



TWO HARBORS PLANNING COMMISSION

Serving the People of Two Harbors

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MEMORANDUM

To: Two Harbors Planning Commission
From: Justin Otsea, ARDC
Date: July 17th, 2020
Subject: July 21st, 2020 Agenda

The Planning Commission will meet on **Tuesday, July 21st, at 6:00 p.m.** in a zoom meeting.
Meeting access is listed below:

Join Zoom Meeting Click link below:

<https://us02web.zoom.us/j/6263789132?pwd=VVVRc3dhSWY5NHZiSGovWllyci9CQT09>

Meeting ID: 626 378 9132
Password: 346819

Or Dial

+1 312 626 6799, When Prompted: **6263789132#** followed by **346819#**

1. Call to Order
2. Approval of Agenda
3. Approval of June 23rd Meeting Minutes
4. Industrial District Land Use Table Review– *Discussion and Feedback*
5. Industrial District Related Items – *Discussion and feedback*
6. Adjourn.

Two Harbors Planning Commission

Meeting Minutes

June 23rd, 2020

Present: Koehler, Emerson, Chapek, Anderson, Snowden, Glaser, Swanson, Detlefsen (8)

Absent: Nielsen (1)

Other: Sterbenz, Bergstad, Otsea

Next meeting: July 21, 2020

I. Call to Order

Koehler called the regular meeting to order at 6:02 p.m.

Approval of Agenda

Motion by Emerson, Anderson to approve the agenda. Motion approved by all members present and voting.

Approval of Minutes

Motion by Anderson, Emerson to approve the May 20th Meeting Minutes. Motion approved by all members present and voting.

II. New Business

a. **Scope and Goal(s) of Project Review**– Otsea briefly reviewed the scope of the project and outlined that ARDC was here to provide recommendations and examples of best practices based on input from the Commission. He made time for questions, but there were none.

b. **Non-Conforming Lots and Tiny Homes**- Principal Planner (ARDC) Josh Bergstad facilitated a discussion around development options for non-conforming lots of record and tiny house considerations. Information and options were presented in the meeting packet. The City has approximately 39 lots of 25' to 35' in width that could not be developed due to existing setback restrictions. Bergstad described the options and found consensus around allowing the substandard lots to be developed by lowering the minimum width of a dwelling requirement (not shrinking setbacks). Conversation continued regarding allowing a planned unit development with smaller sized homes with certain considerations. One of the main considerations was requiring any sort of home to be permanently affixed to a foundation, regardless the size. Additional examples of a 'cottage development' should be shared with the Planning Commission for further consideration of allowing this sort of development. More hesitation revolved around allowing existing conforming lots to be split into 25' lots for development. Feedback from this discussion would be utilized to craft ordinance language for the update which would be reviewed with the Commission at a future meeting.

c. **Accessory Structures / Accessory Dwelling Units** - Josh facilitated a similar conversation regarding accessory dwelling units (ADU's) along with accessory structure standards. He started by showcasing some examples of ADU's to the Planning Commission. ADU's are basically dwelling units contained within an accessory structure on a residential lot. After discussion, the Commission came to consensus that allowing ADU's could be part of the new code, with some considerations like off street parking requirements and short-term rental potential conflicts. Discussion followed regarding potential changes to the accessory structure standards. The Commission had received multiple variance request in recent years regarding accessory structures, mostly tied to the sidewall height requirement. While some setback considerations should be considered with additional height, consensus seemed to be found around allowing a higher sidewall height requirement. Jenn mentioned the average request she seemed to be seeing of late is approximately 13 feet. Feedback from this discussion would be utilized to craft ordinance language for the update which would be reviewed with the Commission at a future meeting.

f. **Next meeting**- The next meeting of the zoning code update would be held on **Tuesday, July 21st at 6:00 p.m.**, likely in an online format, but possibly in person (depending on Council action). The focus of the meeting will be the Industrial Districts language.

Motion by Emerson, Detlefsen to adjourn. Motion approved by all members present and voting

Meeting adjourned at 7:50 p.m.

Recorded and submitted by Justin Otsea, City Planner.

P-Permitted, C-Conditional Use, *Performance Standards			
Green = New Use, Orange = Change in Allowance, Red = Removed, Blue = Definition Change			
LAND USE	I-1 - Limited	I-2 General	I-1A, Limited/Adult Use
Manufacturing, general	P		P
Manufacturing, Light	P	P	P
Warehousing, and Storage, except hazardous materials, combustible materials and or flammable liquids	P	P	P
Wholesale trade, except any hazardous materials, combustible materials, and flammable liquids	P	P	P
Distribution Center	P	P	P
Professional, scientific, technical services	P		P
Architectural, Engineering, and Related Services	P	P	P
Specialized Design Services	P	P	P
Scientific, Research and Development Services	P	P	P
Specialty trade and general contractors	P		P
Contractor's shop and storage yard	P	P	P
Data processing, hosting, and related services	P		P
Telecommunications processing and transmission services	C		C
Public buildings	C	C	C
Mini-warehouses and self storage	C		C
Bulk fuel depots	C	C	C
Automotive, light vehicle, and home and garden equipment repair	C		C
Recycling collection point	C	C	C
Veterinaries, animal shelters, kennels for boarding pets and other domestic animals	C		C
Retail uses conducted as an accessory use within existing structures, not to exceed 20% of gross floor area.	C		C
Storage and handling of combustible and or flammable liquids	C	C	C
lumber yards and building materials	C		C
Offices, sales floors, and showrooms customarily incidental to the primary use	A		A
Research and Development, engineering and design, marketing and sales, customer support and other non-production activities clearly incidental to the primary use	A	A	A
Short term living quarters for caretakers, watchmen, and operators	A	A	A
Warehousing and Storage		C	
Wholesale trade		C	
Railroad yard		C	
Shipyards		C	
Heavy and Civil engineering contractors		C	
Storage of boats		C	
Water access dependent industrial use		C	
Building or structure in excess of 70'		C	
Adult use, accessory			P
Adult use, principle			C

Existing Dimensional Standards

Industrial Districts Dimensions	Minimum Lot Area	Minimum width	Standard Lot Dimensions	Minimum Front Yard	Minimum Side Yard	Minimum Rear Yard
I-1 (A) - Up to 50' height	None	None	None	25 ft.	20/35* ft.	12/25* ft.
I-1 (A) - Up to 70' height	None	None	None	35 ft.	20/40* ft.	25/50* ft.
I-2 - Up to 50' height	None	None	None	25 ft.	20/35* ft.	12/25* ft.
I-2 - Up to 70' height	None	None	None	35 ft.	20/40* ft.	25/50* ft.

* - indicates larger set back for properties adjacent to a residential zone district.

Proposed Dimensional Standards

Industrial Districts Dimensions	Minimum Lot Area	Minimum width	Standard Lot Dimensions	Minimum Front Yard	Minimum Side Yard	Minimum Rear Yard
I-1 (A) - Up to 50' height	None	None	None	25 ft.	20/35* ft.	12/25* ft.
I-2 - Up to 50' height	None	None	None	25 ft.	20/35* ft.	12/25* ft.
I-2 - Up to 70' height	None	None	None	35 ft.	20/40* ft.	25/50* ft.

* - indicates larger set back for properties adjacent to a residential zone district.

Industrial District Purpose Statements

The purpose of the "I-1" Light Industrial District is to permit modern, high performance, lower impact light industrial uses with co-mingling of production and non-production activities, technology and information uses, and scientific, technical, and professional services uses, while also permitting the continued development of compatible non-industrial uses.

It is the purpose of the "~~I-2~~" ~~General Industrial District~~ to permit industrial activities that are not compatible with light industrial areas due to more intensive use of land and infrastructure, traffic generation, and/or require greater use of site and facility design and devices necessary to mitigate objectionable influences, and industrial uses requiring harbor access.

It is the purpose of the "I-1A"Light Industrial/Adult Use District to permit modern, high performance, lower impact light industrial uses with co-mingling of production and non-production activities, technology and information uses, and scientific, technical, and professional services uses, while also permitting the continued development of compatible non-industrial uses.

~~to create industrial areas that will be acceptable with the City and will not adversely affect adjacent businesses or residential neighborhoods by permitting industrial establishments which are either: (a) ones whose operations are relatively free from objectionable influences or (b) ones whose objectionable features will be obviated by design and/or appropriate devices.~~ In the interest of general health and welfare, residential and certain institutional uses are not permitted within this district. It is also the purpose of this district to allow "Adult Use, Principal" businesses which are regulated by Section 4.50 of the City Code.