



Planning & Development Division
Planning & Economic Development Department

Room 160
 411 West First Street
 Duluth, Minnesota 55802



218-730-5580



planning@duluthmn.gov

File Number	PLIUP-2504-0026		Contact	Christian Huelsman, chuelsman@duluthmn.gov	
Type	Interim Use Permit – Vacation Dwelling Unit		Planning Commission Date		June 10, 2025
Deadline for Action	Application Date		April 16, 2025	60 Days	June 15, 2025
	Date Extension Letter Mailed		May 8, 2025	120 Days	August 14, 2025
Location of Subject		301 104th Ave W			
Applicant	Carie & Clint Massey		Contact		
Agent	Becky Pederson		Contact		
Legal Description		PIN: 010-2260-07950			
Site Visit Date		May 26, 2025	Sign Notice Date		May 27, 2025
Neighbor Letter Date		May 20, 2025	Number of Letters Sent		15

Proposal

The applicant proposes to use a 2-bedroom dwelling as a vacation dwelling unit. This is a new application, and the applicant is on the eligibility list.

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

	Current Zoning	Existing Land Use	Future Land Use Map Designation
Subject	R-1	Vacation Dwelling Unit	Traditional Neighborhood/Preservation
North	R-1	Residential	Traditional Neighborhood/Preservation
South	RR-1	Parkland (Birchwood Park)	Preservation/Recreation
East	R-1	Residential	Traditional Neighborhood
West	R-1	Residential	Preservation

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.

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 provides a service for tourists.

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.

Preservation: Lands with substantial restrictions. High natural resource or scenic value, or severe development limitations.

History: The subject property, 301 104th Ave W, was built in 1890. The existing structure is a 2-bedroom, single-family home with a detached garage west of the inactive 105th Alley West.

Review and Discussion Items:

Staff finds that:

- 1) Applicants' property is located at 301 104th Ave W. The dwelling unit contains 2 bedrooms, which allows for a maximum of 5 guests.
- 2) This is a new application. To the best of our knowledge there are no violations or enforcement actions regarding the subject property.
- 3) The minimum rental period will be two nights.
- 4) One off-street parking space is required to be provided. The applicant is proposing one off-street parking stall, located in the parking space in front of the detached garage.
- 5) The applicant has indicated they will allow motorhome or trailer parking.
- 6) The site plan does not indicate any outdoor amenities. Staff notes there is a deck located to the rear of the structure. The applicant submitted a letter dated 5/7/2025 from the neighbor to the north, waiving the requirement of a dense urban screen. All other property lines abut public streets.
- 7) 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 holders must provide contact information for the managing agent or local contact to all property owners within 100 feet of the property boundary. The applicant has listed Becky Pederson to serve as the managing agent.
- 8) A time limit is needed on this Interim Use Permit ("IUP") to protect the public health, safety and welfare from potential longer-term impacts of the requested use at the location of the subject property. 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.
- 9) Applicant must comply with the City's vacation dwelling unit regulations, including providing information to guests on city rules (included with staff report as "Selected City Ordinances on Parking, Parks, Pets, and Noise").
- 10) There are currently 177 licensed vacation dwelling units in the city, with 89 of those in form districts; the remaining 88 are subject to the cap of 110. The subject property is located within a residential district and is subject to the cap.
- 11) No City, public or agency comments were received.
- 12) 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 applicant shall adhere to the terms and conditions listed in the Interim Use Permit.
- 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.



PLIUP-2504-0026

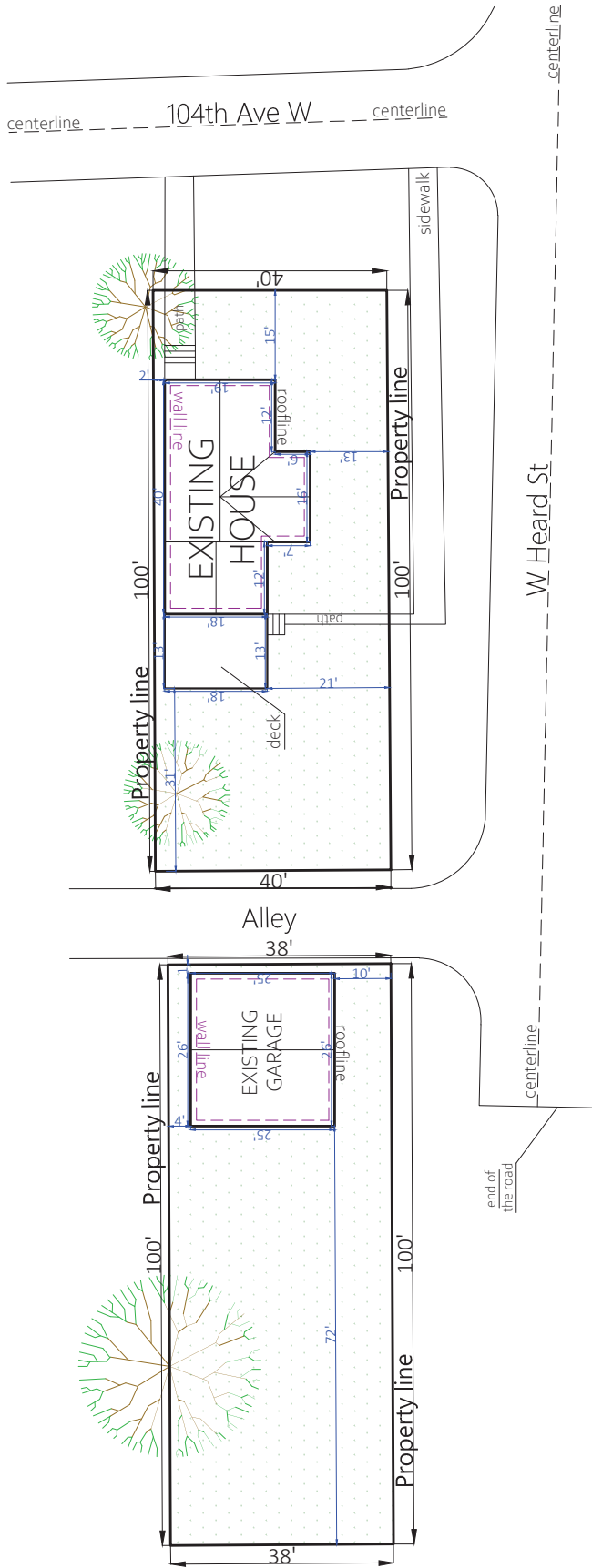
Interim Use Permit
301 104th Ave W



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.

SITE PLAN

Address: 301 104th Ave W
Duluth, MN 55808
Parcel ID: 010-2260-07950
Lot area: 0.18 Acres
Plot Size: 8.5"x11"
Drawing scale: 1"=30'



5/27/25

To whom it may concern;

Here is the hard copy of the letter that was sent by our managers/neighbors to the north stating that they do not want a screen between the properties. This is to waive the requirement for a "dense urban screen". The picture of the letter was sent via attachment on email on 5/8/2025.

The property in question is :

301 104th Avenue W,

Duluth, MN, 55808l

Applicants: Clint and Carie Massey

Carielynnsteil@gmail.com (715-225-3274)

Clintmassey03@yahoo.com (763-670-6956)

A handwritten signature in black ink, appearing to read "Carie Massey". The signature is fluid and cursive, with the first name "Carie" written in a stylized, looped manner, followed by a space and the last name "Massey" written in a similar cursive style.

DATE: 5/7/2025
THOMAS R & BECKY L PEDERSON
305 104TH AVE. WEST
DULUTH, MN. 55808

TO WHOM IT MAY CONCERN,

THIS LETTER OF ACKNOWLEDGEMENT WILL
CERTIFY THAT WE DON'T WANT A
"DENSE URBAN SCREEN" TREES OR A
FENCE ON OR NEAR OUR PROPERTY
OR SHARED PROPERTY LINE. LOCATED
AT 305 104TH AVE WEST, DULUTH MN. 55808

SINCERELY,

Thomas R Pederson

Becky L Pederson