



Planning Commission Staff Report

Vacation	Community Development Department	Date: 5/7/26
Statement of Issue:	Consider a recommendation to the City Council regarding the vacation of the portion of an easement within the Crowder Addition Plat to Grand Rapids.	
Background:	<p>Community Development staff have initiated the process to vacate a portion of a public right-of-way easement within the Crowder Addition plat to Grand Rapids. The vacation will help to establish clear title for potential future development in the area.</p> <p>The legal description of the easement is:</p> <p>That portion of the perpetual easement for street, alley and utility purposes established under Document No. 402815 recorded in the Office of the Itasca County, Minnesota Recorder, described as follows:</p> <p>That part of vacated 12th Street (13th Street as shown in the Plat of Crowder Addition) lying between the southerly extension of the east line of the vacated N/S alley in Block 7 and the southerly extension of the center line of vacated 3rd Avenue SE; AND</p> <p>The west half of vacated 3rd Avenue SE lying adjacent to Lots 4-6, Block 7, Crowder Addition to Grand Rapids, Itasca County, MN.</p> <p>Please see the attached location map with proposed vacation shaded in black.</p> <p>The requested vacation is for a discrete portion of a larger public right-of-way easement dating back to the 1980s. The portion of easement brought forward for vacation consideration was identified in collaboration with the staff review committee – with valuable input from the Public Utilities Commission water and electric department managers.</p> <p>The staff review committee have no concerns or objections regarding the identified portion of easement / right-of-way vacation. The staff review committee consists of the Engineering/Public Works Department, Community Development Department, Fire Department, Police Department, and the Grand Rapids Public Utilities Commission department managers.</p> <p>Minnesota Statutes 412.851 governs the procedures for vacating right-of-way (or a portion of) in a statutory city. Under this statute the City Council has the authority to vacate public right-of-way on its own motion or through a petition of the majority of the landowners.</p>	

Considerations:	When considering the vacation of public right-of-way, the Planning Commission must make findings of fact based on the attached list of considerations.
Recommendation:	<p>Staff recommends that the Planning Commissioners visit the site, review the comments submitted by the Review Committee, and review the relevant sections of the Comprehensive Plan.</p> <p>Prior to making a recommendation to the City Council to approve/not approve the vacations, the Planning Commission should make specific findings to support its recommendation and reference those specific findings in their motion to either approve or not approve the right-of-way vacation.</p>
Required Action:	<p>Pass a motion forwarding a recommendation to the City Council for approval or non-approval of the proposed public right-of-way.</p> <p><u>Example Motion:</u></p> <p>Motion by _____, second by _____ that, based on the findings of fact presented here today, and in the public’s best interest, the Planning Commission does hereby forward to the City Council a recommendation to (approve) (not approve) the vacation of public rights-of-way described as:</p> <p>That portion of the perpetual easement for street, alley and utility purposes established under Document No. 402815 recorded in the Office of the Itasca County, Minnesota Recorder, described as follows:</p> <p>That part of vacated 12th Street (13th Street as shown in the Plat of Crowder Addition) lying between the southerly extension of the east line of the vacated N/S alley in Block 7 and the southerly extension of the center line of vacated 3rd Avenue SE; AND</p> <p>The west half of vacated 3rd Avenue SE lying adjacent to Lots 4-6, Block 7, Crowder Addition to Grand Rapids, Itasca County, MN.</p> <p><i>Contingent on the following stipulation(s):</i></p> <ul style="list-style-type: none"> • _____.
Attachments:	<ul style="list-style-type: none"> • Site/Area Maps and Plat • Staff Review Committee Comments • List of the Planning Commissions Vacation Considerations • Staff presentation

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