

City of Duluth Planning Commission

December 10th, 2024 – City Hall Council Chambers
Meeting Minutes

Call to Order

President Gary Eckenberg called to order the meeting of the city of Duluth Planning Commission at 5:01 p.m. on Tuesday, December 10th, 2024, in the Duluth city hall council chambers.

Roll Call

Attendance:

Members Present: Chris Adatte, Jason Hollinday, Gary Eckenberg, Margie Nelson, Danielle Rhodes, and Andrea Wedul

Members Absent: Jason Crawford, Brian Hammond, and Dave Sarvela

Staff Present: Nick Anderson, Amanda Mangan, Jason Mozol, Chris Lee, Jenn Moses, Ariana Dahlen, Natalie Lavenstein, and Sam Smith

Approval of Planning Commission Minutes

Planning Commission Meeting – November 6th, 2024 –

MOTION/Second: Hollinday/Rhodes approved

VOTE: (5-0)
(Adatte arrived at 5:03 p.m.)

Public Comment on Items Not on Agenda

No comments.

Consent Agenda

PLIUP-2410-0015 Interim Use Permit for a Vacation Dwelling Unit at 5727 Grand Ave by Bailey Builds

PLVAR-2410-0009 Variance for Front Yard Setback at 114 N 26th Ave E by Anne and David Hyopponen

PLSUB-2410-0005 Minor Subdivision at 2384 Becks Rd by Northeast Property Holdings LLC

Public: No speakers.

MOTION/Second: Nelson/Wedul approve the consent agenda items as per staff recommendation

VOTE: (6-0)

Other Business

No other business.

Communications

Land Use Supervisor (LUS) Report – Jenn Moses addressed the commissioners and thanked them for attending the meeting this evening given how brief it was. Their approval of the items is important for the applicants so their projects can move forward. Moses informed the commissioners that the 2025 calendar for Planning Commission meetings has been created and will gladly send it to anyone who has not received it yet.

Ben VanTassel has been hired as the new Director of Planning & Economic Development. He has served as the manager of this department in previous years, and more recently he was serving the city in a different director position. Staff is happy to have Mr. VanTassel back in the department, and to have the director position filled to help keep things moving forward.

Moses' last update of the evening focused on the new FEMA floodplain maps. Staff was notified that the new maps will be officially in effect on the FEMA website in March of 2025. The DNR and FEMA also informed staff of a new model floodplain ordinance and new regulations that will need to be considered and adopted as part of the UDC. Staff member Jason Mozol has been working on incorporating the new model floodplain ordinance language into the UDC, and commissioners can expect to see this item on the January meeting agenda. Moses noted that the document for this upcoming item is 77 pages, but a portion of it consists of technical floodplain language that FEMA requires to be adopted into the zoning code. This document will come before the Planning Commission before it goes to City Council to be adopted, with the goal of having it in effect by March of 2025.

Heritage Preservation Commission Report – Chris Lee addressed the commissioners. The annual HPC meeting was held on November 12th. There was no change to bylaws and elections of officers were held. Jess McCullough was elected as President and Kal Randa was elected as Vice President.

The HPC will have their next meeting in January. There was no new business for their December meeting, so that meeting was cancelled.

Duluth Midway Joint Powers Zoning Board – No report.

Commissioners: President Eckenberg thanked everyone for attending the final meeting of the year and is looking forward to the upcoming meetings in 2025. He also gave recognition to the official groundbreaking of the Incline Village project, which the Planning Commission has played a role in over the course of 2024.

Adjournment

Meeting adjourned at 5:11 p.m.
Respectfully,

Jenn Moses, Manager
Planning & Economic Development