

**Town of Duluth
Planning Commission
Meeting Minutes
August 22, 2019**

The meeting was called to order at 6:30 pm by Chair, Liz Strohmayr.

Present: Liz Strohmayr, Wayne Dahlberg, Jerry Hauge, Larry Zanko, Dave Edblom, Pam West and Angela Wilson.

Absent: No one.

Also present: Sue Lawson, Planning Director.

The agenda was approved as presented.

The minutes from July 25, 2019 were approved as presented.

Director's Report

Sue said that there has been an appeal of a decision she made regarding an application for a conditional use for a short-term rental. The parcel where the rental would be located does not meet the two-acre lot size requirement. The applicants own another parcel across the road and kitty-corner from the one with the rental that they felt should count towards the lot size requirement. Sue said that it would not, so they are appealing that decision. Sue said that there is little guidance in the Ordinance regarding notification area for a Planning Director decision appeal hearing. For a conditional use the minimum notification area is one-quarter mile or the 10 nearest properties, whichever is greater.

Liz asked what the reasoning behind the minimum 2-acre lot size for STRs was. Sue said that the Town Board developed the standards for STRs and, based on the Town's experiences with STRs, decided that if the owner does not live on-site, a 2-acre minimum lot size with 50 ft setbacks was necessary to protect neighbors.

Angela made a motion that the notification area be 1/4 mile and that the matter be heard at the next regular Commission meeting. Liz seconded. The motion passed unanimously

Sue said that there is someone who is possibly purchasing a 2-acre parcel on the SE corner of the intersection of Lismore and McQuade Roads. He wants to have an auto repair shop there. He would work primarily on autos and pickups with some fleet maintenance and some work on larger vehicles and trailers. The area is zoned commercial with a half-acre minimum lot size. The closest use she found in the Ordinance was Highway Commercial Use, which is allowed in COM-3 with performance standards. She read the first part of the definition for it from the Ordinance:

Those uses, which by their nature customarily relate to, depend upon, or provide essential services to the highway traveling public, on arterial and major collectors, including, but not limited to, gasoline service and light automotive repair station.

She said that St Louis County identifies Lismore Road as a collector road. There are no performance standards specific to this type use. Things like oil recovery would fall under the purview of the MPCA. Did the Commission think that the Highway Commercial Use would encompass this use?

Liz moved that the use be considered Highway Commercial Use. Angela seconded and the motion passed unanimously.

Sue said that the Comprehensive Land Use Community Steering Group met the previous week. At that meeting they finalized and approved the draft vision for the 2030 plan. She reported that the Town got the grant for the final phase of the 2030 CLUP. The final phase will be to develop goals and policies to achieve the vision. The next open house for public comment will be when a draft of the CLUP is completed. After that the draft will be finalized and will be recommended to the Board.

Wayne had knowledge of a VRBO on the shore and wanted to know if it was permitted. Sue said that she would check and, if necessary, would follow up on it. She is also continuing to follow up on another she has been working with to get permitted.

Liz had to leave for a fire call. Wayne took over as meeting chair.

Old Business

Don McTavish reported that the group working to purchase land along the Knife River for the Knife River Recreation Center submitted an article for the newsletter.

Concerns from the Audience

None.

The meeting adjourned at 7:12.