

**Planning and Zoning Commission  
Agenda for Wednesday, March 19<sup>th</sup>, 2025  
5:30pm**

- 1. Planning and Zoning Call to Order**
- 2. Roll call: Pioreschi, Hernesmaa, Burke, Councilor Roose, Palcher, Anderson. Staff Kochendorfer. Excused: White**
- 3. (2-5) Approval of Minutes from February 19<sup>th</sup>, 2025. (1-11)**
- 4. Additions or Deletions from Agenda**
- 5. Requests to Appear**
  - Gloria Erickson- Fuels Mitigation Project (12-19)
- 6. Reports**
  - a. Planning and Zoning Administrator –
  - b. Projects Committee – Pioreschi – (Minutes included in packet) (20-21)
  - c. Council – Roose –
- 7. New Business**
  - a. Magie Dr. Subdivision (22-24)
  - b. City Liability
- 8. Old Business:**
  - a. IUP Process Update
  - b. Update City Comprehensive Plan from 2016
- 9. Adjournment**

**Planning and Zoning Commission (Unapproved)  
ROW Vacation Minutes for Wednesday, February 19<sup>th</sup>, 2025**

Planning and Zoning Called to Order @ 5:01PM

Roll call: **Prioreschi, Anderson, Hernesmaa, Councilor Roose, Palcher.** *Staff Kochendorfer.*  
Excused: **White, Burke**

**Additions or Deletions from Agenda**

**Public Hearing Right of Way Vacation for the area of E 10th St and S 1st Ave E-** The Ely Planning and Zoning Commission will be holding a public hearing on Wednesday, February 19<sup>th</sup>, 2025 at 5:00 pm in the City Hall council chambers. The public hearing will be held to gather input in consideration of a request made by Warren Johnson, property owner at 1003 S 2<sup>nd</sup> Ave E, requesting that the City of Ely vacate platted, but unimproved Street Right-of Way, described as: E 10th St S from S 1st Ave E, to S 3rd Ave E, Tower View Estates Addition, from Block 1, Lot 5, to Block 1, Lot 4.

**The applicant Warren Johnson explained the request**

Warren Johnson, 1003 S 2<sup>nd</sup> Ave E- Recently purchased the adjacent lots from swift properties. Asking for the vacation of the street as it is only 33 feet wide and the land is at a very steep angle, and it would be difficult to develop the street. There are no utilities under the current ROW. City Clerk Langowski indicated there would be no issues with the vacation. Each property owner would get 16.5 feet, and it would make the platted lots larger.

**Letters and or phone call comments read into the record**

**Those in support may comment**

**Those opposed may comment**

**Comments from those who wish to provide any additional information**

**Applicant will have the opportunity to answer additional questions**

**Closure of the hearing @ 5:05 PM**

**Staff Analysis/ Finding of Facts read**

- Kochendorfer read the staff analysis. **Summary:** Applicant, Warren Johnson (prospective developer) currently owns Lots 3, 4, 5 & 6 of Tower View Estates Addition, as well as adjacent property at PID 030-0017-00130. The applicant is looking to vacate the City Right-of-Way as described above. Currently, the ROW is

undeveloped, but platted. Vacating the ROW would allow reconfiguration of current parcels, and allow future development of the properties. There are currently no utilities in the ROW, and no plans to develop the ROW as a Street.

- (1) **No vacation shall be made unless it appears in the interest of the public to do so:**

No vacation shall be made unless it appears in the interest of the public to do so after a hearing proceeded by two weeks published and posted notice. By allowing the vacation of the ROW, it allows for future housing to be built, which promotes the accessibility to housing in Ely. The current ROW is not a legal roadway, but only a platted street. Neighboring property access will not be affected by this vacation proposal.

- (2) **DNR Commissioner Review:**

This proposal has no effect on public water or land access, or natural resources, therefore the DNR is not required to be notified, or involved in the decisions of this ROW Vacation

Staff recommends approval of the ROW Vacation.

#### **Recommendation rendered by the Planning and Zoning Commission**

Roose inquired about responsibility of the fees associated with this proposal. Kochendorfer explained that it would be up to the purchaser to pay.

**Prioreschi Motion to recommend the approval of the ROW Vacation as presented/ Palcher second. Roll Call Vote – Prioreschi – Yes, Hernesmaa – Yes, Rose – Yes, Palcher – Yes, Anderson – Yes. Motion carried 5-0, Burke and White absent.**

**Adjournment at 5:09 PM without objection.**

**Planning and Zoning Commission BOA (Unapproved)  
CUP Hearing Minutes for Wednesday, February 19<sup>th</sup>, 2025**

Planning and Zoning Called to Order @ 5:15 PM

Roll call: **Prioreschi, Anderson, Hernesmaa, Councilor Roose, Palcher.** *Staff Kochendorfer.*  
**Excused: White, Burke**

**Additions or Deletions from Agenda**

**Public Hearing Conditional Use Permit for 2100 Old Airport Rd- The Ely Board of Adjustment will be holding a public hearing for considering a Conditional Use Permit on Wednesday, February 19<sup>th</sup>, 2025 at 5:15 pm in the City Hall council chambers. At this public hearing the Board of Adjustment will be considering the approval of a Conditional Use Permit Application submitted by Bruce Wheelright, on behalf of the Ely Dog Park; proposed location of 2100 Old Airport Rd (South East Field), Parcel #030-0500-00780. The applicant is seeking a Conditional Use Permit to allow for the use of a portion of the property as a Dog Park. The city currently owns the land, and would lease the space to the Ely Dog Park non-profit. The property is zoned Public (P2), Dog Parks are allowed by Conditional Use Permit Only, per Ordinance 376, 2<sup>nd</sup> series**

Roose explained the public hearing procedure.

Kochendorfer read the public hearing notice

**The applicant Bruce Wheelright explained the request**

Wheelright explained the Dog Park proposal. The intent of the dog park is to provide a safe space for dogs to run off-leash, and also experience social interactions with other dogs. The dog park can help show the city on how dogs can behave and create a positive partnership within the community.

Kochendorfer asked Wheelright to provide an explanation on the layout and proposal of the dog park. Wheelright explained the layout of the dog park, with a (3) double gate entry system to the NE of the field, dogs will go in leashed, and once in the large or small dog area, the dogs can be unleashed. The same as when you go to leave, the dogs would then be leashed before going outside the gate. The fencing will range from 4 feet, to 6 feet, since there is currently some existing fence that is 6 feet tall. Some of the fencing is repairable, and some of the fencing needs full replacement. Wheelright explained that the average fence height for dog parks is 4 to 6 feet. His preference would be to have a 5-foot fence, if he was starting from scratch, but with having the existing fencing already in place, and replacing the necessary sections with 4-foot fence, it is estimated to cost \$35,000. The Hibbing dog park has a 4-foot fence, that covers roughly a city block. There will also be an added fencing post rail at the bottom of the fencing.

Prioreschi inquired if there was currently a lease agreement with the city. Wheelright explained

that not yet, but he was quoted a price of \$1 per year. Prioreshi also mentioned about waiving the CUP fee since the Dog Park is a non-profit association. This will be discussed under the approval or denial portion of the hearing.

**Letters and or phone call comments read into the record**

**Those in support may comment**

Angela Campbell, 233 E Chapman St- Speaking as a private citizen. First involved with the dog park in 2020, and is supportive of the project, and making it a success.

Francis Douglas, 114 N 8<sup>th</sup> Ave E- Beneficial to the community and the tourists who come to the community. It would benefit the humans and the dogs.

Frederica Musgrave, 30 W Shagawa Rd- In favor of a dog park, where the dogs can run free. Supportive of all the work Bruce has done to move the dog park forward. This should be a free run (leash-less) dog park. Who will be responsible for the maintenance of the park. Who can and can not use the park. How are the rules and regulations of the dog park going to be enforced. The importance of liability, and who is liable. Incorporation of rules and regulations. The importance of dogs being registered, and vaccinations. The city needs a dog park.

Betsy Cullen, 1130 E Washington St Apt #1- Currently is a pet sitter, and sees the need for a dog park. Works on Sheridan St, and sees the amount of pts walking by. The dog park is good for dogs and other pet owners. We need responsible owners, and if your worried about diseases or being attacked, then don't go.

Craig Rice, 1354 Hwy 120- Current board member on the Ely Dog Park Board, will be responsible for maintenance at the park. He explained his own experience with his dog, and the importance of the dog park. There is local interest from the resorts for the dog park as well. Safety of the dog park is also important.

**Those opposed may comment**

**Comments from those who wish to provide any additional information**

Adam Bisbee, 1004 E Chapman St- City council member, and council liaison for the park and rec board. The dog park would encourage health of the dogs, as well as the owners, and also promote mental health. The parks and rec board has an expectation of signage, owner responsibility, and incident reporting. Having the dogs registered could be used as a condition to keep pets safe.

**Applicant will have the opportunity to answer additional questions**

Hernesmaa is concerned and would like clarification on the liability of the dog park, and who is responsible, the city or the non-profit.

Wheelright explained that there will be posted rules, and a disclaimer of not holding the city liable. If an incident occurs, the police would be involved and report it like any other incident. The dog park non-profit will have insurance, and the city will not be liable. The board members will also have insurance. Kochendorfer explained that this property will be treated like anything else, just like the little league field, where the City owns the field, but the little league has its own insurance. The city doesn't assume zero liability, as anyone could get hurt at anytime on any city owned property. A lot of this information will be contained in the lease agreement with the city, which will then get approved by city council.

Roose asked who will be taking care of the maintenance of the facility. Wheelright explained that they are currently seeking a contracted maintenance individual who would handle the maintenance of the field. Dale Franks is currently someone that is being sought, and would be responsible for emptying of trash, mowing of the field, and other maintenance. The maintenance person would be on a yearly contract.

Roose asked who would be eligible to use the dog park. Wheelright explained that the park will be open to any dogs, with a 20 lb. limit, which would have to use the small dog park, and larger dogs use the larger dog park. There will not be a restriction of dog breeds at this time. For children 8 years and under, they would not be allowed in the dog park. Age 16 years, to 9 years old, you have to be with an adult, and over 16 years are allowed.

Roose inquired about the enforcement of rules, and how that would be handled. Wheelright explained that it will be the owner's responsibility to remove dogs that aren't behaving, or misbehaving. If an incident occurs, the parties involved need to exchange information, and if it is serious enough, the police should be called. Volunteer staff will be on site to observe and educate patrons on the rules, but they aren't there necessarily to enforce the rules. Large signs will also be posted stating the rules and regulations.

Roose asked if any fees are going to be charged to use the park. Wheelright explained that most dog parks don't charge to use them. There could be a way for people to purchase a tag when they renew their annual pet license, or for out-of-town visitors to purchase a pass for the dog park. There could be a donation or self-registration box at the dog park as well.

Roose inquired if there was going to be a sign in sheet at the dog park. Wheelright explained that there is no plan for this, but nothing is off the table.

The hours of the dog park would be dusk to dawn, so no lighting would be needed.

Mr. Rice clarified the child age limits for the dog park. Ages 8 and under are not allowed. Ages 9 to 15, are allowed by supervision only. Ages 16 years and older, are allowed without further supervision. All dog owners are required to carry a 6-foot leash on them while in the dog park.

There was further audience comment that dogs without a license and rabies vaccinations tags should not be allowed to enter the dog park.

**Closure of the hearing @ 6:08 PM**

**Staff Analysis/ Finding of Facts read**

Kochendorfer explained the proposed location as the property at 2100 Old Airport Rd, Ely, MN is currently owned by the City of Ely, and a portion of it is being used as baseball/softball fields, and the southeast portion is unused, and being proposed as a Dog Park. Bruce Wheelright, representing the Ely Dog Park non-profit group, submitted an application for Conditional Use Permit. The property would then be leased to the Ely Dog Park non-profit, for use as a Dog Park.

The subject property is legally described as:

**PID 030-0500-00780**

**S1/2 OF NW1/4 EX N 400 FT & EX E 500 FT OF W 700 FT OF N 450 FT OF S 820 FT OF E1/2 AND EX E 400 FT OF W 1100 FT OF N 450 FT OF S 820 FT OF SE1/4 OF NW1/4**

**The finding of facts is:**

**STAFF ANALYSIS**

- **Summary:** Applicant, Bruce Wheelright and the non-profit group “Ely Dog Park” would like to lease space at the current softball fields located at 2100 Old Airport Rd. The field would be the most south and eastern corner field. The city currently does, and will maintain ownership of the land, and the non-profit group, upon approval, would enter into a lease agreement for the field.
- **Fencing:** The current fencing around the ball field is mixed between 4 Ft and 6 Ft in height. An informal survey was completed amongst (18) other Dog Parks in Minnesota. Of the (18) Dog Parks, (5) of the Parks maintained a (4 Ft) Fence, and the other (13) Dogs Parks have fences of 5 Ft or higher, those mostly being in northern Minnesota climates. The City of St. Louis Park recommended that the fencing be no lower than 5 ft. The City of St. Paul also recommends a fence height of 5 Ft. The Grand Marias Dog Park currently has a fence height of 6 Ft, and stated that is adequate to handle the deep snow. Wheelright received a fence quote from A-1 Fencing of Cloquet, and the total cost would be **\$50,243.88** to maintain a minimum fence height of 5 Ft.
- **Feedback from Minneapolis Parks and Rec Department Related to Dog Parks:**
  - The city will have to change its leash law to accommodate the off-leash aspect of the Dog Park.
  - MPLS Parks are anywhere from a 4-6 ft fence, although they recommend more than 4 ft. Maintaining of a double gate system. Also providing a maintenance gate for mowers and vehicles to access the area.
  - The city moved most of the trash cans outside of the fencing to make it easier for staff to pick up.
  - Mulch/wood chips are messy, loose gravel seems to be the best surface. Grass is fine for the first year or two, and then it will become a muddy, dirty, mess.

- Having a separate “large” and “small” dog area is important
- Consider long term land uses. Once a dog park, always a dog park
- Have the location be in a non-residential area.
- Consider parking concerns, allow for ample parking
- MPLS Park and Rec had a permit that’s issued to dog owners when they purchase their license. The fee is built into the permit for
  - residents. All dogs must have proper vaccinations and not be designated as “dangerous”. Park police help enforce these rules.
  - Pet owners sign a liability waiver (**maybe require this?**)
  - Addition to the park of natural features such as boulders, trees, etc.
  - Drinking fountains with a bowl filler on the bottom.
  - Consider lighting, and restrooms
  - Consider waste water run-off. Dogs go to the bathroom, and both solid and liquid animal waste will run off into streams, and watersheds.
- **FACT:** That the conditional use permit will not be injurious to the use and enjoyment of the environment and other property in the immediate vicinity, nor substantially diminish and impair the property values within the surrounding neighborhood:
  - **FINDING:** The property is located in the Public (P2) Zoning district and is surrounded by natural woods on the south side, and an Industrial Cement Plant to the east. No residential housing is located in this area. There is no correlation between Dog Parks and diminished property values.
- **FACT:** That the proposed development will not increase local or State expenditures in relation to costs of servicing or maintaining neighboring properties
  - **FINDING:** There will be no state or local money spent on this project, and all costs associated with the proposal will be provided by the Ely Dog Park non-profit. Maintenance of the property will be solely on the responsibility of the Ely Dog Park non-profit. The property will be leased from the City, to the non-profit.
- A. **FACT:** That the establishment of the conditional use permit will not impede the normal and orderly development and improvement of surrounding property for uses predominant in the area; and
  - **FINDING:** The property is currently sitting vacant, and is no longer being used as a softball/baseball field. The land is owned by the City, and there are no plans to further develop the property, outside of park space.
  - The only proposed changes being made to the property are to add additional fencing around the perimeter, at the expense of the Ely Dog Park non-profit.



- **FACT:** That the location and character of the proposed development are considered to be consistent with a desirable pattern of development for the locality in general
  - **FINDING:** The general development of the area is Public/park space, with some industrial areas to the east. There is no plan for any other future development in the area.

**City of Ely Requirements/ Conditions of approval:**

1. Follow all rules and regulations of the Lease Agreement established by the City of Ely.
2. Require a minimum of a 5-foot-high fence around the outer perimeter of the Dog Park.
3. The Ely Dog Park non-profit is responsible for the mowing and general maintenance of the field, including trash, dog waste, and providing a portable restroom.
4. Hours of operation: 8 am to 10 pm, 7 days a week.
5. Alcohol, cannabis/cannabinoid, and tobacco use and possession are prohibited.
6. Any modifications to the land other than already approved, must first seek city approval.
7. Signed liability waivers by the users

Staff finds that the applicant’s proposal meets the threshold for approval, by Conditional Use Permit with the conditions outlined above. Staff recommends **APPROVAL** of the Conditional Use Permit as proposed, with conditions.

**Decision rendered by the Planning and Zoning Commission**

**Prioreschi motion to approve the Conditional use permit without any conditions/ Anderson Second.**

Hernesmaa reiterated the importance of liability insurance, and whether or not this would be addressed by the city council when approving the lease agreement. Kochendorfer explained that this is something that the council could require/address.

Roose expressed that she would like to see some conditions, and supports the dog park, just not this motion.

**Roll call Vote: Prioresch- Yes, Hernesmaa- No, Roose- No, Palcher- No, Anderson- Yes. Motion failed 2-3, with Burke and White absent.**

Palcher would like to see a motion including conditions such as addressing the age requirement, dog behaviors, responsibility, and who is paying for the dog park. Further discussion on the liability requirement. Roose explained that there could be a motion to include Kochendorfer’s recommendations, and including information about requiring liability insurance, as well as the dusk to dawn operating time frame. Palcher would like signage to include safety, and eligibility for use, and required vaccinations.

Further discussion and clarification on what should be included on the conditions list. The dog park rules could be included on the conditional use permit as well.

**Roose called for a temporary recess @ 6:28 PM to allow for some information gathering.**

**Roose called back to order @ 6:33 PM.**

**\*\*Palcher motion to approve the conditional use permit with the following conditions:**

- 1. Follow all rules and regulations of the lease agreement established by the city of Ely**
- 2. Require a minimum of a 4-foot fence around the outer perimeter of the dog park**
- 3. The Ely Dog Park non-profit is responsible for the mowing and general maintenance of the field, including trash, dog waste, and providing a portable restroom**
- 4. Hours of operation, dawn to dusk**
- 5. Alcohol, cannabis/cannabinoid, and tobacco use and possession are prohibited**
- 6. Any modifications to the land other than already approved, must first seek city approval**
- 7. The dog park organization must demonstrate the liability being sufficient insurance**
- 8. It is desired that dogs are vaccinated and up to date on those vaccinations**
- 9. Defined age usage of the park, under 8 years old are not allowed to use the park, age 8 to 16 may use the park under adult supervision**

**Hernesmaa second.**

**Roll call vote: Prioreshi- Yes, Hernesmaa- Yes, Roose- Yes, Palcher- Yes, Anderson- Yes. Motion carried, 5-0, with Burke and White absent. \*\***

**\*\*Prioreshi motion to recommend the waiving of the conditional use permit application fee due to the non-profit status/ Palcher second. Roll call vote: Prioreshi- Yes, Hernesmaa- Yes, Roose- Yes, Palcher- Yes, Anderson- Yes. Motion carried, 5-0, Burke and White absent. \*\***

**Adjournment at 6:39 PM without objection.**

**Planning and Zoning Commission (Unapproved)  
Meeting Minutes for Wednesday, February 19<sup>th</sup>, 2025**

Planning and Zoning Called to Order @ 6:43PM

Roll call: **Prioreschi, Anderson, Hernesmaa, Councilor Roose, Palcher.** *Staff Kochendorfer.*  
**Excused: White, Burke**

**(2-5) Approval of Minutes from January 15<sup>th</sup>, 2025.**

**Anderson Motion to approve the January 15<sup>th</sup>, 2025 Minutes/ Hernesmaa Second. Motion carried.**

**Additions or Deletions from Agenda**

**Requests to Appear**

**Reports**

- a. Planning and Zoning Administrator – Kochendorfer updated the commission on the permanent Food truck proposal on Sheridan Street. The Department of Health (MDH) denied the permit application so nothing further is needed on our end at this time. We may want to explore our ordinance as it relates to food commissaries in the future.

Planning and zoning minutes and agendas will now be posted online under the “Government” tab.

- b. Projects Committee – Prioreschi reported that there wasn’t much to report. He is learning the process and procedures with the committee, and there are a lot of projects that the committee is involved with.
- c. Council – Roose mentioned that City council approved redevelopment money for one of our most recent CUP’s and subdivisions that PZ passed. From February 4<sup>th</sup>, the floodplain management ordinance that PZ worked on was brought forward.

**New Business**

**Old Business:**

- a. IUP Process Update
- b. Resort/Campground Definitions Ordinance Kochendorfer explained that this is a continuation from previous meetings. Included in the packet are more examples of ordinances from other cities and counties. The definition should be a working definition, and concise. The proposed language for **(Recreational/Public Camping area/ RV Park**” – An

Open-air recreation area where temporary, or moveable shelters, such as but not limited to; tents, and recreational vehicles and as defined per Minnesota Statute, Chapter 327.14; and are intended or used to provide short-term occupancy. No residency shall be assumed by anyone thereon except for the owner, its agents or employees and no mobile homes as defined by Minnesota Statute 327.31; may be placed on the property except that of the owner, its agents or employees; and then shall it only be permitted by Conditional Use if approved by the Board of Adjustments.” Public Campgrounds must be owned by a government entity, located on Federal, State, or Local lands; whereas Recreational Camping/RV Parks must be owned by private entities, on private lands. Recreational, and Public Camping areas/RV Parks are permitted in the zoning district set forth in Ordinance 376, 2<sup>nd</sup> Series Section 11.40 List of Permissible and Conditional Uses).

Prioreschi inquired about the definition of “short-term”, and what the length of time is. Kochendorfer indicated that by putting the actual length of time in the ordinance, this would be applicable to all proposals, and this may not be in the best interest of every property. Specifics can be covered in the CUP vs the definition. Roose agrees with leaving the length of time out of the definition, and association it with the CUP if necessary. Further discussion regarding if the renter could move multiple units on the property, of if the time length would cover the entire property. Anderson is reluctant to define time limits on other people’s property’s, especially with the change of seasons. The rental ordinance indicates short and long term, but not in chapter 11 zoning, and some federal lands limit length of stay at sites. Ely ordinance indicates 30 days or less as short-term, and more than 30 days is a long-term rental, under our rental license’s ordinance.

**Anderson Motion to accept the ordinance as proposed/ Prioreschi Second. Motion carried without objection.**

**Resorts:**

Roose read the resort definition: Subd. 47. **Resort** – “**Resort**” is a planned commercial development where the primary purpose it to provide lodging and/or recreational opportunities, and as defined in MN Statute 157.15. No residency shall be assumed by anyone thereon except for the owner, its agents or employees and no mobile homes as defined by Minnesota Statute 327.31; may be placed on the property except that of the owner, its agents or employees; and then shall it only be permitted by Conditional Use if approved by the Board of Adjustments.” Resorts are permitted in the zoning district set forth in Ordinance 376, 2<sup>nd</sup> Series Section 11.40 List of Permissible and Conditional Uses.

**Anderson Motion to accept the ordinance as proposed/ Hernesmaa Second. Motion carried without objection.**

- c. Update City Comprehensive Plan from 2016

**Adjournment at 6:58 PM without objection.**



Scott Kochendorfer &lt;pzadmin@ely.mn.us&gt;

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**Fwd: Ely fuels mitigation project**

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**Gloria Erickson** <gloria@dovetailinc.org>

Thu, Mar 6, 2025 at 11:34 AM

To: Planning and Zoning &lt;pzadmin@ely.mn.us&gt;

Cc: Harold Langowski &lt;elyod@ely.mn.us&gt;, Dave Marshall &lt;dave.marshall@ely.mn.us&gt;, Bradley Roy &lt;brad.roy@ely.mn.us&gt;

Hello Scott,

Yes, I would like to present on the discussion around a West end Ely shaded fuel break proposal that would be funded by the St. Louis County bi-partisan Community Wildfire Defense Grant (CWDG) award. Attached is a brief (two page) description of the full grant award. Also attached is the City of Ely mitigation Action plan supported by the Ely City council that references one of the action plans as developing a fuel break around Ely to assist in wildfire resiliency efforts (item #13). Also, attached are rough polygons of the areas we will be discussing for this fuel break that will protect the Ely hospital, helipad, Carefree living and Grahek apartments. This is just a preliminary map. We will be "ground truthing" this proposal when the snow subsides. Then we can get more into the details of the scope of this work. We would like to be able to do this project this year, if possible.



I will be at the meeting at 5:30, but do need to leave at 6:30 for another meeting that evening. If you can fit me in it would be greatly appreciated.

Thank you for your consideration. I will wait to hear from you on confirmation of this March 19th meeting at 5:30 PM.

Kind regards,  
Gloria Erickson  
Dovetail Partners, Inc  
Contracted St. Louis County Firewise Coordinator  
gloria@dovetailinc.org  
218-365-0878

[Quoted text hidden]

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**4 attachments** **CWDG one page handout.pdf**  
94K **Ely Mitigation Action Plan.pdf**  
67K **Ely city land fuels project .pdf**  
828K **Hospital acreage Ely Fuels project .pdf**  
818K

## **CWDG Award Information**

### **What is it?**

The Community Wildfire Defense Grant (CWDG) funding comes from the U.S Department of Agriculture's Forest Service. This funding was made possible by the Bipartisan Infrastructure Law. It is designed to assist communities, including Tribal communities, non-profit organizations, state forestry agencies and Alaska Native corporations with planning for and mitigating wildfire risks on Tribal, state, and privately managed land. The purpose is to increase wildfire awareness, reduce fuels and help communities to be more wildfire resilient

**Criteria for grant:** St. Louis County was eligible for the grant because it meets the following criteria: Have a CWPP (Community Wildfire Protection Plan) and FEMA approved Multi Hazard Mitigation Plan less than 5 years old with mitigation actions identified. Identified as a high wildfire risk area. Identified as a low income population. Have had a recent disaster declaration (within 10 years).

**Grant Amount:** \$890,925 awarded to St. Louis County Sheriff 's Department of Emergency Management

**Who is managing the grant?** The St. Louis County Sheriff's Office of Emergency Management applied for the grant, and the project coordinator for the grant is Gloria Erickson, the Contracted St. Louis County Firewise Coordinator

### **What will the grant be used for?**

The grant money will be used within the 5-year grant period to accomplish the following deliverables:

#### **Deliverable 1: Assessment and Planning**

- Conduct community specific Wildfire Strategic Planning meetings consisting of local stakeholders and fire partners
- Develop community mitigation action plans.
- Create task force/working groups to begin to implement mitigation action plans.
- Continue to do Level 2 Firewise Home Risk Evaluations. Train community members to assist in these evaluations.

#### **Deliverable 2: Education**

- Organize and host three half to full day Wildfire Resiliency Events/Workshops. Ideally one in each planning area.
- Conduct Firewise Best Practices Demonstrations on a smaller scale to continue educational outreach to communities/property owners.

#### **Deliverable 3: Mitigation**

- Conduct a minimum of 3 public fuels mitigation projects to coincide with Wildfire Resiliency Event/Workshops. Up to 45 acres treated. (15 acres per planning area)
- Conduct 20 total haul away/mitigation events (up to \$4,500 per event)
- 180 acres treated for hazardous fuel reduction on private lands (60 acres per planning area)
  1. Priority given to low income, elderly, and disabled land owners
  2. A cost/share program will be available to other landowners including an in-kind labor match

**Benefits for your community:**

- Increase wildfire awareness (Education and outreach to community)
- Increase wildfire preparedness/resiliency (fuels reduction, evacuation planning, develop fuel breaks, increase ingress/egress access, smoke protection)
- Increase protection of people, structures, infrastructures, local economies and historical and cultural significant community assets
- Increase your community's opportunities for future grant funding

**Who can receive funding with this first grant award money?**

**Planning areas identified in the Grant: (Identified as High Risk areas in the St. Louis County Community Wildfire Protection Plan (CWPP))**

- Vermilion Basin (Breitung, Cook, **Eagle's Nest**, Greenwood, Tower & **Vermilion Lake**)
- Southeast (Canosia, **Clifton/Alden**, Duluth, Fredenberg, Gnesen, Hermantown, Lakewood, **Normanna**, North Star, Proctor & Rice Lake)
- Ely Area (**Ely & Morse Fall Lake**)

Communities listed above in **bold** have been selected for the first round of funding based on the following criteria:

- Extremely High Wildfire Risk areas
- Current and past active participation in working with their communities on wildfire resilience efforts. Ex. Participating in Community Wildfire Preparedness Strategic Planning workshops
- Have developed community specific mitigation action plans.
- Have implemented wildfire resiliency actions like Hosting Firewise Best Practice Events, Conducting level II Firewise evaluations, Hosting chipping/haul away events, updating 911 signs, establishing road ambassadors, conducting evacuation drills. etc.

**However, if your community is not bolded, you can still participate and receive funding! The first steps to receive possible funding with this award are to work with the Firewise Coordinator on the following:**

- Host two 2-hour community specific wildfire strategic planning workshops
- Create an action mitigation plan
- Create a wildfire preparedness task force
- Identify high priority areas and community members that are most vulnerable in the event of a wildfire

For questions, or to get started, you can contact the Contracted St. Louis County Firewise Coordinator:

Gloria Erickson  
[gloria@dovetailinc.org](mailto:gloria@dovetailinc.org)  
218-365-0878

#	Hazard	City		Chart		Possible Funding				
		Mitigation Strategy	Mitigation Action	Reduces Risk to New/Existing Buildings or Infrastructure	Mitigation Action		Expected Time-frame	Comments of Implementation Administration & Integration into Local Planning Mechanisms		
1	All-Hazards	Education & Awareness Programs	Encourage city residents to sign-up for the County's "Northland Alert" emergency notification system and city Facebook page to receive emergency notifications and information.	n/a	On-going	Mod.	2024 - 2029	City EM in cord. with SLC Emergency Mgmt.	The City of Ely has a website and a city Facebook page where information on the County's emergency notification system with a link can be posted. The City also uses its Facebook page to communicate information to residents on hazardous storm or wildfire conditions.	City funding
2	All-Hazards	Mitigation Preparedness & Response Support	Ensure the City maintains an updated Emergency Operations Plan (EOP) that adequately details the necessary functions to respond to all potential hazards.	n/a	On-going	High	2024 - 2029	City Emergency Mgmt.	The City has an EOP in place that addresses the plans and procedures in place for key response functions including public information and warning, evacuation, mass care sheltering, and more. The City will work to keep the EOP updated and in coordination with the St. Louis County EOP.	City funding
3	Severe Winter / Summer Storms	Education & Awareness Programs	Provide education and outreach to residents on personal preparedness for severe weather events or emergencies.	n/a	On-going	High	2024 - 2029	City EM in cord. with SLC Emergency Mgmt.	The city of Ely has a website with an "Emergency Preparedness" page that provides links to the American Red Cross on thunderstorm, tornado, wildfire and winter weather safety.	City funding
4	Severe Winter / Summer Storms	Mitigation Preparedness & Response Support	Regularly remove risk trees that may fall during severe storm events (i.e., ice storms, blizzards, high winds).	Yes (Existing Buildings)	On-going	Mod.	2024 - 2029	City Tree Board / City Public Works	The City of Ely Tree Board have conducted an inventory and survey of trees on city property and worked with Public Works to remove trees deemed to be at risk to cause damage to property or life safety during a storm. The City Tree Committee and PW Dept. will continue to monitor and address trees that may be at risk of falling.	City funding
5	Severe Summer Storms / Tornado	Mitigation Preparedness & Response Support	Work with the National Weather Service to provide Skywarn Spotter training to area residents and First Responders.	n/a	On-going	Mod.	2024 - 2029	City EM in cord. with NWS	The City of Ely works with the NWS to offer SkyWarn training every two years and will continue to do so. The training is sponsored by the NWS at no cost to the city.	NWS
6	Wildfire	Mitigation Preparedness & Response Support	Work in coordination with St. Louis County, key agency partners and neighboring communities to plan for risk reduction to property, life safety and the environment from wildfire.	Yes	On-going	High	2024 - 2029	City EM in cord with SLC, MN DNR, USFS and others	The City of Ely Emergency Management Director works in coordination with the SLC Firewise Coordinator, MN DNR, USFS and neighboring city and township communities to plan for, train for, and respond to wildfire events. The City of Ely is identified as a High-Risk Wildland Urban Interface (WUI) Area in the St. Louis County Community Wildfire Protection Plan (CWPP). The City participates actively in coordinated planning for wildfire mitigation measures and response functions.	City funding, MN DNR, USFS, County Funding



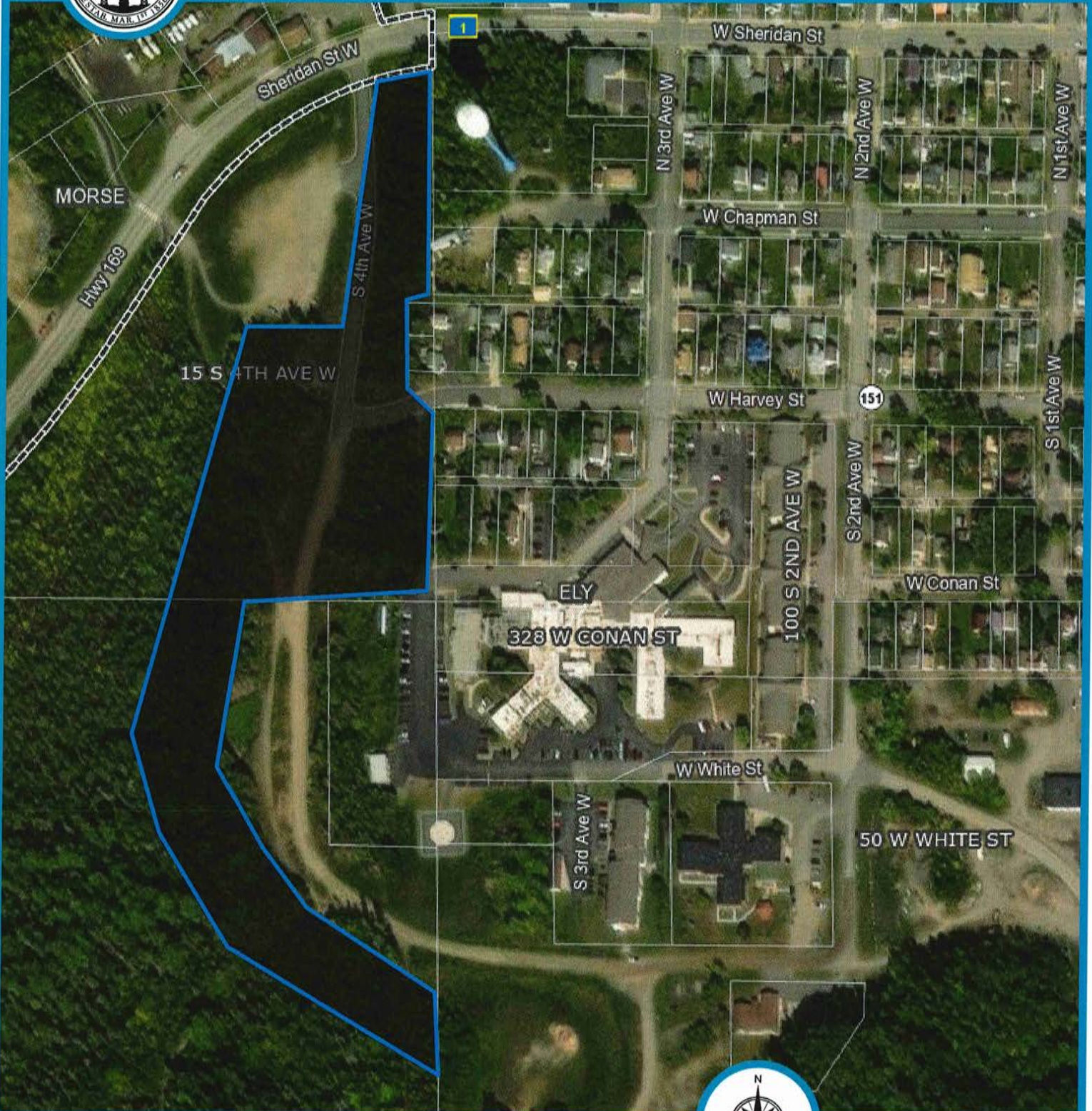
7	Wildfire	Education & Awareness Programs	Provide active outreach and education to local residents and visitors on the level of wildfire danger and how to minimize risk of starting wildfires.	Yes	On-going	High	2024 - 2029	City EM in cord with SLC, MN DNR, USFS and others	This is an ongoing effort that is addressed by the City of Ely Emergency Management, local Volunteer Fire Departments as well as the MN DNR and USFS offices in the area. Information on wildfire risk is posted in key community facility locations as well as posted on the City's Facebook page. Volunteer Fire Departments hold open houses during the year and help to promote fire safety.	City funding, MN DNR, USFS, County Funding
8	Wildfire	Education & Awareness Programs	Promote the creation of defensible space around structures owned by property owners, business or other critical facilities and provide assistance in conducting Firewise assessments.	Yes	On-going	High	2024 - 2029	City EM in cord with SLC FW Coordinator	The contracted St. Louis County Firewise Coordinator is located in the City of Ely and works closely with the city of Ely Emergency Manager on promotion of defensible space by homeowners, businesses, key facilities such as schools. Technical assistance is provided to property owners to conduct Level-I or II Firewise Assessments to properties when requested.	City funding, SLC Firewise Program funding
9	Wildfire	Local Planning & Regulations	Enforce the City Code Section 4.04 Building Code which requires that sprinkler systems be incorporated into all new commercial construction.	Yes (New Buildings)	On-going	Mod.	2024 - 2029	City EM	The following optional provisions identified in the most current edition of the State of MN Building Code are adopted and incorporated as part of the building code for the City of Ely: 1. Chapter 1306 Special Fire Protection Systems.	City funding
10	Wildfire	Local Planning & Regulations	Continue to work with key partners to provide and manage a disposal site for hazardous woody debris removed by land owners within the city of Ely.	Yes (New & Existing Buildings)	On-going	High	2024 - 2029	City EM, City Public Works Dept. in cord. with Fire Dept. and key agency partners	The City of Ely Public Works Dept and Fire Dept. will continue to work with St. Louis County and other agency partners (i.e. MN DNR, USFS) to provide and manage a hazardous woody debris disposal options for city land owners. Maintenance and elimination of the debris requires a shared responsibility both financially and physically among partners.	City funding, County funding, MN DNR, other funding TBD
11	Wildfire	Natural Systems Protection	Work with key agency partners to plan for and promote annual spring and fall "Chipper Day" events.	Yes (New & Existing Buildings)	On-going	High	2024 - 2029	City EM, City Public Works Dept. in cord. with Fire Dept. and key agency partners	The City of Ely will explore how Chipper Day events can be funded, organized and implemented to assist landowners in the reduction woody debris. Alternatively, a possible approach may be to arrange for a rebate program on Chipper rental for property owners.	City funding, County funding, MN DNR, other funding TBD
12	Wildfire	Natural Systems Protection	Thin and remove hazardous woody debris on City-owned property.	Yes (New & Existing Buildings)	On-going	Mod.	2024 - 2029	City Public Works Dept. in cord with City EM	Implementation of this effort will need to be a coordinated effort of our local government and City EM to plan for a thinning project on city-owned property. Where appropriate the city may seek input from the public or utilize a citizen task force to help with strategic planning.	City funding, Other funding TBD

13	Wildfire	Local Planning & Regulations	Create a Task Force to plan for creation of a fuel break around the city of Ely. Implement the plan as deemed feasible based on funding and coordination with key partners.	Yes (New & Existing Buildings)	On-going	High	2024 - 2029	City EM, City Public Works Dept. in coord. with Fire Dept. and key agency partners	This is an effort that has not been started but can be explored under leadership of the City EM in coordination with other city departments, St. Louis County Firewise Coordinator, St. Louis County Emergency Management and partners agencies such as the USFS, MN DNR and resident landowners. Implementation of creating a fuel break around the city would require extensive outside grant funding in order to be possible.	City funding, County funding, MN DNR, USFS, NRCS, Timber Sale, FEMA HMA grant funding, and land owners
14	Wildfire	Mitigation Preparedness & Response Support	Provide active outreach and education to the public, owners of critical facilities (i.e., hospitals, nursing homes), businesses and other vulnerable populations (i.e., elderly / disabled) on preparedness for wildfire events that require evacuation of the City of Ely.	n/a	On-going	High	2024 - 2029	City EM in coord with Fire Dept. and key agency partners	The City maintains an EOP that addresses procedures for evacuation. However, promoting education on steps to take for individual, family, business, or critical facility preparedness for evacuation before it occurs is critical in order to support evacuation and save lives in the event of wildfire. Implementation of this planning and outreach effort would require outside grant funding such as from MN DNR Firewise Program or other funders.	City funding, County funding, MN DNR, FEMA HMA grant funding, Other funding TBD
15	All-Hazards	Mitigation Preparedness & Response Support	Thin and remove hazardous woody debris on City-owned property and maintain a safe barrier. Educate key partners on how the electrical utilities enter the city and how it works.	n/a	New	Mod	2024 - 2029	City EM, City Public Works Department in coord. with city utilities	The City of Ely Public Works department will coordinate with the city EM and other key partners to maintain a safe area around the electric grid.	City funding



# County Land Explorer

St. Louis County, Minnesota



City of Ely Fuels project acres 9 acres

0 0.0275 0.055 0.11 0.165



mi  
County Land Explorer

St. Louis County

[www.stlouiscountymn.gov/explorer](http://www.stlouiscountymn.gov/explorer)

Minnesota

### Disclaimer

This is a compilation of records as they appear in the Saint Louis County Offices affecting the area shown. This drawing is to be used only for reference purposes and the County is not responsible for any inaccuracies herein

Map created using County Land Explorer  
[www.stlouiscountymn.gov/explorer](http://www.stlouiscountymn.gov/explorer)

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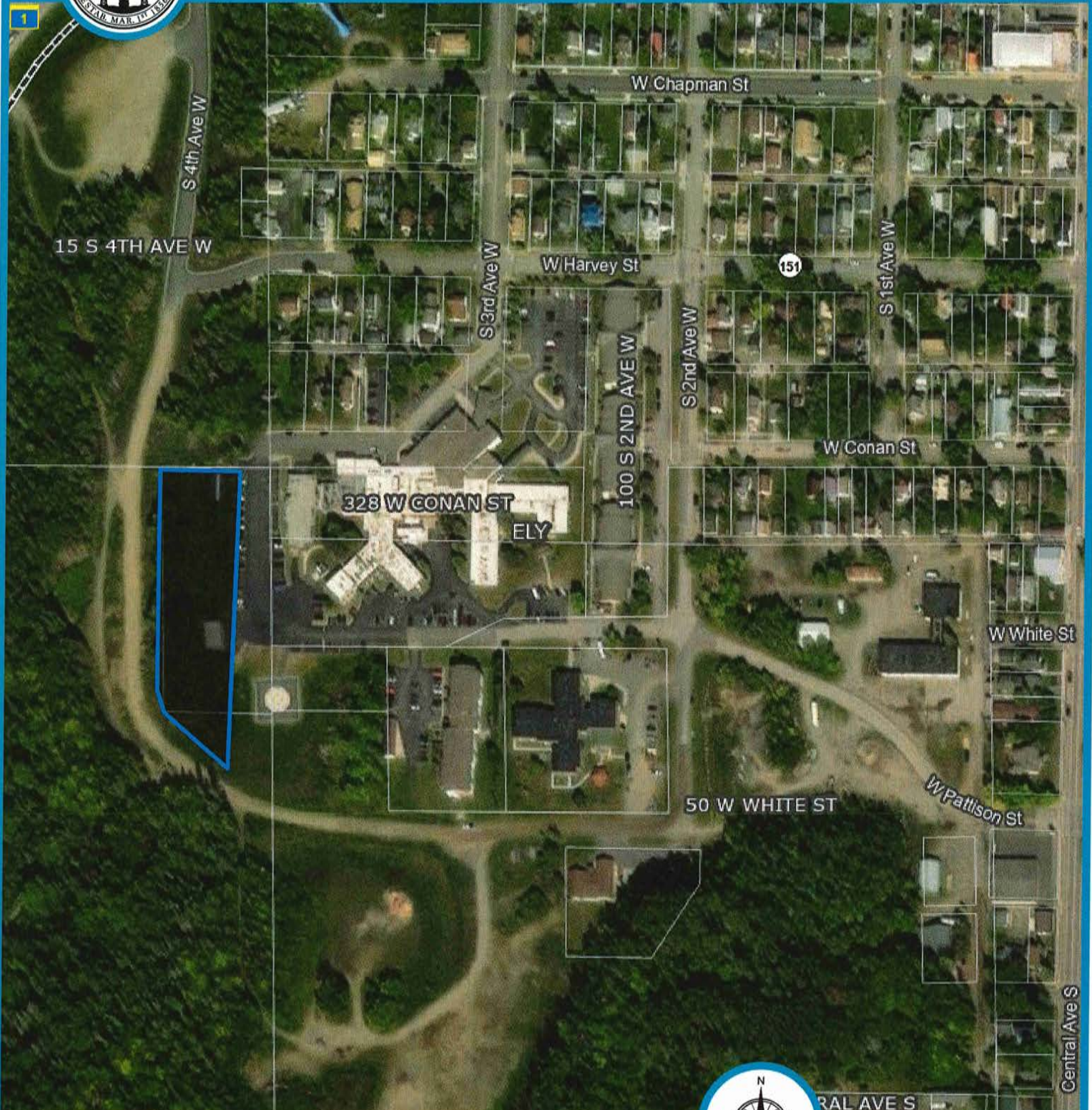
# County Land Explorer

St. Louis County, Minnesota



St. Louis County MN

1



Hospital acreage Ely Fuels project 2.0 acres

0 0.0275 0.055 0.11 0.165

mi

County Land Explorer

St. Louis County

[www.stlouiscountymn.gov/explorer](http://www.stlouiscountymn.gov/explorer)

Minnesota

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March 10<sup>th</sup>, 2025

City of Ely Projects Committee Meeting  
City Hall Council Chambers

Committee member attendees: Harold Langowski, Rob Wilmunen, Emily Roose, Kris Winkelman, Tommy Teigen, Mike Banovetz, Joe Prioreshi

Absent: Mayor Heidi Omerza

Also attending: John Fedo, Rich Gamble, John Jamnick

Meeting called to order 5:02 p.m. by VC Mike Banovetz

I. Additions or Deletions to Agenda: None

II. Approval of Minutes from January 13<sup>th</sup>, 2025 Meeting.

- a. **MOTION (ER/CW) to approve the minutes from the February 10<sup>th</sup> 2025 meeting. Passed unanimously.**

III. Special Appearances: None

IV. Communications: None

V. Unfinished Business

- a. Reviewed the project list. The projects for 2025 are set. There is a very long list of anticipated projects in 2025. The projects for 2026 and beyond need to be prioritized. Currently the higher priority projects beyond what is listed for 2025 include 3<sup>rd</sup> Ave East from James to Beacon Hill, 15<sup>th</sup> Ave and Washington from Madison to 17<sup>th</sup> Ave E and Boundary Street from Central to 8<sup>th</sup> Avenue. The water line project for the water tower supply was expanded to include the 10 and 12 inch water lines from Ferrellgas to Central Avenue.
- b. The trailhead is the only active 2024 project under construction. The building is nearly complete with interior flooring and exterior stone work remaining. The parking lot will be completed in late May early June.
- c. We continue to work with PFA and the MNDOH concerning the Burntside water line project. The project was certified by the DOH and is currently on the IUP. The schedule for this project will be revised. We are still hopeful for CDS funding.
- d. The reconnaissance survey is complete for the Ambulance and Fire Bldg. projects. We will be submitting it to SHPO for their review to hopefully get the green light to advertise for bids soon.
- e. The archeology study for the mountain bike trails is still needed and we have not received a proposed lease back from the DNR yet. We anticipate construction in 2025.
- f. Bids were opened on March 5<sup>th</sup> for the demolition and haz mat abatement for the CC conversion project to the Ely Int. Hotel. VCI was the low bid and a recommendation will be at the next council meeting from Max Gray the project manager.

VI. Clerk/Treasurer Report

VII. New Business

- a. The twenty-year lease between the Ely Chamber and the City of Ely for the Visitor Center and Offices of the Ely Chamber of Commerce is up in June of 2025. **MOTION (RW/TT) to recommend the City Council establish a negotiating committee to work on a lease with the Ely Chamber of Commerce for the current facility. Passed unanimously.**
- b. The city property at Magie Drive is being considered for future housing lot development. Planning and zoning is working on the best and highest use for the property. We do still have an individual interested in the purchase of the entire piece and we will keep them updated as the plan is prepared.

- c. The reconstruction of the roadway on Conan Street between 8<sup>th</sup> and 10<sup>th</sup> is occurring this spring. There are existing water services on Conan Street that have froze in the past and could be insulated at the owner's request. HL will be sending an estimated cost to the home owners prior to the start of the road work this spring. The service lines are the responsibility of the property owners.
- d. The Depot redevelopment project requires updated utility line capacity to provide water and sewer service. **MOTION (RW/CW) to recommend the City Council make application to the IRRR for infrastructure funds for the utilities for the Depot project. Passed unanimously.** ER noted that she is providing assistance to the business as an employee of the Entrepreneur Fund.

VIII. Bills: None

IX. Adjourned at 5:36p.m. No opposition  
Respectfully submitted, Harold R. Langowski

# Brownfield Site Nomination Form

In 2020 the Arrowhead Brownfield Assessment Coalition was awarded a \$600,000 Brownfield Coalition Assessment Grant to support the assessment, cleanup, and revitalization of vacant and underutilized sites throughout the our communities. Grant funds can be used to complete Phase I and II Environmental Site Assessments (ESAs), Hazardous Building Material Surveys, cleanup planning, and a variety of property reuse planning activities. *Funding is available through September 2023.*

Submitted by:

Title/Company (if applicable):

Address:

E-mail:

Phone:

Site Name (if applicable)

Site Address:

Site Owner:  Year purchased:

Previous Owner (if known):

How was this site acquired? (purchase, condemnation, tax foreclosure, deed, imminent domain, donation, other):

Current Use:

Is there known contamination at the site?  Yes  No  
If yes, describe.

Have any of the following previously been performed on this site (if known)?

Phase I Environmental Site Assessment (ESA)  Phase II ESA

Environmental Site Investigation  Environmental Cleanup Activities

Are reports available? If yes, describe.

Which of the following are you interested in having performed on this site?

Phase I ESA	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Maybe
Phase I ESA Update	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Maybe
Phase II ESA	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Maybe
Additional Investigation of documented impacts	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Maybe
Asbestos/regulated building materials assessment	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Maybe
Corrective Action Plan	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Maybe

Briefly describe short term goals related to the property

Briefly describe long term goals related to the property

Other important factors that should be considered

---

**Please submit form via mail or e-mail to:**

Joshua Bergstad, Principal Planner, ARDC Planning

221 W 1st St, Duluth, MN 55802

(218) 529-7516

[jbergstad@ardc.org](mailto:jbergstad@ardc.org)





# ARROWHEAD BROWNFIELD ASSESSMENT PROGRAM

## AGENDA

December 05, 2024

2:00-3:00 pm

Teams

1. **Introductions**
2. **ARDC Brownfield Assessment Program Review:** Time for questions and answers about Brownfields 101 and Assessment Coalition Program.
3. **Work to Date:** Overview of activities completed to date.
4. **Brownfields Planning: Deep Dive:** Discussion of eligible planning activities.
5. **2025 Work Plan:** Discussion of continuing projects and new sites and communities.
6. **Community Outreach:** Opportunities for ARDC and Stantec to conduct additional outreach in the communities.