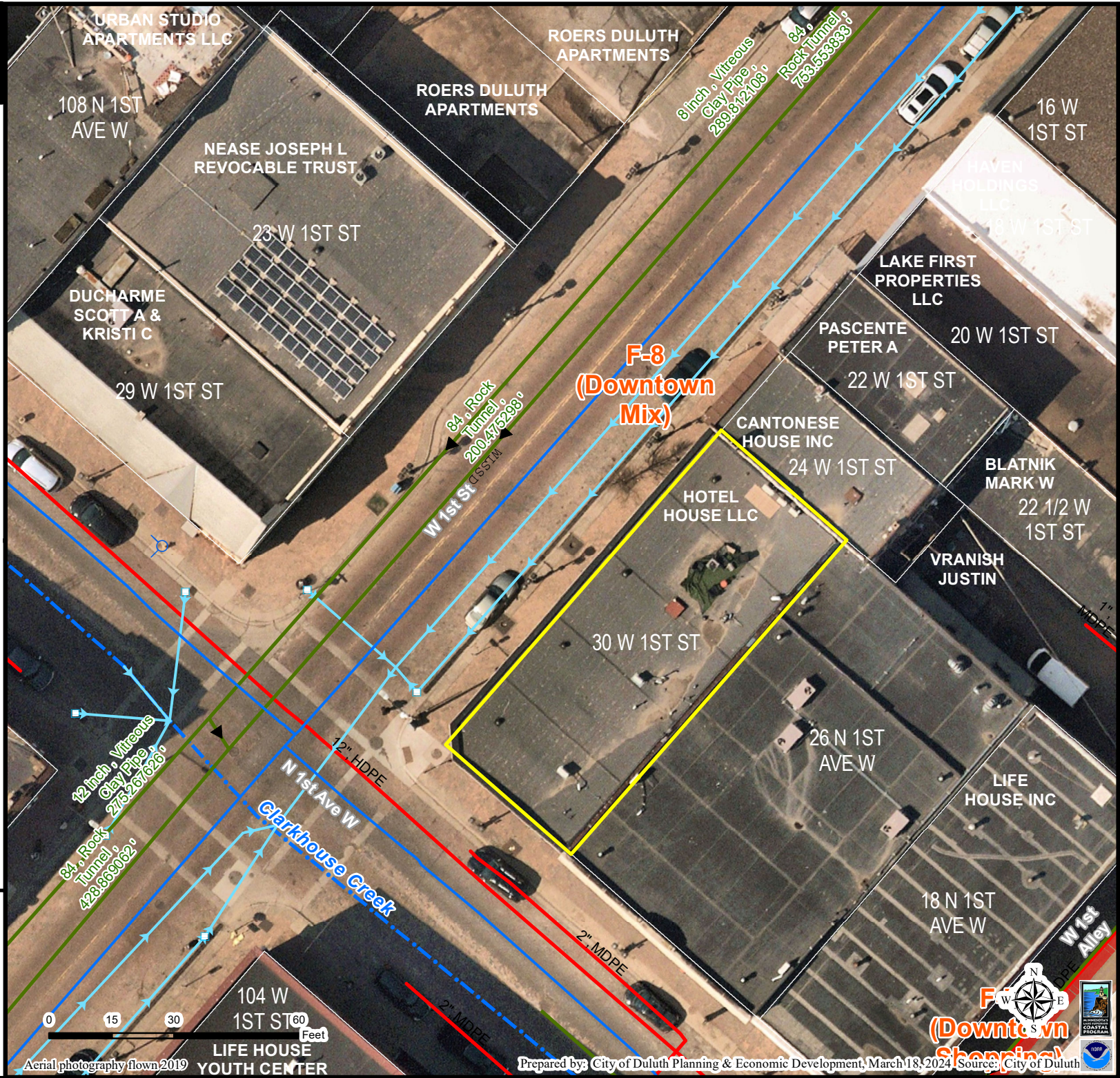




PL24-035  
Interim Use Permit  
30 W 1st St

**Legend**

- Gas Main
- Water Main
- Hydrant
- Sanitary Sewer Mains
  - CITY OF DULUTH
  - WLSSD; PRIVATE
- Sanitary Sewer Forced Main
- Storage Basin
- PS Pump Station
- Storm Sewer Mains
  - Storm Sewer Pipe
  - Storm Sewer Catch Basin
- Zoning Boundaries
  - Trout Stream (GPS)
  - Other Stream (GPS)



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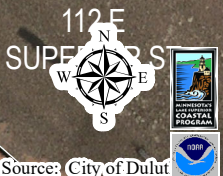
PL24-043  
Interim Use Permit for VDU  
103B E Superior St

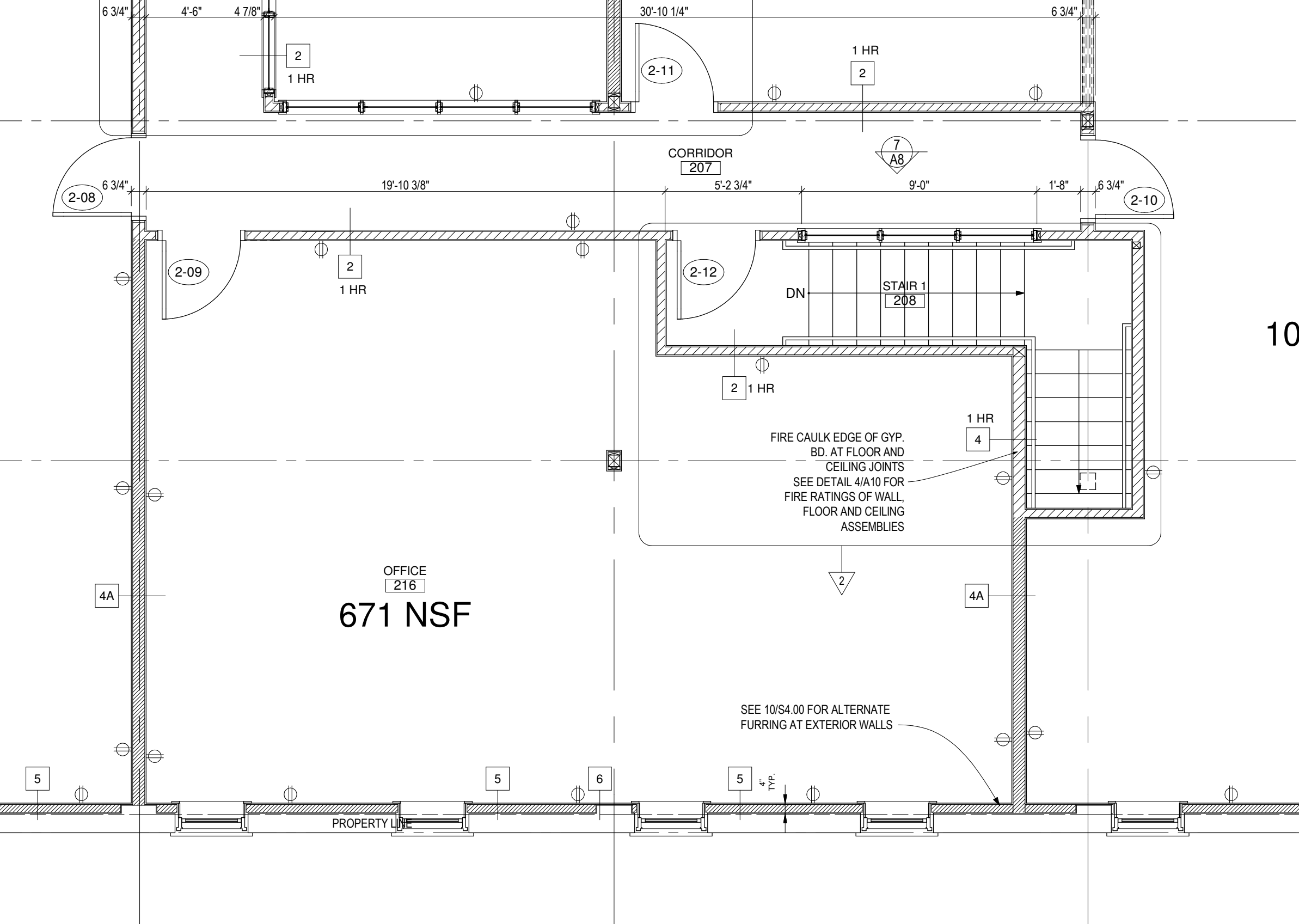


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Prepared by: City of Duluth Planning & Economic Development, October 23, 2023. Source: City of Duluth







PL 24-044  
Area Map

271003520  
3800 E  
SUPERIOR ST

271003525  
3800  
GREYSOLON PL

Easement vacation

3737  
GREYSOLON RD

**Legend**

- ▬▬▬ Road or Alley ROW
- ⊠ Vacated ROW
- Easement Type**
- ▬▬▬ Utility Easement
- ▬▬▬ Other Easement
- ▬▬▬ Zoning Boundaries

3715  
GREYSOLON PL  
201500052

201500070

**R-1 (Residential  
Traditional)**

137002250  
3733  
GREYSOLON RD

137002240  
3729  
GREYSOLON RD

Greysolon Pl

137002634  
3725  
GREYSOLON RD

137002620  
3721  
GREYSOLON RD

3706  
GREYSOLON PL  
201500080



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Aerial photography flown 2016

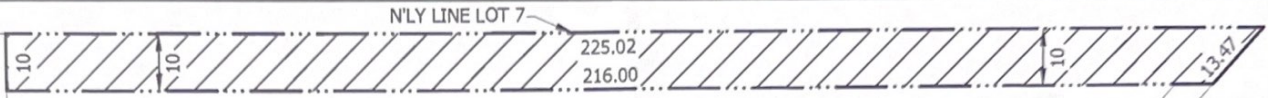
Prepared by: City of Duluth Community Planning Division, May 3, 2019, Source: City of Duluth.





GREYSOLON

"Parcel 1"  
from site  
Survey  
010-2015-00070  
6

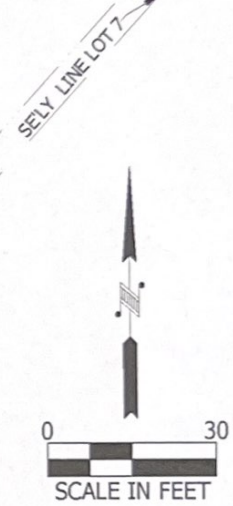


LEGEND

- RIGHT OF WAY LINE
- EXISTING EASEMENT LINE
- UTILITY EASEMENT VACATION LINE
- EXISTING PLAT LINE
- UTILITY EASEMENT VACATION AREA

PLACE

7



GREYSOLON PLACE

ADDITION



LEGAL DESCRIPTION OF VACATED UTILITY EASEMENT

All that part of the 10 foot wide utility easement lying parallel with and 10 feet Southerly of the Northerly line of Lot 7, GREYSOLON PLACE ADDITION, according to the recorded plat thereof, St. Louis County, Minnesota and lying between the Westerly line and Southeasterly line of said Lot 7. Said utility easement vacation area contains 2,205 square feet or 0.05 acres.

SURVEYOR'S NOTES

1. THIS IS NOT A BOUNDARY SURVEY.

Approved by the City  
Engineer of the City of  
Duluth, MN this \_\_\_\_\_ day  
of \_\_\_\_\_ 20\_\_

By \_\_\_\_\_

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

*David R. Evanson*  
David R. Evanson  
MN License #49505  
DATE: 01-09-2024

UTILITY VACATION EXHIBIT

CLIENT: MATT SCHILLER

REVISIONS:

ADDRESS: 3800 GREYSOLON PLACE  
DULUTH, MN 55804

DATE: 01-09-2024

JOB NO: 23-160A SHEET 1 OF 1

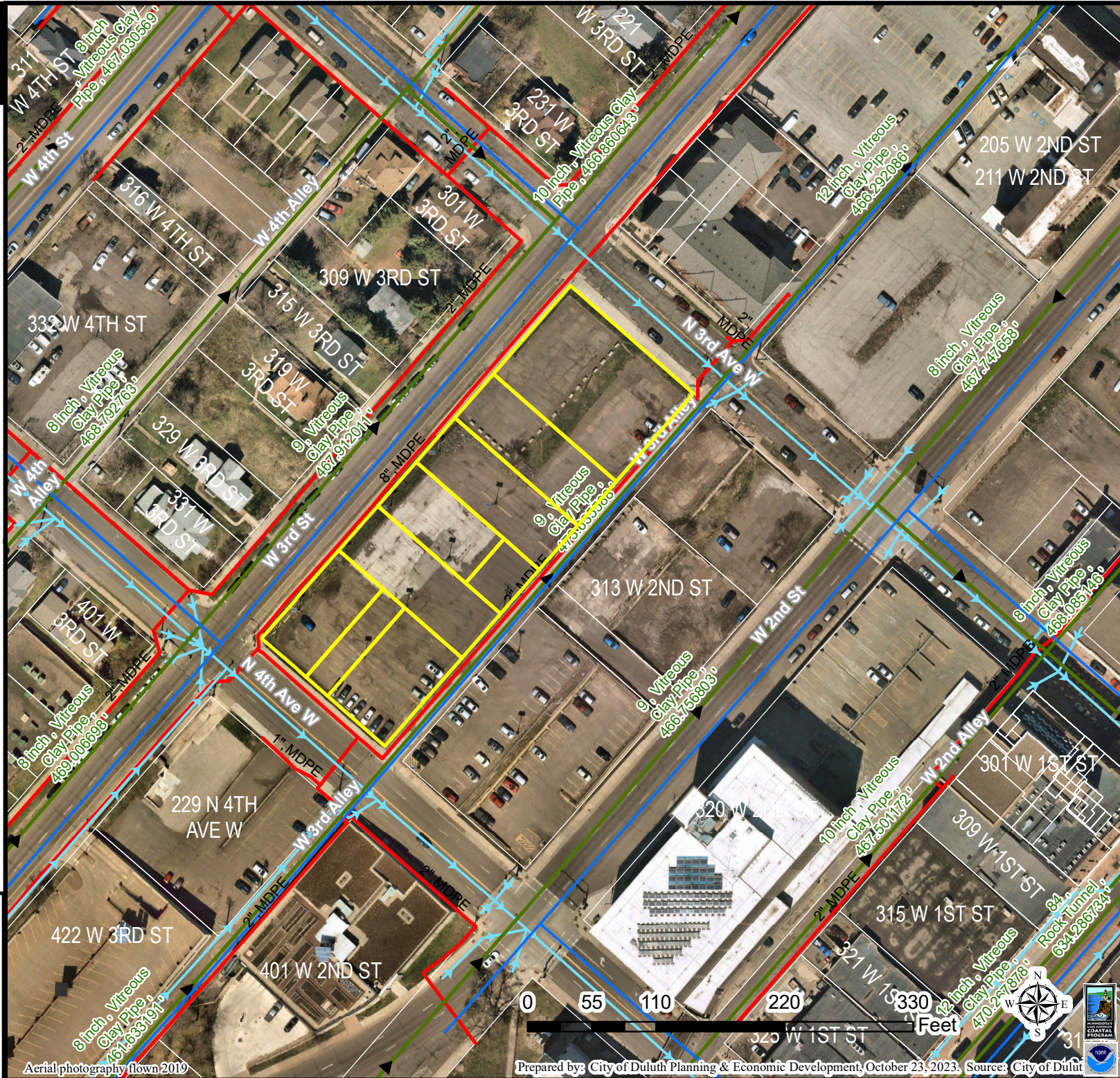
**ALTA**  
LAND SURVEY COMPANY

PHONE: 218-727-5211  
LICENSED IN MN & WI  
WWW.ALTALANDSURVEYDULUTH.COM



PL24-045

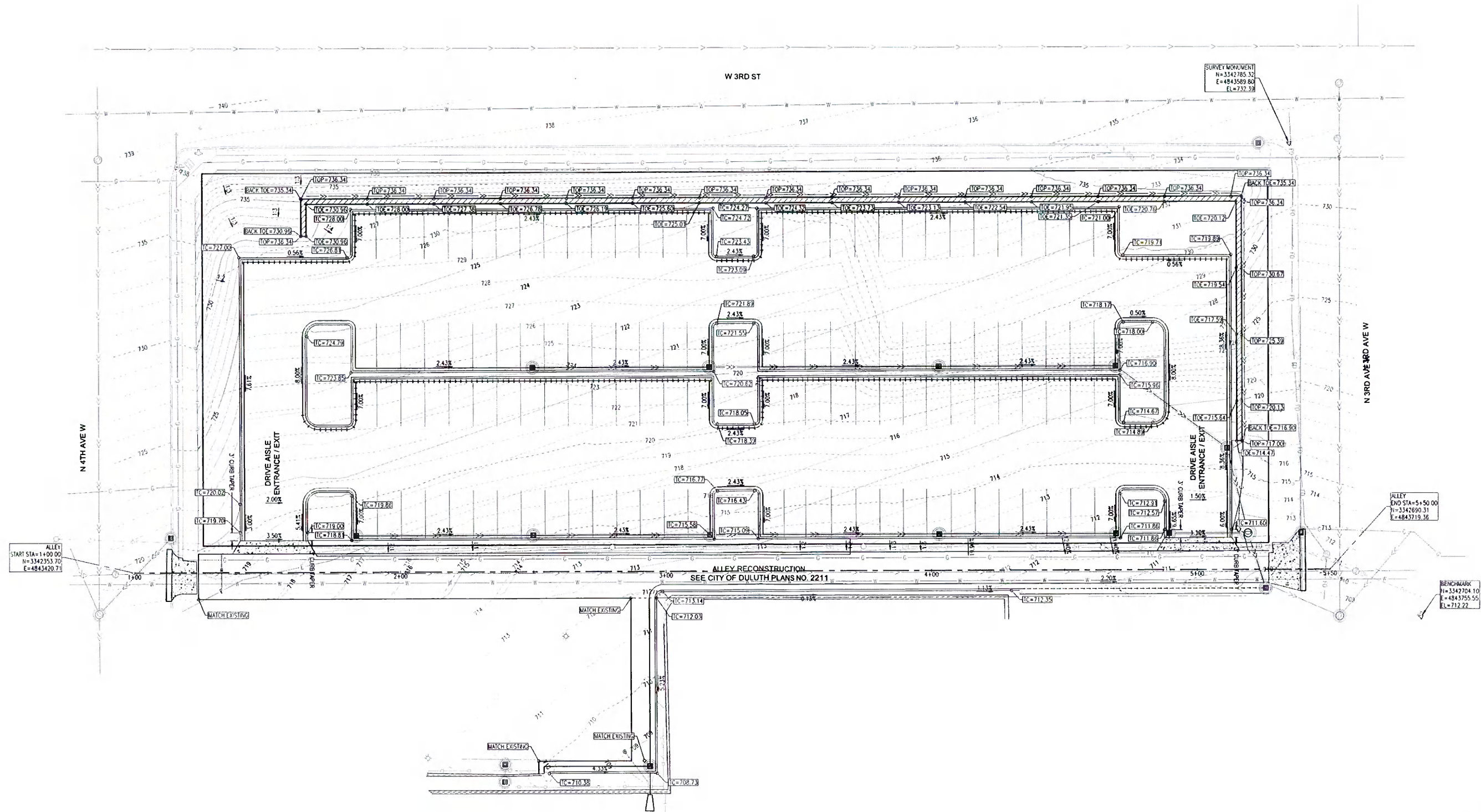
Variance to Wall Height  
W 3rd St between 3rd and 4th Ave



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Aerial photography flown 2019

Prepared by: City of Duluth Planning & Economic Development, October 23, 2023. Source: City of Duluth



I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.

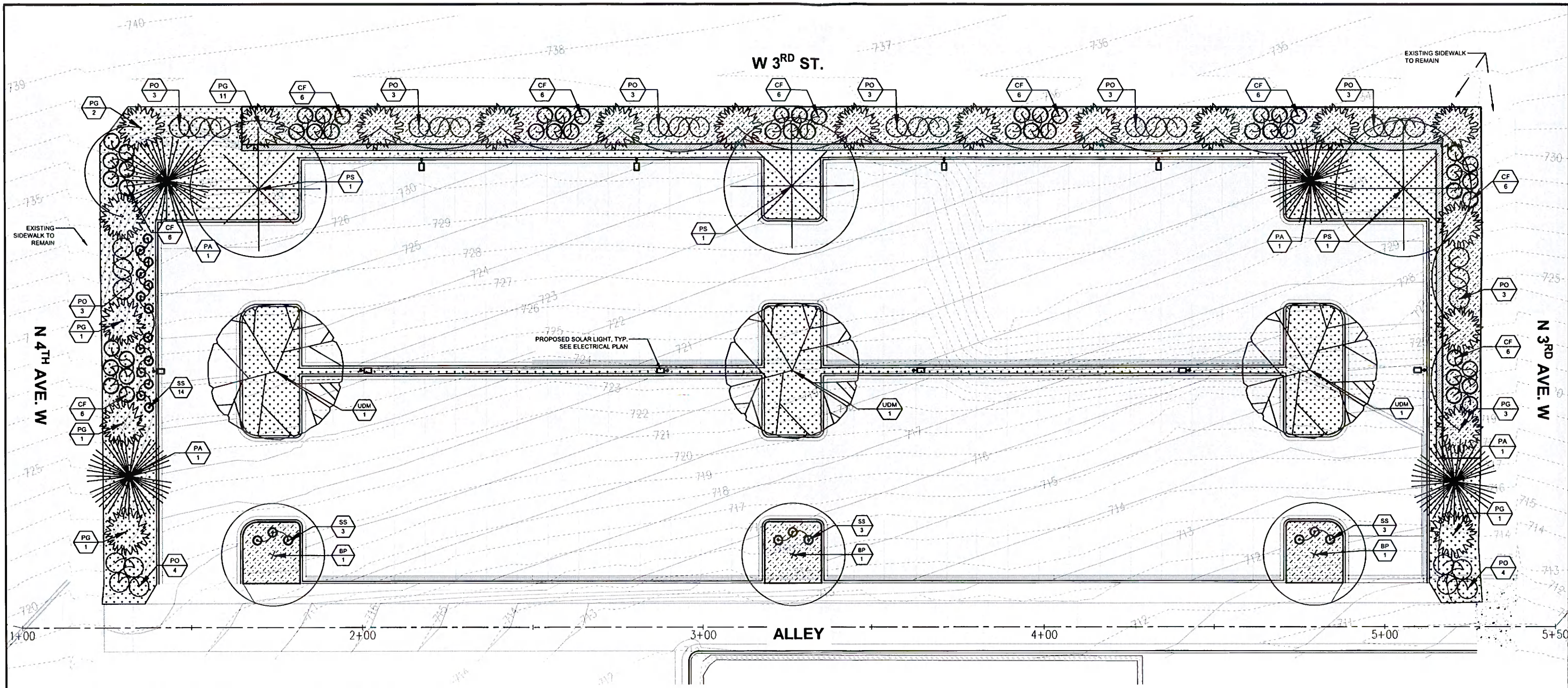
Professional Engineer  
NOT FOR CONSTRUCTION  
Engineer: David G. Bell  
Lic. No. 0026

REVISIONS

PROJECT: 23-007  
CHECKED: TTP  
DRAWN: JFM  
DATE: 04-09-24

Sheet Title  
**GRADING PLAN**

Sheet Number  
**C6.0**



1  
L2.0

# PRELIMINARY PLANTING PLAN



LEGEND	
	LOW-MOW TURF SEED MIX
	ROCK MULCH
	RETAINING WALL (SEE CIVIL)

PARKING LOT SURFACE COVERAGE	
	AREA (SF)
Parking Lot (Existing)	56,137
Impervious Surface	40,831
Parking Surface	38,178
Interior Parking Area	46,418

CODE SUMMARY - LANDSCAPE REQUIREMENTS				
<b>PARKING LOT SCREENING</b>				
AREA	DESCRIPTION	REQUIRED	PROVIDED	
Planting Bed Minimum Width	Average Width	5Ft	10Ft Min.	
Required Trees	1 per 35 lf of frontage	687 lf of frontage = 20 trees	22	
Required Shrubs	3 large per 25 lf of frontage	687 lf of frontage = 82 large shrubs	86	
<b>TREE COVERAGE &amp; INTERIOR LANDSCAPE AREAS</b>				
Tree Canopy Coverage	30% of parking surface (section 50-25.4 b-3)	11,453 sf	14,813 sf	
Number of Trees	1 per 300 sf of internal landscape area	23	33	
Landscape Area Coverage	15% of interior parking area (section 50-25.4 b-1)	6,963 sf	8,318 sf	

PLANTING SCHEDULE							
ABBR.	SCIENTIFIC NAME	COMMON NAME	QTY.	SIZE	TYPE	SPACING	SF/EA
<b>DECIDUOUS TREES</b>							
BP	BETULA Papyrifera	PAPER BIRCH	3	2.5" MIN.	B&B		707
UDM	ULMUS DAVIDIANA VAR. JAPONICA 'MORTON'	ACCOLADE ELM	3	2.5" MIN.	B&B		1257
<b>CONIFEROUS TREES</b>							
PS	PINUS SYLVESTRIS	SCOTCH PINE	3	2.5" MIN.	B&B		1257
PA	PICEA ABIES	NORWAY SPRUCE	4	2.5" MIN.	B&B		491
PG	PICEA GLAUCA VAR. DENSATA	BLACK HILLS SPRUCE	20	2.5" MIN.	B&B	35' O.C.	177
<b>DECIDUOUS SHRUBS</b>							
PO	PHYSOCARPUS OPULIFOLIUS 'CENTER GLOW'	CENTER GLOW NINEBARK	32	#1	CONT.	6' O.C.	
CF	CARAGANA FRUTEX 'GLOBOSA'	GLOBE PEASHRUB	54	#1	CONT.	5' O.C.	
<b>GRASSES</b>							
SS	SCHIZACHYRIUM SCOPARIUM 'STANDING OVATION'	STANDING OVATION LITTLE BLUESTEM	23	#1	CONT.	6' O.C.	

**WIDSETH**  
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DATE: 01/26/2024, L.C. NO. 57428  
ELEANOR BRANDT  
Checked by: Eleanor Brandt

DATE	SCALE	DRAWN BY	CHECKED BY	JOB NUMBER
JANUARY 26th, 2024	1"=30'-0"	ERB	ERB	WID 2023-11850

GSC PARKING LOT  
NEW PARKING LOT  
W 3rd STREET, DULUTH, MN 55802  
PRELIMINARY PLANTING PLAN

SHEET NO  
**L2.0**  
SHEET # OF #



PL24-046

Special Use Permit. Wireless Facility  
25 N 78th Ave E

**Legend**

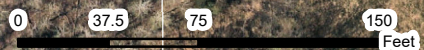
- Gas Main
- Water Main
- Hydrant
- Sanitary Sewer Mains
  - CITY OF DULUTH
  - WLSSD; PRIVATE
- Sanitary Sewer Forced Main
- Storage Basin
- PS Pump Station
- Storm Sewer Mains
  - Storm Sewer Pipe
  - Storm Sewer Catch Basin
- Zoning Boundaries
  - Trout Stream (GPS)
  - Other Stream (GPS)

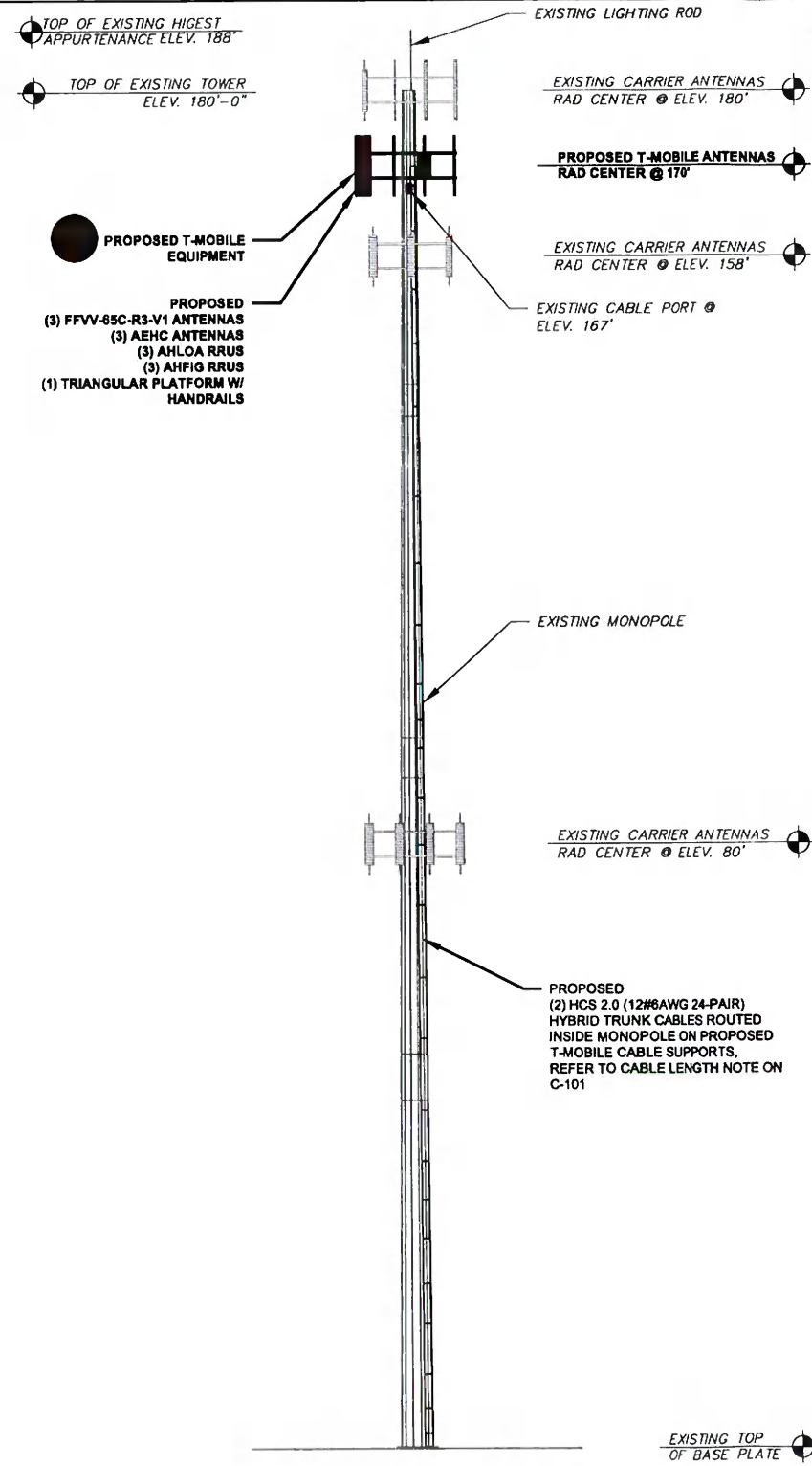


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Aerial photography flown 2019

Prepared by: City of Duluth Planning & Economic Development, April 18, 2024 Source: City of Duluth.





TEP HAS COMPLETED THE TOWER ANALYSIS ON 07/28/2022 AND THE TOWER CAN ADEQUATELY SUPPORT THE PROPOSED LOADS.

1 PROPOSED TOWER ELEVATION  
SCALE: N.T.S.

- TOWER NOTE:**
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONFIRM WITH THE PROJECT MANAGER THAT THEY HAVE THE MOST RECENT VERSION OF THE STRUCTURAL ANALYSIS BEFORE COMMENCING WORK. EXISTING AND PROPOSED TOWER APPURTENANCES, MOUNTS, AND ANTENNAS ARE SHOWN BASED ON THE STRUCTURAL ANALYSIS.
  - WHERE APPLICABLE, ALL NEW ANTENNAS, EQUIPMENT, MOUNTS, CABLING, ETC. SHALL BE PAINTED/SOCKED TO MATCH EXISTING EQUIPMENT IN ACCORDANCE WITH FAA, JURISDICTION, AND/OR OTHER LOCAL REQUIREMENTS.
  - ROUTE PROPOSED CABLES ALONG SAME PATH AS EXISTING CABLES AND IN ACCORDANCE WITH STRUCTURAL ANALYSIS. IF ADEQUATE SPACE EXISTS, ROUTE CABLES THROUGH ENTRY PORT HOLE, UP INSIDE OF MONOPOLE, AND THROUGH EXIT PORT HOLE. IF ROUTING OUTSIDE THE MONOPOLE, ATTACH CABLES USING STAND-OFF ADAPTERS MOUNTED TO TOWER USING STAINLESS STEEL BANDING. ADEQUATELY SECURE CABLES USING EITHER APPROPRIATELY SIZED STAINLESS STEEL SNAP-INS OR MOUNTING HARDWARE AND BRACKETS AS SPECIFIED BY CABLE MANUFACTURER.
  - TOWER ELEVATIONS ARE MEASURED FROM TOP OF BASE PLATE TO MATCH STRUCTURAL ANALYSIS. ELEVATIONS DO NOT REFLECT TRUE ABOVE GROUND LEVEL (A.G.L.)



1100 E. WOODFIELD ROAD, SUITE 500  
SCHAUMBURG, ILLINOIS 60173  
TEL: 847-908-8400  
www.FullertonEngineering.com

REV.	DESCRIPTION	BY	DATE
△	PRELIM	MD	08/04/2022
△	FINAL	ICP	08/10/22
△			
△			
△			

ATC SITE NUMBER:  
273615

ATC SITE NAME:  
61 JUNCTION MN

T-MOBILE SITE NAME:  
ATC 273615

SITE ADDRESS:  
29 N. 78TH AVENUE EAST  
DULUTH, MN 55804-3102

SEAL:

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

**Daniel W. Smith**  
License # 52398



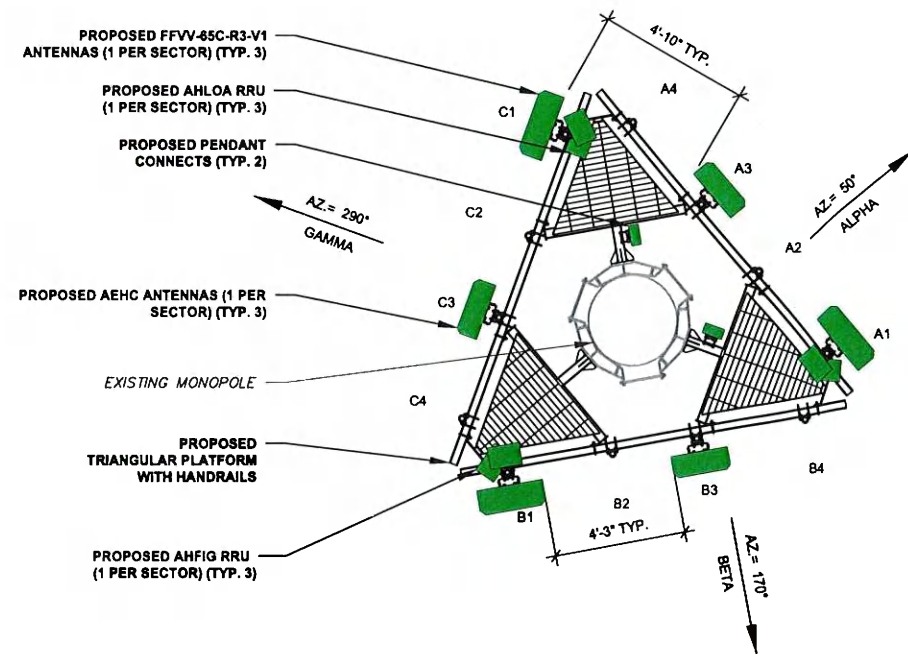
DATE DRAWN:	08/04/2022
ATC JOB NO:	14127224
CUSTOMER ID:	A1N0188A
CUSTOMER #:	ATC 273615

TOWER ELEVATION

SHEET NUMBER:	C-201	REVISION:	0
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TEP HAS COMPLETED THE TOWER ANALYSIS ON 07/28/2022 AND THE TOWER CAN ADEQUATELY SUPPORT THE PROPOSED LOADS.



1 FINAL ANTENNA PLAN

FINAL ANTENNA SCHEDULE									
LOCATION			ANTENNA SUMMARY				NON ANTENNA SUMMARY		
SECTOR	RAD	AZ	POS	ANTENNA	BAND	MECH/ELEC D-TILT	STATUS	ADDITIONAL TOWER MOUNTED EQUIPMENT	STATUS
ALPHA	170'	50°	A1	FFVV-85C-R3-V1	L600/L700/N800/L2100 /L1900	0-0	ADD	AHFIG AHLOA	ADD ADD
			A2	-	-	-	-	-	-
			A3	AEHC	L2500/N2500	0-0	ADD	-	-
			A4	-	-	-	-	-	-
BETA	170'	170°	B1	FFVV-85C-R3-V1	L600/L700/N800/L2100 /L1900	0-0	ADD	AHFIG AHLOA	ADD ADD
			B2	-	-	-	-	-	-
			B3	AEHC	L2500/N2500	0-0	ADD	-	-
			B4	-	-	-	-	-	-
GAMMA	170'	290°	C1	FFVV-85C-R3-V1	L600/L700/N800/L2100 /L1900	0-0	ADD	AHFIG AHLOA	ADD ADD
			C2	-	-	-	-	-	-
			C3	AEHC	L2500/N2500	0-0	ADD	-	-
			C4	-	-	-	-	-	-

2 ANTENNA AND RF EQUIPMENT SCHEDULE

**NOTES**  
 1. CONFIRM WITH T-MOBILE REP FOR APPLICABLE UPDATES/REVISIONS AND MOST RECENT RFDS FOR NSN CONFIGURATION (CONFIG). GC TO CAP ALL UNUSED PORTS.  
 2. CONFIRM SPACING OF PROPOSED EQUIP DOES NOT CAUSE TOWER CONFLICTS NOR IMPEDE TOWER CLIMBING PEGS.

FINAL FIBER DISTRIBUTION / OVP BOX			
MODEL NUMBER	STATUS	HYBRID	STATUS
(2) PENDANT CONNECTS	ADD	(2) HCS 2.0 (12#6AWG 24-PAIR)	ADD



1100 E. WOODFIELD ROAD, SUITE 500  
 SCHAUMBURG, ILLINOIS 60173  
 TEL: 847-908-8400  
 www.FullertonEngineering.com

REV.	DESCRIPTION	BY	DATE
△	PRELIM	MD	08/04/2022
△	FINAL	ICP	08/10/22
△			
△			
△			

ATC SITE NUMBER:  
**273615**  
 ATC SITE NAME:  
**61 JUNCTION MN**  
 T-MOBILE SITE NAME:  
**ATC 273615**  
 SITE ADDRESS:  
 29 N. 78TH AVENUE EAST  
 DULUTH, MN 55804-3102

SEAL:  
 I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota  
**Daniel W Smith**  
 License # 52398



DATE DRAWN:	08/04/2022
ATC JOB NO:	14127224
CUSTOMER ID:	A1N0188A
CUSTOMER #:	ATC 273615

**RF SCHEDULE AND ANTENNA INSTALLATION**

SHEET NUMBER:	REVISION:
<b>C-401</b>	<b>0</b>

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PL 24-048  
Vacation of ROW  
Area Map

**Legend**

- ▬▬▬ Road or Alley ROW
- ⊠ Vacated ROW
- Easement Type**
- ▤ Utility Easement
- ▥ Other Easement
- ⊕ Zoning Boundaries



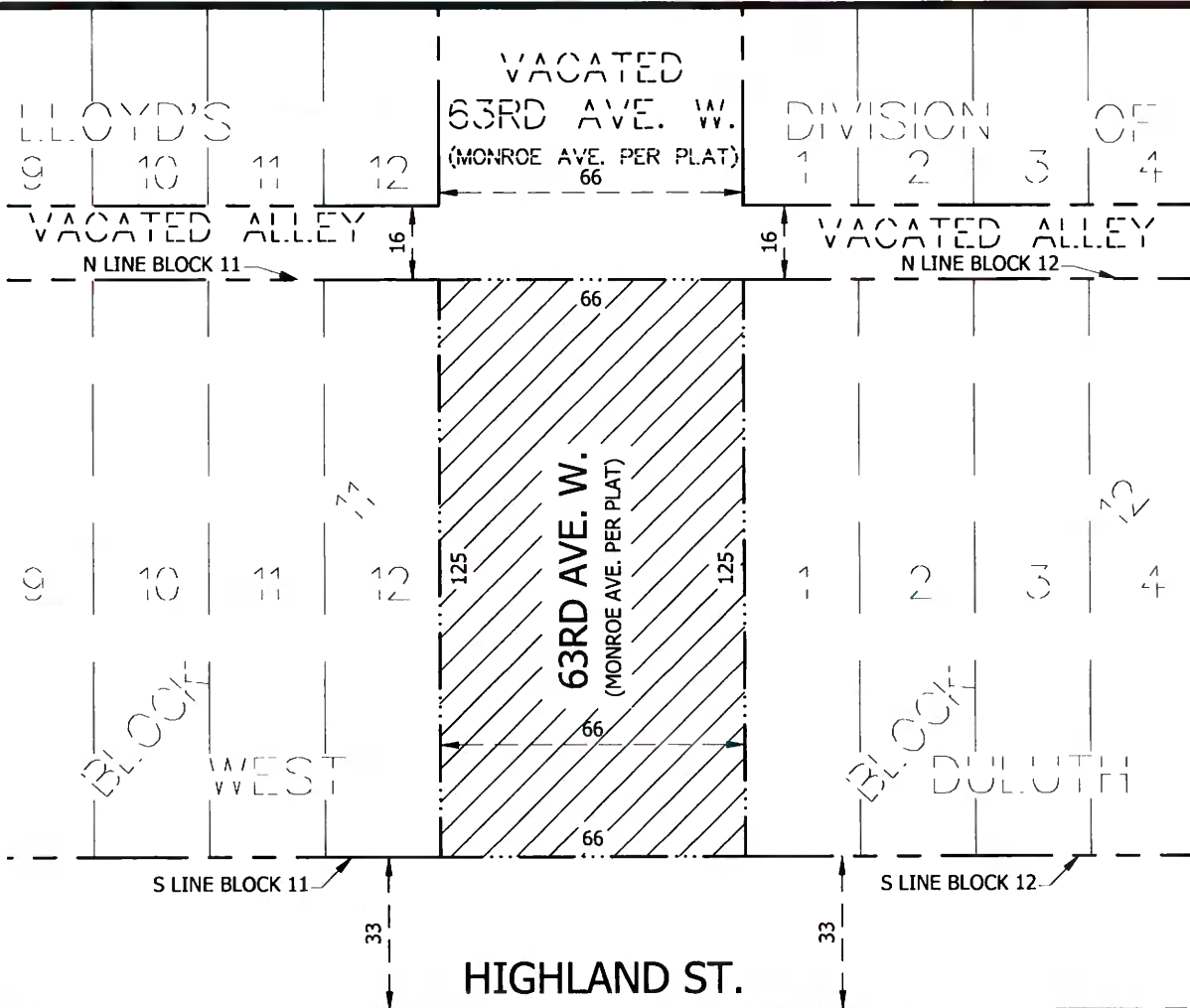
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Aerial photography flown 2016

Prepared by: City of Duluth Community Planning Division, May 3, 2019. Source: City of Duluth.







**LEGEND**

- RIGHT OF WAY VACATION AREA
- CENTER LINE
- RIGHT OF WAY LINE
- EXISTING PLAT LINE
- RIGHT OF WAY VACATION LINE

**LEGAL DESCRIPTION OF RIGHT OF WAY VACATION**

All that part of 63rd Avenue West, also known as Monroe Ave. as dedicated on the plat of LLOYD'S DIVISION OF WEST DULUTH, according to the recorded plat thereof, St. Louis County, Minnesota lying North of the South lines of Blocks 11 and 12, said LLOYD'S DIVISION OF WEST DULUTH and South of the North lines of said Blocks 11 and 12 and lying adjacent to Lot 12, said Block 11 and Lot 1, said Block 12. Said right of way vacation contains 8,250 Sq. Feet or 0.19 Acres.

Approved by the City Engineer of the City of Duluth, MN this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

By \_\_\_\_\_

**SURVEYOR'S NOTE**

1. THIS IS NOT A BOUNDARY SURVEY.

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

*David R. Evanson*  
 David R. Evanson  
 MN License #49505  
 DATE: 03-25-2024

**RIGHT OF WAY VACATION EXHIBIT**

CLIENT: MELISSA ABBETT

REVISIONS:

ADDRESS: 6303 HIGHLAND STREET  
 DULUTH, MN 55807

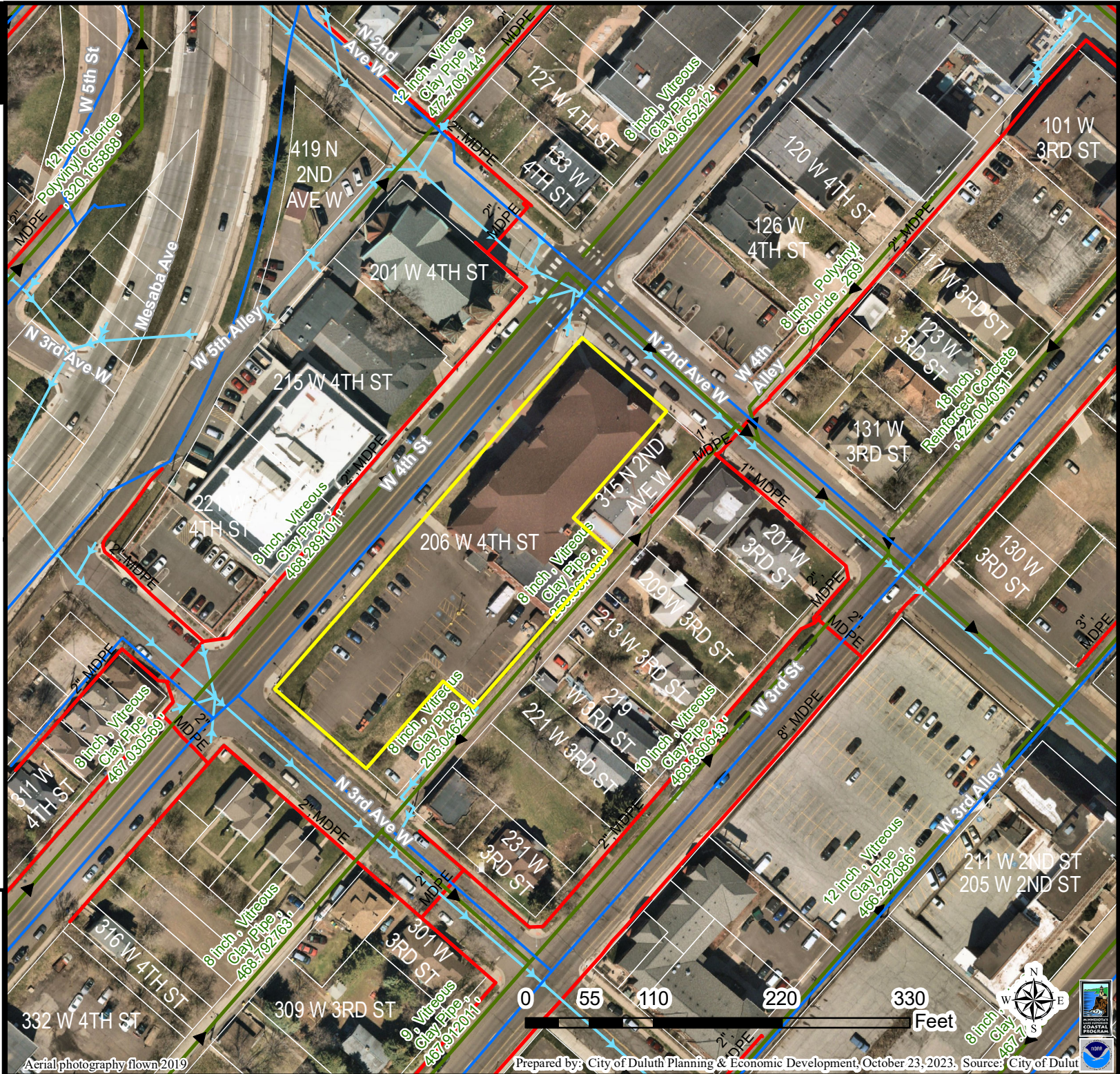
DATE: 03-25-2024      JOB NO: 24-090      SHEET 1 OF 1

**ALTA**  
 LAND SURVEY COMPANY

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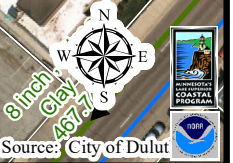
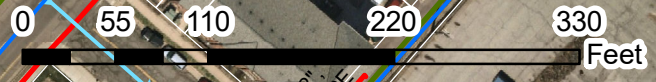


PL24-052  
IUP for Outdoor Living Site  
206 W 4th St



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Aerial photography flown 2019



## Safe Bay, at Damiano Center

CHUM staff will operate an overnight location for people who have cars to be able to sleep in a safe location in the Damiano Parking lot. People utilizing this program will check in with CHUM staff, they will provide driver's license and license plate information. They will be able to use the Damiano Center's hygiene unit overnight. Hours of operation will be from 8pm to 8am, seven days a week. There will be a quiet time at 10pm.

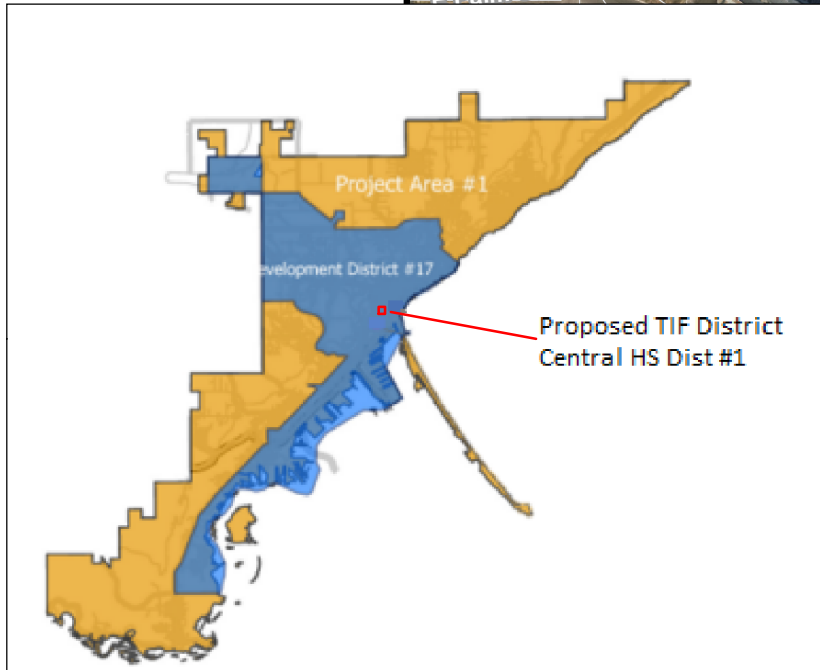
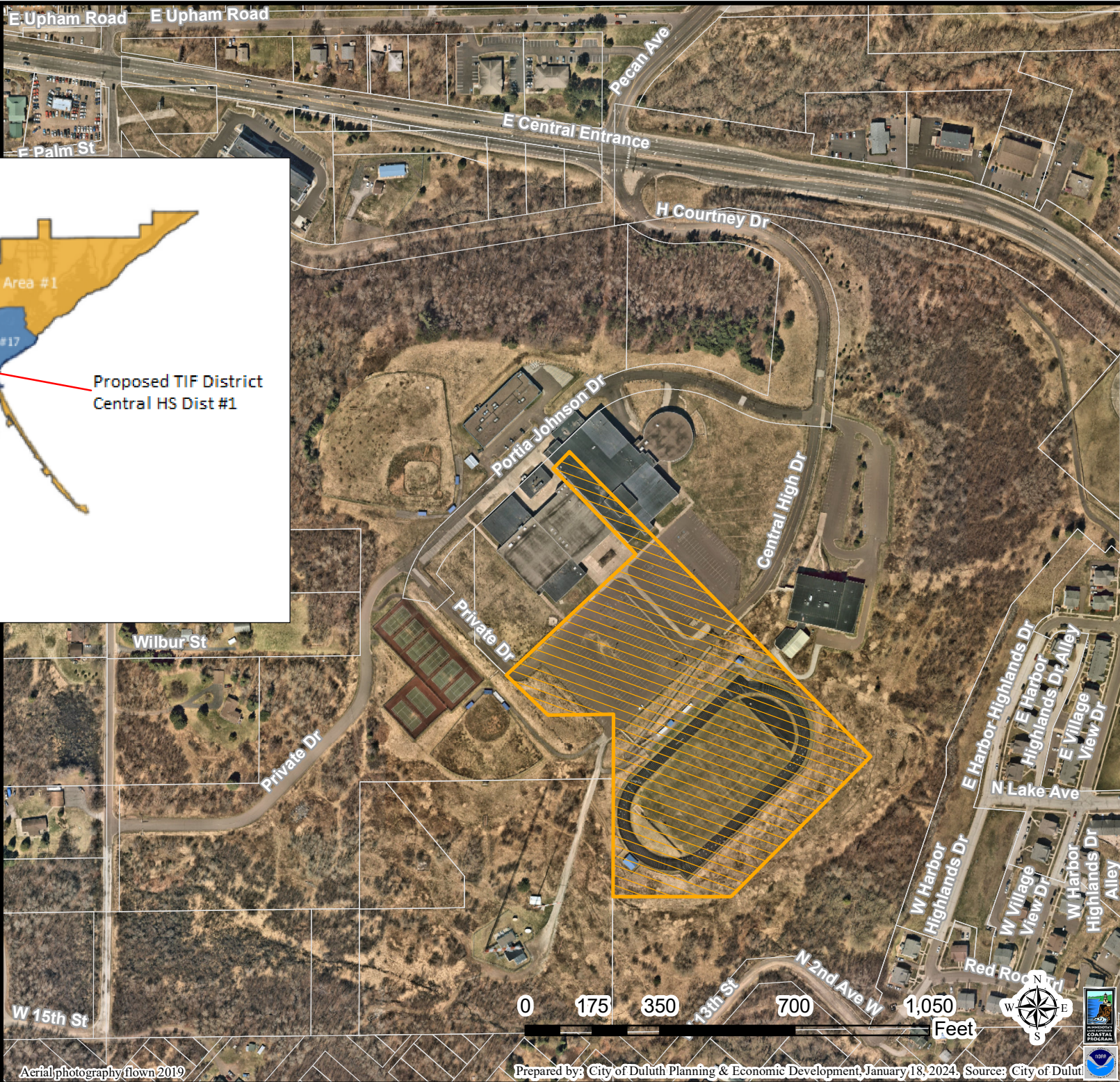
In case of emergency there will be the ability to access the Damiano building but this will primarily take place in the parking lot. There will be at least two staff members awake and on duty at all times. We do not think this will negatively affect the neighborhood, we actually think that this might enhance the neighborhood safety in the sense that there will be staff awake and monitoring activities all night 7 days a week.

The site plan is below:





PL24-053  
Proposed TIF District  
Incline Village Site



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Aerial photography flown 2019

Prepared by: City of Duluth Planning & Economic Development, January 18, 2024. Source: City of Duluth