

CITY OF HERMANTOWN  
PLANNING & ZONING COMMISSION  
September 21, 2021 Meeting Summary  
7:00 PM

**1. ROLL CALL**

Members Present: Joe Peterson; Valerie Ouellette; Shannon Sweeney Jorgenson; Beth Wentzlaff; Buckley Simmons; Shannon Sweeney Jorgenson (via Zoom); and John Geissler

Members Absent: Cory Kolquist; and Samuel Clark.

Others Present: Eric Johnson, Community Development Director; Joel & Nancy Christoff, 5212 Kingswood Ln.; Wayne Roberts, 5268 Twin Pines St.; Greg Bennett, 5266 Twin Pines St.; Barb & Alex Struck, 3997 Haines Rd.; Barb Foster, 5266 Twin Pines St.; Tanya Nichols, 5125 Cedar Ridge Dr.; Holly Kneisl, 4372 Grouse Ridge Dr.; Randall & Amy Abernethy, 4366 Grouse Ridge Dr.; Hope Midboe, 5137 Cedar Ridge Dr.; Shawna Jokinen, 5119 Cedar Ridge Dr.; Nicole Dorn, 5131 Cedar Ridge Dr.; Darren Weets, 1990 West Chub Lake Rd.; Jesse Stokke, 4914 Trails End Dr.; Floyd Lentz, 5135 W Arrowhead Rd.; Jay Zierden, 4571 Martin Rd.; Bill & Laurel Pagel, 5284 Twin Pines St.; Andrea Wetmore, 4395 Grouse Ridge Dr.; Luke Miner, 3998 Ugstad Rd.; Jared Anderson, 4383 Grouse Ridge Dr. (via Zoom); and Matt Jugovich, 4379 Grouse Ridge Dr.

**2. APPROVAL OF AGENDA**

Motion made by Buckley Simmons to approve the September 21, 2021 agenda as presented. Seconded by Beth Wentzlaff. Motion carried.

**3. APPROVAL OF MINUTES**

Motion made by Beth Wentzlaff to approve the August 17, 2021 minutes as presented. Seconded by Buckley Simmons. Motion carried.

**4. PUBLIC DISCUSSION**

None.

**5. PUBLIC HEARING**

5A. An application by Luke and Trista Miner for a Special Use Permit for the construction of a two family home at 4012 Ugstad Road. The property is located in a R-3 Residential zoning district.

Eric Johnson, Community Development Director, presented the application of Luke and Trista Miner who plan to purchase the property located at 4012 Ugstad Road which is zoned R-3, Residential. This property was previously approved for a flag lot split which was approved in May 2021. This is a portion of the original 5.0 acre site. The property currently has an existing house and two outbuildings located on it. The applicant is proposing to demolish the existing home and construct a two-family home in its place.

Staff recommends approval of the special use application to construct a two-family dwelling, subject to the following:

1. The applicant shall connect to public sewer and water services at their own cost.
2. Prior to issuance of a building permit, the applicant will submit a site plan showing the lot dimensions and location of the two-family residence relative to the side lot lines.

3. Erosion control measures shall be utilized and remain in place throughout the construction period, and shall not be removed until vegetation is established on the site.
4. Prior to issuance of a building permit, all necessary permits shall be obtained.
5. The applicant shall sign a consent form assenting to all conditions of this approval.
6. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

Luke Miner, 4012 Ugstad Rd., spoke stating that they were planning on constructing the two family structure for a member of their family to live in.

Motion made by Buckley Simmons to approve the application by Luke and Trista Miner for a Special Use Permit for the construction of a two family home at 4012 Ugstad Road. Seconded by Valerie Ouellette. Motion carried 4 to 0.

5B. An application by Barb Struck for a Subdivision to create a 100-foot-wide parcel of 1.0 acres and a 4.0 acre lot accessed by way of a flag lot of 65 foot width at 3965 Haines Road. The property is located in an R-3 zoning district.

Eric presented that the property owner, Barb Struck, owns a five acre property at 3965 Haines Road. The property has a lot dimension of 165' x 1317'. A single family house and two accessory buildings are located on the property. The property owner proposes to create a new flag lot along the northern border of the existing property. The property owner is proposing a 65 foot 'pole/driveway' connection to Haines Road for a distance of 403 feet with the 'flag' portion of the lot being approximately 165' x 914'. The proposed lot sizes for the two total parcels are:

Parcel A: 65' x 403' and 165' x 914' = 177,005/43,560 or 4.06 acres  
Parcel B: 100' x 403' / 43,560 sf. or 0.93 acres

The property owner intends to sell parcel B with the new owner retaining the existing home. The applicant intends to demolish the existing structures on parcel A in order to either build in the future or sell the parcel. The applicant has discussed this proposal with the City Utility Clerk as well as St. Louis County in order to verify that utilities are available and that a new driveway cut would be permitted.

Staff makes the following recommendations:

1. Recommend approval of the creation of a 165' by 914' flag lot with a 65' by 403' pole abutting Haines Road.
2. Adopt the stated Findings of Fact and other content of this report as the required findings identified in Section 1010.04.11.6 of the Hermantown Zoning Regulations.
3. Prior to recording of the flag lot the property owner shall pay a fee in lieu of land dedication for parks and recreation of \$1,100.
4. Prior to issuance of a City land alteration permit for site work on the flag lot the property owner of the land alteration permit will provide a site plan depicting the driveway and flag the location of the driveway for inspection to confirm that it meets setback requirements listed Section 1010.04 of the Hermantown Zoning Regulations.
5. The new flag lot will be required to utilize City sanitary sewer and water services and pay all applicable fees.
6. The property owner shall sign a consent form assenting to all conditions of this approval.
7. The property owner shall pay an administrative fine of \$750 per violation of any condition of this approval.

Motion made by Beth Wentslaff to approve the application Barb Struck for a Subdivision to create a 100-foot-wide parcel of 1.0 acres and a 4.0 acre lot accessed by way of a flag lot of 65 foot width at 3965 Haines Road. Seconded by Buckley Simmons. Motion carried 4 to 0.

5C. An application by Jesse Stokke for an amendment to the development plan associated with the Pine View development for the purpose of modifying the plan to accommodate a two family home.

Eric put forth to the commission the recommendation to approve of the amendment to the Development Plan to allow for the construction of a two family residential structure in the Pine View development. The parcel identification numbers for the proposed two family home are: 395-0015-00370 and 395-0115-00380, located on Twin Pines St.

Staff recommends approval of the amendment to the PUD Development Plan, subject to the following:

1. Prior to building permit issuance:
  - a. All professional fees incurred by the City in connection with the Amendment must be paid.
  - b. All necessary permits, including but not limited to stormwater, erosion control, and driveways, shall be issued.
2. All conditions of prior approvals shall be met in the construction of the twinhome structure.
3. The applicant shall sign a consent form assenting to all conditions of this approval.
4. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

Jesse Stokke 4914 Trails End Dr., stated that he bought the property for the purpose of building a twin home.

Bill Pagel, 5284 Twin Pines St., asked what codes are not being followed by the applicant with this proposal. Eric responded that the proposed structure would follow the same requirements associated with the other homes in the development.

Motion made by Valerie Oullette to approve the application by Jesse Stokke for an amendment to the development plan associated with the Pine View development for the purpose of modifying the plan to accommodate a two family home. Seconded by Buckley Simmons. Motion carried 4 to 0.

5D. An application by BMAX, Inc. for a preliminary and final Plat of 32.3 acres for the creation of 7 lot land subdivision. The property is located at 5189 W Arrowhead Road, in a R-3 Residential zoning district; and

5E. An application by BMAX, Inc. for a preliminary and final Planned Unit Development of 32.3 acres for the creation of 7 lot land subdivision. The proposal is for 4 single family lots, 2 twinhome lots (2 units total) and 1 future development lot. The property is located at 5189 W Arrowhead Road in a R-3 Residential zoning district.

Eric submitted to the commission the notice that application BMAX, Inc. is requesting approval of a Preliminary and Final Plat and a preliminary and Final PUD for the subdivision of a 32.3 acre parcel into 7 residential lots. The property is located at 5189 West Arrowhead Road and is in a R-3 zoning district.

The applicant is proposing to /reconfigure the properties at 5189 West Arrowhead Road and 4371 Grouse Ride Drive into a 7 lot land subdivision. 4 lots will have frontage off of West Arrowhead Road and 3 lots will have access off of Grouse Ridge Drive. There is an existing home at 5189 West Arrowhead and 4371 Grouse Ridge Drive. The application will reconfigure these two parcels into a 0.57 acre parcel for 5189 W Arrowhead Road (Lot 6) and a 0.67 acre parcel for the 4371 Grouse Ridge Drive (Lot 3) property. The other 5 lots range in size from 0.5 acres to 23.6 acres in size.

Lots 4 and 7 take frontage from West Arrowhead Road and may have future twinhomes proposed for the property; Lots 2 and 5 are new single family lot meeting the R-3 requirements and Lot 1 being a residential lot that may see development in the future.

Staff recommends approval of the Preliminary and Plat and the Preliminary and Final PUD based on the following findings and conditions:

1. The proposed preliminary plat meets the intent of the R-3, Residential Zoning District and the overall goals and policies of the Zoning Ordinance.
2. The preliminary plat is in accordance with and conformity to the Hermantown Comprehensive Plan and Hermantown Zoning Ordinance.
3. The lots will be served by public water and sewer which will be constructed by the applicant. The applicant/builder will be responsible for any connection of availability fees.
4. The preliminary and final PUD meets the intent of the R-3, Residential Zoning District, Chapter 11 – Planned Unit Developments, and the overall goals and policies of the Zoning Ordinance.
5. The preliminary and final PUD meets the Comprehensive Plan for residential development and standards of a Planned Unit Development by providing public benefit through enhanced and coordinated development design and a greater variety of housing variety in the community.
6. The preliminary and final PUD hereby approved is hereby expressly subject to the following conditions:
  - a. Property Owner is initially and continually in compliance with all of the ordinances and regulations of the City of Hermantown.
  - b. Trees and brush cannot be burned on the Land, but may be chipped and shredded.
  - c. Erosion control measures must be in place prior to any construction on the Final PUD.
  - d. The Property Owner shall take measures to control erosion that has the potential to damage adjacent land, and control sedimentation that has the potential to leave the site.
7. The Applicant will be required to pay park dedication fees consistent with the requirements of the City Zoning Ordinance. A park dedication fee of \$1,100 per lot/unit will be paid at the time of final PUD/Plat approval. The applicant/builder will be responsible for the \$150/bedroom park dedication at the time of building permit.
8. The Applicant shall sign a consent form assenting to all conditions of this approval.
9. The Applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

Jay Zierden, 4571 Martin Rd., stated that he has been building home in Hermantown for over 30 years, and that he bought these parcels and reconfigured the lots so that he would have the opportunity to build four new homes there and that it creates a developable area for some time in the future.

The following residents spoke about their concerns regarding this project. The main issues were, road access, type of homes, twin home lots, traffic concerns on Arrowhead Rd., and easements.

Tonya Nichols, 5125 Cedar Ridge Dr.  
Andrea Wetmore, 4395 Grouse Ridge Dr.  
Nicole Dorn, 5131 Cedar Ridge Dr.  
Shawna Jokinen, 5119 Cedar Ridge Dr.  
Jared Anderson, 4383 Grouse Ridge Dr.  
Doug Janzig, 5134 Cedar Ridge Dr.  
Mary Murphy, 5180 W Arrowhead Rd.

Motion made by Buckley Simmons to approve the application by BMAX, Inc. for a preliminary and final Planned Unit Development of 32.3 acres for the creation of 7 lot land subdivision. Seconded by Beth Wentzlaff. Motion carried 4 to 0.

**6. CONTINUING BUSINESS**

None

**7. NEW BUSINESS**

Eric spoke about staff reviewing the ability to use shipping containers in lieu of mini storage buildings.

**8. COMMUNICATIONS**

None.

**9. COMMISSION MEMBER REPORTS**

Joe Peterson – None

Corey Kolquist – Absent

Valerie Ouellette – None

Samuel Clark – Absent

Shannon Sweeney Jorgenson – expressed concern over City meetings in person and lack of a mask mandate by the City

Beth Wentzlaff – None

Buckley Simmons – None

John Geissler – Acknowledged Steve Overom’s service to the City as the City Attorney for 30+ years and informed P&Z about Gunnar Johnson becoming the new City Attorney.

**ADJOURN**

Motion made by Buckley Simmons to adjourn the meeting. Seconded by Valerie Oullette. Meeting adjourned at 8:16 pm.

Officiated by:

Transcribed by:

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Joe Peterson, Chairman

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Mary Melde, Administrative Assistant