



## PLANNING & ZONING COMMISSION

### *Agenda*

August 19, 2025

7:00 PM

**1. ROLL CALL**

**2. APPROVAL OF AGENDA**

**3. APPROVAL OF MINUTES**

3A. July 15, 2025 regular meeting.

**4. PUBLIC DISCUSSION** – Public comment on any item not otherwise listed on the agenda.

**5. PUBLIC HEARINGS**

5A. An application by Scott and Nena Johnson for a Subdivision to create a 270-foot-wide parcel of 3.10 acres and a 6.85-acre lot accessed by way of a flag lot of 58-foot width at 5380 W Arrowhead Road. The property is located in an R-3 zoning district.

5B. An application by Ronald Nylander for a Subdivision to create a 300-foot-wide parcel of 3.11 acres and a 2.82-acre lot accessed by way of a flag lot of 30-foot width at 4054 Lindahl Road. The property is located in an R-1 zoning district.

5C. An application by Hy-Tec Construction of Brainerd for a Commercial Industrial Development Permit for the construction of a 10,800 square foot Just for Kix Dance Studio with associated site and stormwater improvements. The property is located at 4894 W Arrowhead Road and is located in a C, Commercial zoning district.

5D. An application by Cirrus Aircraft for a Commercial Industrial Development Permit for the renovation of a 22,000 square foot building (former Harley Davidson facility). The property is located at 4355 Stebner Road and is located in a C, Commercial zoning district.

5E. An application for a Special Use Permit by the City of Hermantown for grading and filling in a Natural Environment Shoreland Area for the purpose of constructing 3,000 feet of 10-foot-wide paved trail from the Carlson Road right of way at Johnson Road to Morris Thomas Road and 4,700 feet of trail through Keene Creek Park to the Stebner/Getchell Road intersection.

**6. CONTINUING BUSINESS**

6A. A discussion on Accessory Dwelling Units (ADU) in the City.

PLANNING & ZONING COMMISSION  
August 19, 2025

**7. NEW BUSINESS**

**8. COMMUNICATIONS**

**9. COMMISSION MEMBER REPORTS**

Joe Peterson  
Corey Kolquist  
Beth Wentzlaff  
Kevin Hagen  
Matthew Fournier  
John Stauber  
Amanda Radzak  
Ryan Johnson

**ADJOURN**



## PLANNING & ZONING COMMISSION

July 15, 2025 Meeting Summary

7:00 PM

### 1. ROLL CALL

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

Members Absent: Kevin Hagen

Others Present: Eric Johnson, Community Development Director; Austin Aili, 4802 Oneota St.; Mark Proulx, 4905 Wildrose Tr.; Liz Ames, 5842 Morris Thomas Rd.; Bart Porter, 4298 Miller Trunk Hwy.; and Dan Urshan, 5879 Kehtel Rd.

### 2. APPROVAL OF AGENDA

Motion made by Corey Kolquist to approve the July 15, 2025 agenda as presented. Seconded by John Stauber. Motion carried 5-0.

### 3. APPROVAL OF MINUTES

Motion made by Matthew Fournier to approve the June 17, 2025 minutes as presented. Seconded by John Stauber. Motion carried 6-0.

### 4. PUBLIC DISCUSSION

#### 5. PUBLIC HEARING

5A. An application for a Special Use Permit by Daniel Urshan (Urshan Family Trust) for grading and filling in a Natural Environment Shoreland Area for the purpose of installing fill in a basement of a demolished structure and build a new residential structure. The property is located at 5577 Hermantown Road and is located in a S-1, Residential zoning district.

Eric Johnson, Community Dev. Dir., presented the application of Daniel Urshan/Urshan Family Trust, who desires to demolish an existing structure and fill in the basement on a property at 5577 Hermantown Road. The existing home and portion of an accessory structure are within a Natural Environment Shoreland Area and will require filling and grading within an approximately 5,000 square feet area of disturbance.

Motion made by John Stauber to approve the application for a Special Use Permit by Daniel Urshan (Urshan Family Trust) for grading and filling in a Natural Environment Shoreland Area for the purpose of installing fill in a basement of a demolished structure and build a new residential structure. Seconded by Matthew Fournier. Motion carried. 6-0.

5B. An application by Barton Porter for the rezoning of 0.65 acres of land associated with Sunrise Funeral Home, Cremation Services & Cemetery at the SE intersection of Arrowhead Road and Stebner Road from P - Public to C – Commercial.

Eric brought forth the request for a proposed change to the Hermantown Zoning Map by rezoning 0.65 acres in the northwest quadrant of Parcel: 395-0030-00010 from P, Public to C, Commercial. The purpose of the rezoning is to enlarge the 1 acre parcel (395-0010-03675) by ½ acre in order

to accommodate a future development project. The 0.65 acre rezoning request includes the Stebner Road right of way which consists of approximately 0.15 acres.

Motion made by Corey Kolquist to approve the application by Barton Porter for the rezoning of 0.65 acres of land associated with Sunrise Funeral Home, Cremation Services & Cemetery at the SE intersection of Arrowhead Road and Stebner Road from P - Public to C – Commercial. Seconded by Beth Wentzlaff. Motion carried. 6-0.

**6. CONTINUING BUSINESS**

6A. A discussion on Accessory Dwelling Units (ADU) in the City. Discussion items included minimum and maximum size of structures, height and setbacks, number of parking spaces, number of ADU’s per lot, occupation of existing parent structure, utility connections and building look/materials. Eric will work to compile these comments into a draft ordinance and bring to the August meeting.

**7. NEW BUSINESS**

None.

**8. COMMUNICATIONS**

None.

**9. COMMISSION MEMBER REPORTS**

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

**ADJOURN**

Motion made by Ryan Johnson to adjourn the meeting. Seconded by Amanda Radzak. Meeting adjourned at 8:19 pm.

Officiated by:

Transcribed by:

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Joe Peterson, Chairman

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Mary Melde, Administrative Assistant



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**5A. Subdivision Application to create a flag lot in an R-3 zoning district**

**Applicant:** Scott and Nena Johnson  
**Case No.:** 2025-48-SUB-A  
**Staff Contact:** Eric Johnson, Community Development Director  
**Request:** Subdivision of an R-3 zoned property to create a flag lot.

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**DESCRIPTION OF REQUEST:**

The applicants (Scott and Nena Johnson) own a 10 acre property at 5380 W. Arrowhead Road. The property has a general lot dimensions of 329' x 1320'. There is an existing home and two outbuildings located on the northern portion of the property.

The applicant proposes to create a new flag lot along the west border of the existing property. The applicant is proposing a 58 foot 'pole/driveway' connection to W. Arrowhead Road for a distance of 467 feet with the 'flag' portion of the lot being approximately 329' x 819'. The proposed lot sizes for the two total parcels are:

Parcel A: 270' x 467' = 135,002/ 43,560 sf. or 3.10 acres  
Parcel B: 58' x 467' and 329' x 819' =298,553/ 43,560 sf. or 6.85 acres

The applicant intends to sell parcel A with the existing home and outbuildings and market the newly created parcel B for sale. Any new home application will require coordination with Hermantown Public Works regarding driveway locations and utility connections.

**SITE INFORMATION:**

**Parcel Size:** 10 acres (does not include right of way)  
**Legal Access:** 5380 W. Arrowhead Road  
**Wetlands:** Yes, per the NWI  
**Existing Zoning:** R-3, Residential  
**Minimum Lot Area:** 0.5 acres with City utilities  
**Airport Overlay:** No  
**Shoreland Overlay:** No  
**Comprehensive Plan:** Residential

## BACKGROUND:

The City updated its regulations covering splitting of land and subdivisions in 2016. The update to the regulations created a process to allow flag lots in residential zoning districts. A flag lot is defined as a lot containing an area shaped like a “flag” which is the portion of the lot where all structures are to be located and an area shaped like a “pole” which is the portion of the lot where the vehicular access between the flag and its adjoining road shall be located. The regulations set ten standards for flag lots in Hermantown. These are listed in the Findings section. Flag lots require a public hearing by the Planning Commission and approval by the City Council.

Administrative approvals and Flag Lot approvals require a certificate of survey, resulting legal descriptions, and review of any assessments. In addition, the City charges a fee in lieu of land dedication of \$1,100 for parks and recreation for every new residential lot created.

City sewer and water are in the W. Arrowhead Road right of way. Any future home will be required to connect to City sewer and water services and pay all applicable connection and availability fees.

## FINDINGS:

Staff recommends the following findings of fact regarding the flag lot split application:

- 1. The resulting lots do not violate any provision of the Hermantown Zoning Regulations, Comprehensive Plan, or any other local ordinance.** The new lot exceeds minimum standards in the R-3, Residential District, maintains the suburban residential development pattern identified in the Comprehensive Plan, and has access to water and sewer.
- 2. The width of the flag lot at the front yard setback line must meet the lot width requirements of the Hermantown Zoning Regulations.** The lot is 329’ wide at the front yard setback line which exceeds the requirement of 100’.
- 3. The pole portion of a flag lot shall not exceed 500 feet.** The pole is 467’ feet long.
- 4. The pole portion of a flag lot must have a minimum width of 30 feet, be of uniform width, be a platted part of the flag lot, and connect to a public street. The driveway shall be set back a minimum of 10 feet from the neighboring property that was not used to create the flag lot and five feet from the mother property.** The pole is 58’ wide. Approval of building permits will be conditioned on siting of the driveway to meet setback standards defined in Section 1010.04.04 of the Hermantown Zoning Regulations.
- 5. The pole portion of the flag lot will not be included in calculating the minimum lot area.** The lot area without the “pole” is 6.19 acres which exceeds the 0.5 acre minimum lot size of the R-3, Residential zoning district.
- 6. Only one flag lot may be created from an existing/mother property.** The city will record that no further flag lots can be created from PIN # 395-0010-04430.
- 7. Must be used exclusively for single family dwelling and accessory uses.** The intended use of the new developable lot is for single family residential. The City will only issue building or zoning permits for single family residential and related uses.
- 8. The City must determine that the creation of the flag lot will not interfere with future development of roads or interior lands.** The land to the south, east and west of the subject parcel have existing single family homes located on them.
- 9. The City must determine that the flag lot provides adequate accessibility of emergency responders.** The proposed pole meets minimum width and is less than the maximum length. Both standards were developed with emergency response vehicles in mind.

**10. All flag lots must display an address at their closest point of access to a public street for emergency responders.** The applicant will have to assent to displaying 911 addressing in a visible location at the entrance of the driveway.

**RECOMMENDATION:**

1. Recommend approval of the creation of a 270' x 467' and 58' x 467' and 329' x 819' lot abutting W. Arrowhead 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 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.
4. The new flag lot will be required to connect to City sewer and water services and pay all applicable connection and availability fees.
5. The property owner shall sign a consent form assenting to all conditions of this approval.
6. The property owner shall pay an administrative fine of \$750 per violation of any condition of this approval.

**ATTACHMENTS**

- Location Map
- Proposed Survey and Legal Descriptions

**Location Map**





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**5B. Subdivision Application to create a flag lot in an R-3 zoning district**

<b><u>Applicant:</u></b>	Ronald Nylander
<b><u>Case No.:</u></b>	2025-49-SUB-A
<b><u>Staff Contact:</u></b>	Eric Johnson, Community Development Director
<b><u>Request:</u></b>	Subdivision of an R-1 zoned property to create a flag lot.

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**DESCRIPTION OF REQUEST:**

The applicant (Ronald Nylander) owns a 6 acre property 4054 Lindahl Road. The property has a general lot dimensions of 329' x 1320'. There is an existing home and two outbuildings located on the southern portion of the property.

The applicant proposes to create a new flag lot along the north border of the existing property. The applicant is proposing a 30 foot 'pole/driveway' connection to Lindahl Road for a distance of 300 feet with the 'flag' portion of the lot being approximately 330' x 226'. The proposed lot sizes for the two total parcels are:

Parcel A: 300' x 360' = 135,002/ 43,560 sf. or 3.11 acres  
Parcel B: 30' x 300' and 330' x 328' =122,915/ 43,560 sf. or 2.82 acres

The applicant intends to reside in the existing home on parcel A and market the newly created parcel B for sale. Any new home application will require coordination with Hermantown Public Works regarding driveway locations.

**SITE INFORMATION:**

<b>Parcel Size:</b>	<b>6 acres (does not include right of way)</b>
<b>Legal Access:</b>	<b>4054 Lindahl Road</b>
<b>Wetlands:</b>	<b>Yes, delineated in 2024</b>
<b>Existing Zoning:</b>	<b>R-1, Residential</b>
<b>Minimum Lot Area:</b>	<b>2.5 acres</b>
<b>Airport Overlay:</b>	<b>No</b>
<b>Shoreland Overlay:</b>	<b>No</b>
<b>Comprehensive Plan:</b>	<b>Residential</b>

## **BACKGROUND:**

The City updated its regulations covering splitting of land and subdivisions in 2016. The update to the regulations created a process to allow flag lots in residential zoning districts. A flag lot is defined as a lot containing an area shaped like a “flag” which is the portion of the lot where all structures are to be located and an area shaped like a “pole” which is the portion of the lot where the vehicular access between the flag and its adjoining road shall be located. The regulations set ten standards for flag lots in Hermantown. These are listed in the Findings section. Flag lots require a public hearing by the Planning Commission and approval by the City Council.

Administrative approvals and Flag Lot approvals require a certificate of survey, resulting legal descriptions, and review of any assessments. In addition, the City charges a fee in lieu of land dedication of \$1,100 for parks and recreation for every new residential lot created.

The lots are in an area of the City which do not have access to City sewer and water. Any future well and septic work will require a permit from St. Louis County and no building permits for the new lot will be issued until such permits are secured.

## **FINDINGS:**

Staff recommends the following findings of fact regarding the flag lot split application:

- 1. The resulting lots do not violate any provision of the Hermantown Zoning Regulations, Comprehensive Plan, or any other local ordinance.** The new lot exceeds minimum standards in the R-1, Residential District, maintains the suburban residential development pattern identified in the Comprehensive Plan, and has access to water and sewer.
- 2. The width of the flag lot at the front yard setback line must meet the lot width requirements of the Hermantown Zoning Regulations.** The lot is 200’ wide at the front yard setback line which meets the requirement of 200’.
- 3. The pole portion of a flag lot shall not exceed 500 feet.** The pole is 300’ feet long.
- 4. The pole portion of a flag lot must have a minimum width of 30 feet, be of uniform width, be a platted part of the flag lot, and connect to a public street. The driveway shall be set back a minimum of 10 feet from the neighboring property that was not used to create the flag lot and five feet from the mother property.** The pole is 30’ wide. Approval of building permits will be conditioned on siting of the driveway to meet setback standards defined in Section 1010.04.04 of the Hermantown Zoning Regulations.
- 5. The pole portion of the flag lot will not be included in calculating the minimum lot area.** The lot area without the “pole” is 2.61 acres which exceeds the 2.5 acre minimum lot size of the R-1, Residential zoning district.
- 6. Only one flag lot may be created from an existing/mother property.** The city will record that no further flag lots can be created from PIN # 395-0010-05662.
- 7. Must be used exclusively for single family dwelling and accessory uses.** The intended use of the new developable lot is for single family residential. The City will only issue building or zoning permits for single family residential and related uses.
- 8. The City must determine that the creation of the flag lot will not interfere with future development of roads or interior lands.** The land to the north, south and east of the subject parcel have existing single family homes located on them.
- 9. The City must determine that the flag lot provides adequate accessibility of emergency responders.** The proposed pole meets minimum width and is less than the maximum length. Both standards were developed with emergency response vehicles in mind.

**10. All flag lots must display an address at their closest point of access to a public street for emergency responders.** The applicant will have to assent to displaying 911 addressing in a visible location at the entrance of the driveway.

**RECOMMENDATION:**

1. Recommend approval of the creation of a 300' x 360' and 30' x 300' and 330' x 328' lot abutting Lindahl 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 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.
4. The new flag lot will be required to obtain permits for well and septic from St. Louis County prior to the issuance of any building permits.
5. The property owner shall sign a consent form assenting to all conditions of this approval.
6. The property owner shall pay an administrative fine of \$750 per violation of any condition of this approval.

**ATTACHMENTS**

- Location Map
- Proposed Survey and Legal Descriptions

**Location Map**





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**5C. 4894 W. Arrowhead Road – Commercial Industrial Development Permit (CIDP)**

**Applicant:** 4894 W. Arrowhead Road  
**Case No.:** 2025-47-CIDP  
**Staff Contact:** Eric Johnson, Community Development Director  
**Request:** Approve a Commercial Industrial Development Permit with conditions for a 10,800 square foot Just for Kix Dance Studio with associated site and stormwater improvements

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**RECOMMENDED ACTION:**

Approve a Commercial Industrial Development Permit with conditions for a 10,800 square foot Just for Kix Dance Studio with associated site and stormwater improvements The property is located at 4894 W. Arrowhead Road and is located in a C, Commercial zoning district.

**DESCRIPTION OF REQUEST:**

The Applicant (Hy-Tec Construction of Brainerd) has been discussing the development of this site with staff for the past few months. The Applicant is proposing a 10,800 square foot Just for Kix Dance Studio with associated site and stormwater improvements.

Just For Kix Dance studio, which is a business that teaches competitive dance classes from their youth programs through high school ages.

The proposed development has 63 parking spaces for the proposed use with a shared access with the adjoining parcel to the east and take access from W. Arrowhead Road. This is the same requirement that City staff has discussed with other potential users of these parcels. City staff has discussed parking needs with the applicant who is basing their parking on other facilities that they operate.

The proposed site plan shows a first phase of an 8,584 square foot building with the potential of a 2,220 square foot addition in the future. This addition would add another dance studio to the proposed building.

**SITE INFORMATION:**

**Parcel Size:** 1.5 acres  
**Legal Access:** 4894 W. Arrowhead Road  
**Wetlands:** None per the National Wetland Inventory  
**Existing Zoning:** C, Commercial  
**Airport Overlay:** Zone 3  
**Shoreland Overlay:** N/A  
**Comprehensive Plan:** Commercial

**ZONING ANALYSIS:**

Zoning District: C, Commercial		
Type	Required	Proposed
Min Lot Area	None	1.5 acres
Lot Width	None	+/- 209 feet
Front Yard	35 feet ROW	+/- 91 feet from W. Arrowhead Road +/- 90 feet from Stebner Road
Rear Yard	40 feet	+/- 73
Side Yard	10 feet	20 feet (east side)
Lot coverage	50%	16.5%
Maximum Building Height	65 feet	+/- 24 feet
Parking	Not identified	63 parking spaces

Stormwater Management

The Applicant is proposing underground stormwater detention in the western parking lot area. In addition there is a stormwater piping system connecting the parking lot, building and turf areas to the detention area.

The applicant has submitted preliminary engineering plans for the project. The applicant will need to submit final engineering plans prior to the issuance of a written CIDP from the City.

Access

The site would be accessed via a shared driveway with the parcel to the east. This design minimizes the number of driveways along W. Arrowhead Road. It is envisioned that the majority of the traffic will be from 2:30 pm - 10:00 pm. As the business runs after school dance classes.

Utilities

The proposed building plans proposes water and sanitary sewer service from the W. Arrowhead Road right of way. The applicant’s engineer has submitted preliminary utility drawings for the project and will be required to submit final engineering documents and receive approval by the City Engineer before issuance of the Commercial Industrial Development Permit. The applicant’s contractor will need to acquire approval from the City for any work in the right of way.

Building Architecture

The Applicant is proposing a combination of brick, EIFS and engineered wood siding for the building façade.

Sign permit will need to be applied for under a separate application with the City Building Official.

The trash area is located on the exterior of the building and will be screened with a wood enclosure.

Wetlands

The National Wetland Inventory does not show any wetlands on the property. However, the applicant will verify the location of the existing stormwater channel/pipe in the southwest portion of the property and determine the need for any additional work.

## **SUMMARY AND RECOMMENDATION:**

Staff recommends approval of the Commercial Industrial Development Permit based on the findings set forth in the Staff report, subject to the following conditions:

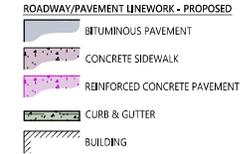
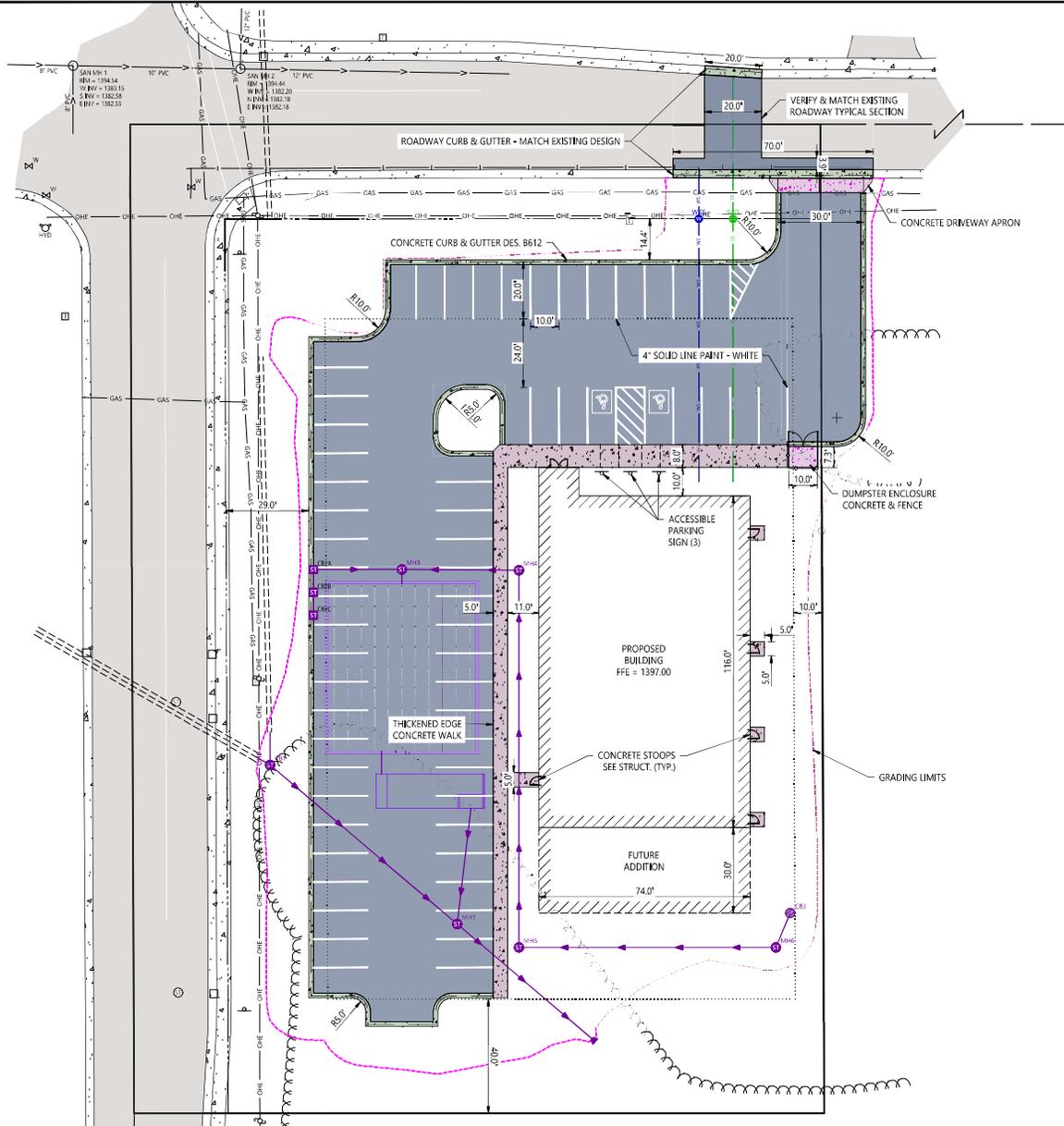
1. The applicant is seeking to renovate an existing 10,800 (8,584 square foot building with the potential of a 2,220 square foot addition) building as a competitive dance studio, along with associated site improvements. Upon City staff approval of the final site engineering and architectural plans, staff will then issue a final Commercial Industrial Development Permit (CIDP).
2. The proposal meets the requirements of Section 520, "C, Commercial" of the Hermantown Zoning Ordinance.
3. Verification of existing drainage channel/pipe along the southwest portion of the property.
4. Submission of final engineering and stormwater plans.
5. The proposal meets the requirements of Chapter 8, "Commercial-Industrial Development Permits" of the Hermantown Zoning Ordinance.
6. The applicant shall sign a consent form assenting to all conditions of this approval.
7. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

## **ATTACHMENTS:**

- Site Location Map
- Proposed Site Plan
- Proposed Grading Plan
- Proposed Floor Plan
- Proposed Building Elevations

**Location Map**





**GENERAL SITE PLAN NOTES**

1. THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CLASSIC 38-02 ENTITLED 'STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA'.
2. THE CONTRACTOR SHALL CALL GOPHER STATE ONE CALL PRIOR TO BEGINNING REMOVALS.
3. THE CONTRACTOR SHALL RECEIVE THE NECESSARY PERMISSION/ PERMITS FOR ALL WORK LOCATED OUTSIDE OF THE MUNICIPAL RIGHT-OF-WAY AND PROPERTY LIMITS.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL AND SHALL BE IN COMPLIANCE WITH THE MINNESOTA UNIFORM TRAFFIC CONTROL DEVICES MANUAL AND TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS FIELD MANUAL.
5. ALL RADII DIMENSIONS INDICATE THE BACK OF CURB, UNLESS OTHERWISE NOTED.
6. ALL PEDESTRIAN WALKWAYS SHALL MEET ADA ACCESSIBILITY REGULATIONS.
7. ALL STRIPING TO BE 4" WIDE SOLID PAINT (WHITE COLOR).

**WIDSETH**  
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY: JDS  
CHECKED BY: JDS  
PREPARED BY: JEREMY D. SCHWARZE  
LIC. NO.: 55408  
DATE: MM/DD/YYYY

DATE	REV	REVISIONS DESCRIPTION

JUST FOR KIX HERMANTOWN

SITE PLAN

C4.1

PROJECT # 2023-11118

© 2023 WIDSETH - FILE: W:\PROJECTS\194-SEC CONSTRUCTION OF BRANDED INC - 150208\2023-11118\CADD\DWG\C4.1-02-1118.DWG - PLOTTED BY: JEREMY SCHWARZE - JUN 11, 2025



Soil Map—St. Louis County, Minnesota, Duluth Part

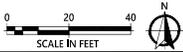
**Map Unit Legend**

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
F137B	Normanna-Canosia-Hermantown complex, 0 to 8 percent slopes	1.1	28.1%
F141D	Ahmeek-Normanna-Cathro, depressional, complex, pitted, 0 to 25 percent slopes	0.3	8.4%
F150A	Twig-Tacoosh-Giese complex, depressional, 0 to 1 percent slopes	2.6	63.5%
<b>Totals for Area of Interest</b>		<b>4.0</b>	<b>100.0%</b>

USDA Natural Resources Conservation Service

Web Soil Survey National Cooperative Soil Survey

7/30/2025 Page 3 of 3



DRAWN BY: \*\*\*\*\*  
 CHECKED BY: \*\*\*\*\*  
 I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE PROVISIONS OF THE CHARTERED PROFESSIONAL ENGINEERS ACT OF THE STATE OF MINNESOTA.  
 JEREMY D. SCHWARZE U.L. NO. 55498 DATE: 07/30/2025

DATE	REV	REVISIONS DESCRIPTION

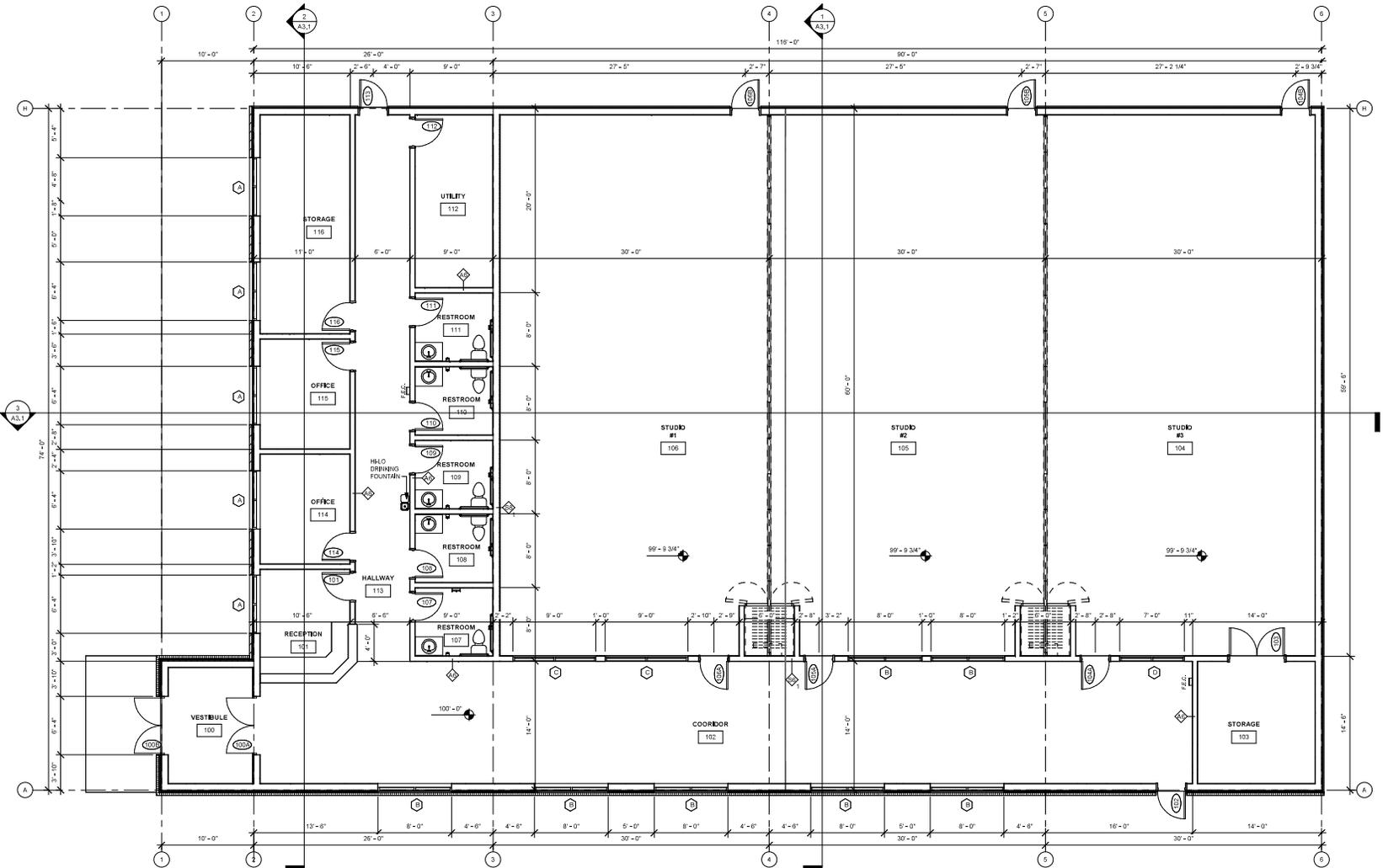
**JUST FOR KIX HERMANTOWN**

SWPPP MAPS

**C6.3**

PROJECT # 2025-0118

© 2025 WIDSETH - FILE: \\PROJECTS\KIX-CC CONSTRUCTION\HERMANTOWN\CADD\CDM\LIC-SW-2025-1118.DWG, PLOTTED BY: JEREMY SCHWARZE, JULY 31, 2025



1 FLOOR PLAN  
3/16" = 1'-0"

GENERAL FLOOR PLAN NOTES:  
 1. PLANS ARE DIMENSIONED TO THE FACE OF STUD. (U.N.C.)  
 2. ADD SOUND INSULATION TO ALL EXTERIOR WALLS. (U.N.C.)  
 3. ALL SHOP DRAWINGS TO BE APPROVED BY HYTEC PRIOR TO INSTALLATION.

NO.	DESCRIPTION

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 under the laws of the State of Minnesota.

**HYTEC** ARCHITECTS + ENGINEERS + SCIENTISTS + SURVEYORS  
**WIDSETH** ARCHITECTS + ENGINEERS + SCIENTISTS + SURVEYORS  
 CONSTRUCTION ARCHITECTURAL DIVISION

JUST FOR KIX  
 MAIN FLOOR PLAN

PROJECT #
DATE: 8.1.25
SHEET: A1.1

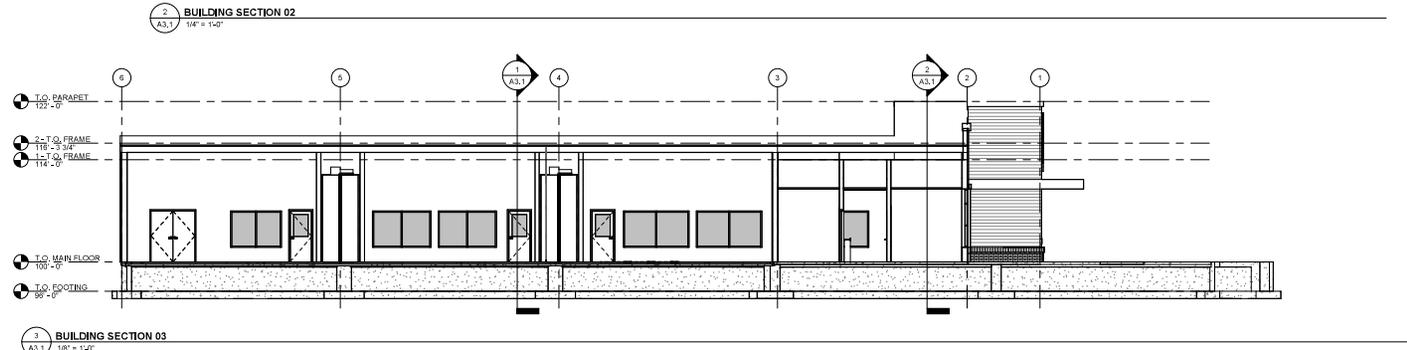
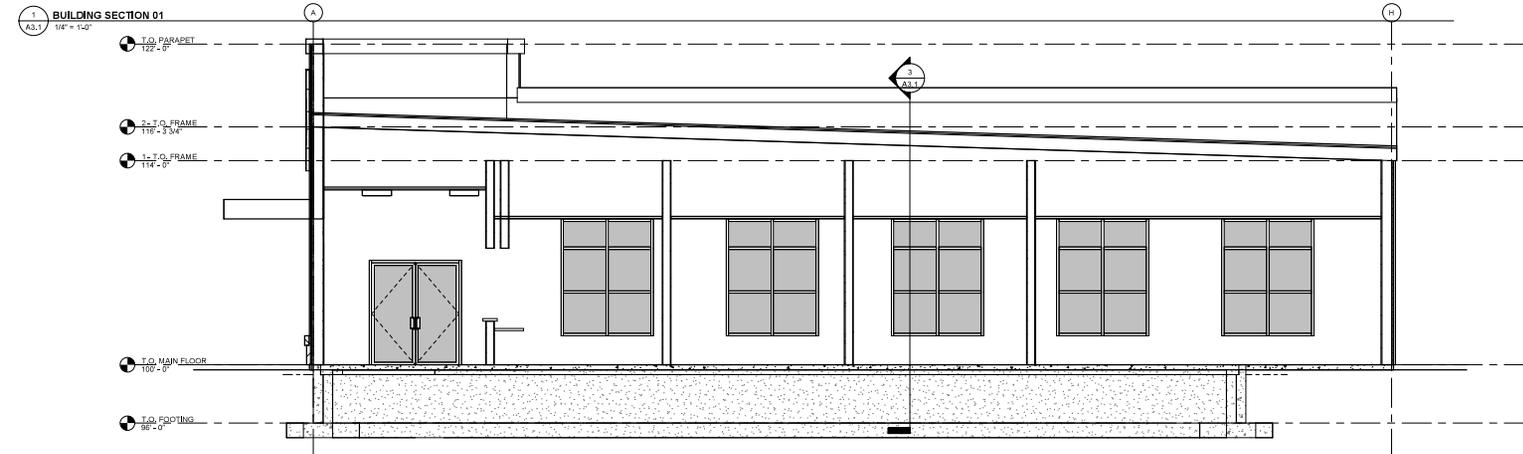
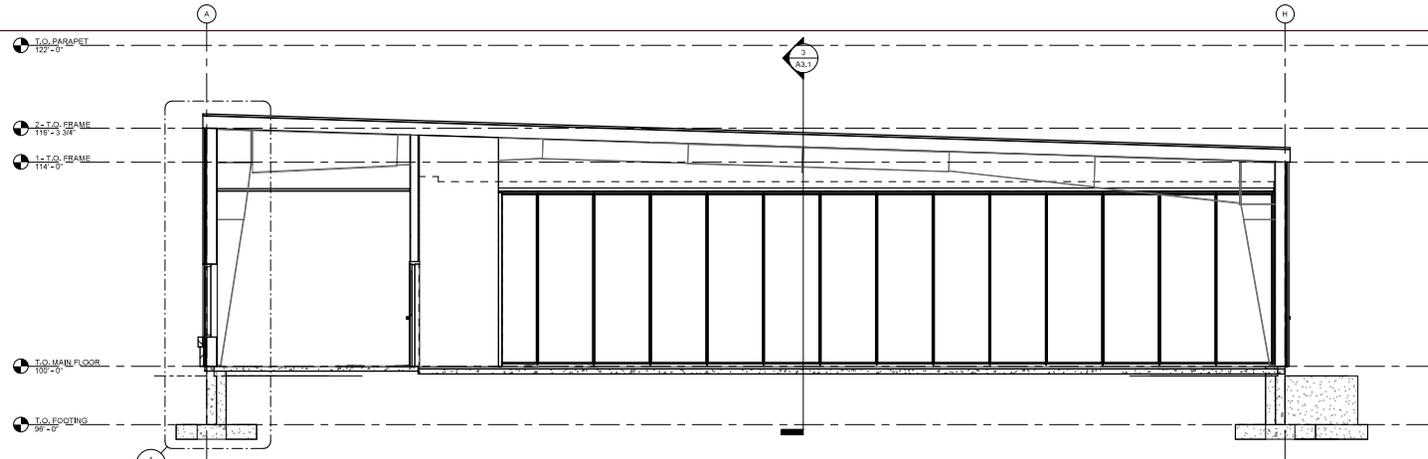


REVISIONS	

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 under the laws of the State of Minnesota.

**HYTEC** **WIDSETH**  
 CONSTRUCTION ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS  
 ARCHITECTURAL DIVISION

<b>JUST FOR KIX</b>
3D VIEWS
PROJECT #
DATE: 8.1.25
SHEET: <b>A2.3</b>



REVISIONS	

I hereby certify that this plan, specification, or report was prepared by or under my direct supervision and that I am a duly Licensed Professional under the laws of the State of Minnesota.

**HYTEC** **WIDSETH**  
 ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS  
 CONSTRUCTION  
 ARCHITECTURAL DIVISION

**JUST FOR KIX**  
 SECTIONS

PROJECT #
DATE: 8.1.25
SHEET: <b>A3.1</b>

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**5D. 4355 Stebner Road – Commercial Industrial Development Permit (CIDP)**

<b><u>Applicant:</u></b>	Cirrus Aircraft
<b><u>Case No.:</u></b>	2025-52-CIDP
<b><u>Staff Contact:</u></b>	Eric Johnson, Community Development Director
<b><u>Request:</u></b>	Approve a Commercial Industrial Development Permit with conditions for a renovation to an existing 22,000 square foot building for an employee training facility and for parachute packing and assembling

---

**RECOMMENDED ACTION:**

Approve a Commercial Industrial Development Permit with conditions for a renovation to an existing 22,000 square foot building for an employee training facility and for parachute packing and assembling. The property is located at 4355 Stebner Road and is located in a C, Commercial zoning district.

**DESCRIPTION OF REQUEST:**

The Applicant (Cirrus Aircraft) has purchased the former Harley-Davidson property with the proposal to renovate the existing building for an employee training and for parachute packing and assembling facility.

The proposed project will utilize the existing site layout and parking lot associated with the former Harley-Davidson building. The existing property has 106 parking spaces. The Applicant anticipates approximately 20-30 people will work in the building and will be arriving in the morning and departing in the afternoon. Staff training will be ongoing throughout the day with limited amount of staff coming and going throughout the day.

The site will maintain its existing shared access access from Stebner Road with Lakes Cinema.

**SITE INFORMATION:**

<b>Parcel Size:</b>	4.1 acres (includes shared access)
<b>Legal Access:</b>	4355 Stebner Road
<b>Wetlands:</b>	None per the National Wetland Inventory
<b>Existing Zoning:</b>	C, Commercial
<b>Airport Overlay:</b>	Zone 3
<b>Shoreland Overlay:</b>	N/A
<b>Comprehensive Plan:</b>	Commercial

## ZONING ANALYSIS:

Zoning District: C, Commercial		
Type	Required	Proposed
Min Lot Area	None	4.1 acres (includes shared entrance)
Lot Width	None	+/- 513 feet
Front Yard	35 feet ROW	+/- 45 feet
Rear Yard	40 feet	+/- 60 feet
Side Yard	10 feet	+/- 160 feet
Lot coverage	50%	12.3%
Maximum Building Height	65 feet	+/- 25 feet
Parking	1 space for every employee on the maximum shift	106 parking spaces

### Stormwater Management

Stormwater conditions will not change, with no additional impervious are will be added. Currently, the stormwater is collected in a retention pond in the North-West corner of the site.

### Access

The site is accessed from Stebner Road via an existing shared driveway.

### Utilities

The existing building has water and sanitary sewer service from the Miller Trunk Highway right of way. No further changes or additions are anticipated as part of this project.

### Building Architecture

The Applicant will be utilizing the existing building, which is comprised of brick and masonry CMU block.

Sign permit will need to be applied for under a separate application with the City Building Official.

The trash area is located on the exterior of the building and will be screened with a wood enclosure.

### Wetlands

The National Wetland Inventory does not show any wetlands on the property.

## **SUMMARY AND RECOMMENDATION:**

Staff recommends approval of the Commercial Industrial Development Permit based on the findings set forth in the Staff report, subject to the following conditions:

1. The applicant is seeking to renovate an existing 22,000 square foot building for an employee training and for parachute packing and assembling facility. Upon City staff approval of the final site engineering and architectural plans, staff will then issue a final Commercial Industrial Development Permit (CIDP).
2. The proposal meets the requirements of Section 520, "C, Commercial" of the Hermantown Zoning Ordinance.
3. The proposal meets the requirements of Chapter 8, "Commercial-Industrial Development Permits" of the Hermantown Zoning Ordinance.
4. The applicant shall sign a consent form assenting to all conditions of this approval.

5. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

**ATTACHMENTS:**

- Site Location Map
- Proposed Site Plan
- Proposed Floor Plan
- Proposed Building Images

Location Map





DESCRIPTION

TRACTS E, F, AND G OF REGISTERED LAND SURVEY NUMBER 35.

**PROPOSED CIRRUS  
AIRCRAFT TRAINING  
FACILITY**  
COLORED MARK-UPS BY DSGW  
ARCHITECTURE 08/04/25

EXISTING STORM  
WATER RETENTION  
POND

PARCEL  
#395-0117-00060

EXISTING  
PARKING LOT  
FOR 102

PARCEL  
#395-0117-00070

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

SITE PLAN  
1"=50'

WARNING  
LOCATION OF UNDERGROUND UTILITIES  
TO BE VERIFIED BY CONTRACTOR  
GOPHER STATE ONE CALL  
CALL BEFORE DIGGING,  
1-800-252-1166  
REQUIRED BY LAW

PARKING PROVIDED  
NEW 10' x 20' SPACES: 8-4  
EXISTING 9' x 16' SPACES: 19

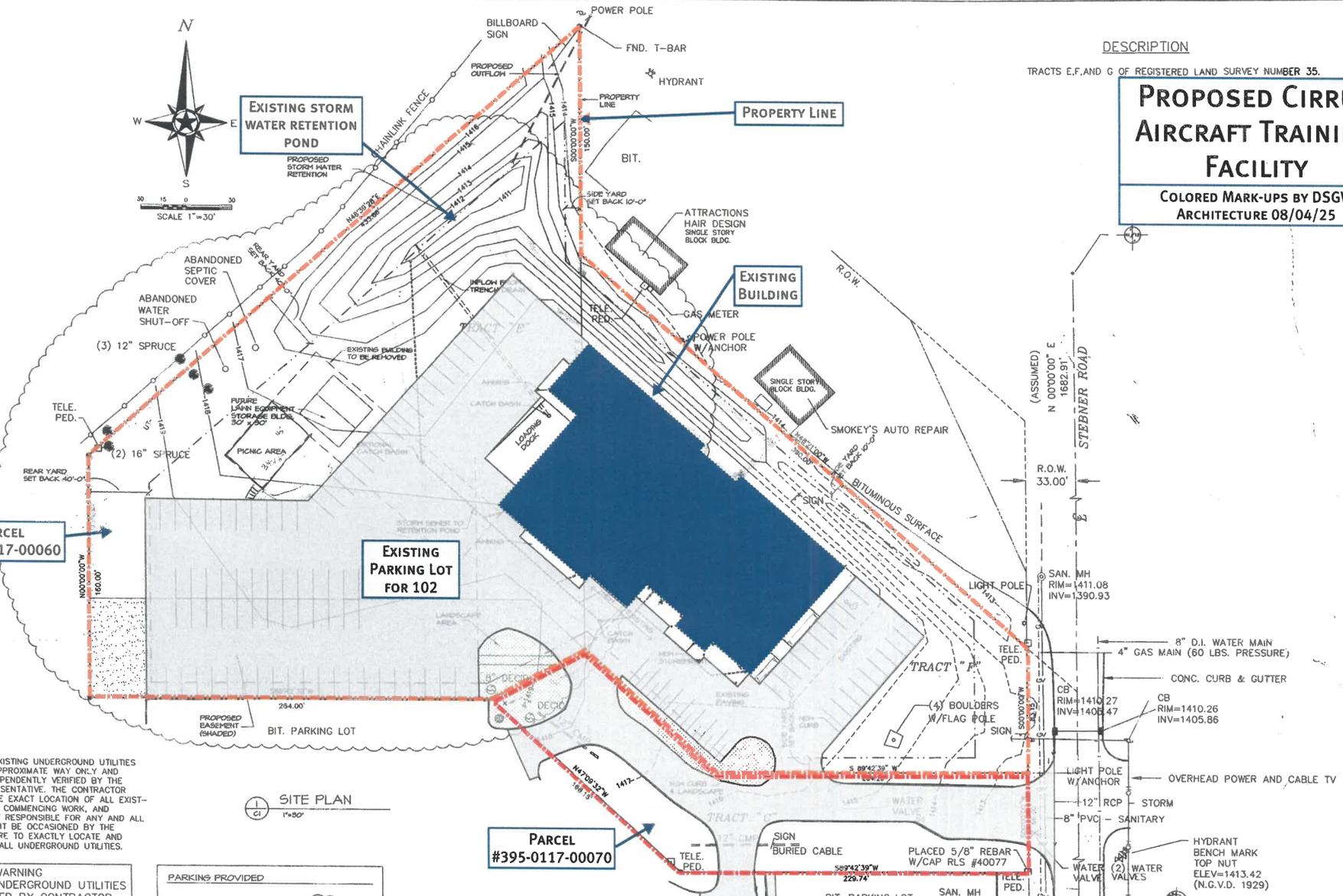


I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed architect under the laws of the State of Minnesota.  
*William B. Scalzo*  
WILLIAM B. SCALZO  
DATE: OCTOBER 26, 2002  
LICENSE NO: 16130

PROJECT: HARLEY DAVIDSON SPORT CENTER  
NEW ADDITION - 4365 STEBNER RD. HERMANTOWN, MN 55911  
CONSULTANTS: FOSTER JACOBS & JOHNSON INC.  
DATE: OCTOBER 26, 2002  
CHECKED BY: WBS  
DRAWN BY: NSB, SDH  
PROJECT NO.: 0208

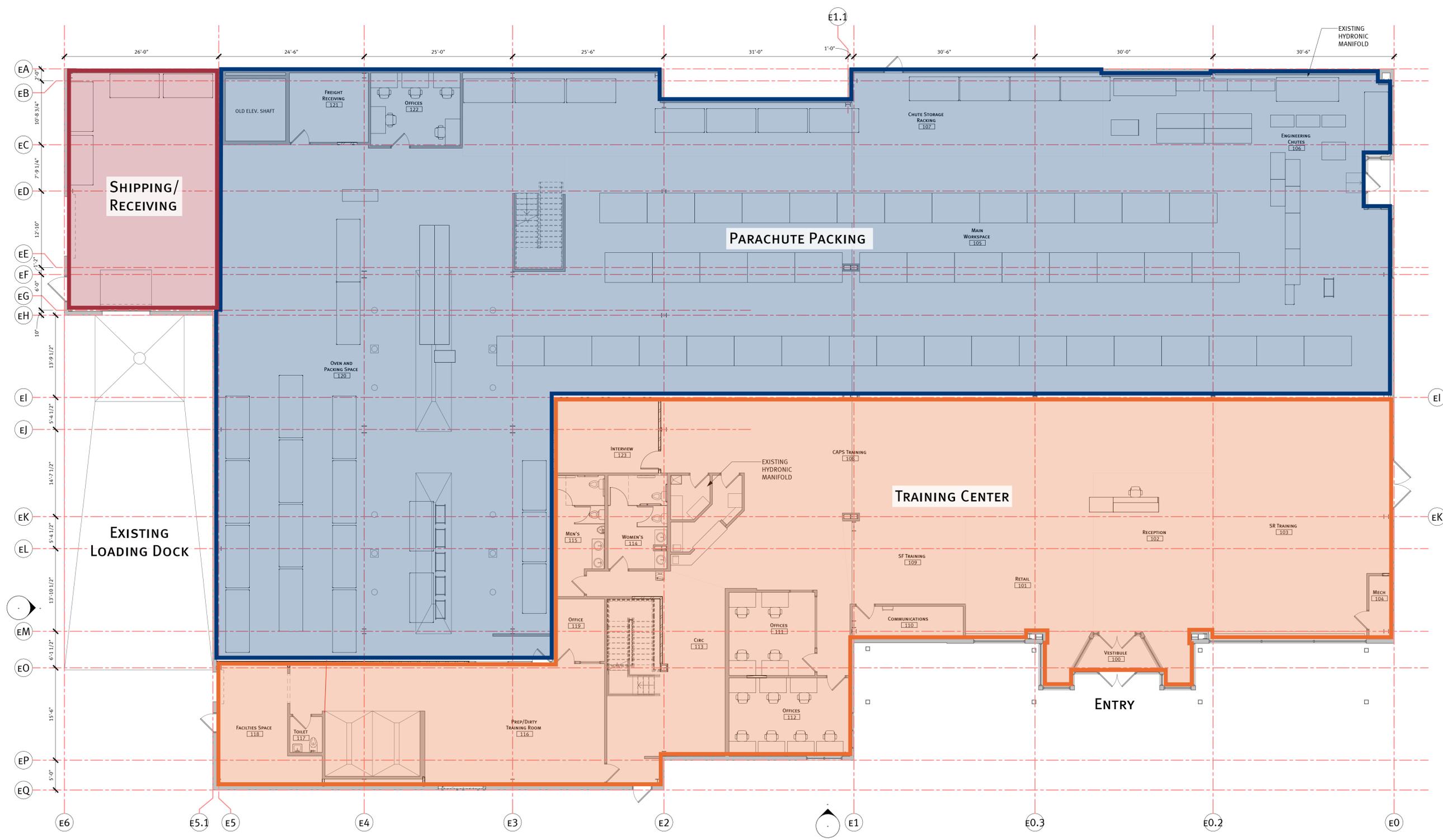
REVISIONS:  
10/25 ISSUED FOR FOUNDATION PERMIT  
1/17/03 ISSUED MECH. & ELEC. PRICING  
4/29/03 ISSUED FOR PERMIT  
5/30/03 ISSUED FOR CONSTRUCTION

SITE PLAN  
SHEET NO.  
**C1**



FLOOR PLAN GENERAL NOTES	
A	INTERIOR DIMENSIONS ARE TO FINISHED FACE OF STUD WALL, FACE OF MASONRY WALLS, TO CENTERLINE OF COLUMNS OR TO OTHER GRID POINTS UNLESS OTHERWISE NOTED. DIMENSIONS LABELED AS CLEAR OR CLR INDICATE MINIMUM DISTANCE TO FINISHED FACE OF WALLS. DIMENSIONS ARE TO FINISHED FACE OF EXISTING WALLS IF APPLICABLE.
B	ALL INTERIOR DOOR FRAMES TO BE 4" FROM ADJACENT WALL OR CENTERED BETWEEN WALLS UNLESS OTHERWISE NOTED.
C	FURNITURE & EQUIPMENT SHOWN IS FOR REFERENCE ONLY AND IS NOT INCLUDED IN THE CONTRACT.
D	COORDINATE SIZE AND LOCATION OF ALL DUCT AND SHAFT OPENINGS IN WALLS AND FLOORS WITH MEP CONSULTANT.
E	FIRE RATINGS ARE INDICATED ON THE LIFE SAFETY PLAN.

  FLOOR PLAN NOTES



# CIRRUS-HD BUILDING

PROJECT ADDRESS  
CITY, STATE ZIP

project #: 025164.00  
date: 8/4/2025 9:50:49 AM  
drawn by: AUTHOR  
checked by: CHECKER

*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 Architect under the laws of the state of Minnesota.*

signature: \_\_\_\_\_  
printed name: ARCHITECT  
reg. #: NOT REGISTERED IN THIS STATE  
sign date: ISSUE DATE

PRELIMINARY NOT FOR CONSTRUCTION  
7/8/2025 8:44:46 AM

revision / issue	no.	date

**1** LEVEL 1 FLOOR PLAN  
A2.1 1/8" = 1'-0"



sheet title: **FIRST FLOOR PLAN**

sheet number: **A2.1**



ARCHITECTURE  
enriching communities  
www.dsgw.com

# CIRRUS-HD BUILDING

PROJECT ADDRESS  
CITY, STATE ZIP

project #: 025164.00

date: 7/8/2025 8:44:47 AM

drawn by: AUTHOR

checked by: CHECKER

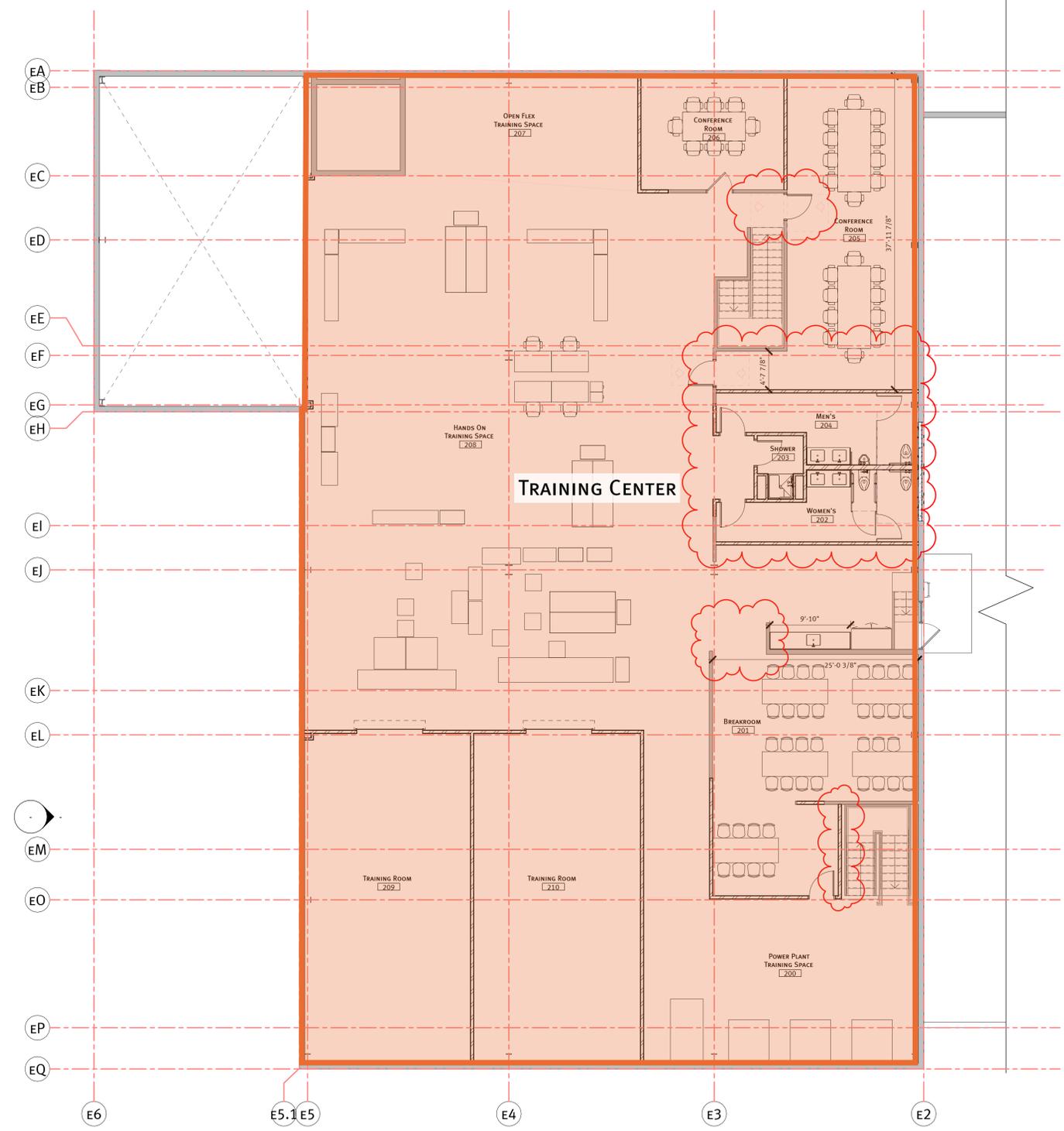
printed name: ARCHITECT

reg. #: NOT REGISTERED IN THIS STATE

sign date: ISSUE DATE

**PRELIMINARY NOT FOR CONSTRUCTION**  
7/8/2025 8:44:47 AM

revision / issue	no.	date
ADD	1	MO/DY/YEAR



1 LEVEL 2 FLOOR PLAN  
A2.2 1/8" = 1'-0"

SECOND FLOOR PLAN

sheet title: PLAN  
sheet number: A2.2



 **CIRRUS**



Cirrus Training Center  
Hermantown, MN



**5E. Keene Creek Trail South – Special Use Permit - Filling and Grading in a Shoreland Overlay Zone**

<b><u>Applicant:</u></b>	City of Hermantown
<b><u>Case No.:</u></b>	2025-53-SUP
<b><u>Staff Contact:</u></b>	Eric Johnson, Community Development Director
<b><u>Request:</u></b>	Special Use Permit for filling and grading in a Shoreland Overlay area

**RECOMMENDED ACTION:**

Approve a Special Use Permit for filling and grading within a Natural Environment Shoreland Overlay Zone associated with Keene Creek in order to construct 7,700 linear feet of trail.

**DESCRIPTION OF REQUEST:**

The City, as part of the Community Recreation Initiative, continues to build accessible trails throughout the City. This project is for segments 3 and 4 of the trail system located north and south of Keene Creek Park and will add approximately 7,700 linear feet of trail to the City’s trail system.

**SITE INFORMATION:**

<b>Parcel Size:</b>	N/A
<b>Legal Access:</b>	Morris Thomas and Okerstrom Roads
<b>Wetlands:</b>	Yes, delineation and impacts approved in 2025
<b>Existing Zoning:</b>	R-3, Residential and P, Public
<b>Airport Overlay:</b>	N/A
<b>Shoreland Overlay:</b>	Natural Environment
<b>Comprehensive Plan:</b>	Park - Land guided for public parks (local, county, regional, state, and federal), playgrounds, and playfields.

**Development Details**

The City has been working on the Munger Trail Spur project during the past number of years in order to identify and construct trail segments which will eventually connect the Hermantown School Campus/Essentia Wellness Center to the City’s southern boundary and eventually to Proctor/Duluth and the Munger Trail. This work is for segments 3 and 4 which are located to the north and south of Keene Creek Park and will connect existing and future residential areas to Keene Creek Park and the wider trail system.

## Wetlands

The property was delineated in 2023 and 2024. The delineation was approved during those time frames and wetland impacts were approved in 2025.

## Special Use Permit

The Special Use Permit is for filling and grading within a Shoreland zone. There are general conditions for all SUPs. Staff finds the following in regard to the criteria for Special Use Permits in the Zoning Ordinance:

No special use permit shall be approved unless positive findings are made with respect to each and every one of the following criteria:

- 1. The proposed development is likely to be compatible with development permitted under the general provisions of this chapter on substantially all land in the vicinity of the proposed development;**

The proposed work is for the City's trail system under the Community Recreation Initiative.

- 2. The proposed use will not be injurious to the use and enjoyment of the environment, or detrimental to the rightful use and enjoyment of other property in the immediate vicinity of the proposed development;**

The proposed work continues the City's trail system and connects existing and proposed residential areas to Keene Creek Park.

- 3. The proposed use is consistent with the overall Hermantown Comprehensive Plan and with the spirit and intent of the provisions of this chapter;**

The City's comprehensive plan identifies this area for land guided for public parks (local, county, regional, state, and federal), playgrounds, and playfields.

- 4. The proposed use will not result in a random pattern of development with little contiguity to existing programmed development and will not cause negative fiscal and environmental effects upon the community.**

The proposed work continues the City's trail system and connects existing and proposed residential areas to Keene Creek Park.

- 5. Other criteria required to be considered under the provisions of this code for any special use permit.**

The City will follow the rules for grading and filling in a Shoreland Overlay Zone established in Section 725.02 and Section 555.07.1 and 555.07.2.

**RECOMMENDATIONS:**

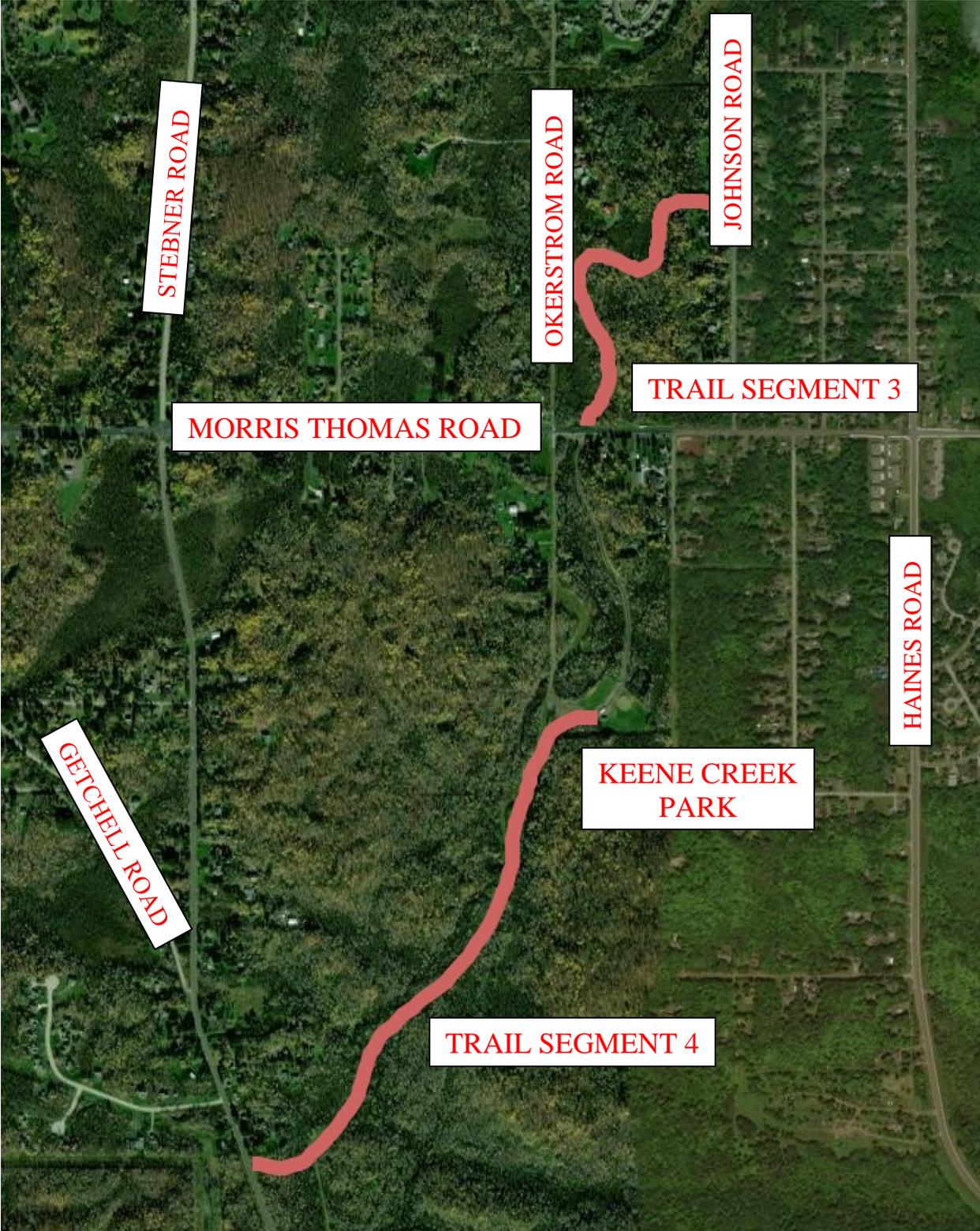
Staff recommends approval of the Special Use Permit based on the findings set forth in the Staff report, subject to the following conditions:

1. The approval is for a Special Use Permit for filling and grading in a Natural Environment Shoreland of Miller Creek in order to construct 7,700 linear feet of accessible trail. The Community Development Director may approve minor variations to structures and filling and grading indicated on the attached preliminary site plan as long as the variations do not result in greater wetland impacts.
2. The City will follow the rules for grading and filling in a Shoreland Overlay Zone established in Section 725.02 and Section 555.07.1 and 555.07.2 including, but not limited to:
  - a. The smallest amount of bare ground is exposed for as short a time as feasible;
  - b. Temporary groundcover, such as mulch, is used, and permanent groundcover, such as sod, is planted;
  - c. Adequate methods to prevent erosion and trap sediment are employed;
  - d. Fill is stabilized to accepted engineering standards;
  - e. Adequate methods are employed to reduce the runoff and/or flow of water on or over the affected shoreland so that the grading, filling or alteration of the natural topography does not contribute to downstream flooding;
  - f. Adequate methods are employed to preserve water quality so that the grading, filling or alteration of the natural topography will not detrimentally affect the quality of the public waters of the City of Hermantown;
  - g. Adequate methods are employed for the preservation or establishment of local vegetation that provides wildlife habitat and screening; and
  - h. Fill used will consist of suitable material free from toxic pollutants in other than trace quantities.

**ATTACHMENTS:**

- Site Location Map
- Proposed Site Plan
- SUP Trail Exhibit

**Location Map**



# SEGMENT 4 TRAIL CONSTRUCTION

HERMANTOWN, MN 55811

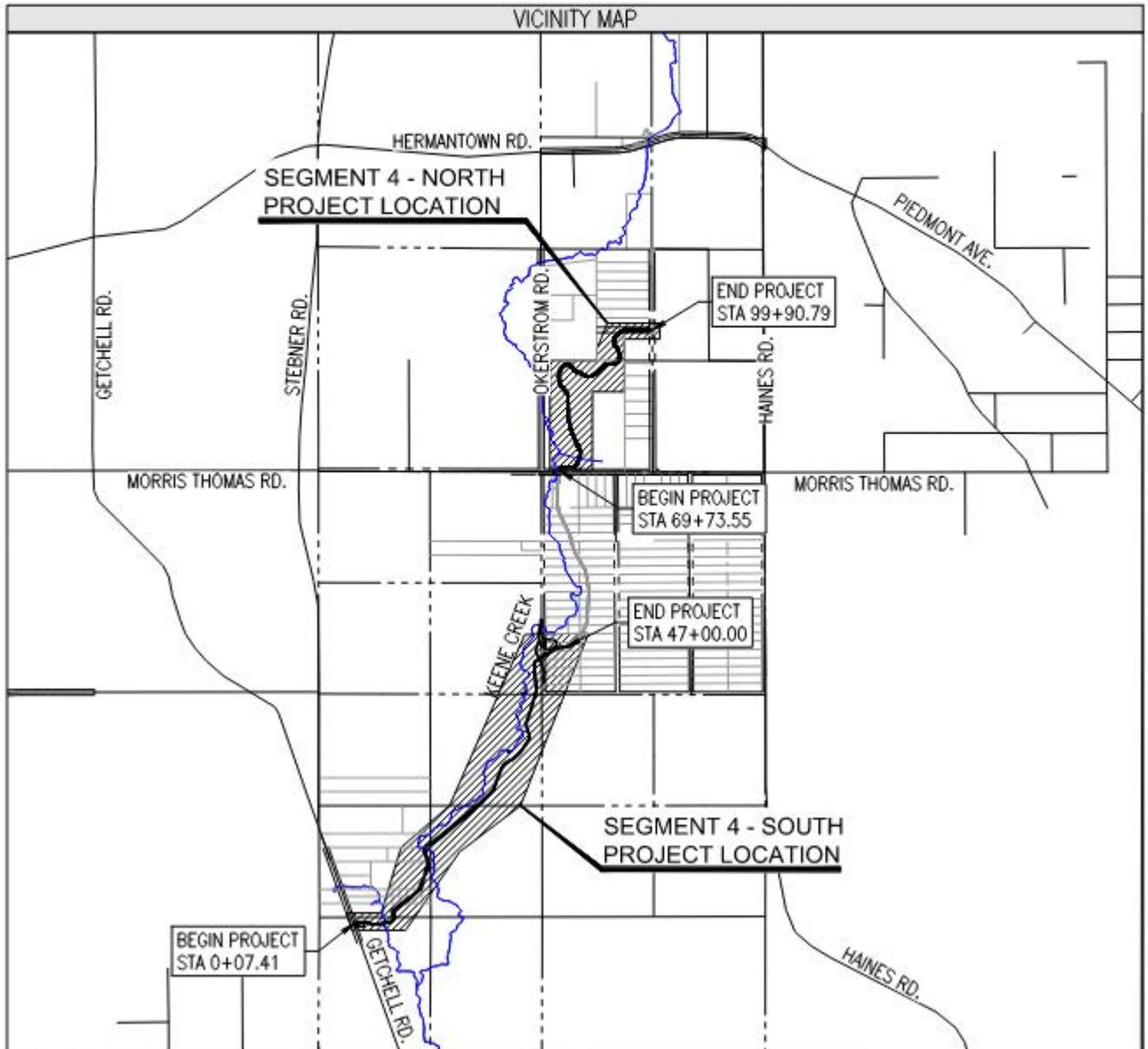
PROJECT LOCATION  
ST. LOUIS COUNTY  
CITY OF HERMANTOWN

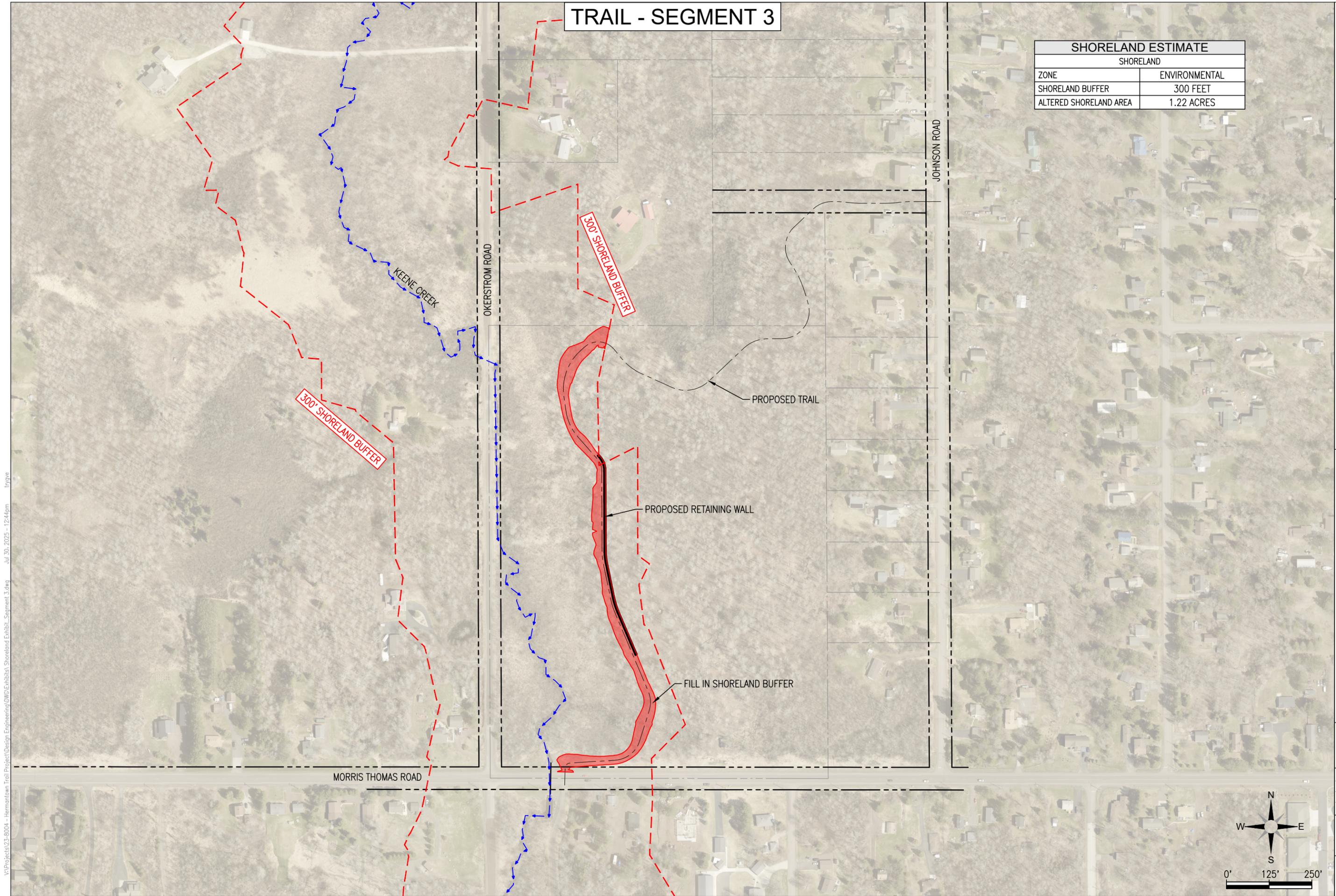
LOCATION: FROM MORRIS THOMAS ROAD TO CARLSON ROAD

SEGMENT 4 NORTH LENGTH: 3,017.24 FEET      0.571 MILES

LOCATION: FROM GETCHELL ROAD TO KEENE CREEK PARK

SEGMENT 4 SOUTH LENGTH: 4,692.59 FEET      0.889 MILES





**TRAIL - SEGMENT 3**

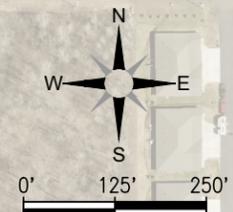
SHORELAND ESTIMATE	
SHORELAND	
ZONE	ENVIRONMENTAL
SHORELAND BUFFER	300 FEET
ALTERED SHORELAND AREA	1.22 ACRES

**Northland**  
 Consulting Engineers L.L.P.  
 Structural, Civil and Forensic Engineering Services  
 Voice: (612) 777-5985  
 Fax: (612) 777-7779  
 www.nce-engineers.com

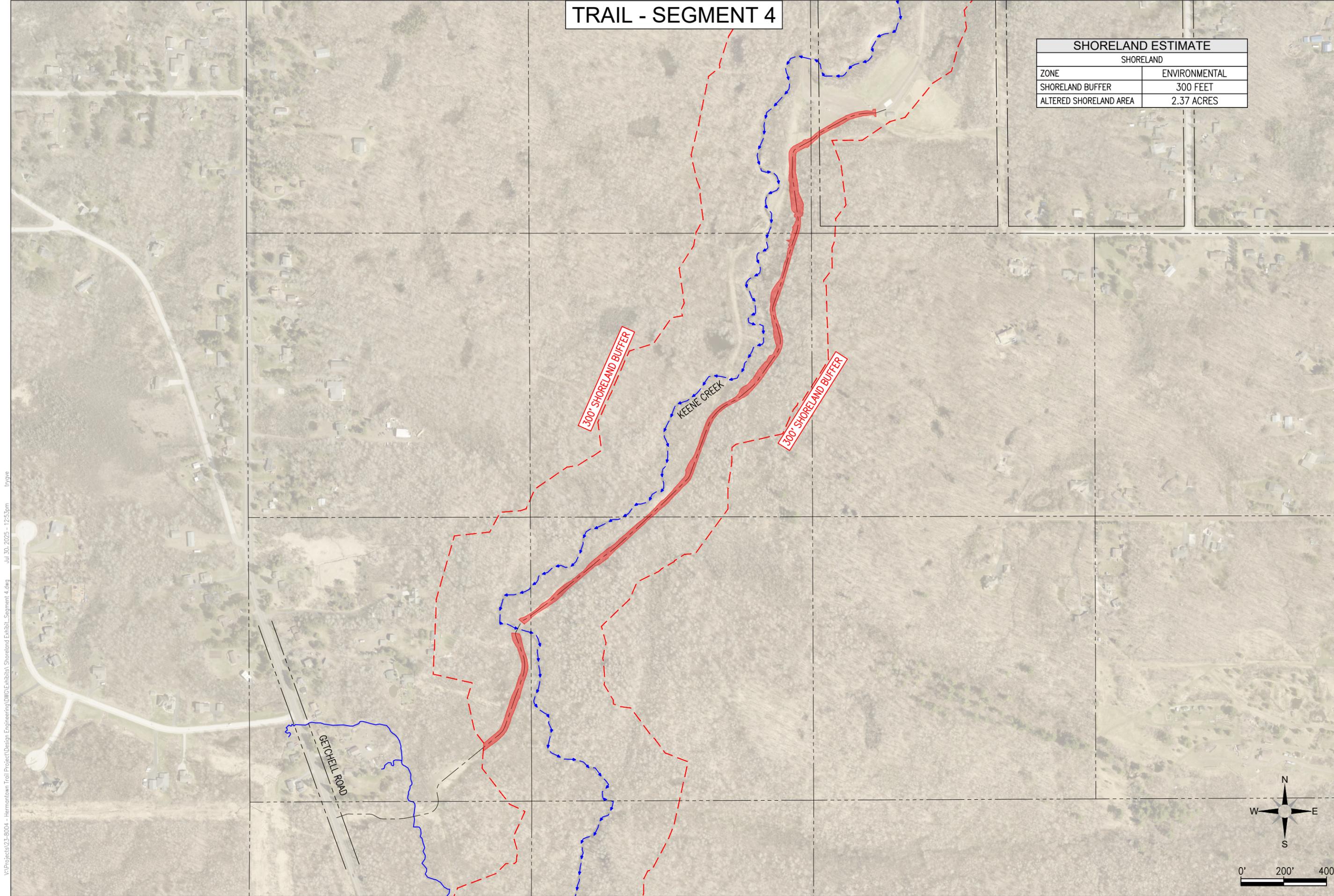
**KEENE CREEK TRAIL**  
 TRAIL CONSTRUCTION  
 HERMANTOWN, MN 55811

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 under the laws of the State of Minnesota.  
**PRELIMINARY**  
**NOT FOR CONSTRUCTION**  
 Engineer: DAVID G. BOLF  
 Lic. No: 40926  
 07/22/25

revision	
Proj: 23-8004	
Date: 07/22/25	
Drawn: DRH	
Checked: TLL	
SHORELAND EXHIBIT	
Sheet Title	
Sheet Number	<b>EX-1</b>



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**TRAIL - SEGMENT 4**

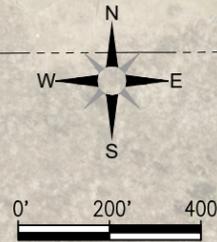
SHORELAND ESTIMATE	
SHORELAND	
ZONE	ENVIRONMENTAL
SHORELAND BUFFER	300 FEET
ALTERED SHORELAND AREA	2.37 ACRES



**KEENE CREEK TRAIL**  
TRAIL CONSTRUCTION  
HERMANTOWN, MN 55811

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revision	
Proj: 23-8004	
Date: 07/22/25	
Drawn: DRH	
Checked: TLL	
SHORELAND EXHIBIT	
Sheet Title	
Sheet Number	<b>EX-2</b>



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