



**Public Vacation Application**  
Community Development Department  
420 North Pokegama Ave.  
Grand Rapids, MN 55744  
Tel. (218) 326-7601 Fax (218) 326-7621  
Web Site: www.cityofgrandrapidsmn.com

**General Information:**

Housing & Redevelopment Authority of Itasca County

Name of Applicant

1115 NW 4th Street

Address

Grand Rapids MN 55744

City

State

Zip

218-326-7978 / diane@itascacountyhra.org

Business Telephone/e-mail address

Name of Owner (If other than applicant)

Address

City

State

Zip

Business Telephone/e-mail address

Please check which of the following you are applying for:

☒ Street Vacation

☐ Alley Vacation

☐ Easement Vacation

Provide a legal description of the property to be vacated (for example, the North-South alley adjacent to lots 8-12, block 5, Grand Rapids 5<sup>th</sup> Division). Attach an exhibit and/or electronic file if the legal description is lengthy.

See attached exhibit

I(we) certify that, to the best of my(our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.

  
Signature(s) of Applicant(s)

5/15/2025

Date

Signature(s) of Owner(s)-(If other than applicant)

Date

Date Received 5/15/25 Certified Complete \_\_\_\_\_ Office Use Only 5/15/25  
Fee Paid \_\_\_\_\_

Does the boundary of the requested vacation terminate at or abut a public water body: ☐ Yes ☐ No

Planning Commission Recommendation

Approved \_\_\_\_\_

Denied \_\_\_\_\_

Meeting Date \_\_\_\_\_

City Council Action

Approved \_\_\_\_\_

Denied \_\_\_\_\_

Meeting Date \_\_\_\_\_

Summary of Special Conditions of Approval: \_\_\_\_\_

**Required Submittals:**

- ☒ Application Fee - \$505.00 \*<sup>1</sup>                      ☒ Location Map                      ☒ Petition for Vacation  
☒ Proof of Ownership – (a copy of a property tax statement or deed will suffice)

*\*<sup>1</sup>The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.*

**Justification of Proposed Vacation:** Please answer the following question (attach additional pages if needed). The Planning Commission and City Council will consider these questions and responses, and other issues (see attached list) in making their findings of fact and recommendation on the proposed rezoning.

1. Explain why the proposed vacation would be in the public's best interest. Please refer to the factors being considered by the Planning Commission and City Council that are listed on the final page of this application. The Itasca County HRA plans to improve its office parking lot to improve the aesthetics along Hwy 2 and also to improve safety by reducing the number of entrances/exits to the lot. A recent ALTA survey shows boundary lines that would require a smaller parking area if improvements are made. We are requesting an add'l 7' of ROW vacation to provide necessary space for driving lanes and parking spaces to allow vehicles to move safely around the existing site. Current parking and retaining wall encroaches on the ROW. The HRA is investing in the improvements including replacing the retaining wall to maintain existing parking. Current property line & existing structure leave no good solutions for reconfiguration. See attached page for continued justification.

**Additional Instructions:**

Prior to submitting your Petition for Vacation, you will need to arrange for one or more preliminary meetings with the Director of Community Development. This meeting is intended to ensure that the proposed application is complete, to answer any questions the applicant may have, discuss meeting schedules and, if applicable, the scope of the required submittals.

**Findings for Approval:**

The Planning Commission, in formulating its recommendation, and the City Council, in support of its action will make findings of fact based on their responses to the following list of considerations:

- Is the street right-of-way needed for traffic purposes?
- Is the street right-of-way needed for pedestrian purposes?
- Is the street right-of-way needed for utility purposes?
- Would vacating the street right-of-way place additional land on the tax rolls?
- Would vacating the street right-of-way facilitate economic development in the City?

In cases where a street/alley or public right-of-way is adjacent to a public water (lake or river), the City will also give consideration to comments submitted by the Minnesota Department of Natural Resources.

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

Complete applications shall be submitted to the Community Development Department one month prior to the Planning Commission's review of the vacation. More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application.

Justification – Con't:

If current parking space is not maintained and employee parking is moved to 12<sup>th</sup> Street, we will negatively impact the neighboring business (Forest Lake Restaurant) because many patrons use 12<sup>th</sup> Avenue to park for that establishment.

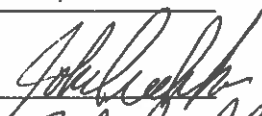
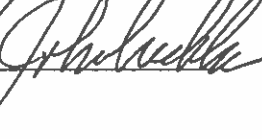


## Petition for Vacation

PETITION FOR VACATION OF (PART OF) NW 12th Ave. (STREET/ALLEY/EASEMENT) IN THE CITY OF GRAND RAPIDS.

To the City Council of Grand Rapids, Minnesota:

The undersigned, a majority of the owners of property as set forth opposite their respective names, abutting on NW 12th Ave. (Street/Alley/Easement), respectfully petition the City Council to vacate the aforesaid (part of) NW 12th Ave. (Street/Alley/Easement).

Names (If not owner, describe nature of the interest in this property)	Description of Property
<u>Housing &amp; Redevelopment Authority - Itasca County HRA</u>	<u>1115 NW 4TH ST. or PID: 91-705-1050</u>
<u>FREDRICKSON, JOHN, Forest Lake Restaurant</u> 	<u>201 NW 4TH ST or PID: 91-705-1110</u>
<u>FREDRICKSON, JOHN, Forest Lake Restaurant</u> 	<u>PID: 91-705-10200</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

Received on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
City Clerk

*This petition must be signed by at least **FIFTY PERCENT (50%)** of the property owners, or those with property interests abutting the property (street, alley or easement) to be vacated. Please provide the appropriate number of names and addresses and signatures, as needed to meet this requirement (attach additional sheet if necessary).*

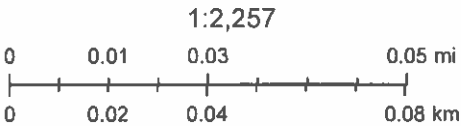


# Itasca County GIS Web Map



5/12/2025, 11:26:55 AM

 Tax Parcel







**ITASCA COUNTY**  
Itasca County  
Auditor/Treasurer  
123 NE 4th Street  
Grand Rapids MN  
55744  
218-327-2860  
www.co.itasca.mn.us  
Property ID: 91-705-1050  
Owner: HOUSING & REDEVELOPMENT AUTHORITY

**Taxpayer(s):**  
TAXPAYER # 139190  
HOUSING & REDEVELOPMENT AUTHORITY  
OF ITASCA COUNTY MINNESOTA  
1115 NW 4TH ST  
GRAND RAPIDS MN 55744

**Property Description:**  
GRAND RAPIDS CITY  
SEC:20 TWP: 55.0 RG:25 LOT: BLK: ACRES: .54  
SYNDICATE DIV TO GRAND RAPIDS  
LOTS 13-18 BLK 10, AND W1/2 VAC ALLEY  
LYG ADJ

2025 Property Tax Statement		
ISSUED: 03/11/2025		
STEP	VALUES & CLASSIFICATION	
	Taxes Payable Year: 2024 2025	
	Estimated Market Value:	443,600 446,800
	Homestead Exclusion: Taxable Market Value: New Improvements/ Expired Exclusions: Property Classification:	IN LIEU IN LIEU
1	Sent in March 2024	
STEP	PROPOSED TAX	
2	Proposed Tax:(excluding special assessments) Sent in November 2024	
STEP	PROPERTY TAX STATEMENT	
3	First-half Taxes: May 15 Second-half Taxes: Total Taxes Due in 2025:	81.00 81.00

**\$\$\$**  
**REFUNDS?** You may be eligible for one or even two refunds to reduce your property tax.  
Read the back of this statement to find out how to apply.

Taxes Payable Year:		2024	2025
1. Use this amount on Form M1PR to see if you're eligible for a property tax refund. File by August 15. If box is checked, you owe delinquent taxes and are not eligible.		<input type="checkbox"/>	
2. Use these amounts on Form M1PR to see if you are eligible for a special refund.			
<b>PROPERTY TAX AND CREDITS</b>			
3. Property tax before credits			
4. Credits that reduce property taxes:			
A. Agricultural and rural land credits			
B. Taconite tax relief			
C. Other credits			
5. Property tax after credits			
<b>PROPERTY TAX BY JURISDICTION</b>			
6. County			
7. City or Town			
8. State General Tax			
9. School District: A. Voter approved levies			
0318 B. Other local levies			
10A. Special taxing district			
B. Tax Increment			
C. Fiscal disparity			
11. Non-school voter approved referenda levies			
12. Total property tax before special assessments			
<b>SPECIAL ASSESSMENTS</b>			
13A. SOLID WASTE ASSMT (EXEMPT PROPERTY)			
B. SOLID WASTE ASSMT (EXEMPT PROPERTY)			
C.			
14. Total property tax and special assessments			

**2 ND HALF PAYMENT STUB**

\*917051050

TAXPAYER # 139190  
HOUSING & REDEVELOPMENT AUTHORITY

**IN LIEU ACCT# 77841**

Property ID Number: 91-705-1050	
Full Tax for Year	.00
2nd Half Tax Due	.00
Penalty	
2nd Half Balance Due	.00

\$30.00 service charge for all returned checks.

**Real Estate ITASCA COUNTY**

Note: When you provide a check as payment you authorize the County to use information from your check to make a one-time electronic fund transfer from your account. The funds may be withdrawn from your account the same day. You will not receive your check back from your financial institution.

**Payable in 2025**

☐ CASH  
☐ CHECK  
☐ COUNTER  
☐ MAIL

**Make checks payable to:**  
County Auditor/Treasurer

**Mail to:** Itasca County  
Auditor/Treasurer  
123 NE 4th Street  
Grand Rapids MN  
55744

Check if address change on back  
If box is checked you owe delinquent taxes  
Detach stub and include with second half payment

ISSUED: 03/11/2025

**1 ST HALF OR FULL PAYMENT STUB**

\*917051050

TAXPAYER # 139190  
HOUSING & REDEVELOPMENT AUTHORITY

**IN LIEU ACCT# 77841**

Property ID Number: 91-705-1050	
Full Tax for Year	81.00
1st Half Tax Due	81.00
Penalty	
1st Half Balance Due	81.00

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**Mail to:** Itasca County  
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123 NE 4th Street  
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55744

Check if address change on back  
If box is checked you owe delinquent taxes  
Detach stub and include with first half or full payment

ISSUED: 03/11/2025

