



## PLANNING & ZONING COMMISSION

April 15, 2025 Meeting Summary

7:00 PM

### 1. ROLL CALL

Members Present: Joe Peterson; Corey Kolquist; Beth Wentzlaff; John Stauber; Matthew Fournier; Kevin Hagen; Amanda Radzak; and Ryan Johnson

Members Absent: None

Others Present: Eric Johnson, Community Development Director; Jordan Urshan, 5770 Morris Thomas Rd.; Dan Linde, 4050 Lavaque Rd.; Eloisa Fournier, 5196 Country Ln.; Tim Resberg, 3646 Midway Rd.; Annette & Mike Ralph, 5781 St. Louis River Rd.; Jeff Kachinske, 5564 Hermantown Rd.; and Wes Dammer, 5563 Hermantown Rd.

### 2. APPROVAL OF AGENDA

Motion made by Corey Kolquist to approve the April 15, 2025 agenda as presented. Seconded by Matthew Fournier. Motion carried 7-0.

### 3. APPROVAL OF MINUTES

Motion made by Kevin Hagen to approve the March 18, 2025 minutes as presented. Seconded by Ryan Johnson. Motion carried 7-0.

### 4. PUBLIC DISCUSSION

None.

### 5. PUBLIC HEARING

5A. An application by Jordan Urshan for a Subdivision to create an 820-foot-wide parcel of 7.99 acres and a 26.87-acre lot accessed by way of a flag lot of 200-foot width at 5577 Hermantown Road. The property is located in an S-1 zoning district.

Eric Johnson, Community Development Director, presented the application submitted by Jordan Urshan, who has entered into a purchase agreement for a 34.09-acre property located at 5577 Hermantown Road. The property has general dimensions of approximately 1,321 feet by 1,317 feet and currently contains an existing home and two outbuildings situated on the eastern side of the parcel.

The property is presently made up of two parcels, which will be reorganized as part of the proposal to reflect the configuration shown in the submitted application. The applicant is proposing to create a new flag lot along the eastern boundary of the property. This configuration includes a 200-foot-wide "pole" or driveway connection to Hermantown Road, extending approximately 424 feet before reaching the "flag" portion of the lot. The dimensions of the "flag" portion are approximately 897 feet by 1,317 feet.

The applicant intends to retain the existing home and accessory structures on the original parcel and will reside in the home while planning the construction of a new residence on the newly created flag lot. Development of the new residence will be subject to coordination with St. Louis County for appropriate well and septic permitting, as well as with Hermantown Public Works for review and approval of driveway access.

The applicant respectfully seeks approval for the parcel reconfiguration and creation of the flag lot.

Motion made by Corey Kolquist to approve the application by Jordan Urshan for a Subdivision to create an 820-foot-wide parcel of 7.99 acres and a 26.87-acre lot accessed by way of a flag lot of 200-foot width at 5577 Hermantown Road. Seconded by John Stauber. Motion carried. 7-0.

5B. An application for a Special Use Permit by Kevin and Cari Hagen for grading and filling in a Natural Environment Shoreland Area for the purpose of constructing a 1,350 square foot addition to an existing home. The property is located at 4264 Ugstad Road and is located in a R-3, Residential zoning district.

Eric explained that Applicants Kevin and Cari Hagen are requesting zoning approval for a proposed 1,350-square-foot addition to the existing primary structure on their property located at 4264 Ugstad Road. The property currently includes a single-family residence and a detached accessory structure.

Of the proposed 1,350-square-foot addition, approximately 450 square feet are located within a designated Natural Environment Shoreland Area associated with a tributary to the Rocky Run River. As part of this work, the project will require filling and grading within an approximately 750-square-foot area of disturbance within the shoreland overlay district.

The applicants are aware of the environmental sensitivity of the site and intend to follow all applicable regulations related to shoreland development, grading, and erosion control. The purpose of the addition is to expand the existing residential living space, and the proposed construction will be designed to minimize impact to the surrounding natural area.

The applicants respectfully request that the zoning commission review and approve this application.

Motion made by John Stauber to approve the application for a Special Use Permit by Kevin and Cari Hagen for grading and filling in a Natural Environment Shoreland Area for the purpose of constructing a 1,350 square foot addition to an existing home. The property is located at 4264 Ugstad Road. Seconded by Corey Kolquist. Kevin Hagen abstained. Motion carried. 6-0.

5C. A public hearing for the City of Hermantown's Draft Comprehensive Plan Update.

Eric stated that since 2022, the City has been working HKGI (Hoisington Koegler Group, Inc.) on an update to the Cities Comprehensive Plan. He noted that the last update was in 2001. He stated that typically, an update is done every 20 years.

It provides the framework of how the City could be developed in the next 20 years. Zoning plays a key role in the requirements of the Comprehensive Plan.

Jeff Miller, from HKGI, presented the power point presentation that had previously come before the commission at the March 18, 2025, Planning and Zoning meeting.

John Stauber asked who all was involved in the Comprehensive Plan Update project.

According to Eric, the project began with HKGI in June 2022. A steering committee, comprised of 10 local residents, was established and met 5 or 6 times throughout the process. Community engagement efforts included an interactive map on the City of Hermantown's website, where residents could provide comments. The project was also introduced at Summerfest to raise awareness.

In addition, the initiative was presented to the City's Park Board, the Planning & Zoning Commission on multiple occasions, and updates were shared with the City's Utility Commission. A public open house was also held to gather broader community input.

Eloisa Fournier from Hermantown Youth Soccer Association (HYSA) asked that the plan be amended so the timelines for Stebner Park and Art Olson Park aligned from a development standpoint. The Planning Commission was supportive of the change.

Motion made by Corey Kolquist to approve the City of Hermantown's Comprehensive Plan Update with the amendment as stated. Seconded by Amanda Radzak. Motion carried. 7-0.

**6. CONTINUING BUSINESS**

None.

**7. NEW BUSINESS**

Eric updated the members on the ADU (Accessory Dwelling Unit).

**8. COMMUNICATIONS**

None.

**9. COMMISSION MEMBER REPORTS**

Joe Peterson – None  
Corey Kolquist – None  
Beth Wentzlaff – None  
Kevin Hagen – None  
Matthew Fournier – None  
John Stauber – None  
Amanda Radzak – None  
Ryan Johnson – None

**ADJOURN**

Motion made by Kevin Hagen to adjourn the meeting. Seconded by Corey Kolquist. Meeting adjourned at 8:27 pm.

Officiated by:

Transcribed by:

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Joe Peterson, Chairman

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Mary Melde, Administrative Assistant