



**Planning & Development Division**  
*Planning & Economic Development Department*

Room 160  
 411 West First Street  
 Duluth, Minnesota 55802



218-730-5580



planning@duluthmn.gov

<b>File Number</b>	PLSUP-2505-0056		<b>Contact</b>	Chris Lee, clee@duluthmn.gov	
<b>Type</b>	Special Use Permit – Bed and Breakfast		<b>Planning Commission Date</b>		July 8, 2025
<b>Deadline for Action</b>	<b>Application Date</b>		May 30, 2025	<b>60 Days</b>	July 29, 2025
	<b>Date Extension Letter Mailed</b>		June 15, 2025	<b>120 Days</b>	September 27, 2025
<b>Location of Subject</b>		2400 E Superior St			
<b>Applicant</b>	David and Trisha Halvorsen		<b>Contact</b>		
<b>Agent</b>	Cheryl Fosdick		<b>Contact</b>		
<b>Legal Description</b>		PIN: 010-2080-02340			
<b>Site Visit Date</b>		June 25, 2025	<b>Sign Notice Date</b>		June 24, 2025
<b>Neighbor Letter Date</b>		June 17, 2025	<b>Number of Letters Sent</b>		36

**Proposal**

The applicant proposes using a 5-bedroom structure as a bed and breakfast.

**Recommended Action:** Staff recommends that the Planning Commission approve the special use permit.

	<b>Current Zoning</b>	<b>Existing Land Use</b>	<b>Future Land Use Map Designation</b>
<b>Subject</b>	R-1	Residential	Traditional Neighborhood
<b>North</b>	R-1	Residential	Traditional Neighborhood
<b>South</b>	R-1	Residential	Traditional Neighborhood
<b>East</b>	R-1	Residential	Traditional Neighborhood
<b>West</b>	R-1	Residential	Traditional Neighborhood

**Summary of Code Requirements:**

UDC Section 50-19.8. Permitted Use Table. A bed and breakfast is a Special Use in the R-1 zone district.

UDC Section 50-20.3. Use-Specific Standards. Lists all standards specific to bed and breakfasts.

UDC Sec. 50-37.10.E . . . the commission shall only approve an interim use permit, or approve it with conditions, if it determines that: 1. A time limit is needed to protect the public health, safety and welfare from potential longer term impacts of the requested use in that location ....; 2. The applicant agrees to sign a development agreement with the city.

**Comprehensive Plan Governing Principle and/or Policies and Current History (if applicable):**

Governing Principle #4- Support economic growth sectors

A bed and breakfast supports the tourism industry and provides a service for visitors.

Future Land Use – Traditional Neighborhood: Characterized by grid or connected street pattern, houses oriented with shorter dimension to the street and detached garages, some with alleys. Limited commercial, schools, churches, and home businesses. Parks and open space areas are scattered through or adjacent to the neighborhood.

**History:** The primary structure on the property is a 6 room, 2.5 bathroom structure that is currently used as a commercial structure (social club) for the Duluth Woman's Club.

**Review and Discussion Items:**

Staff finds that:

- 1) Applicant's property is located at 2400 E. Superior St. and the primary structure is a 6,513 square-foot home. UDC Sec. 50-20.3.F limits Bed and Breakfasts to no more than 12 habitable units and the Applicant's property has 5 one-bedroom suites. The property was previously used as a social club and event space.
- 2) The site plan shows improvements to the rear yard of the property to accommodate parking stalls, new driveways and access, landscaping, and screening to mitigate light and noise to the surrounding properties.
- 3) The applicant is proposing screening and landscaping between the proposed parking and the adjacent single family properties. Staff finds that the screening is adequate and will retain an appearance of a single family home.
- 4) The applicant will not reside at the property.
- 5) The site plan indicates that 6 parking stalls will be provided for guests and a property manager. This does not exceed the parking maximums.
- 6) The property appears outwardly to be a single-family dwelling with a structure and features that are common at residential properties. The proposed bed and breakfast is not anticipated to create any impact on surrounding properties.
- 7) The parcel is .76 acres in size exceeding the minimum required for a Bed and Breakfast. The main floor of the structure is 3,400 square feet exceeding the minimum required. A sign is allowed to identify the property and will be reviewed with a separate sign permit.
- 8) One comment from engineering was received stating that the stormwater presented in the site plan does not show enough detail to be reviewed. A full stormwater plan for the proposed rear parking area must be included in the building permit review for the parking improvements.
- 9) One comment was received in opposition, citing concerns regarding previous uses of the property.
- 10) The permit will lapse if no activity takes place within 1 year of approval.

**Staff Recommendation:**

Based on the above findings, Staff recommends that Planning Commission approve the special use permit:

- 1) The project be limited, constructed, and maintained consistent with plans submitted and included in this report;
- 2) Any alterations to the approved plans that do not alter major elements of the plan and do not constitute a variance from the provisions of Chapter 50 may be approved by the Land Use Supervisor without further Planning Commission review.





**PLSUP-2505-0056**

Special Use Permit  
2400 E Superior St

## Legend

- Zoning Boundaries
- Road or Alley ROW
- County Parcel Data

## Zoning

### UDC Zoning

- R-1 (Residential Traditional)

The City of Duluth has tried to ensure that the information contained in this map or electronic document is accurate. The City of Duluth makes no warranty or guarantee concerning the accuracy or reliability. This drawing/data is neither a legally recorded map nor a survey and is not intended to be used as one. The drawing/data is a compilation of records, information and data located in various City, County and State offices and other sources affecting the area shown and is to be used for reference purposes only. The City of Duluth shall not be liable for errors contained within this data provided or for any damages in connection with the use of this information contained within.







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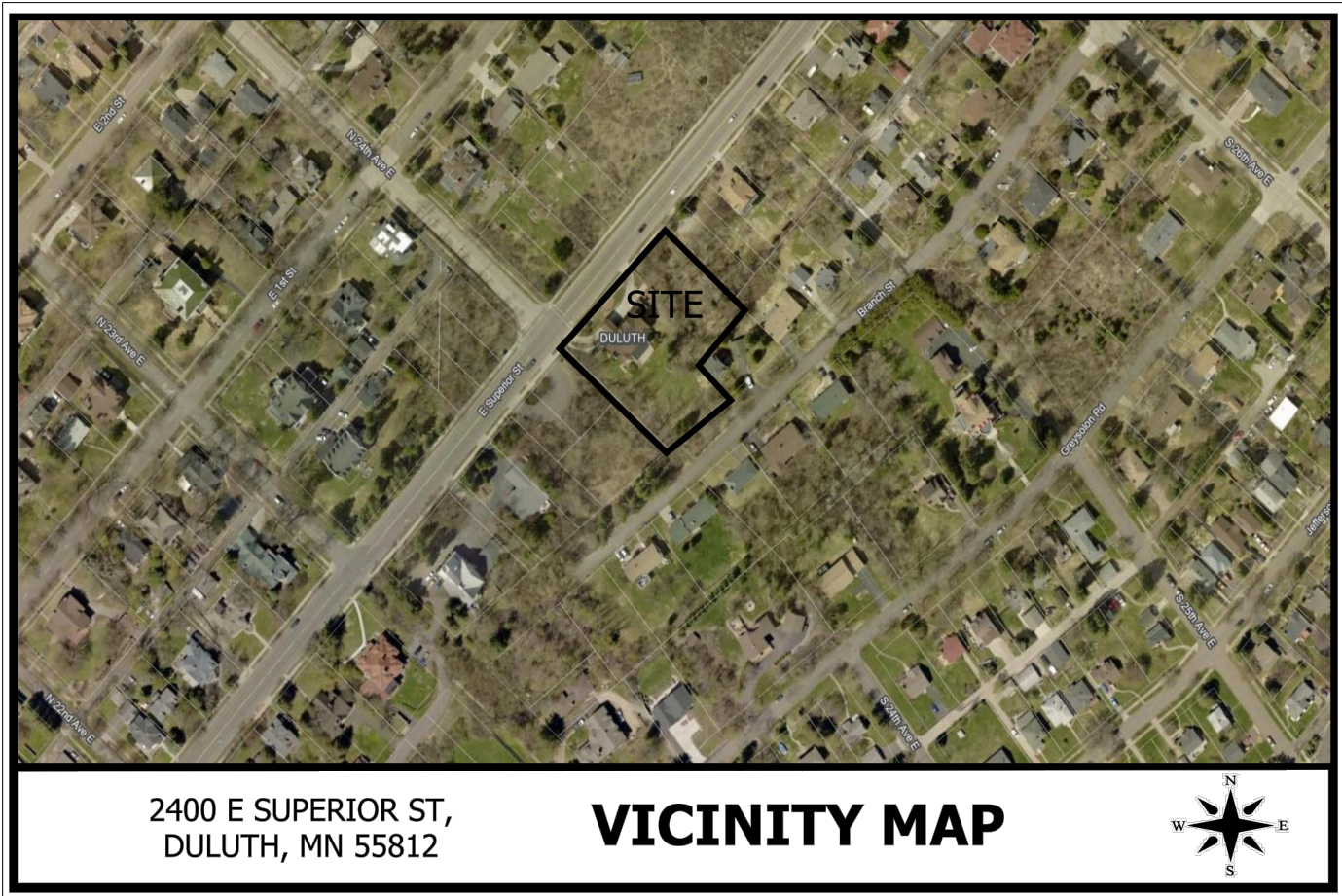
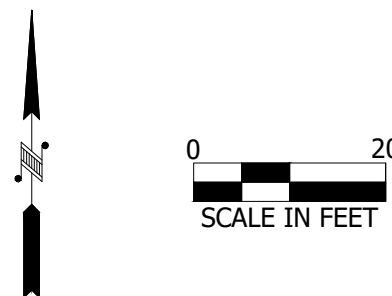




The site plan for 3761 Superior Street includes the following features and annotations:

- Orientation:** A compass rose is located in the top left corner.
- Existing Features:**
  - EXISTING DRIVEWAY, DROP-OFF AND DRIVE-THRU
  - DELIVERY AND MAINT. PARKING
  - INKEEPER PARKING
  - COVERED WASTE BIN W/ NEW SLAB
  - EXISTING STORAGE GARAGE
  - EXISTING MAIN STRUCTURE
  - EXISTING MAIN FLOOR SUNROOM
  - EXISTING CONDENSER SCREEN
  - EXISTING MAIN FLOOR SUNROOM STEEL STAIR
  - EXISTING EXTERIOR PATIO AND STAIRWAY
  - EXISTING FORESTED EDGE TO BE TRIMMED AND REFRESHED TO ACCOMMODATE NEW DRIVE
  - EXISTING FORESTED EDGE REMOVED TO PROPERTY LINE
  - EXISTING FORESTED AREA
- Proposed Features:**
  - PROPOSED NEW CONC. ACCESS STAIRWAY TO SUPERIOR STREET AND FRONT ENTRY
  - PROPOSED TIERED PLANTER AT NEW STAIR LANDING
  - PROPOSED DROP-OFF AND ACCESS STAIR TO EXISTING STAIRWAY
  - PROPOSED PRIMARY RAIN GARDEN FOR WATERSHED AT YARD AND PARKING RUNOFF
  - PROPOSED 12' X 24' RUNOFF CAPTURE BASIN WITH UNDER-ROAD DRAINAGE FROM PRIMARY RAIN GARDEN
  - PROPOSED SECONDARY RAIN GARDEN FOR OVERFLOW AND POLLINATOR GARDEN
  - NEW SHADE TREE IN PLANTER
  - NEW SHADE TREES
  - PROPOSED 12' X 2' RUNOFF CAPTURE BASIN WITH UNDER-DRIVE DRAINAGE TO RAIN GARDES
  - PARKING VISUAL SCREEN
  - FRUIT TREES
- Parking and Driveways:**
  - PERVIOUS BRICK PAVER GUEST PARKING - 5 CARS
  - 12' WIDE DRIVE - DUST-FREE MATERIAL ON SITE 3761 SF OF SAID SURFACE
  - 12' WIDE ACCESS DRIVE IN RIGHT-OF-WAY - BITUMINOUS SURFACE
- Other Annotations:**
  - RETAINING WALL EXIST'G
  - RETAINING WALL EXIST'G
  - PROPERTY LINE
  - PRIVATE PARKING SIGN
  - BRANCH STREET





LEGAL DESCRIPTION AS SURVEYED

Lots 1, 2, 3, 4, 16, The Northerly 23 feet of Lots 13 & 14, Block 19, HARRISON'S DIVISION OF DULUTH, according to the recorded plat thereof, St. Louis County, Minnesota, including that part of vacated 24th Avenue East accruing thereto.

LEGAL DESCRIPTION PER CERTIFICATE OF TITLE NO. 79258

Lot 15 EXCEPT all that part of the E'ly 12 feet of Lot 15 lying S'ly of a line parallel to and 23 feet S'ly from the N'ly line of said lot Block 19 HARRISON'S DIVISION OF DULUTH.

LEGAL DESCRIPTION OF PARCEL A

Lots 1 and 2 Block 19, HARRISON'S DIVISION OF DULUTH, according to the recorded plat thereof, St. Louis County, Minnesota, including that part of vacated 24th Avenue East, also known as Virginia Avenue accruing thereto.

AND

The Northerly 65.00 feet of Lot 3, Block 19, HARRISON'S DIVISION OF DULUTH, according to the recorded plat thereof, St. Louis County, Minnesota.

AND

Lot 4, Block 19, HARRISON'S DIVISION OF DULUTH, according to the recorded plat thereof, St. Louis County, Minnesota, EXCEPT the Easterly 49.00 feet of the Northerly 65.00 feet.

AND

Lot 15 EXCEPT all that part of the E'ly 12 feet of Lot 15 lying S'ly of a line parallel to and 23 feet S'ly from the N'ly line of said lot Block 19 HARRISON'S DIVISION OF DULUTH.

AND

Lot 16, Block 19, HARRISON'S DIVISION OF DULUTH, according to the recorded plat thereof, St. Louis County, Minnesota, including that part of vacated 24th Avenue East, also known as Virginia Avenue accruing thereto.

Said Parcel A contains 33,369 square feet or 0.77 acres.

LEGAL DESCRIPTION OF PARCEL B

Lot 3, Block 19, HARRISON'S DIVISION OF DULUTH, according to the recorded plat thereof, St. Louis County, Minnesota, EXCEPT the Northerly 65.00 feet thereof.

AND

Lot 4, Block 19, HARRISON'S DIVISION OF DULUTH, according to the recorded plat thereof, St. Louis County, Minnesota, EXCEPT that part lying Westerly of the Easterly 49.00 feet of the Northerly 65.00 feet thereof.

Said Parcel B contains 14,019 square feet or 0.32 acres.

LEGEND

	CONCRETE SURFACE	(M)-FIELD MEASURED DIMENSION (R)-RECORD DIMENSION TW-TOP OF WALL ELEVATION C/L-CENTER LINE C&G-CONCRETE CURB & GUTTER CONC-CONCRETE	           
	BITUMINOUS SURFACE		
	LANDSCAPED SURFACE	RETAINING WALL FENCE LINE RAILING OVERHEAD UTILITIES STORM SEWER CENTER LINE RIGHT OF WAY LINE EXISTING EASEMENT LINE PROPOSED PARCEL LINE BOUNDARY LINE AS SURVEYED EXISTING PLAT LINE	
	EXISTING BUILDINGS		

SURVEYOR'S NOTES

- THIS SURVEY HAS BEEN PREPARED WITHOUT BENEFIT OF A TITLE COMMITMENT OR TITLE OPINION. A TITLE SEARCH FOR RECORDED OR UNRECORDED EASEMENTS WHICH MAY BENEFIT OR ENCUMBER THIS PROPERTY HAS NOT BEEN COMPLETED BY ALTA LAND SURVEY COMPANY. THE SURVEYOR ASSUMES NO RESPONSIBILITY FOR SHOWING THE LOCATION OF RECORDED OR UNRECORDED EASEMENTS OR OTHER ENCUMBRANCES NOT PROVIDED TO THE SURVEYOR AS OF THE DATE OF THE SURVEY.
- BEARINGS ARE BASED ON THE ST. LOUIS COUNTY TRANSVERSE MERCATOR COORDINATE SYSTEM OF 1996. (NAD 83 2011)
- BUILDING DIMENSIONS SHOWN ARE FOR HORIZONTAL & VERTICAL PLACEMENT OF STRUCTURE ONLY. SEE ARCHITECTURAL PLAN FOR BUILDING FOUNDATION DIMENSIONS.
- NO SPECIFIC SOILS INVESTIGATION HAS BEEN COMPLETED ON THIS LOT BY ALTA LAND SURVEY COMPANY. THE SUITABILITY OF SOILS TO SUPPORT THE SPECIFIC STRUCTURE PROPOSED IS NOT THE RESPONSIBILITY OF ALTA LAND SURVEY COMPANY OR THE SURVEYOR.
- DUE TO SNOW AND ICE COVERAGE, SOME FEATURES MAY NOT HAVE BEEN VISIBLE DURING THE COURSE OF THIS SURVEY.

CERTIFICATE OF SURVEY

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.		David R. Erickson MIN License #49505 DATE: 4-5-2021	
CLIENT: DULUTH WOMEN'S CLUB		REVISIONS:	
ADDRESS: 2400 EAST SUPERIOR ST, DULUTH, MN 55812		DATE: 4-5-2021	
JOB NO: 21-068		SHEET 1 OF 1	

ALTA  
LAND SURVEY COMPANY  
PHONE: 218-727-5211  
LICENSED IN MN & WI  
WWW.ALTLANDSURVEYDULUTH.COM



**Statement about how the requested use is consistent with the comprehensive plan:**

The requested use is an adaptive re-use of an existing residential home, built in approx. 1907, without change of scale or contextual materials. Since 1937, the community has identified with this property as the home of the Duluth Womans Club, for which it has been zoned r1-residential clubhouse.

It is an historic home in a very prominent location and strong visual presence on a high point of east superior street. Projects of this size and age are very difficult to maintain as residences and a bed and breakfast, with limited occupancy no greater than the original family would have programmed, will provide an income stream to be applied to property maintenance and appearance, thus- a fundamentally appropriate historic home can occupy a sustainable position in todays economy.

This is a reinvestment in this traditional neighborhood of large and gracious homes, which are among Duluth's significant tourist attractions. As a bed and breakfast, the home will join others across the east end who accommodate visitors year round and add to outside monies spent within the city. While a bed and breakfast is unlike a family home, visitors often increases walking within neighborhoods and brings new, curious, and often culturally diverse people together.

Future lnd use for this location is not proposed to change from its traditional neighborhood status- to support this, allowing the use change to commercial- bed and breakfast, in the r1 zone will assure a continuity of scale, density, and appearance in this neighborhood. Signage requirements are conservative and further encourage an understated residential attitude towards sidewalk and street use

**No Negative Impact:**

The use of the residential property as a clubhouse for the last almost 90 years, has been a gift towards the careful and dedicated maintenance of the property, as membership income was well-spent on upkeep and repair....however, regular, larger membership-based gatherings on the property have required a substantial amount of street parking, as there is little developed off-street parking on this large lot.

A change of use to bed and breakfast- commercial will reduce the number of occupants daily and a planned provision for off-street parking for all 5 proposed bedroom/ bathroom suites, inkeeper, and delivery vehicles, will eliminate the need for both side street parking in front of the property on superior street, excepting any seasonally allowed special events, which will be rare. As access to the front of the property is limited in height and down a steep drive, a new access to the rear of the property is proposed with angular access off branch street, to avoid car light interaction with existing homes.

A proposed 5-car parking lot will be tucked alongside the existing residence, virtually invisible from the street. Screening using trees and shrubs is proposed for the private 12' wide back yard drive and 2 new rain gardens are proposed to better manage existing water flow off of the mostly treeless yard. The existing forested edges of the property will be cleaned up and trimmed, for a better appearance overall. No increased parking is expected on Branch Street at all. The proposed use is more consistant with the original use of the property as a 5+ bedroom family home. Changing use from clubhouse to bed and breakfast better integrates the property with the neighborhood.

**From:** Dr. Liang HM <[REDACTED]@gmail.com>  
**Sent:** Wednesday, June 25, 2025 8:31 AM  
**To:** planning <planning@DuluthMN.gov>  
**Cc:** Jennifer Liang <[REDACTED]@gmail.com>  
**Subject:** Comments re: 2400 E Superior PLSUP-2505-0056

Dr. HM Liang  
Dr. Jennifer Ostrom Liang  
2410 Branch Street, Duluth, MN 55812  
June 25, 2025

Duluth City Planning Commission  
Re: Special Use Permit PLSUP-2505-0056 for 2400 East Superior Street

Our concern with the proposal for a bed and breakfast at 2400 East Superior is the potential impact on the residential characteristics of the neighborhood, and the safety for neighbors on and near Branch Street. When the Duluth Women's Club, former owners of 2400 East Superior, hosted large wedding parties, the increased traffic, parking, workers and guests using Branch Street as overflow parking and access points, plus the noise, negatively impacted the safety of the neighborhood and our quality of life.

Branch Street is narrow, a dead-end, and without sidewalks. It is frequently used by neighbors, particularly children, for walks, biking, and play. If this proposal increases the likelihood that Branch Street will be used for guest parking or increasing traffic flow, then we have concerns about safety and noise. We appreciate the opportunity to share our concerns with the commission and the proprietors.

Sincerely, HM and Jennifer Liang