



Planning & Development Division
Planning & Economic Development Department

Room 160
411 West First Street
Duluth, Minnesota 55802

 218-730-5580

 planning@duluthmn.gov

TO:

Erik Birkeland, Property, Parks and Libraries
Jessica Peterson, Duluth Parks
Cliff Knettel, Duluth Parks
Katie Bennett, Duluth Parks
Jim Shoberg, Duluth Parks
Abbie Hopper, Duluth Parks
Bryan Thoreson, Duluth Property & Facilities
Danielle Erjavec, Duluth Property & Facilities
Henry Martinsen, Duluth Property & Facilities
Amanda Mangan, Duluth Attorney
Nicholas Anderson, Duluth Attorney
Jim Benning, Duluth Public Works & Utilities
Cari Pedersen, Chief Engineer of Transportation
Patrick F. Loomis, Duluth Engineering
Cindy Voigt, Duluth City Engineer
Tom Johnson, Duluth Project Engineer
Howard Smith, Chief Engineer of Utilities
Duncan Schwensohn, Duluth Public Works & Utilities
Branden Heidelberger, Duluth Engineering
Bill Byers, Duluth Engineering
Greg Guerro, Duluth Utility Ops Manager
Chris Kleist, Duluth Utility Operations
Peggy Billings, Engineering Technician
Bill Bergstrom, Engineering Technician
Andy Swanson, Duluth Utility Operations
Ryan Granlund, Duluth Utility Programs Coordinator
Shawn Krizaj, Duluth Fire Chief
John Otis, Duluth Deputy Fire Chief
Lisa Consie, Fire Marshal
Mike Ceynowa, Duluth Police
Mark Bauer, Duluth Parking
John Hinzmann, MnDOT
Jim Miles, MnDOT
Clark Christensen, City of Duluth Forester
Bri Speldrich, Area Hydrologist DNR

Patricia Fowler, DNR Liaison
Cliff Bentley, MnDNR
Brandon Kohlts, WLSSD
Anne Sims, SLC Assessor's Office
Jon Osterberg, SLC Accessors Office
Ron Chicka, MIC
Stacy Caldwell Melcher, SLC County Land Dept
Jim Foldesi, St Louis Co. Public Works
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
Ben VanTassel, Planning and Economic Development Director
Jenn Reed Moses, Duluth Planning & Development
Tricia Hobbs, Duluth Planning & Development
Steven Robertson, Duluth Construction Services (CSI)
Blake Nelson, Building Inspector, CSI
Armella Bijold, Permitting Services Administrator, CSI
Reina Owecke, Permit Coordinator, CSI
Tara Smith, Permit Coordinator, CSI
Emily Schouweiler, Permit Coordinator, CSI
Kyle Deming, Planning & Development
Suzanne Kelley, Planning & Development
Jason Mozol, Planning & Development
Chris Lee, Planning & Development
Tom Church, Duluth Planning & Development
Sam Smith, Duluth Planning & Development
Christian Huelsman, Duluth Planning & Development
James Gittemeier, Duluth Planning & Development
Chris Belden, Duluth Transit Authority
Kariann Payton, Duluth GIS
CoD, Duluth GIS

DATE: February 11, 2026

SUBJECT: Planning Commission Meeting Agenda Items for **March 10, 2026.**

The Duluth City Planning Commission has received **2** 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 EPL can view the applications there as well, by searching for the project number under "Manage Plans"**

PLVAC-2602-0001 Vacation of Slopes and Fills Easement at 102 W 2nd St by CHUM [CL]

PLVAR-2601-0001 Variance of Shoreland Setbacks at 1226 E 2nd St by RW Fern Associates [RO]

We appreciate your time and input. If you have any questions, comments or need additional background information, please find the initials of the assigned planner at the end of the application item and contact the planner directly.

Christian Huelsman - chuelsman@duluthmn.gov

Chris Lee - clee@duluthmn.gov

Jason Mozol - jmozol@duluthmn.gov

Reina Owecke - rowecke@duluthmn.gov



PLVAC-2602-0001

Vacation of Slopes & Fills Easement
102 W 2nd St

Legend

-  Lots
-  County Parcel Data
-  Zoning Boundaries
-  Road or Alley ROW

Vacation

-  Proposed Vacation Area



Proposed Vacation Area

The City of Duluth has tried to ensure that the information contained in this map or electronic document is accurate. The City of Duluth makes no warranty or guarantee concerning the accuracy or reliability. This drawing/data is neither a legally recorded map nor a survey and is not intended to be used as one. The drawing/data is a compilation of records, information and data located in various City, County and State offices and other sources affecting the area shown and is to be used for reference purposes only. The City of Duluth shall not be liable for errors contained within this data provided or for any damages in connection with the use of this information contained within.

Aerial Imagery Captured 2025

Prepared by: City of Duluth Planning & Economic Development, February 6, 2026. Source: City of Duluth.



LEGAL DESCRIPTION OF SLOPE EASEMENT VACATION

All that part of Lots 18 and 20, DULUTH PROPER FIRST DIVISION, WEST SECOND STREET according to the recorded plat thereof, St. Louis County, Minnesota described as follows:

Beginning the North most corner of said Lot 18; thence on an assumed bearing of North 90 degrees 00 minutes 00 seconds West, along the Southerly right of way line of West Second Street 100.00 feet the Westerly line of said Lot 20; thence South 00 degrees 00 minutes 00 seconds East, along said Westerly line 8.60 feet; thence South 89 degrees 05 minutes 00 seconds East 50.01 feet; thence North 83 degrees 29 minutes 47 seconds East 50.32 feet to the Easterly line of said Lot 18; thence North 00 degrees 00 minutes 00 seconds West, along said Easterly line 3.70 feet to the point of beginning. Said easement vacation area contains 778 square feet or 0.02 acres.

SURVEYOR'S NOTES

1. PORTION OF LOTS 18 AND 20, DULUTH PROPER FIRST DIVISION, WEST SECOND STREET CONDEMNED BY THE CITY OF DULUTH FOR SLOPE EASEMENT PER INSTRUMENT RECORDED IN THE OFFICE OF THE ST. LOUIS COUNTY RECORDER ON MAY 10, 1890 IN BOOK C OF CONDEMNATION PLATS, PAGE 211.
2. 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
MN License #49505

DATE:02-02-2026

VACATION EXHIBIT

CLIENT:NCE

REVISIONS:

ADDRESS:102 W 2ND STREET
DULUTH, MN 55802

DATE:02-02-2026

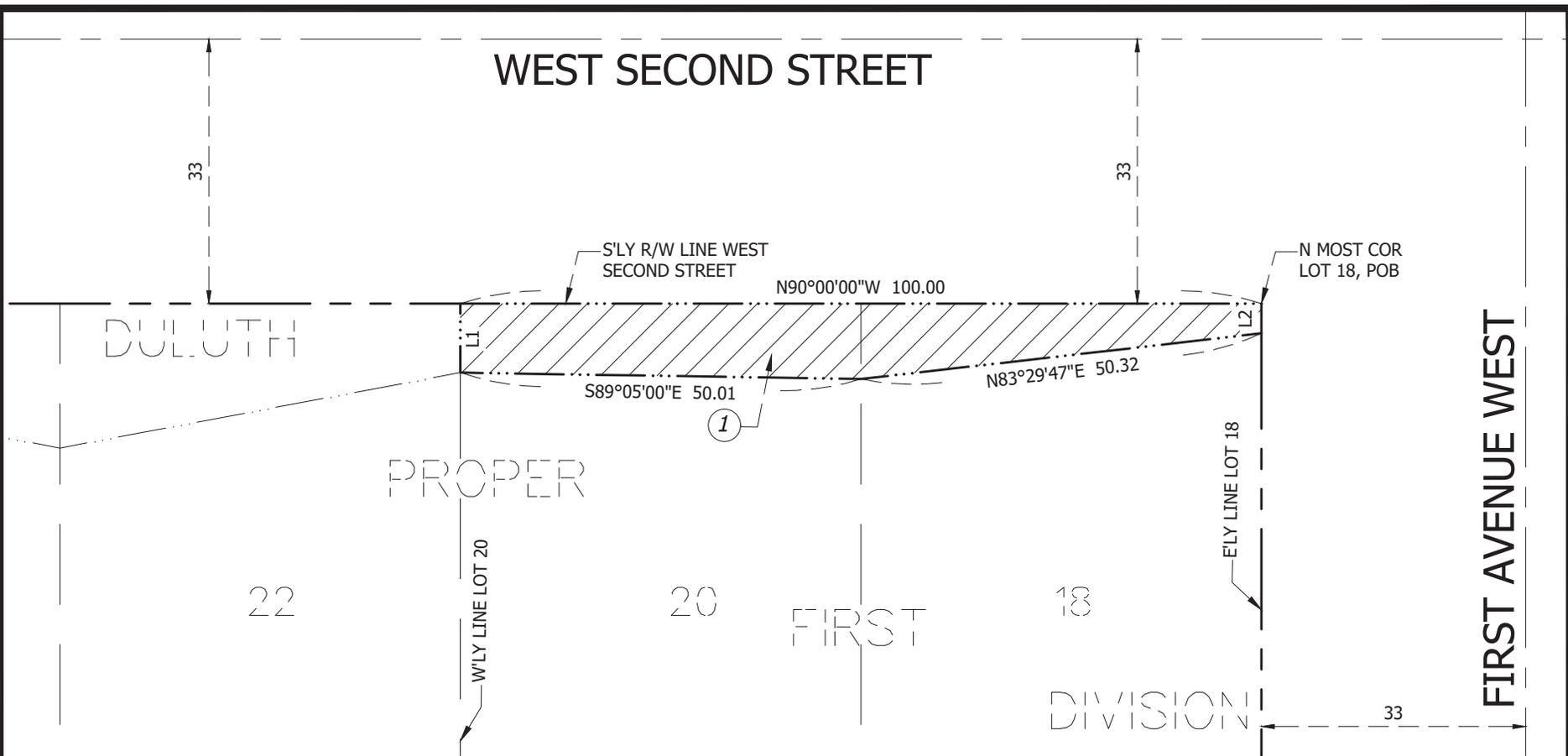
JOB NO:24-368

SHEET 1 OF 2


ALTA
LAND SURVEY COMPANY

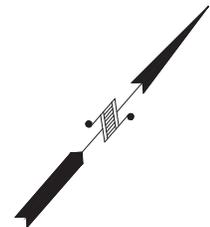
PHONE: 218-727-5211
LICENSED IN MN & WI
WWW.ALTALANDSURVEYDULUTH.COM

WEST SECOND STREET



LEGEND

- # REFER TO SURVEYOR'S NOTES
- R/W-RIGHT OF WAY
- POB-POINT OF BEGINNING
- CENTER LINE
- - - RIGHT OF WAY LINE
- · - · - EASEMENT VACATION LINE
- · — EXISTING PLAT LINE
- · - · - EXISTING EASEMENT LINE
-  EASEMENT VACATION AREA



LINE	BEARING	DISTANCE
L1	S00°00'00"E	8.60
L2	N00°00'00"W	3.70

VACATION EXHIBIT

CLIENT:NCE
 ADDRESS:102 W 2ND STREET
 DULUTH, MN 55802
 DATE:02-02-2026

REVISIONS:
 JOB NO:24-368 SHEET 2 OF 2

 **ALTA**
 LAND SURVEY COMPANY
 PHONE: 218-727-5211
 LICENSED IN MN & WI
 WWW. ALTALANDSURVEYDULUTH.COM

Petition to Vacate Street, Alley, or Utility Easement

Name: CHUM Center, 102 W 2nd Street, Duluth, MN 55802

Description of street, alley, or easement to vacate: Easement for slopes and fills per condemnation plat filed in the office of the register of deeds 2-7-1891, in Book C of plats pages 321 and 322.

My request for this vacation is to (indicate purpose of vacation):

Construct an addition for the CHUM Center

The City of Duluth will not need this street, alley, or easement in the future because:

The original easement dates back to 1891 and does not contain any utilities.

PLEASE TAKE NOTICE: Pursuant to Section 50-37.6 of the Duluth City Code, the above-identified applicant(s) petition the Duluth City Council to vacate the street, alley, or easement described in the attached legal description.

This petition is made upon the following facts and reasons (Identify the factual basis and reasons supporting the petition)¹:

This petition is supported by a majority of the person(s) who own a majority of the lineal frontage of the land abutting upon the portion of the public easement proposed to be vacated. A copy of the signatures of these persons is attached hereto and made a part hereof.²

The petitioner(s) agree to provide the city with a plat of the easement(s) as required by Section 50-37.6B(3) of the Duluth City Code upon approval of the vacation. We understand that the vacation cannot occur without the submission of the required plat. We understand that the cost of producing the plat is the responsibility of the petitioner(s). We also understand that the approval will lapse and be of no effect if the plat and clerk certification is not recorded with the county recorder within 90 days after final approval.

Signature(s):

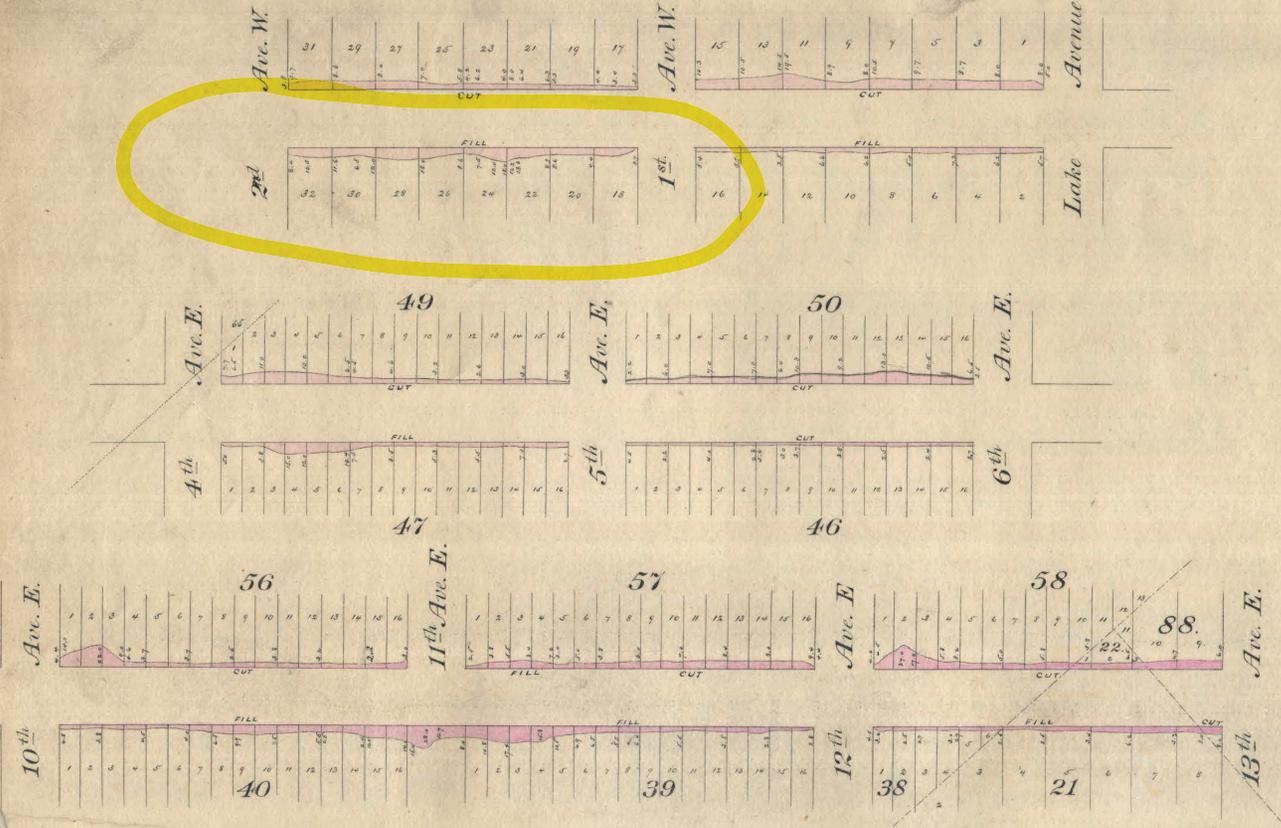


Date: 02/03/2026

Notice: This is public data.

¹ In order to vacate a public easement it must be demonstrated that the easement is useless for the purpose for which it was dedicated.

² If a property is owned in joint tenancy or by tenants in common, each individual with an ownership interest will be counted to determine if a majority of owners have signed the petition. An owner cannot sign for another owner unless legally authorized to do so, i.e. power of attorney, trustee, or court approved guardianship or conservatorship.





PLVAR-2601-0001

Variance of Shoreland Setbacks
1226 E 2nd St

Legend

- County Parcel Data
- Zoning Boundaries
- Road or Alley ROW

Zoning

UDC Zoning

- R-2 (Residential Urban)
- MU-N (Mixed Use Neighborhood)

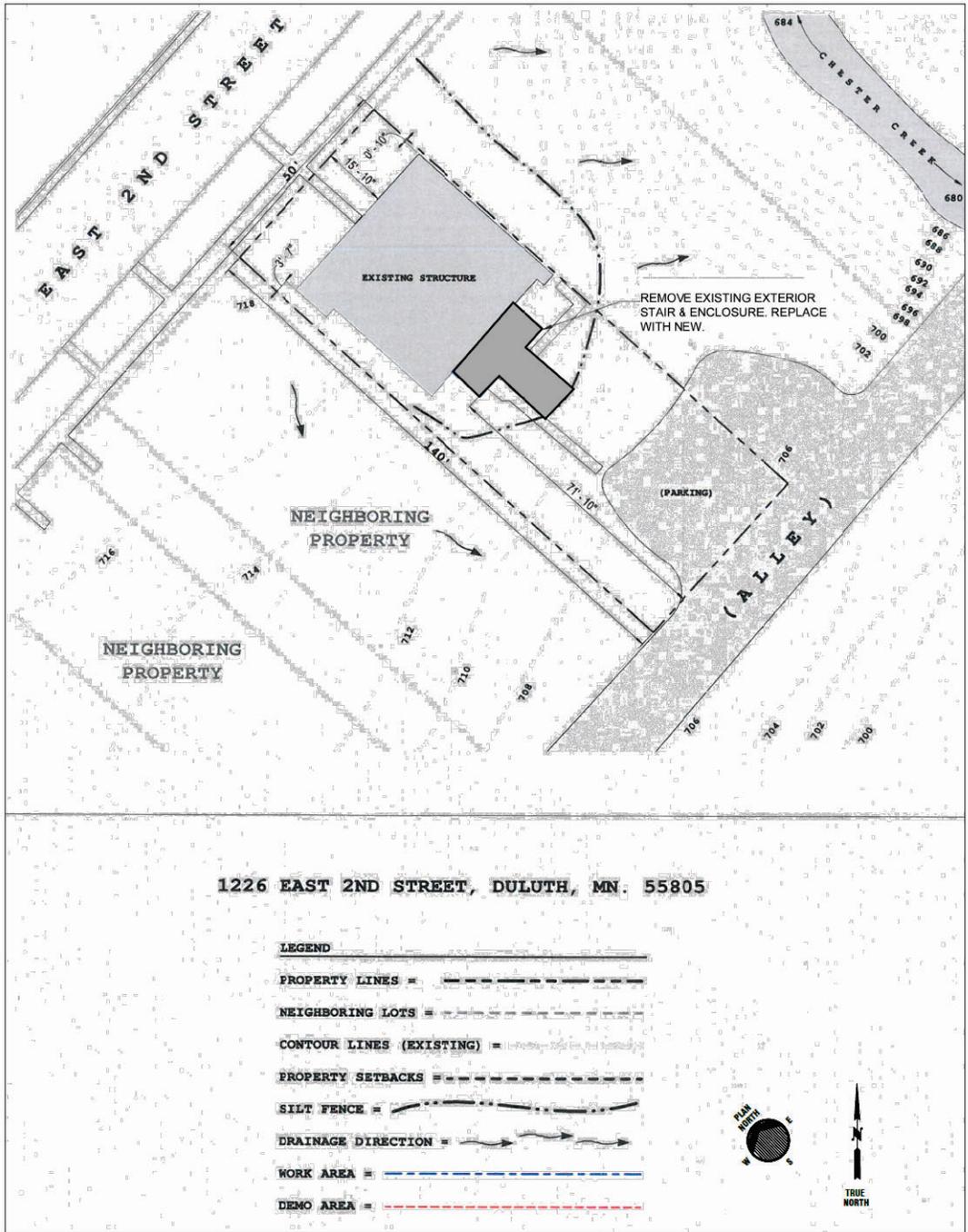


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Aerial Imagery Captured 2025

Prepared by: City of Duluth Planning & Economic Development, February 6, 2026. Source: City of Duluth.





SITE PLAN

1/16"=1'-0"





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 in the State of Minnesota.
 PROJECT NO. 2250201
 DATE 10/26/25

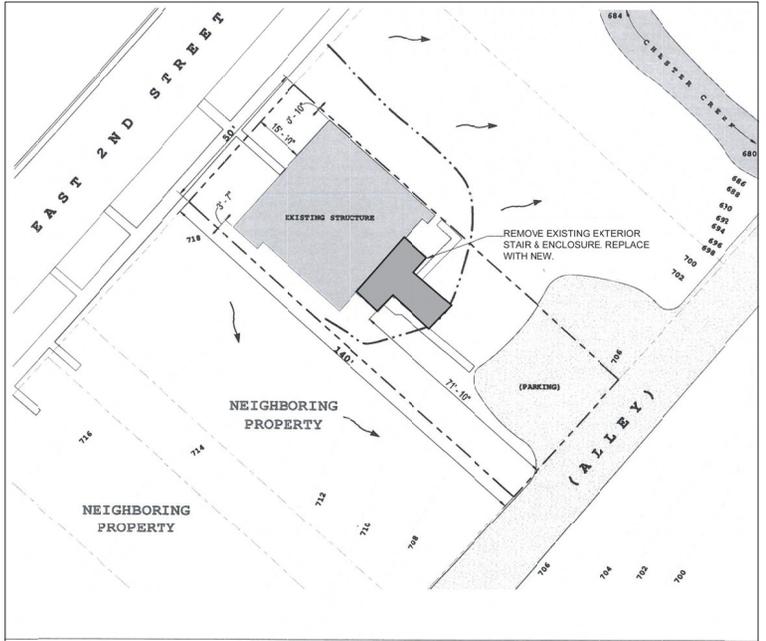
STAIR ENCLOSURE & DECK

1226 EAST 2ND STREET

DULUTH, MN 55805



VICINITY MAP PROJECT LOCATION



1226 EAST 2ND STREET, DULUTH, MN. 55805

- LEGEND**
- PROPERTY LINES = - - - - -
 - NEIGHBORING LOTS = - - - - -
 - CONTOUR LINES (EXISTING) = - - - - -
 - PROPERTY SETBACKS = - - - - -
 - SILT FENCE = - - - - -
 - DRAINAGE DIRECTION = → → → → →
 - WORK AREA = - - - - -
 - DEMO AREA = - - - - -



SCALE IN FEET

SITE PLAN
 1/16"=1'-0"

DRAFTING SYMBOLS

DETAIL CALL OUT		DETAIL NUMBER
DETAIL REFERENCE		SHEET NUMBER
SECTION REFERENCE		DIRECTION OF VIEW
ELEVATION REFERENCE		DIRECTION OF VIEW
ROOM TAG		ROOM NAME
WALL TYPE TAG		ROOM NUMBER
DOOR TAG		
NORTH ARROW		
ELEVATION DATUM		
NOTES TAG		
GRID MARK		
REVISION TAG		
WINDOW TAG		

MATERIALS

	BRICK
	CONCRETE MASONRY
	SHEET METAL ROOF OR SIDING
	STEEL
	GYPSUM BOARD
	DIMENSIONAL LUMBER
	PLYWOOD
	BATT INSULATION
	RIGID INSULATION

CONTACTS

OWNER:
 MICHAEL & SUSAN KILDAHL
 4051 LAVAQUE ROAD
 DULUTH, MN 55811
 (218) 848-8982
 E-MAIL: k7ranists@gmail.com

ARCHITECT:
 RW FERN ASSOCIATES, INC. Architects
 5517 Grand Ave
 Duluth, MN 55807
 (218) 722-8271
 CONTACT: ROBERT FERN
 E-MAIL: Robert@rwfassociates.com

STRUCTURAL:
 NorthEast Consulting Engineers L.L.P.
 102 South 21st Ave West
 Duluth, MN 55805
 (218) 727-5995
 CONTACT: Mark Udd - Structural Engineer
 E-MAIL: mark@nce-duluth.com

PLUMBING, HVAC, ELECTRICAL
 DESIGN/BUILD BY CONTRACTOR

SHEET INDEX

ARCHITECTURAL

A0.01	TITLE SHEET, SITE PLAN & CODE SUMMARY
A1.01	EXISTING FLOOR PLANS
S1.01	STRUCTURAL NOTES
A2.01	NEW STAIR & BALCONY PLANS
A3.01	NEW EXTERIOR ELEVATIONS
A4.01	NEW STAIR & BUILDING SECTIONS
A4.02	NEW SECTION THROUGH BALCONY STAIR SECTIONS LOOKING AT EAST AND WEST EXTERIOR WALL

GENERAL PROJECT NOTES

- CONTRACTOR SHALL VERIFY AND COORDINATE ALL EXISTING CONDITIONS AND DIMENSIONS AT THE JOB SITE FOR COMPARISON WITH THE DRAWING AND SPECIFICATIONS PRIOR TO BEING AND START OF CONSTRUCTION. IF DISCREPANCIES, INCONSISTENCIES OR OMISSIONS ARE FOUND, THE ARCHITECT/ENGINEER SHALL BE NOTIFIED IN WRITING, FOR CLARIFICATION PRIOR TO PROCEEDING WITH WORK.
- THESE DRAWINGS ARE DIAGNOSTIC AND SHALL NOT BE SCALED. ADDITIONAL INFORMATION PROVIDED BY THE ARCHITECT/ENGINEER THROUGH WRITTEN CLARIFICATION ONLY.
- NO CHANGES, SUBSTITUTIONS, MODIFICATIONS, DEVIATIONS SHALL BE MADE FROM THE DRAWINGS OR SPECIFICATIONS WITHOUT FIRST SECURING WRITTEN PERMISSION FROM ARCHITECT/ENGINEER.
- WHEN SYSTEMS OR ASSEMBLY IS NOTED OR SPECIFIED, ALL NECESSARY PARTS AND MATERIALS REQUIRED FOR A COMPLETE INSTALLATION AND SYSTEM SHALL BE INSTALLED ACCORDING TO THE MANUFACTURERS INSTRUCTIONS.
- ALL WORK AS OUTLINED IN THESE DOCUMENTS SHALL CONFORM TO ALL APPLICABLE CODES AND ORDINANCES. IN THE EVENT OF CONFLICT, THE MORE STRINGENT REQUIREMENTS SHALL GOVERN AND BE MET.
- WHERE LACK OF INFORMATION, OR ANY DISCREPANCY SHOULD APPEAR IN THE DRAWINGS, SPECIFICATIONS, REQUEST WRITTEN INTERPRETATION FROM THE ARCHITECT/ENGINEER BEFORE PROCEEDING WITH WORK.
- COORDINATE PLUMBING, HVAC, PIPING, ELECTRICAL, FIRE PROTECTION, FIRE ALARM AND LIGHTING SYSTEMS DESIGNED AND INSTALLED BY OTHERS. TAG INCLUDES SIZES & PROTECTIONS.
- PROVIDE SHOP DRAWINGS FOR ALL MATERIALS & EQUIPMENT TO THE ARCHITECT/ENGINEER FOR REVIEW PRIOR TO ORDERING. MATERIALS AND EQUIPMENT INSTALLED WITHOUT APPROVAL SHALL BE SUBJECT TO REJECTION & REPLACEMENT AT CONTRACTORS EXPENSE.

CODE SUMMARY

Stair Enclosure & Deck
 1226 East Second Street
 Duluth, Minnesota
 Code Summary - 2023 MN Building Code

General
 This project consists of constructing a new rear stairwells enclosure to replace a deteriorated one. This stair system will provide the second means of egress from the apartment units.

1) Occupancy Group	R2 - 6 apartments
2) Type of Construction	III
3) Building Code	
Existing Building	
Basement	1,503
1 st Floor	1,253
2 nd Floor	4,889 S.F.
New Stair Deck Enclosure	
Basement	316
1 st Floor	316
2 nd Floor	316
	948 S.F.
Total - Existing and New	5,607 S.F.
4) Sprinkler System	None
5) Fire Alarm/Detector	Existing
6) Number of Stories	Basement + 2 floors
7) Separations Required	All existing, no change
8) Plumbing Fixtures	Existing, no change

SEE SHEET S1.01 FOR REQUIRED SPECIAL INSPECTIONS

TITLE SHEET, CODE SUMMARY

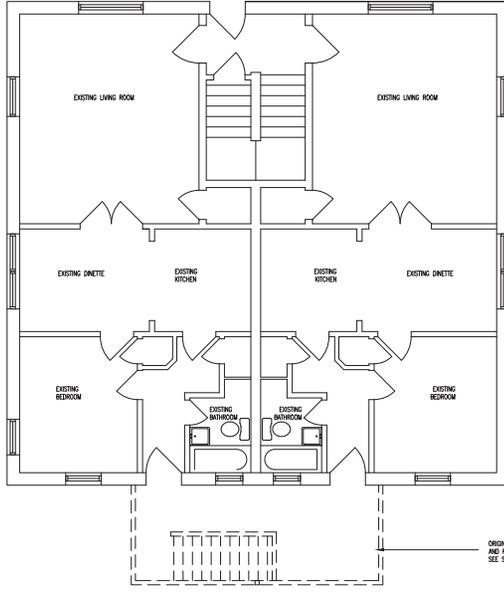
RW Fern Associates Inc. Architects, 5517 Grand Avenue, Duluth, Minnesota 55807 (218) 722-8271
 STAIR ENCLOSURE AND DECK
 1226 EAST 2ND STREET
 DULUTH, MN 55805

REV. 10/26/25
 10/26/25
 10/26/25
 2
A0.01
 of 7

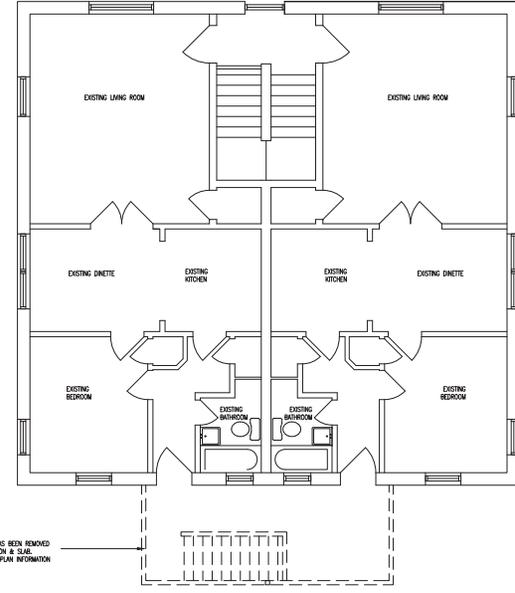
LINE IS TWO INCHES
 OF MET 2" - SCALE ACCORDINGLY



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 Architect in the State of Minnesota.
 PROJECT NO. 2008-001
 DATE 10/26/25



1 EXISTING SECOND STREET MAIN LEVEL (100'-0")
 1/4"=1'-0"



2 EXISTING UPPER LEVEL (110'-1 1/2")
 1/4"=1'-0"



ORIGINAL ENCLOSED STAIR WHICH HAS BEEN REMOVED AND REPLACED WITH NEW FOUNDATION & SLAB. SEE SHEET A201 FOR NEW FLOOR PLAN INFORMATION.

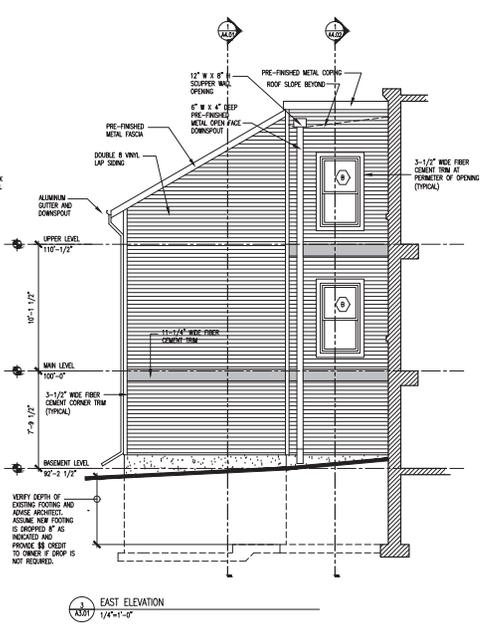
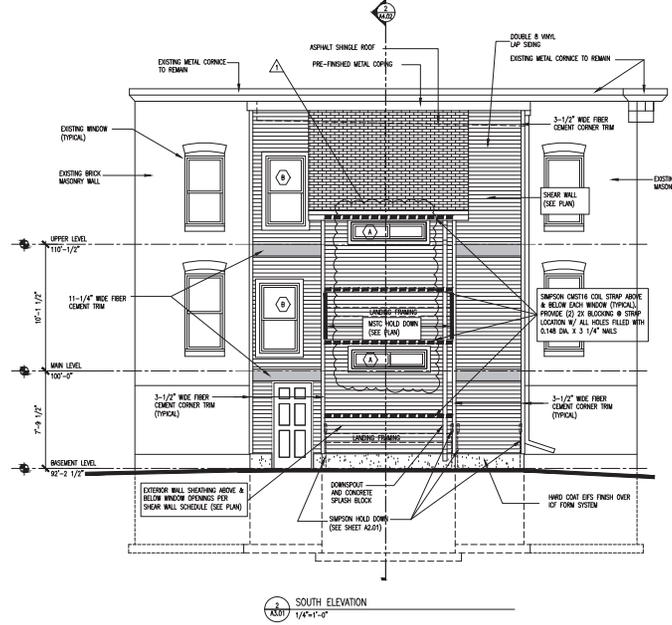
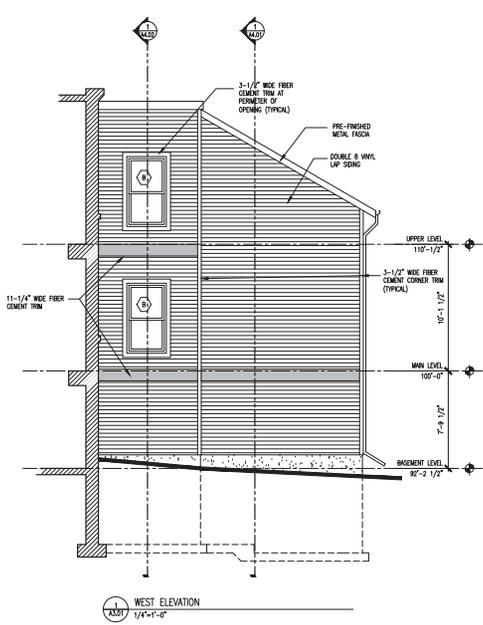
EXISTING BUILDING PLANS

RW Fern Associates Inc. Architects, 5517 Grand Avenue, Duluth, Minnesota 55807 (218) 722-8271
 STAIR ENCLOSURE AND DECK
 1226 EAST 2ND STREET
 DULUTH, MN 55805

REV.	10/26/25
DATE	10/26/25
BY	2
CHECKED	

Sheet: **A1.01**

LINE IS TWO THICKES
 IN THIS SCALE & SHOWN ONLY
 OF NOT 2" - SCALE ACCORDINGLY



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 in the State of Minnesota.
 LICENSE NO. 100000
 EXPIRES 12/31/2025

NEW EXTERIOR ELEVATIONS

RW Fern Associates Inc. Architects, 5517 Grand Avenue, Duluth, Minnesota 55807 (218) 722-8271
 STAIR ENCLOSURE AND DECK
 1226 EAST 2ND STREET
 DULUTH, MN 55805

REV. 10/26/25
 SHEET NO. 100/22/25
 SHEET 2
A3.01
 SHEET 7

LINE IS TWO THICK
 FULL SCALE & SHOWN
 OF NOT 2" - SCALE ACCORDINGLY



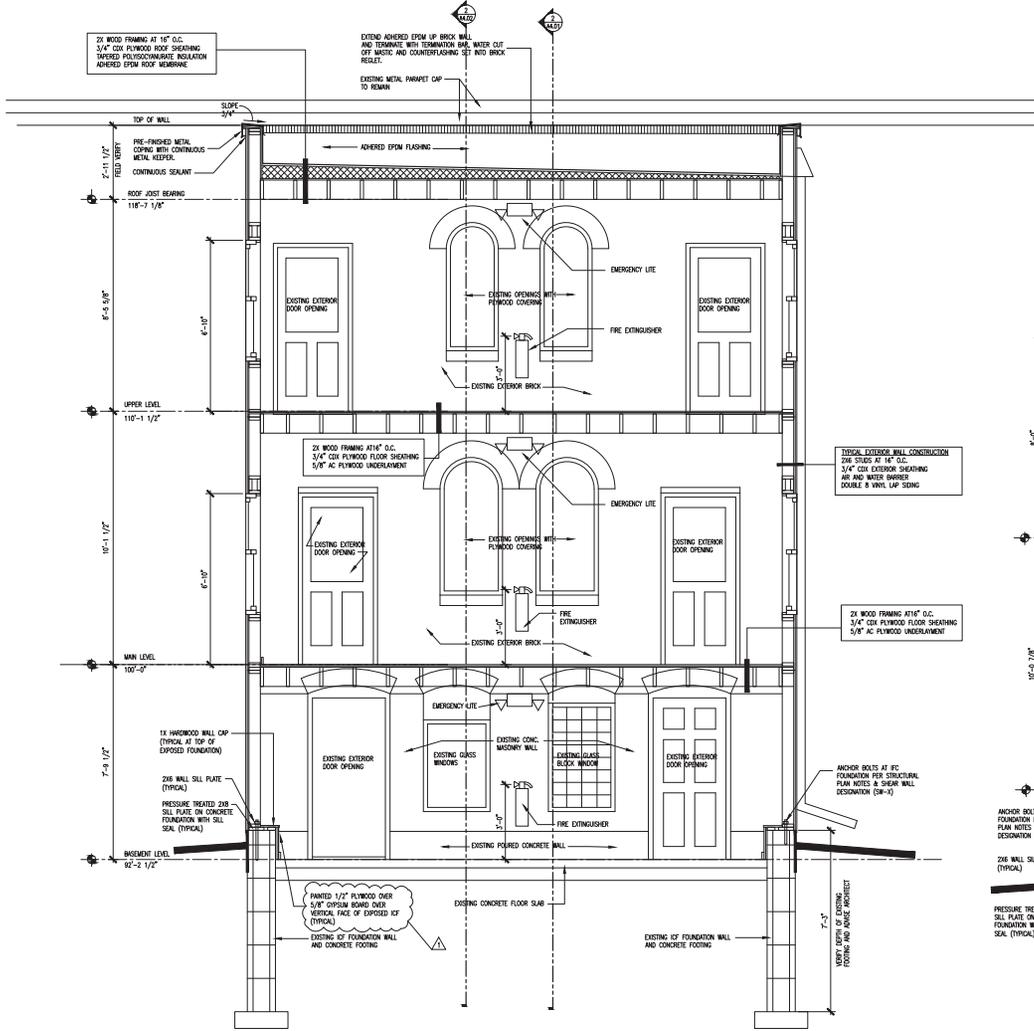
1. Verify depths of existing footings and advise architect.
 2. Verify depths of existing foundation walls and advise architect.
 3. Verify depths of existing concrete floor slabs and advise architect.
 4. Verify depths of existing brick walls and advise architect.
 5. Verify depths of existing masonry walls and advise architect.
 6. Verify depths of existing wood framing and advise architect.
 7. Verify depths of existing roof decking and advise architect.
 8. Verify depths of existing roof insulation and advise architect.
 9. Verify depths of existing roof metal and advise architect.
 10. Verify depths of existing roof joists and advise architect.
 11. Verify depths of existing roof rafters and advise architect.
 12. Verify depths of existing roof trusses and advise architect.
 13. Verify depths of existing roof purlins and advise architect.
 14. Verify depths of existing roof bracing and advise architect.
 15. Verify depths of existing roof supports and advise architect.
 16. Verify depths of existing roof connections and advise architect.
 17. Verify depths of existing roof fasteners and advise architect.
 18. Verify depths of existing roof coatings and advise architect.
 19. Verify depths of existing roof membranes and advise architect.
 20. Verify depths of existing roof flashings and advise architect.

DATE: 10/26/25
 DRAWN BY: [Signature]
 CHECKED BY: [Signature]

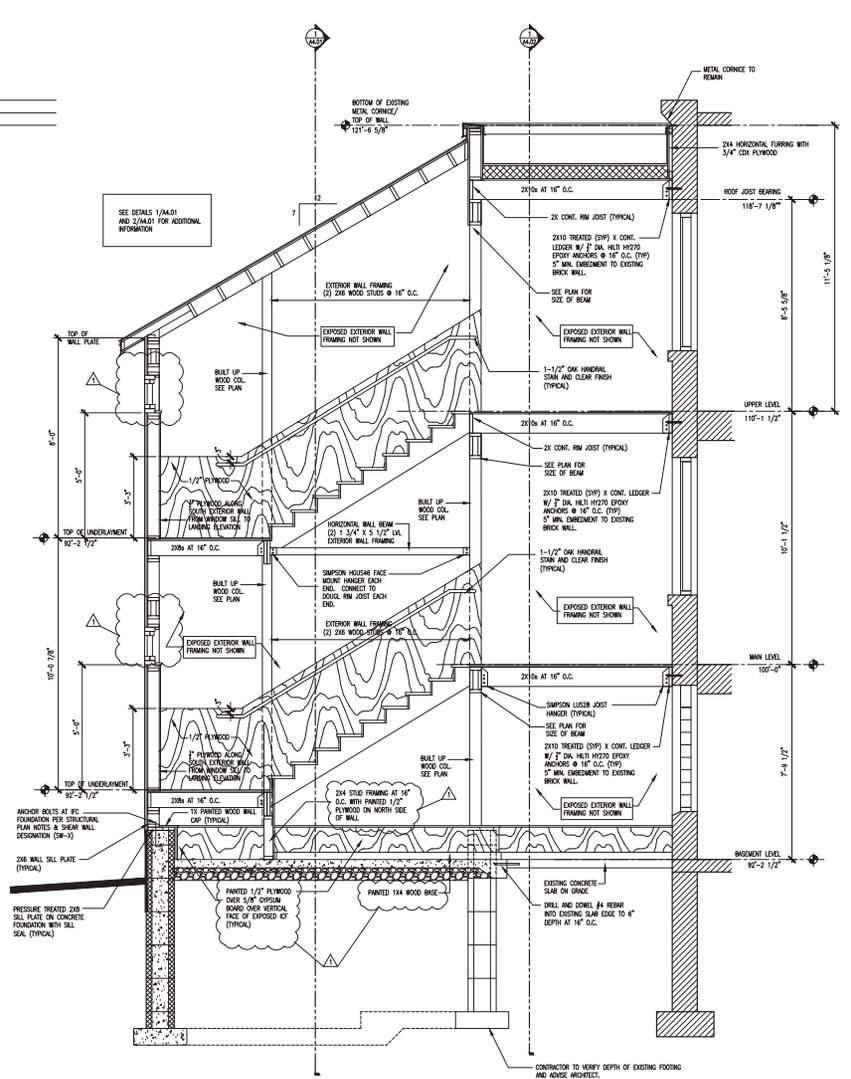
NEW STAIR AND BUILDING SECTIONS

RW Fern Associates Inc. Architects, 5517 Grand Avenue, Duluth, Minnesota 55807 (218) 722-8271
 STAIR ENCLOSURE AND DECK
 1226 EAST 2ND STREET
 DULUTH, MN 55805

REV. 10/26/25
 SHEET NO. 10/22/25
 SHEET 2
A4.02
 LINE IS TWO INCHES
 AT FULL SCALE & FOUR INCHES
 OF NOT TO SCALE ACCORDINGLY
 08.7



SECTION THROUGH STAIR BALCONY LOOKING NORTH
 1/2"=1'-0"



CROSS SECTION LOOKING AT WEST EXTERIOR WALL
 (EAST EXTERIOR WALL SIMILAR)
 1/2"=1'-0"

Saint Louis County Bird's Eye

Parcel Number: Address Search:

05/11/2023



Michael and Susan Kildahl
4061 Lavaque Road
Hermantown, MN 55811
218-590-9292

January 21, 2026

City of Duluth

Re: 1226 E 2nd Street, Duluth, MN – back porch project

Dear Representatives,

Robert Fern, architect with RW Fern Associates, Inc. , has our consent to represent us in all matters before the City of Duluth as it relates to our back porch project at 1226 E 2nd Street, Duluth, MN 55805. Please accept his signature on all applications and requests.

Please let us know if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Susan Kildahl".

Susan Kildahl