



AGENDA AND WORKSHEET FOR THE HIBBING CITY PLANNING COMMISSION

Monday April 23, 2018
5:00 PM Hibbing City Hall Council Chamber

1. CALL TO ORDER AND ROLL CALL FOR PLANNING COMMISSION:

Chairperson G. Oie	_____	Ex Officio P. Green	_____
Commissioner G. Smith	_____	Ex Officio M. Galli	_____
Commissioner J. Petrangelo	_____	Ex Officio J. Story	_____
Vacant	_____	City Administrator, T. Dicklich	_____
Commissioner D. Hendrickson	_____	HPUC General Manager, S. Hautala	_____
Vacant	_____		
Vacant	_____		

2. APPROVAL OF MINUTES

Approval of the Planning Commission Minutes for April 9, 2018. Note corrections, additions, or deletions, if any:

MOTION: _____
BY: _____ SECOND: _____ YES: _____ NO: _____

3. ACCEPTANCE OF AGENDA:

Acceptance of agenda for recording purposes. Note additions, deletions or changes, if any:

MOTION: _____
BY: _____ SECOND: _____ YES: _____ NO: _____

4. NEW BUSINESS

- A. Convene the public meeting for this time to approve a request of Terry Salminen and Jarek LaMusga, 4179/4183 Kerr Location, Hibbing, MN 55746 for a Plat Exemption in the R-1, Single Family Dwelling District, and the Hibbing City Code or Ordinances per Section 12.05, on the subject property, (Lot 8, Block 2, Auditors Plat #30, Section 14, Township 57, Range 21 W, City of Hibbing.)

MOTION: _____
BY: _____ SECOND: _____ YES: _____ NO: _____

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6. OPEN DISCUSSION

Appoint a Commissioner to the Heritage Preservation Committee. The Committee meets the 3rd Thursday of the month at 3:00 p.m. The Committee only meets when necessary.

7. ADJOURNMENT:

MOTION: _____

BY: _____ SECOND: _____ YES: _____ NO: _____

(Reminder: Chairperson and Secretary sign approved minutes)

COMMISSIONERS PLEASE CALL STAFF IF YOU CANNOT ATTEND: 218-312-9733

April 9, 2018

The Hibbing Planning Commission held a meeting on Monday, April 9, 2018 in the City Hall Council Chambers. Chairperson G. Oie, G. Smith, D. Hendrickson, and staff members M. Galli and P. Green were present. Commissioner J. Petrangelo notified staff he could not attend.

APPROVAL OF MINUTES

Commissioner G. Smith made a motion to approve the Hibbing Planning Commission minutes for February 23, 2018. Commissioner D. Hendrickson seconded the motion. The motion carried unanimously.

ACCEPTANCE OF AGENDA

Commissioner D. Hendrickson made a motion to accept the agenda as presented. Commissioner G. Smith seconded the motion. The motion carried unanimously.

NEW BUSINESS

At this time Chairman G. Oie convened the public meeting scheduled for this time to approve a request of Richard Ferris, 11350 Briski Road, Chisholm, MN 55719 for a Plat Exemption in the R-1, Single Family Dwelling District, and the Hibbing City Code of Ordinances per Section 12.05, on the subject property, 3712 3rd Avenue East (Lot 2, Block 3, Home Acres Addition, City of Hibbing). P. Green presented the staff report. Richard Ferris, 11350 Briski Road, was present and noted that he had nothing to add. There was no one in the audience to comment on the matter. The Commissioners went through the finding of facts statements and agreed with all. Commissioner D. Hendrickson made a motion to approve the request. G. Smith seconded the motion. The motion carried unanimously.

ADJOURNMENT

Due to no further discussion it was moved by Commissioner G. Oie, supported by Commissioner D. Hendrickson to adjourn until the next scheduled meeting. The motion carried unanimously.

G. Oie, Chairman
Hibbing Planning Commission

ATTEST:

Mandy Galli, Secretary

Staff Report by Pat Green for the Planning Commission

April 23rd, 2018

Re: Terry Salminen Hibbing MN 55746
Plat Exemption Request

The applicant is proposing to subdivide their property into 2 parcels;

Under Section: 12.40 a plat exemption may be approved by the City Council. The Council may exempt from compliance all or any part of the requirements for the preparation of a preliminary plat.

The subject property consists of one existing lot and located in the R-1 Zoning District. The plat would make 2 parcels A and B, this parcel would be divided evenly between both side property owners. The parcels would not require extension of municipal utilities. The 2 parcels when divided between the property owners will meet the minimum lot size for the R-1 Zoning District. All parcels will front on a street.

Condition recommended: None

APPLICANT: Be sure you have carefully read through both pages of this application before starting. *Print clearly in blue or black ink, or type to complete* application; provide required attachments, signatures and appropriate filing fee (Staff may not accept an incomplete application, or process it for public hearing). **ATTENTION:** *Attachment Of The Deed Recorded For The Subject Property At The Time Acquired By Current Owner/s Is Required – City of Hibbing may not accept your application or process it to be heard without it.* Provide name(s) of all property owners (i.e. spouse, co-owners). **OWNERSHIP:** Applicant *must* have permission of subject property's owner/s to apply and *must* have him/her sign application, or sign (and attach) a letter of permission. Applicant *shall attach* a **SITE PLAN** drawn-to-scale showing all lot dimensions, the proposed use, all existing and proposed buildings/additions, all building dimensions and distances (setbacks) from property lines. **IMPORTANT:** All documents and plans (in triplicate) as required in City Ordinances, Section 11.73, Subd. 3, Procedure (paragraphs) A and B, *shall be attached [Unless otherwise excused in writing by Planning Commission upon a preliminary appearance before the Commission; as per said Subd. 3, A. – NOTE: this will delay scheduling the public hearing and the City Council's final decision – Consult with Zoning Administrator on this matter.].* **Complete both pages of this application as instructed! Please feel free to ask Staff for help if you are having difficulties with completing application.**

The completed application in triplicate (include both pages if this form is copied on two separate pages), all required attachments and filing fee must be received by the Zoning Administrator's office no less than (3) three weeks prior to the regular public hearing dates (which are the **SECOND MONDAY** of the month, or **FOURTH MONDAY** if scheduled). The process from acceptance of application to public hearing (before the Planning Commission) and the City Council Meeting for their final approval/disapproval authority may take a minimum of 4 to 6 weeks (see above*). Legal Notices must be published no less than 10 days before the public hearing. Any party aggrieved by the Council's decision may appeal to District Court.

BURDEN OF PROOF RESTS WITH APPLICANT. Applicant is required to provide evidence in support of a CUP or IUP request, as per City of Hibbing Code of Ordinances, Chapter 11, Sec. 11.73, Subd. 2, A., B 1, 2, and 3. IUP's shall meet the standards of said Sec. 11.73 as for CUP's, except an IUP is not transferable (and a termination date may also be added as a condition) – see City Ordinance Sec. 11.78. The City Council has final approval/disapproval authority for all CUP's/IUP's upon finding of fact recommendation from the Planning Commission. **The applicant may attach other information (i.e. letters, petitions, appraisals, photos, etc.) relevant to the request. The applicant's evidence is as follows [attach additional pages if needed]:**

1. The proposed building or use is specifically listed as a conditional/interim use in the regulations applicable to the district in which it is to be located (Ord. 11.73, Subd. 2, A);

YES: , or NO:

2. That the proposed ~~building~~ or use at the particular location requested is necessary or desirable to provide convenience and will contribute to the general welfare of the neighborhood or community (Ord. 11.73, Subd. 2, B 1); Applicant's Evidence:

Lot is currently open lot with no structures. Primarily used as yard space and plan is to remain the same

3. That the proposed ~~building~~ or use will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, utility facilities, and other matters affecting the public health, safety and general welfare (Ord. 11.73, Subd. 2, B 2); Applicant's Evidence:

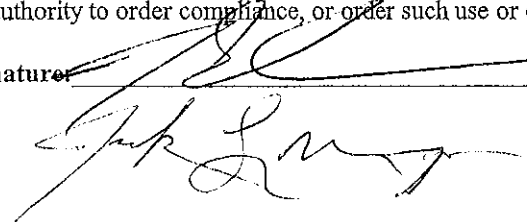
Will be used as it currently is being used.

4. That the proposed ~~building~~ or use will be designed, arranged, and operated so as to permit development and use of neighboring property in accordance with the applicable district regulations (Ord. 11.73, Subd. 2, B 3). Applicant, explain how proposed building or use will comply with this requirement:

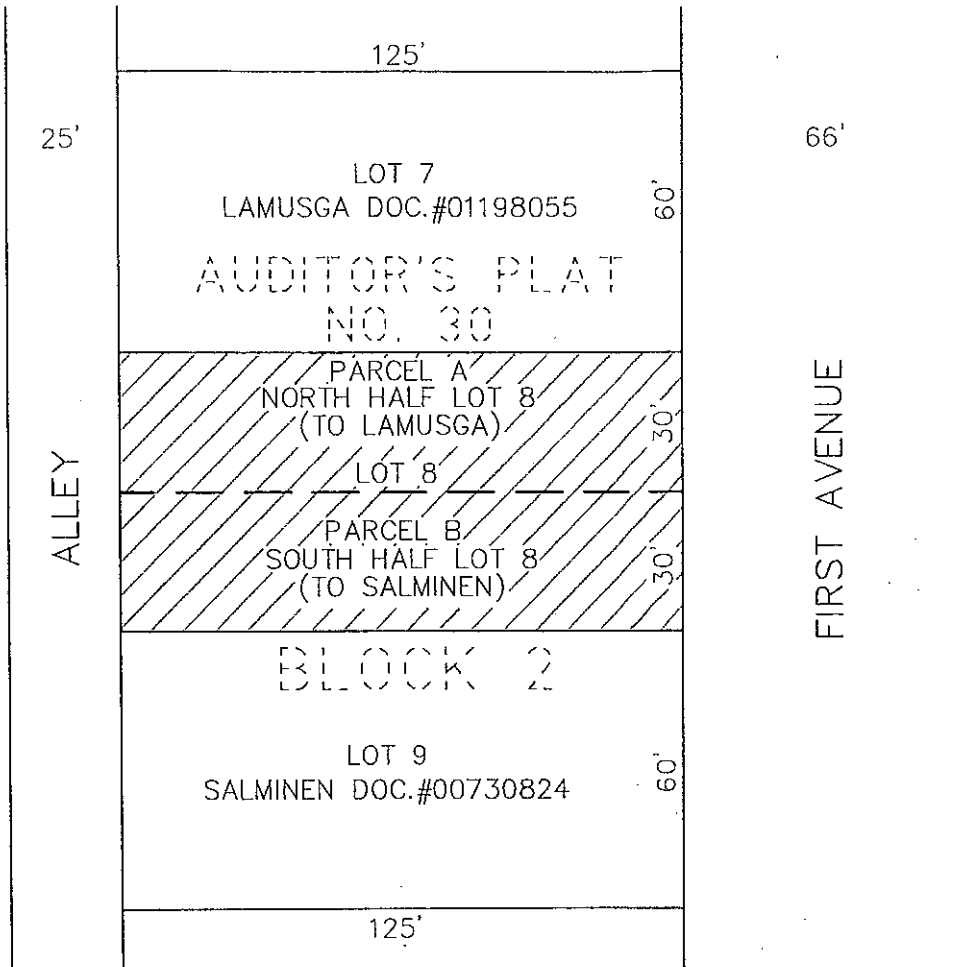
Sec. 11.73, Subd. 3, F, stipulates that a CUP for any construction, alteration (i.e. requiring a building permit), or operation shall be valid for a period of one (1) year, after which the same shall be revoked in the event that such construction, alteration, or operation has not been started in accordance with the terms of the CUP (Note: this shall also apply to an IUP as referred to in the above noted standards).

The applicant/owner should be aware that revisions may be required and that certain operating conditions such as but not limited to building appearance and location, site landscaping and screening requirements may be attached to any CUP/IUP for its approval. The owner/applicant should also be aware that failure to comply with a CUP/IUP, including any revisions and/or conditions attached to it may also constitute a violation to Chapter 11 and/or other applicable regulations of the Hibbing City Code of Ordinances, whereby the City of Hibbing has the authority to order compliance, or order such use or construction to stop, or revoke the CUP/IUP.

Applicant's Signature: _____



PARCEL DESCRIPTION EXHIBIT
FOR
TERRY SALMINEN



Parcel A (to Lamusga):
North one-half of lot 8, Block 2 of Auditor's Plat No. 30, Section 14, Township 57
North, Range 21 West of the Fourth Principal Meridian, St. Louis County, Minnesota.

Parcel B (to Salminen):
South one-half of lot 8, Block 2 of Auditor's Plat No. 30, Section 14, Township 57
North, Range 21 West of the Fourth Principal Meridian, St. Louis County, Minnesota.

**BENCHMARK
ENGINEERING, INC.**
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Mountain Iron, Minnesota 55768
Phone 218/735-8914
http://www.ben-eng.com



(SCALE IN FEET)

I hereby certify that this plan, specification or report
was prepared by me or under my supervision and that
I am a duly licensed LAND SURVEYOR under the laws
of the State of MINNESOTA.

Printed name: Chris Mattila
Date: 3-8-18 Lic. No. 51766