The Planning Commission will meet on **Tuesday, February 2nd, 2021**, at 6pm via Zoom.

Any or all members of the Planning Commission may potentially attend such meeting by Zoom Video Conference.

Additionally, the presence of the public at the regular meeting location is not feasible due to the COVID-19 health pandemic/emergency declaration, pursuant to Minn. Stat. Section 13D.021, subd. 1(3).

Members of the public may monitor the meeting electronically from a remote location by joining the zoom meeting at:

Jennifer Sterbenz is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

https://us02web.zoom.us/j/83282594157?pwd=WmtpMG1xa0NGS0I4Rit3WEFsOW9ldz09

Meeting ID: 832 8259 4157
Passcode: 638973

One tap mobile
+13017158592,,83282594157# US (Washington DC)
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+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 669 900 9128 US (San Jose)

Meeting ID: 832 8259 4157

Find your local number: https://us02web.zoom.us/u/kxJlPbuSz

Dan Walker, Administrator
Dated: January 29th, 2021
Planning Commission
Agenda
February 2nd, 2021 @ 6:00 p.m. via Zoom

1. Call to Order

2. Approval of Agenda

3. Approval of January 5th, 2021 & January 19th, 2021 Meeting Minutes

4. Public Discussion
   a. Public Comment

5. Commission Business
   a. Hwy 61/7th Avenue Zoning Code Update Information w/Josh Bergstad & Justin Otsea of ARDC
   b. Housing

6. Staff and Commission Member Reports
   a. Staff Reports –
      1. Public Hearing Zoning Code Update – February 16th, 2021
      2. Council Agenda – March 8th, 2021
      3. Short Term Rental Permits Issued in January: 7
      4. Building Permits issued in January: 3 (2 roofs, 1 window replacement)
      5. HRA Senior Housing Project
   b. Commission Member Reports

7. Adjourn

Next meeting is tentatively scheduled for

Tuesday, March 2nd, 2020
I. Call to Order

Koehler called the regular meeting to order at 6:00 p.m.

Approval of Agenda

Motion by Nielson to approve the agenda. Support by Anderson. Motion approved by all members present and voting.

Motion by Chapek to approve the: December 1st, 2020 meeting minutes. Support by Nielson. Motion approved by all members present and voting.

II. Public Comment - None

III. New business -

A. Commission Organization

Motion by Swanson to appoint Koehler as the 2021 Planning Commission Chairperson. Support by Nielson. Motion approved by all members present and voting. No other nominations.

B. Housing – Commission continued discussions on housing. The City owns a parcel adjacent to Antonich Field. Commissioner Detlefsen suggested the City prepare this area for housing development. He is going to submit a sketch to Sterbenz with his idea for the area. Sterbenz to get info on this concept for the next meeting.

IV. Reports & Communications

a. Zoning Administration- No formal report

b. Other Reports- None

Motion by Chapek to adjourn. Supported by Anderson. Motion approved by all members present and voting.

Meeting adjourned at 8:00 p.m.

Recorded and submitted by Jennifer A Sterbenz, Community Development Planner
I. Call to Order
Koehler called the regular meeting to order at 6:21 p.m.

Approval of Agenda

Motion by Nielsen, Detlefsen to approve the agenda. Motion approved by all members present and voting.

Approval of Minutes

Motion by Detlefsen, Nielsen to approve the December 22nd, 2020 Meeting Minutes. Motion approved by all members present and voting.

II. New Business

a. Presentation and Discussion on Draft Version of Zoning Code Update- Bergstad and Otsea gave an interactive presentation highlighting the updated full draft version of the Zoning Code update. Bergstad and Otsea proceeded to describe each of the new sections of the code update and showcase any amendments via highlighted text. Brief discussion followed/occurred during the presentation; topics included: Accessory Uses and structure standards, defining setbacks, accessory dwelling units, outdoor seating, temporary storage (likely using a time limit), dimension table, a developer’s agreement, and light manufacturing. Josh followed the discussion by presenting initial design guideline standards and garnered feedback from the Commission which will be used to finalize the code text.

b. Updated Zoning Map- Otsea presented an initial draft of the updated Zoning Map. He outlined some of the changes that staff was making, to make the map more legible and useful in both a print and online version. Additional work will continue, including gathering feedback from City staff and the Planning Commission. A final version of the updated map will be presented at a future meeting.

c. Next meeting- discussion followed regarding inviting property owners along highway 61 to the next Planning Commission meeting to provide feedback on the proposed zoning code changes impacting those properties. The Planning Commission reached consensus, and it was determined that this meeting would take place at the next regular Planning Commission meeting set for Tuesday, February 2nd at 6:00 p.m., in an online format like Zoom due to Covid-19 precautions. Otsea and Bergstad would work with Sterbenz to develop and mail an invitation letter to the property owners.

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

Meeting adjourned at 7:25 p.m.

Recorded and submitted by Justin Otsea, City Planner.
January 22nd, 2020

Dear Citizen,

The City of Two Harbors is underway updating its zoning ordinance in partnership with the Arrowhead Regional Development Commission. The update includes several changes to land uses in the city, a new format, and other revisions. The Two Harbors Planning and Zoning Commission invites you to its next meeting on Tuesday, February 2nd at 6:00 p.m. to discuss a proposed change and how it could affect your property.

The code update is proposing to eliminate single-family and two-family homes as an allowed use in the B-1 Highway Business District if the property has frontage on Highway 61 and 7th Avenue. Under the proposal, the zoning code would support the continued existence of existing single-family and two-family residential uses by allowing them to be enhanced, improved, or replaced as though they were an allowed use.

The changes are being proposed to support commercial development within the City’s main business districts and mitigate potential conflict between residential and commercial uses.

The February 2nd Planning and Zoning Commission will be held via Zoom:

Join Zoom Meeting

https://us02web.zoom.us/j/83282594157?pwd=WmtpMG1xa0NGS0l4Rl3WEFsOW9ldz09

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  +1 253 215 8782 US (Tacoma)
  +1 346 248 7799 US (Houston)
  +1 669 900 9128 US (San Jose)
Meeting ID: 832 8259 4157

Find your local number: https://us02web.zoom.us/u/kuPbuSx

Staff will present the proposed ordinance change and answer questions. Additionally, the meeting’s presentation will be recorded and available for view after the meeting. You can contact Justin Ctesa at jctsea@ardc.org or 218.529.7529 if you are unable to attend the meeting and would like to discuss the proposal or be sent the recorded presentation at the meeting’s conclusion.

Warm regards,

Jennifer A Sterbenz
Community Development Planner

AN EQUAL OPPORTUNITY EMPLOYER