



Planning & Development Division
Planning & Economic Development Department

Room 160
 411 West First Street
 Duluth, Minnesota 55802



218-730-5580



planning@duluthmn.gov

File Number	PL 22-036	Contact	John Kelley, jkelley@duluthmn.gov	
Type	Interim Use Permit – Vacation Dwelling Unit	Planning Commission Date		August 9, 2022
Deadline for Action	Application Date	March 7, 2022	60 Days	May 6, 2022
	Date Extension Letter Mailed	March 15, 2022	120 Days	Extension to September 3, 2022
Location of Subject		619 West Skyline Parkway		
Applicant	Dawn Holmberg	Contact		
Agent		Contact		
Legal Description		PID # 010-1350-02920		
Site Visit Date		May 27, 2022	Sign Notice Date	May 31, 2022
Neighbor Letter Date		July 28, 2022	Number of Letters Sent	27

Proposal

Applicant proposes to use a four-bedroom home as a vacation dwelling unit. Up to 9 people will be allowed to stay in the home.

The applicant was on the vacation dwelling unit eligibility list.

Recommended Action: Staff recommends that Planning Commission approve.

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

Summary of Code Requirements:

UDC Section 50-19.8. Permitted Use Table. A vacation dwelling unit is an Interim Use in the R-1 zone district.

UDC Section 50-20.3. Use-Specific Standards. Lists all standards specific to vacation dwelling units.

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.



Planning & Development Division
Planning & Economic Development Department

Room 160
411 West First Street
Duluth, Minnesota 55802



218-730-5580



planning@duluthmn.gov

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

Governing Principle #8 - Encourage mix of activities, uses, and densities. A short-term rental allows property owners to generate income and provide a service for tourists.

Econ. Dev. Policy #3 - Build on Existing Economic Strengths & Competitive Advantages

- **S9:** Encourage expansion of the city's tourism economy through efforts to expand in areas of current activity, such as in Canal Park, but also through marketing and investment in destination neighborhoods and iconic tourism experiences unique to Duluth.

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. Includes many of Duluth's older neighborhoods, infill projects, neighborhood extensions, and new traditional neighborhood areas.

History: This 3,000 sq ft home was built in 1894 and contains 4 bedrooms.

Review and Discussion Items:

- 1) Applicant's property is located at 619 West Skyline Parkway. The proposed vacation dwelling unit contains 4 bedrooms, which would allow for a maximum of 9 guests.
- 2) The applicant is proposing 3 off street parking spaces at the rear of the house adjacent to the garage. Access to the parking is via a shared driveway with the adjacent property to the east. The applicant has provided a copy of the recorded shared driveway easement and maintenance agreement. Access to the site and parking area will be from West Skyline Parkway.
- 3) The applicant has indicated there will not be a space for camper or trailer storage by VDU guests.
- 4) The site plan depicts a recreation area on the southwest front exterior corner of the house that is screened by trees and shrubs along the west property line, and a deck on the southeast exterior front corner of the house that will be screened by two 6-foot tall trees. The site plan also shows an entrance to the home on the northwest rear corner of the home screened by a 6-foot tall wood privacy fence. The applicant has stated that there will be no outdoor amenities anywhere in the rear yard area. It will only be for parking. The owner of the adjacent property to the east has indicated in writing that a dense urban screen is not required between the properties. The site plan depicts a dense urban screen of mature trees and shrubs along the west property line. Staff finds this is a sufficient dense urban screening for that property line.
- 5) Permit holders must designate a managing agent or local contact who resides within 25 miles of the City and who has authority to act for the owner in responding 24 hours a day to complaints from neighbors or the City. Permit holder must provide the contact information for the managing agent or local contact to all property owners within 100 feet of the property boundary. The applicant has listed themselves to serve as the managing agent.
- 7) A time limit on this Interim Use Permit (IUP) is needed to minimize negative impacts to surrounding residential uses



Planning & Development Division
Planning & Economic Development Department

Room 160
411 West First Street
Duluth, Minnesota 55802



218-730-5580



planning@duluthmn.gov

thereby causing damage to the public's health, safety and welfare. Section 50-20.3.U.7 states the IUP shall expire upon change in ownership of the property or in six years, whichever occurs first.

8) Applicant must comply with Vacation Dwelling Unit Regulations, including providing information to guests on city rules and ordinances such as Parking, Parks, Pets, and Noise.

9) No comments from citizens, City staff, or any other entity were received regarding the application.

10) The permit will expire 6 years from the approval date. The permit will lapse if no activity takes place within 1 year of approval.

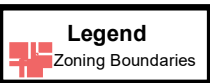
Staff Recommendation:

Based on the above findings, Staff recommends that Planning Commission approve the permit subject to the following conditions:

- 1) The Interim Use Permit shall not be effective until the applicant has received all required licenses and permits for operation.
- 2) The applicant shall adhere to the terms and conditions listed in the Interim Use Permit.



619 West Skyline Parkway



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.

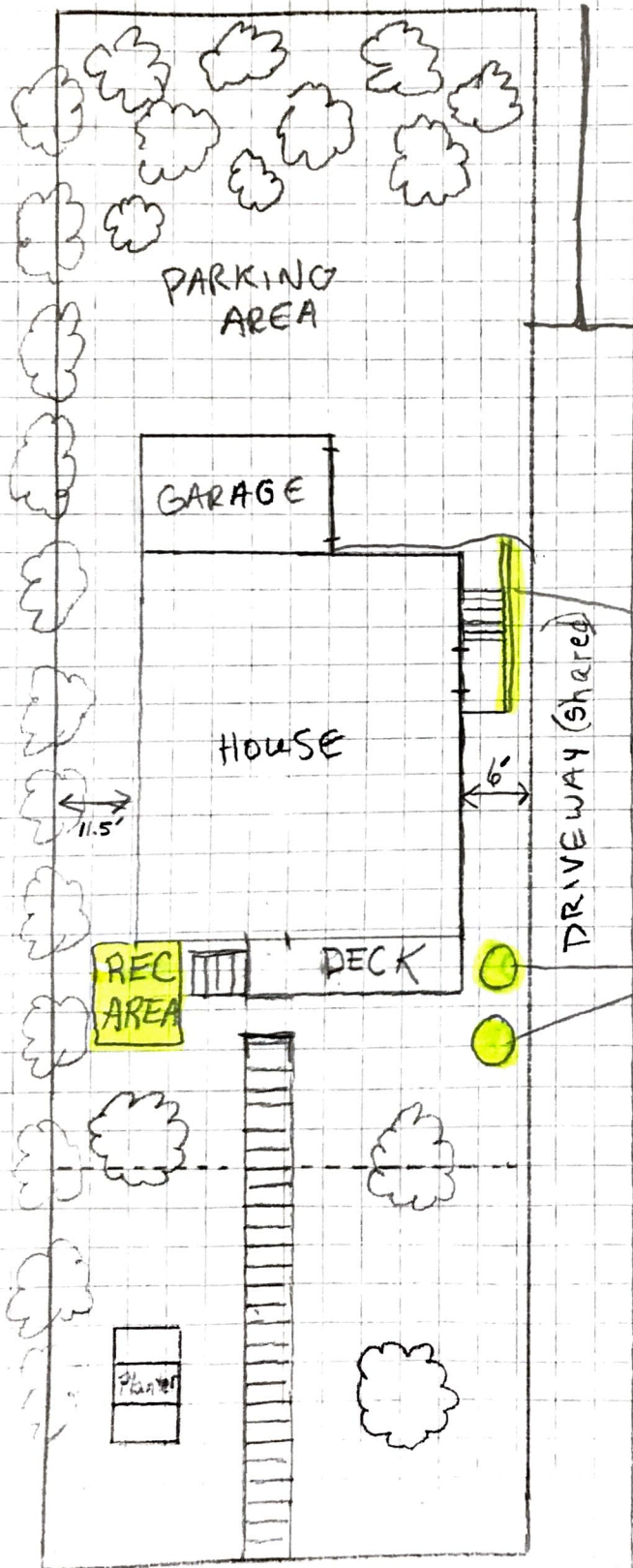


Aerial photography flown 2016

Prepared by: City of Duluth Community Planning Division, May 3, 2019. Source: City of Duluth.



Revised Site Plan with screening: 5/1/2022



619 W SKYLINE
PKWY.

SITE MAP

$\frac{1}{4}'' = 4'$

Lot size: 50' x 133'
6 foot ^(wood) fence for privacy

2-6 foot trees

Dawn Holmberg
dawn.m.holmberg@gmail.com

Dear Planning Commissioners:

My name is Jeremy Rubin, and my wife and I have been living at 531 W. Skyline Parkway for nearly twelve years. We love our home and our neighbors.

Regarding the possibility of adding yet another vacation rental unit less than a block away from us — there is one two houses to the east of the property in question — I ask that this application be denied. A shortage of affordable family homes in Duluth has been a problem for young families for years. Taking another unit off the market for the individual gain of a single property owner at the expense of the surrounding neighbors does not make sense.

I am attaching a scanned document written by my neighbor, Ellie Davis, who lives across the street at 602 W. Skyline Parkway. She also opposes this move as she does not have access to off-street parking and has often had trouble finding a spot near her home when all available parking is taken up by visitors to the existing vacation unit.

Thank you for your consideration,

Jeremy Rubin

218-213-1405

531 W. Skyline Parkway

Duluth, MN 55806