



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:

Joe Peterson, Chairman

Mary Melde, Administrative Assistant