

City of Duluth
Planning Commission
December 13, 2016 Meeting Minutes
Council Chambers - Duluth City Hall

I. Call to Order

President Zandra Zwiebel called to order the meeting of the city planning commission at 5:00 p.m. on Tuesday, December 13, 2016, in Duluth city hall council chambers.

Roll Call

Attending: Terry Guggenbuehl, Janet Kennedy, Tim Meyer, Garner Moffat, Mike Schraepfer, Marc Beeman, Heather Wright Wendel and Zandra Zwiebel

Absent: Luke Sydow

Staff Present: Keith Hamre and Steven Robertson

II. Consideration of Minutes – November 15, 2016

MOTION/Second: Meyer/Kennedy approve the minutes.

VOTE: (8-0)

III. Public Hearings

Note that PL 16-105 (Kayak Bay Rezoning) and PL 16-129 (Variance for Front Yard Parking at 3221 Minnesota Avenue by SJK Real Estate) have been delayed until the January 10, 2017, Planning Commission Meeting

A. PL 16-138 Concurrent Use Permit for Private Electric and Gas Lines in the Public Right of Way of Ralston Drive by Cirrus Aircraft Corporation and Utility Partners, Inc.

Staff: Steven Robertson introduces the applicant's proposal for a concurrent use permit for a private gas and electric service underneath the public right of way of Ralston Drive/Stebner Road. Staff recommends approval with the conditions listed in the staff report.

Applicant: Boyd Kneen of Utility Partners, Inc. introduce himself and stated that he was available to answer any questions, and that he appreciated the Planning Commission hearing his application on short notice.

Commissioners: Commission Guggenbuehl asked if the applicant has to come back and dig up the city street to maintain their infrastructure, does the city have to pay for that cost? Robertson stated no, that the applicant is responsible for maintaining their own infrastructure and making any necessary repairs to the city street and their own cost. Commissioner Kennedy asked about the safety aspect of this proposal. Robertson stated that it will be underground infrastructure, but that in the event of a fire, the City of Duluth fire department will respond, as with any similar public safety emergency. Keen added that future utility locates related to Gopher State One Call for this proposal will be the responsibility of Cirrus Aircraft Corporation, not the City.

Public: None.

MOTION/Second: Guggenbuehl/Meyer recommend approval as per staff's recommendations.

VOTE: (8-0)

- B. PL 16-139 UDC Map Amendment to Rezone Ramsey Street Between North 53rd Avenue East and North 54th Avenue East in the Ramsey Village TND to Allow for Building Type III Buildings (4 Unit Residential) by Talle and Associates Inc.

Staff: Steven Robertson introduces the applicant's proposal to amend an approved Regulating Plan to change the approved building types for several parcels. Any amendment to the Regulating Plan that involves changes to land use, density, or height is required to follow the rezoning process and receive approval from city council. Staff recommends approval with no conditions based on the reasons listed in the staff report.

Applicant: Ken Talle introduced himself on and thanked the Planning Commission for their time. He gave a brief background on the project and stated that he was able to answer any questions.

Commissioners: Commission Zwiebel asked if their other units were filled. Talle replied yes, and they have had a very strong and positive response. Commissioner Beeman asked how many units would be created. Talle replied for this specific part of the project, 3 new structures of 4 units each. Commissioner Meyer appreciated the design and stated that they fit in with the neighborhood.

Public: None.

MOTION/Second: Guggenbuehl/Meyer recommend approval as per staff's recommendations.

VOTE: (8-0)

IV. Communications

- A. Discussion of Guiding Principles for 2035 Comprehensive Plan
Keith Hamre discussed the process for the update to the Comprehensive Plan. He stated that he would like the commissioners to review the existing 12 comprehensive plan principles and, if appropriate, make suggested changes at tonight's meeting; this will be in addition to the already suggested changes from the Brown Bag meeting on Wednesday October 26. He added that since this is an update and not a brand new comprehensive plan, the City will not change the guiding principles completely but simply look at improving the existing language. Hamre also reminded the Commissioners that the City will be adding 2 new principles related to health and fairness.
- B. Manager's Report
C. Reports of Officers and Committees
D. Meeting adjourned at 6:17 p.m.

Respectfully,



Keith Hamre - Director
Planning and Construction Services