

City of Duluth Planning Commission

**July 11, 2023 – City Hall Council Chambers
Meeting Minutes**

Call to Order

President Margie Nelson called to order the meeting of the city of Duluth planning commission at 5:00 p.m. on Tuesday, July 11th, 2023 in the Duluth city hall council chambers.

Roll Call

Attendance:

Members Present: Gary Eckenberg, Brian Hammond, Jason Hollinday, Margie Nelson, Danielle Rhodes, and Michael Schraepfer

Members Absent: Jason Crawford and Andrea Wedul

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

Approval of Planning Commission Minutes -

Planning Commission Meeting – June 11, 2023

MOTION/Second: Eckenberg/Rhodes approved

VOTE: (6-0)

Public Comment on Items Not on Agenda

None

Consent Agenda

(Item PL 23-105 voted on separately.)

PL 23-103 Interim Use Permit Renewal for a Vacation Dwelling Unit at 1115 S Lake Avenue by Steven and Heather Pitschka

~~PL 23-105 Interim Use Permit Renewal for a Vacation Dwelling Unit at 3840 S Lake Avenue by Charles Jacobs – Rental by the Lake 38 LLC (Item voted on separately – see below)~~

PL 23-106 Minor Subdivision to Create Two Parcels at 7825 Congdon Boulevard by Virginia Katz

PL 23-108 Vacation of a Utility Easement at 3523 Chambersburg Avenue by James Wallner

PL 23-109 Vacation of a Utility Easement at 3705-3867 London Road by London East, LLC

PL 23-110 Variance from Corner Setbacks at 2430 E 3rd Street by William and Lynne Scalzo

PL 23-115 Minor Subdivision at 5217 Ivanhoe Street by Kelsey Dunaisky

PL 23-116 Vacation of Easement at 2300 Block of Commonwealth Avenue by DEDA

PL 23-117 Vacation of Drainage Easement at 2300 Block of Commonwealth Avenue by DEDA

Public: There were no speakers.

MOTION/Second: Eckenberg/Rhodes approved the consent agenda items as per staff recommendations

VOTE: (6-0)

PL 23-105 Interim Use Permit Renewal for a Vacation Dwelling Unit at 3840 S Lake Avenue by Charles Jacobs – Rental by the Lake 38 LLC

Public: There were no speakers.

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

VOTE: (5-0, Schraepfer Abstained)

Tabled Item

PL 23-003 UDC Text Amendments to Off-Street Parking Requirements by the City of Duluth
Deputy Director Adam Fulton noted a national speaker (recommended by city councilor Noah Hobbs) will be invited present at the August meeting.

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, and the Northern Lights Express. There was a ground-breaking event for River West, which some staff attended. August will be a short meeting.

Heritage Preservation Commission – Gary Eckenberg stated there was no meeting due to lack of a quorum.

Joint Airport Zoning Board – No updates.

Duluth Midway Joint Powers Zoning Board – Deputy Director Fulton noted there is an operational quarry which was issued a special use permit by the township which has been under scrutiny.

Adjournment

Meeting adjourned at 5:12 p.m.

Respectfully,

DocuSigned by:
Adam Fulton
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Adam Fulton – Deputy Director
Planning & Economic Development