
CITY OF EMILY

PLANNING COMMISSION/BOARD OF ADJUSTMENT

AGENDA

Tuesday, September 5, 2023, 6:00 pm

Public
Copy

Assemble for Planning Commission Website Picture at 5:50 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Additions or Deletions to Agenda
5. Open Forum
6. Public Hearings
 - a. Conditional Use Permit Application 23-40 to allow for the construction and operation of 4 commercial storage unit buildings within the Commercial Transition/ Light Industrial zoning district. Owner/Applicant: Emily Ace Storage LLC **Continuation from August Meeting**
7. Approval of Minutes
 - a. August 1, 2023, regular meeting
8. New Business
 - a. Upcoming Term Expirations Discussion
9. Old Business
10. Subcommittee Discussion Update (**Notes in Packet**)
11. P&Z Administrator's Report
12. Adjourn

This agenda is not exclusive. Other businesses may be discussed as deemed necessary.

Emily Ace Storage, LLC

The CUP for Emily Ace Storage, LLC was not approved by the City Council at their August 8, 2023 meeting. The Council sent it back to the Planning Commission for the clarification of the following.

- Property Access (driveway) & not having any driving services around the units.
- Questions regarding impervious service coverage if gravel is to be added
- Questions on the unit location on the lot. (The council was not provided with the sketch plan showing the building locations)



39811 State Highway 6
PO Box 68
Emily, MN 56447
218-763-2480
clerk@emily.net

August 9, 2023

Emily Ace Storage LLC
707 5th St South
Princeton, MN 55371

Re: Conditional Use Permit application – City of Emily

Dear Emily Ace Storage LLC Owners,

Final action on your Conditional Use Permit application for parcel 21270736 will be extended to the City Council meeting on September 12, 2023. Your request will be discussed at the September 5, 2023, Planning Commission meeting. This extension notice is given per Minnesota State Statute 15.99 Subd. 3(f) due to your application reaching the 60-day limit on August 12, 2023. The reasons for the extension are as follows:

- On August 1, 2023, the Planning Commission made a formal recommendation to the City Council to approve your request.
- On August 8, 2023, the City Council reviewed the Planning Commission's recommendation. The Council returned the Conditional Use Permit application to the Planning Commission for additional information on the amount of impervious surface coverage and access to the property without the addition of a driving surface. Based on the conversation at said meeting the Council would like to see a covered driveway (by way of asphalt, concrete, class V, etc.) to access the property.

If you have any questions, please let me know.

Thank you,

Brittney Cotner
Community Development Administrator
City of Emily
brittney.cotner@sourcewell-mn.gov

CC – via email City Clerk and Zoning Clerk











CITY OF EMILY
BOARD OF ADJUSTMENT
NOTICE OF PUBLIC HEARING

August 1, 2023
6:00 P.M.

TO WHOM IT MAY CONCERN:

The following will be the subject of a public hearing on Tuesday, August 1, 2023, beginning at 6:00 P.M at Emily City Hall.

Hearing: Conditional Use Permit Application 23-40 to allow for the construction and operation of storage unit business within the Commercial Transition/ Light Industrial zoning district

Property Owners/Applicants: Emily Ace Storage LLC

Property Description: The subject property is located at 40109 Sawmill Rd (PID 21270736)

A map identifying the subject property is on the reverse side of this notice.

Purpose: The request is to allow for the construction and operation of 4 commercial storage unit buildings within the Commercial Transition/ Light Industrial zoning district

Property Owners Please Note: Please share this information with your neighbors in the event that any property owner has been overlooked or is not contained in our records.

All interested persons are invited to attend these hearings and be heard or send written comments to the City of Emily, PO Box 68, Emily MN 56447 or directly to the Zoning Administrator, Brittney Cotner, at zoning@emily.net.

Additional information regarding the request including the application form, maps, drawings and other pertinent information is available at city hall. The staff report regarding the request will be available approximately one week before the meeting. Meeting packets can be accessed on the City of Emily Website by hovering over the "departments" tab>hovering over the "Planning and Zoning" tab>hovering over the "documents" tab>selecting "Planning Commission Packets".

Brittney Cotner, Zoning Administrator

The subject property is located at 40109 Sawmill Rd (PID 21270736)



ATWATER, TROY C & LAURIE
16836 WEST EAGLE LAKE RD
FIFTY LAKES MN 56448

BRANNAN, VIRGINIA L TRUST
20878 COUNTY ROAD 1
EMILY MN 56447

E M BROTHER LLC
PO BOX 252
EMILY MN 56447

EMILY ACE STORAGE LLC
707 5TH ST S
PRINCETON MN 55371

ERICKSON, JENNIFER L
707 5TH ST S
PRINCETON MN 55371

GENZ, LUKE M & AMANDA K
PO BOX 308
EMILY MN 56447

INCOMMERICAL NET LEASE DST 6
117 N JEFFERSON ST STE 303
CHICAGO IL 60661

JMKS PROPERTIES LLC
PO BOX 346
MERRIFIELD, MN 56465

STAFF REPORT

Application: Conditional Use Permit Application 23-40

Property Owner/Applicant: Emily Ace Storage LLC

Background Information: The applicant is proposing to construct and operate 4 commercial storage unit buildings on the property located at 40109 Sawmill Rd (PID 21270736). The subject property is 1.67-acres and is located in the “Commercial Transition/ Light Industrial” zoning district. The subject property does not have any existing structures. The 4 storage unit structures are all that is being proposed. No driving surface will be placed due to maximum impervious coverage levels being met by the structures.



Applicable Ordinances:

§ 152.039 COMMERCIAL TRANSITION/LIGHT INDUSTRIAL (CT).

(B) *Lot and use requirements (CT).*

Buildable lot area	20,000
Building height - feet, maximum	25
Impervious surface - percent, maximum	25%
Lot width- feet, minimum	100
Setback, between buildings - feet, minimum	10
Setback, parking from lot line - feet, minimum	10
Setback, right-of-way, city road- feet, minimum	30
Setback, right-of-way, county or state road, feet, minimum	30
Setback, side next to residential district - feet, minimum	30
Setback, side yard - feet, minimum	30
Setback, rear - feet, minimum	30
Setback, sign - feet, minimum	1
Setback, wetland - feet, minimum	75

§ 152.155 CONDITIONAL USE PERMITS.

(E) The Planning and Zoning Commission shall decide the issue with consideration to the following:

(1) The following must be met:

- (a) The use or development is an appropriate conditional use in the land use zone;
- (b) The use or development, with conditions, conforms to the comprehensive land use plan;

- (c) The use with condition is compatible with the existing neighborhood;
- (d) The use with conditions would not be injurious to the public health, safety, welfare, decency, order, comfort, convenience, appearance or prosperity of the city; and
- (e) For conventional subdivisions, the property contains physical constraints which make it unable to be developed by the conservation subdivision method.

(2) The following must be considered.

(a) The conditional use should not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose permitted on that property, nor substantially diminish or impair values in the immediate vicinity.

(b) The conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.

(c) The conditional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

(d) The conditional use will have vehicular approaches to the property which are so designed as not to create traffic congestion or an indifference with traffic on surrounding public thoroughfares.

(e) Adequate measures have been taken to provide sufficient off-street parking and loading space to serve the proposed use.

(f) Adequate measures have been taken or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so none of these will constitute a nuisance and to control lights and signs in such a manner, that no disturbance to neighboring properties will result.

(g) The conditional use will not result in the destruction, loss or damage of a natural, scenic or historical feature of major significance.

(h) The conditional use will promote the prevention and control of pollution of the ground and surface waters including sedimentation and control of nutrients.

APPENDIX A: TABLE OF USES

TABLE OF USES	
Use	Commercial Transition/Light Industrial
Mini Storage Facility, Self Serve	C

Findings of Fact. Staff provides the following findings of fact for consideration:

- 1) The subject property is located at 40109 Sawmill Rd (PIN 21270736).
- 2) The conditional use permit request is to construct and operate a mini storage unit facility.
- 3) The proposed use, with conditions, conforms to the comprehensive plan. The intended use of the property is for commercial purposes within the Commercial Transition/Light Industrial zoning district.
- 4) The proposed use, with conditions, is compatible with the existing neighborhood of commercial growth.
- 5) The subject property is located off of Sawmill Rd where commercial growth has existed and is expected to continue.
- 6) The proposed use with not be injurious to the public health, safety, welfare, decency, order, comfort convenience, appearance, or prosperity of the city.
- 7) The proposed use will not impede the orderly development and improvement of surrounding property for uses predominant in the area (commercial).

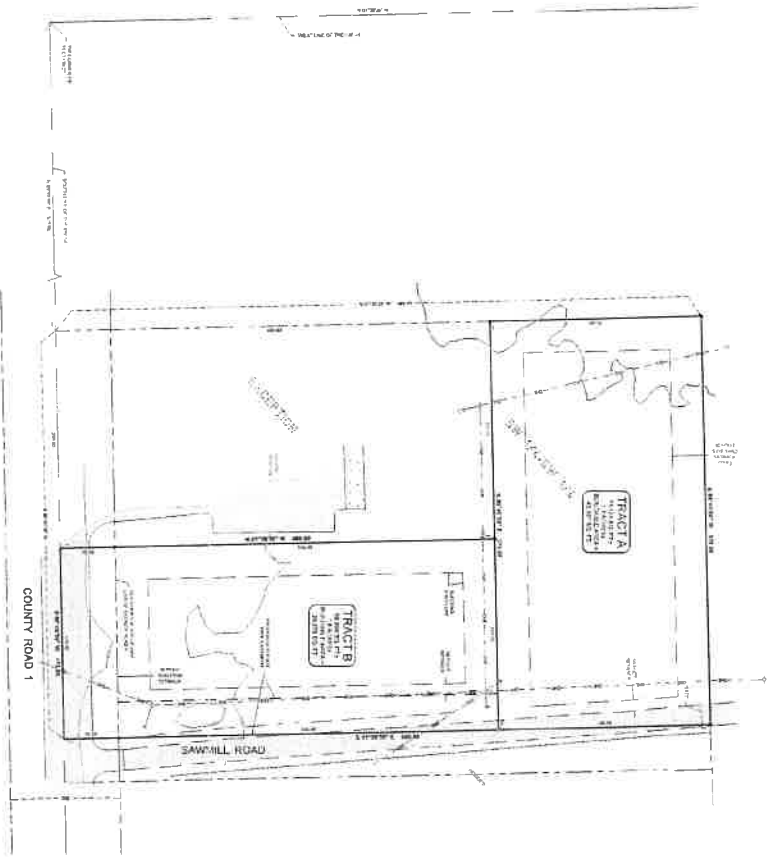
Planning Commission Direction: The Planning Commission can approve or deny the conditional use permit request or table the request if additional information is needed. If the motion is for approval or denial, findings of fact shall be cited.

Staff recommendation: Staff recommends the application be approved with the following conditions:

1. Any addition to impervious coverage must remain under the allowed amount for the zoning district.
2. The lighting for the business and signage must be downcast.
3. No habitable structures are part of this request and approval. A SSTS and Well may be installed but not used for a dwelling unit on the property.

CERTIFICATE OF SURVEY

PART OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER,
SECTION 17, TOWNSHIP 114 NORTH, RANGE 28 WEST,
CROW WING COUNTY, MINNESOTA
TOTAL AREA - 141,238 SQ. FT. / 3.3 ACRES



LEGAL DESCRIPTION FOR TRACT A
 Tract A is a certain parcel of land situated in the southwest quarter of the southwest quarter of section 17, township 114 north, range 28 west, Crow Wing County, Minnesota, containing 3.3 acres, more or less, as shown on the attached plat.

LEGAL DESCRIPTION FOR TRACT B
 Tract B is a certain parcel of land situated in the southwest quarter of the southwest quarter of section 17, township 114 north, range 28 west, Crow Wing County, Minnesota, containing 3.3 acres, more or less, as shown on the attached plat.

NOTES:

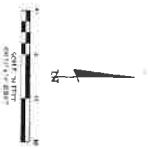
1. The survey was made by the undersigned on the 15th day of May, 1911.
2. The survey was made by the undersigned on the 15th day of May, 1911.
3. The survey was made by the undersigned on the 15th day of May, 1911.
4. The survey was made by the undersigned on the 15th day of May, 1911.

ADJACENT LANDS AND DESCRIPTIONS

The lands adjacent to the above described lands are as follows: To the north, the lands of the State of Minnesota; to the south, the lands of the State of Minnesota; to the east, the lands of the State of Minnesota; to the west, the lands of the State of Minnesota.

LEGEND

- 1. Surveyed boundary
- 2. Unsurveyed boundary
- 3. Easement
- 4. Right of way
- 5. Water
- 6. Road
- 7. Building
- 8. Tree
- 9. Rock
- 10. Other



No.	Description	Acres	Meters	Square Feet	Square Meters
1	Tract A	3.3	13,717.0	141,238.0	13,717.0
2	Tract B	3.3	13,717.0	141,238.0	13,717.0
TOTAL		6.6	27,434.0	282,476.0	27,434.0

I hereby certify that the above is a true and correct copy of the original survey as shown on the attached plat.
 Surveyed and Certified by

 State Surveyor
 State of Minnesota

 State Surveyor
 State of Minnesota

NO WATER
NO SEPTIC
NO ELECTRIC

Address
has been
applied for

CWT# 4085

CITY OF EMILY
CONDITIONAL USE PERMIT APPLICATION

APP #	2340
Date	6/12/2023
Fee	500 +
(for office use only)	
46.70 CWC	

Name of Applicant Emily Ace Storage LLC Phone 612-282-0812

Property Address (E911#) XXXX SAWMILL RD Local Phone 763-286-1391

Mailing Address 707 5th St South E-mail DAN@ERIKSONASPH.com

City, State, Zip Princeton MN 55371

Applicant is:		Title Holder of Property :(if other than applicant)
Legal Owner	<input checked="" type="checkbox"/>	_____
Contract Buyer	<input type="checkbox"/>	(Name)
Option Holder	<input type="checkbox"/>	_____
Agent	<input type="checkbox"/>	(Address)
Other	_____	_____
		(City, State, Zip)

Signature of Owner, authorizing application (required): Dan
 (By signing the owner is certifying that they have read and understood the instructions accompanying this application.)

Signature of Applicant (if different than owner): Dan
 (By signing the applicant is certifying that they have read and understood the instructions accompanying this application.)

Property ID # (8 digit # on Tax Statement) ~~2102733001A0009~~ 21270736

Zoning District CT, Lake Name (if applicable) N/A.

Commercial Transition / Light Industrial
 What are you proposing for the property? State nature of request in detail:
STORAGE UNITS

What changes (if any) are you proposing to make to this site?

Building: 4-135'x40' STORAGE BLDGS concrete Slab on GRADE

Landscaping: 50% Screen to the Road + Neighboring property + TREES

Parking/Signs: _____

Impervious Surface Calculation for Your Lot

Name: Emily Ace Storage Address: 1707 5th St SW, Princeton MN 55371

Structure or Impervious Surface	Dimensions	Total sq. ft.
1 Existing or Proposed Dwelling	4-135x40	17920 sq ft
2 Proposed Dwelling Addition		
3 Existing Accessory Structure		
4 Existing Accessory Structure		
5 Proposed Accessory Structure		
6 Sidewalks		
7 Deck with Impervious Below		
8 Deck with Impervious Below		
9 Patio(s)		
10 Driveways and Parking Areas		
11		
12		
13		

Total Impervious Surface (A) = 17920

Existing Lot Dimensions:

375 x 195 = 73124 sq. ft. (B)

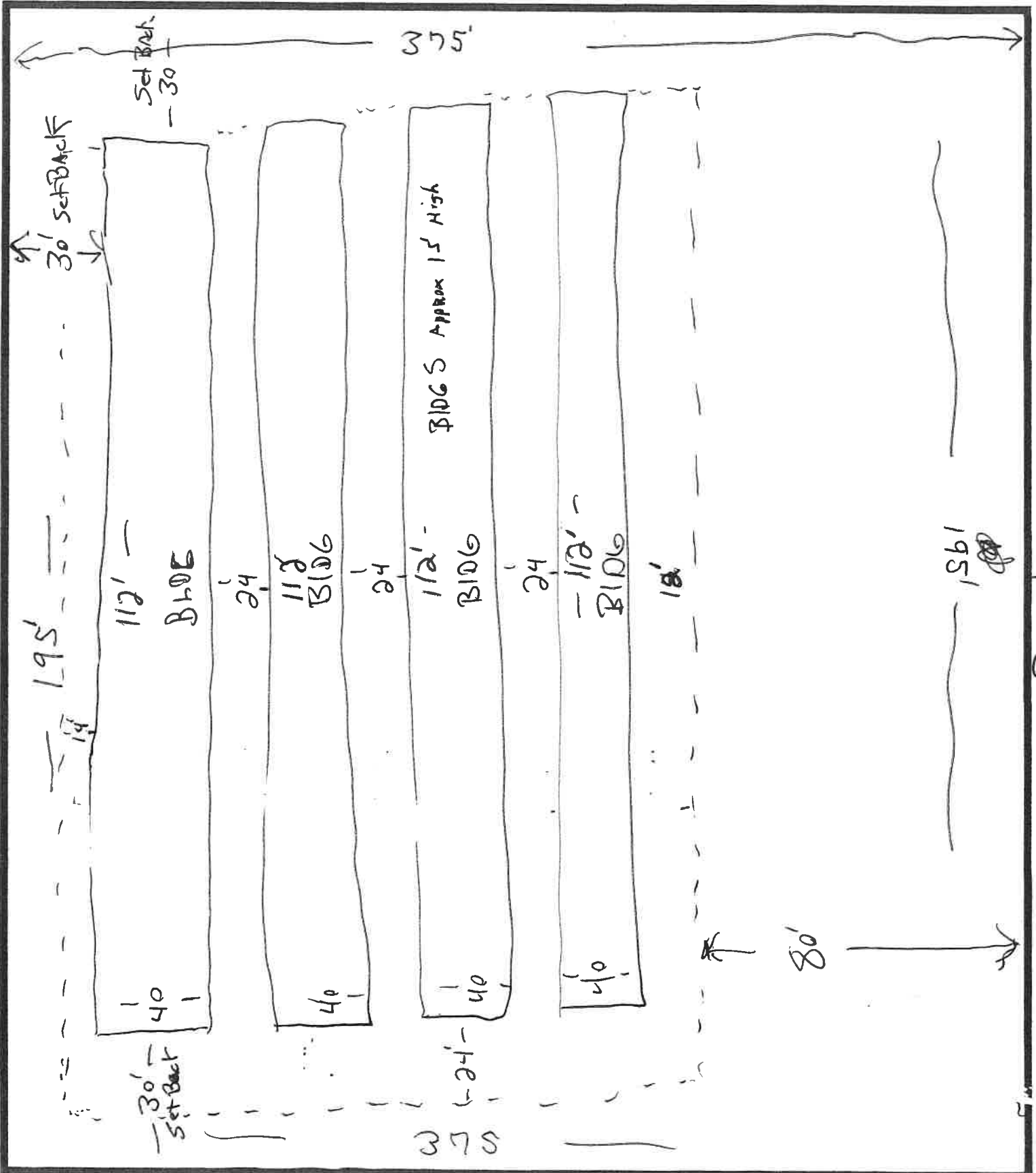
Impervious coverage (A divided by B times 100)

(A) 17920 ÷ (B) 73124 x 100 = 24.5 percent

Site Plan



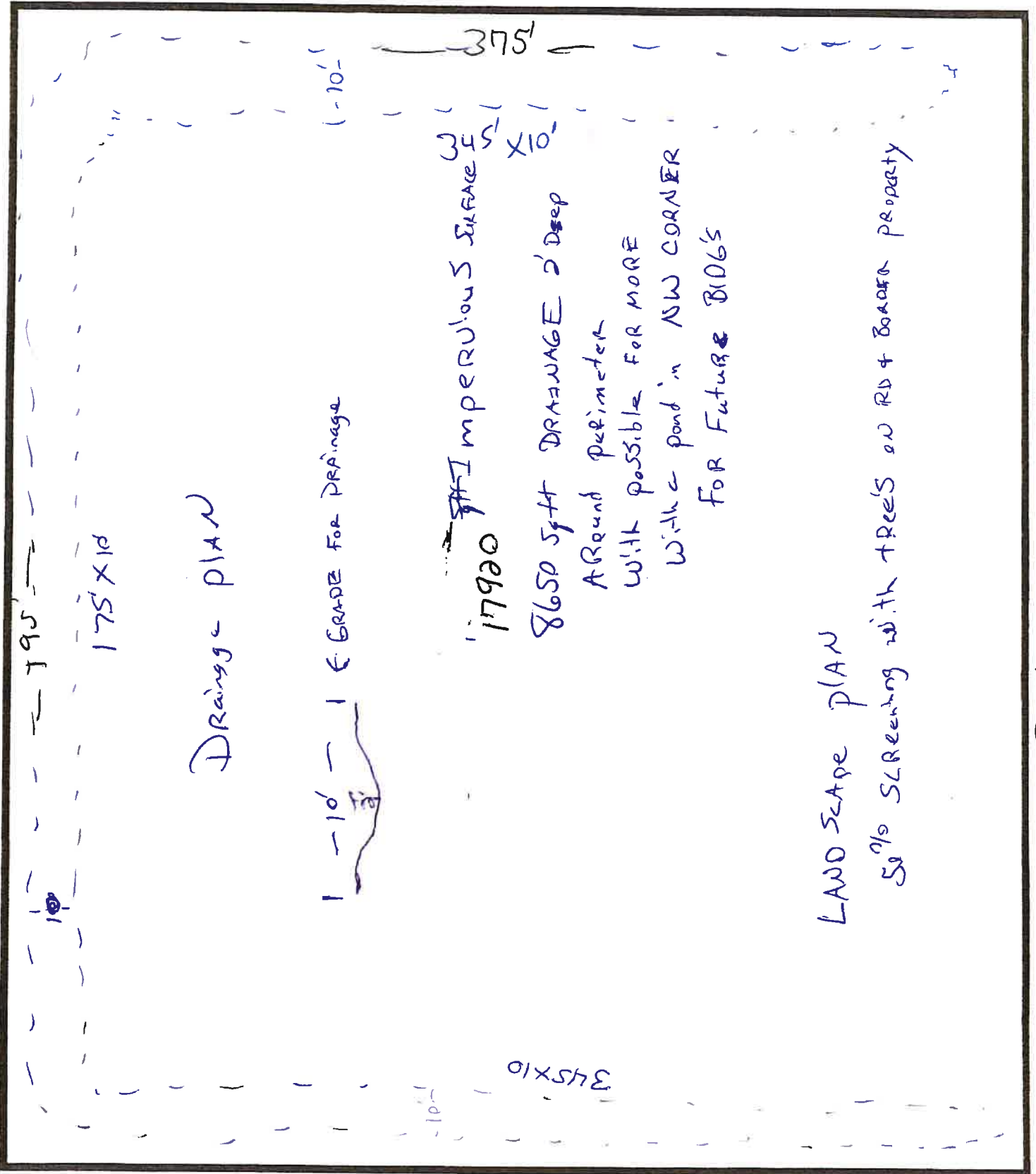
Include: Property lines, water features, existing and proposed structures, septic systems, wells and roads.



Site Plan



Include: Property lines, water features, existing and proposed structures, septic systems, wells and roads.



Drainage PLAN

1-10' - 1' GRADE FOR DRAINAGE

17900' Imperious Surface 34' x 10'

8650 5ft DRAINAGE 2' Deep
Around perimeter
With possible for more
With a pond in NW CORNER
FOR FUTURE BLDGS

LANDSCAPE PLAN

50% SCREENING WITH TREES ON RD + BORDER PROPERTY

345' x 10'

Road

CONDITIONAL USE PERMIT APPLICATION CHECKLIST

- Completed application, including signature of property owner
- Fee (\$500 application fee payable to the City of Emily+ \$46.00 recording fee payable to Crow Wing County)
- NA Sewer Compliance Inspection Report (if SSTS)
- All current City charges paid
- No outstanding violations
- Site Plan – (on 8-1/2 x 11 paper preferred) as close to scale as possible, with the following information, as a minimum (unless waived by the P&Z Administrator)*:
- Legal Description of Site (can be located on most property tax statements)
- Size of parcel and dimensions
- All existing structures, their square footage, height, distance from all property lines and setbacks (including road, bluff and lake OHW level) and each other
- All proposed structures, their square footage, height, distance from all property lines and setbacks (including road, bluff and lake OHW level) and each other
- NA Location on the parcel of existing and proposed sewage treatment systems (SSTS) and wells and their distance from property lines, structures and each other
- Existing and/or proposed square footage of the driveway (gravel and/or paved), access roads, parking, sidewalks
- Proposed landscaping and screening plans (required)
- Proposed Drainage Plan (required)
- Location of the subject property (a copy of the tax map can be used)
- Name of record owner/title holder of property
- Approximate location of existing and proposed water courses, wooded areas, and other significant physical features
- NA Approximate location of any proposed signs

** Under certain circumstances, the Planning Commission may require a professionally prepared property survey, stormwater management plan, and/or landscaping plan.*

CITY OF EMILY PLANNING AND ZONING OFFICE CONTACT INFORMATION

Planning and Zoning Administrator: Brittney Colner
P. O. Box 68
Emily, MN 56447

Phone: (218) 763-2480 (Emily Office)
(218) 541-5294 (cell)

Fax: (218) 763-2481

Email: zoning@emily.net
brittney.colner@sourcewell-mn.gov

1 **MINUTES**

2 **EMILY PLANNING COMMISSION/BOARD OF ADJUSTMENT**
3 **REGULAR MEETING**

4
5 **August 1, 2023**

6
7 **1. CALL TO ORDER**

8 The meeting was called to order by Commissioner Johnson at 6:00 pm.
9 Pledge of allegiance was recited.

10
11 **ROLL CALL**

12 PRESENT: Dave Johnson (Chairperson), Bill Spiess, Lynn Bartel, Denise Vukelich, Patrick
13 Rheaume and Faye Hughes.
14 Council: Greg Koch (Liaison), Gary Hanson
15 Staff: Brittney Cotner, Zoning Administrator (Sourcewell) and Sue Fahrendorff, Planning &
16 Zoning Clerk
17 Public: Steve Beneke, Denise Gorsuch, Dave Moe, JoAnne Moe, Mick Davis, Jane Davis,
18 Jennifer Erickson, and Dave Larsen

19
20 **2. ADDITIONS OR DELETIONS TO AGENDA**

21
22 Addition to New Business 8-d. Charles Winkler permit#20-86 status/discussion.

23
24 **MOTION BY COMMISSIONER SPIESS TO ACCEPT MODIFIED AGENDA, SECONDED BY**
25 **COMMISSIONER RHEAUME. ALL VOTED IN FAVOR 5-0. MOTION CARRIED.**

26
27 **3. OPEN FORUM**

28
29 None

30
31 **4. PUBLIC HEARINGS**

32
33 a. Conditional Use Permit Application 23-40 to allow for the construction and operation of
34 4 commercial storage unit buildings within the Commercial Transition/Light Industrial
35 zoning district. Owner/Applicant: Emily Ace Storage, LLC.

36
37 Cotner provided a brief background:
38 The applicant is proposing to construct and operate 4 commercial storage unit buildings
39 on the property located at 40109 Sawmill Rd (PID 21270736). The subject property is
40 1.67-acres and is located in the "Commercial Transition/ Light Industrial" zoning
41 district. The subject property does not have any existing structures. The 4 storage unit
42 structures are all that are being proposed. No driving surface will be placed due to
43 maximum impervious coverage levels being met by the structures.
44
45
46
47

48 **Finding of Facts:**

- 49 1) The subject property is located at 40109 Sawmill Rd (PIN 21270736).
- 50 2) The conditional use permit request is to construct and operate a mini storage
51 unit facility.
- 52 3) The proposed use, with conditions, conforms to the comprehensive plan. The
53 intended use of the property is for commercial purposes within the
54 Commercial Transition/Light Industrial zoning district.
- 55 4) The proposed use, with conditions, is compatible with the existing
56 neighborhood of commercial growth.
- 57 5) The subject property is located off of Sawmill Rd where commercial growth
58 has existed and is expected to continue.
- 59 6) The proposed use will not be injurious to the public health, safety, welfare,
60 decency, order, comfort convenience, appearance, or prosperity of the city.
- 61 7) The proposed use will not impede the orderly development and improvement
62 of surrounding property for uses predominant in the area (commercial).

63 Commissioner Spiess asked if there was a drainage plan submitted and if not, he suggested
64 there be a plan for a rain garden. Cotner stated there was a drainage plan for a 10 foot swale.

65 Jennifer Erickson, applicant/owner, stated the drainage plan will go three quarters around the
66 property with a 10 foot grade, 2 foot depth sloping towards the ditch. Erickson stated it would be
67 possible to put an additional drainage pond in the NW corner of the property if needed.

68 Commissioner Rheume asked how the size of a drainage pond would be estimated.
69 Commissioner Spiess stated 10'x10'x 3' size drainage pond should be adequate since most of the
70 property is sand. Commissioner Hughes asked if the drainage pond would be in addition to
71 the trench. Commissioner Spiess stated the trenching would slope into the drainage pond. Cotner
72 asked the Planning Commission if they wanted the additional drainage pond to be an engineered
73 plan since she is unfamiliar with water management codes. Commissioner Vukelich stated she felt
74 the applicant's submitted drainage plan was adequate and there was no need for an additional
75 drainage pond or engineered design. Commissioner Rheume agreed the submitted plan was
76 adequate. Commissioner Bartel asked for clarification regarding lighting, since there would
77 not be sewer, electricity or water on the property. Erickson stated lighting would be solar
78 powered, motion sensors therefore no need for electricity. Signage would be on the building with
79 no lighting and the driving surface would not be asphalt or gravel. They intend to leave the
80 driving surface as it currently is. Commissioner Johnson asked if the storage units will be
81 10' x 20' and what material they intend to use. Erickson stated they are still in the planning stage
82 of size, and the units will be steel construction.

83 **MOTION BY COMMISSIONER SPIESS TO GRANT THE CONDITIONAL USE**
84 **PERMIT WITH THE 7 FINDING OF FACTS AND 4 ADDITIONAL CONDITIONS-**
85 **1.IMPERVIOUS COVERAGE; 2. LIGHTING & SIGNAGE; 3. NO HABITABLE**
86 **STRUCTURES; 4. 10'x10' 3 FOOT DEEP DRAINAGE POND FOR SWALE TO FLOW**
87 **INTO. SECONDED BY COMMISSIONER BARTEL.**

88 The Planning Commission discussed condition #4 regarding the drainage pond and whether they
89 should keep or delete that condition.

90 **PLANNING COMMISSION VOTED TO KEEP THE MOTION AS PRESENTED.**
91 **COMMISSIONER SPIESS AND COMMISSIONER BARTEL VOTED IN FAVOR OF**
92 **KEEPING THE MOTION AS PRESENTED. COMMISSIONER RHEAUME AND**
93 **COMMISSIONER VUKELICH VOTED IN FAVOR OF AMENDING THE MOTION TO**
94 **DELETE CONDITION #4. COMMISSIONER JOHNSON CASTED THE TIE VOTE IN**
95 **FAVOR OF KEEPING THE MOTION AS PRESENTED. 3-2 MOTION CARRIED.**

- 96 b. Modification to an existing Conditional Use Permit to construct and operate a commercial
97 storage unit. Original approval was July, 2021. The requested modification is to deviate
98 from the previously approved landscaping plans of 114 trees (6'-8' planted height) to 86
99 trees (4'-5' planted height) and timeline conditioned on initial CUP.

100
101 Cotner provided a brief background:

102 The applicant is proposing to modify their previously approved Conditional Use Permit
103 from 2021 to construct and operate a commercial storage unit building on the property
104 located at 43823 State Highway 6 (PID 21090613). The subject property is just over 10-
105 acres and is located in the "Highway Mixed Use" zoning district. The subject property does
106 not have any existing structures; however, the building pad has been poured.

107
108 **Findings of Fact:**

- 109
110 1) The subject property is located at 43823 State Highway 6. PIN 21090613.
111 2) The conditional use permit request is to construct and operate a 32 unit
112 commercial storage facility which is an allowed use (Mini Storage Facility,
113 Self-Serve) with a conditional use permit in the Highway Mixed Use Zone. The
114 proposed commercial storage building is 40' x 150' (6,000 sf).
115 3) The proposed use, with conditions, conforms to the comprehensive plan. The
116 intended use of the property is for commercial purposes.
117 4) The proposed use, with conditions, is compatible with the existing neighborhood.
118 The subject property is located adjacent to State Highway 6 and is in the vicinity of
119 other commercial businesses.
120 5) The proposed use with not be injurious to the public health, safety, welfare,
121 decency, order, comfort, convenience, appearance, or prosperity of the city.
122 6) The proposed use will not impede the orderly development and improvement of
123 surrounding vacant property for uses predominant in the area (residential and
124 commercial).
125 7) The conditional use, with conditions, will prevent pollution of ground and surface
126 waters including sedimentation and control of nutrients.

127
128 Commissioner Johnson opened public discussion:

129 Jane Davis-neighbor stated she is not in favor of any changes to the original plan.

130 JoAnn Moe-neighbor stated she is not in support of shorter trees or any changes to the
131 original plan. She stated smaller trees will not provide enough screening from the
132 building, and she lives directly across the road from the site.

133 Steve Beneke- Owner/applicant explained the reason for the landscape modification is due
 134 to the original landscape design company no longer in business and they are unable to
 135 purchase 6ft-8ft trees from their new landscape company. Mr. Beneke stated the original
 136 design was not conducive for proper tree growth and would result in more trees dying.
 137 Their new landscape company is unable to get taller trees due to the draught the past few
 138 years and suggested smaller trees. Taller trees would be delivered ball and burlap and
 139 their growth would be halted for 2 years. Smaller trees would be delivered in buckets and
 140 typically grow faster in the first few years than the ball burlap trees. The new spacing of
 141 the trees would be 18 foot on center between the two rows. Trees will be Black Hills Spruce
 142 and the smaller trees will grow approximately 6-12 inches per year.
 143

144 Jane Davis stated the site is currently flat with HWY 6. There used to be a natural
 145 buffer/ridge area between Highway 6 and the property site, but that has been removed.
 146 She asked if the buffer/ridge area could be replaced to allow for the trees to be higher.
 147

148 Council Member Koch stated he was on the Planning Commission at the time the original
 149 Conditional Use Permit was granted. He is not in favor of the Planning Commission
 150 allowing changes to an already approved plan.
 151

152 Commissioner Rheaume asked if the color of the building would influence the property
 153 owner's thoughts in any way. The building color will be gray and rustic/maroon red. The
 154 neighbors' stated it would not change their opinion of the building.
 155

156 Commissioner Spiess stated there should be a berm added to the property to bring up the
 157 height of the trees. Mr. Beneke said a berm would take water away from the trees and
 158 cause more water to run off instead of actually getting into the tree roots.
 159

160 The planning Commission asked why this project has taken so long to complete.
 161 Mr. Beneke stated the reason was because of supply issues, labor, and material costs were
 162 extremely high. The lot was mowed and maintained while he waited for prices to come
 163 down. Mr. Beneke stated he does have a tentative build start date of August 21, 2023.
 164 Concrete has been poured and they are waiting for the material to be delivered.
 165 Commissioner Johnson stated the planting of the trees should not be on a specific
 166 timeline, but rather a timeline that is more conducive to a successful tree planting/growing
 167 season. Commission Johnson stated he is not in favor of the smaller trees because that is
 168 not what was agreed upon. Mr. Beneke stated he could build a 2 foot berm with a gully in
 169 between the 2 rows and add mulch material that would have better water retention.
 170

171 **MOTION BY COMMISSIONER RHEAUME TO GRANT THE LANDSCAPE**
 172 **MODIFICATION OF THE ORIGINAL CONDITIONAL USE PERMIT WITH THE 7**
 173 **FINDINGS OF FACTS; AN ADDITION OF TWO-2 FOOT BERMS WITH A**
 174 **GULLY/TRENCH BETWEEN THE 2 ROWS OF 4 TO 5 FOOT STAGGERED TREES.**
 175 **PLANTING WILL BE FALL OF 2023. THE REPLACEMENT OF ANY DEAD TREES**
 176 **WILL TAKE PLACE DURING THE FALL. SECONDED BY COMMISSIONER**
 177 **VUKELICH. ALL VOTED IN FAVOR 5-0. MOTION CARRIED.**

178

179

180

5. APPROVAL OF MINUTES

181

182

- a. July 5, 2023, regular meeting.

183

184

MOTION BY COMMISSIONER SPIESS TO APPROVE JUNE 6, 2023 MINUTES AS PRESENTED. SECONDED BY COMMISSIONER VUKELICH. ALL VOTED IN FAVOR 5-0. MOTION CARRIED.

185

186

187

188

6. NEW BUSINESS

189

190

- a. Larsen Variance Discussion

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Mr. Larsen would like to add a 30'x 20' addition to the south side of his existing cabin. The addition would encroach into the wetland by 1 foot and fill approximately 825 SqFt of wetland to create a slope. TEP board findings were presented to the Planning Commission. The Planning Commission stated Mr. Larsen can apply for a variance, however the likelihood of the variance being granted would be slim due to the fact the structure would be in the wetland, not the setback. The Planning Commission recommended Mr. Larsen have a wetland delineation prior to pursuing a variance application.

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- b. Septic Fee Increase

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Cotner stated the septic permit fee increase from \$250.00 to \$260.00 is requested due to the septic inspector's fee increase of \$10.00. Cotner is recommending the Planning Commission make a recommendation to the City Council to increase the septic permit fee by \$10.00.

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MOTION BY COMMISSIONER SPIESS TO RECOMMEND THE CITY COUNCIL INCREASE THE SEPTIC PERMIT APPLICATION FEE FROM \$250.00 TO \$260.00. THIS COVERES THE INCREASED INSPECTION FEE OF \$10.00 CHARGED BY THE INSPECTOR. SECONDED BY COMMISSIONER VUKELICH. ALL VOTED IN FAVOR 5-0. MOTION CARRIED.

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- c. Boundary Line Adjustment Fee Discussion

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Cotner stated a request for a boundary line adjustment was submitted to Planning and Zoning, however there was not a boundary line adjustment fee listed on the fee schedule. Cotner recommended the Planning Commission request the City Council approve the addition of a line to the fee schedule for Boundary Line Adjustment with the fee of \$150.00.

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MOTION BY COMMISSIONER SPIESS TO RECOMMEND THE CITY COUNCIL APPROVE FEE SCHEDULE ADDITION OF BOUNDARY LINE ADJUSTMENT FEE OF \$150.00 SECONDED BY COMMISSIONER VUKELICH. ALL VOTED IN FAVOR 5-0. MOTION CARRIED.

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- d. Winkler Permit Extension Request

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MINUTES

Emily Planning Commission

August 1, 2023

231 Cotner stated Mr. Winkler was granted his last extension on July 31, 2023 by the
 232 Planning Commission at the May 2, 2023 Planning Commission meeting. Cotner did
 233 a site visit of the property prior to the Planning Commission meeting and stated there
 234 is siding and roof work left to complete. At the time of the site visit, there were crews
 235 working at the property. She recommended the Planning Commission
 236 consider one final and last extension until the end of September or October 2023.
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 239 **MOTION BY COMMISSIONER SPIESS TO EXTEND PERMIT TO OCTOBER 15,**
 240 **2023. SECONDED BY COMMISSIONER BARTEL. ALL VOTED IN FAVOR 5-0.**
 241 **MOTION CARRIED.**
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 244 **7. OLD BUSINESS**
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246 None
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248 **8. SUBCOMMITTEE DISCUSSION UPDATE**
 249

250 Cotner provided an update from the Land Use Ordinance Subcommittee Meeting that was
 251 held earlier that afternoon. The committee is **continuing to** move through Appendix A: Table of
 252 Uses specifically for Highway Mixed Use. Commissioner Johnson stated there has been a lot of
 253 positive progress made by the subcommittee during their afternoon meetings.
 254

255 **9. P & Z ADMINISTRATOR'S REPORT**
 256

257 Cotner stated the workflow fluctuates depending upon the day. She has seen a slight decrease
 258 in applications and questions, however that changes all the time.
 259

260 **10. ADJOURNMENT**
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262 **MOTION BY COMMISSIONER RHEAUME TO ADJOURN THE MEETING,**
 263 **SECONDED BY COMMISSIONER SPIESS . ALL VOTED IN FAVOR 5-0. MOTION**
 264 **CARRIED**
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266 The meeting adjourned at 7:51 pm.
 267

268 Respectfully submitted,
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 273 Sue Fahrendorff,
 274 Zoning Clerk

Land Use ordinance (LUO) subcommittee Meeting Notes

Date: August 1, 2023

Attended: Dave Johnson, Greg Koch, Gary Hanson, Brittney Cotner and Sue Fahrendorff
Bill Spiess was absent.

- Brittney discussed a few items that will be on the agenda for the Planning Commission Meeting later that evening.

Chuck Winkler permit extension-added agenda item

Dave Larsen variance discussion.

Red's Storage LLC CUP landscape adjustment.

- Briefly discussed Mike Helberg's shed violation. The Planning Commission sent the violation to the City Council for actions. Currently our City attorney is working with Mr. Helberg's attorney to resolve the issue.
- Continued review of Appendix A Matrix for Highway Mixed Use. We picked up where we had left off from the July meeting Park Model Trailer and made it to Temporary Commercial Structure Short Term.

2023 Permits--Emily Planning and Zoning

<u>NUMBER</u>	<u>Recd</u>	<u>Appvrd</u>	<u>RE CODE</u>	<u>LAST</u>	<u>FIRST</u>	<u>ADDRESS</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>DISTRICT</u>	<u>Project Completed Y/N</u>
23-01	1/31/2023	1/31/2023	21040581	Wes Hanson Builders/Kosiak	Rhonda Kosiak	20048 Roosevelt Ridge	Land Use	42'X28' (1,176 SqFt) Addition to existing accessory structure pole shed	\$250.00	RP	
23-02	1/30/2023	1/31/2022	21030519	Proctor	Todd	21438 Evening Star Lane	After-The-Fact Land Use	Construct 10'X16' (160 SqFt) Accessory Structure shed	\$750.00	RP	1/31/2022
23-03	2/2/2023	2/7/2022	21260620	Rhearme	Patrick & Jacqueline	40900 Yellow Birch Lane	Land Use	36" wide stairs from existing deck to ground level for access	\$60.00	SR	NA
23-04	2/22/2023	5/23/2023	21170518	Krumwiede	Kevin & Valetta	42865 Minnie Lake Drive	SSTS	Installing a new holding tank in existing septic system	\$250.00	NR	Yes- Greg Kossan 8/1/2023
23-05	2/22/2023	3/7/2023	21170518	Krumwiede	Kevin & Valetta	42865 Minnie Lake Drive	Land Use	Construct New 28'X64' (1,792 SqFt) Modular home and 24'X30' (720 sqft) Accessory Structure garage	\$700.00	NR	
23-06	2/27/2023	3/7/2023	21080521	Real Solar		19573 Blue Lake Rd	Land Use-Solar Panels	Install 14.85 KW DC solar system on flush mount roof racking	\$75.00	SR	Yes- SF 4/24/2023 per email notification
23-07	2/27/2023	2/28/2023	21080517	Angell	Stacey	43876 Roosevelt Dr	Land Use	Construct a 60'X104' (6,240 SqFt) pole shed	\$400.00	SR	
23-08	2/27/2023	2/28/2023	21030519	Proctor	Todd	21438 Evening Star Lane	Land Use	Construct a 11'X24' (264 SqFt) shed	\$150.00	RP	
23-09	2/27/2023	2/28/2023	21030519	Proctor	Todd	21438 Evening Star Lane	Land Use-Camper	Annual Camper Permit	\$25.00	RP	

<u>NUMBER</u>	<u>Recd</u>	<u>Appvrd</u>	<u>RE CODE</u>	<u>LAST</u>	<u>FIRST</u>	<u>ADDRESS</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>DISTRICT</u>	<u>Project Completed Y/N</u>
23-10	3/13/2023	4/4/2023	21270656	Emily Wesleyan Church	Kris Balvin	40141 State HWY 6	Outdoor Market Permit	Outdoor Market Permit	\$75.00	DM	
23-11	3/15/2023	3/22/2023	21090670	Gorsuch	Beverly	20529 Cleanwater Dr	Land Use	Construct a 10'X16' (160 SqFt) deck to existing home	\$75.00	NR	
23-12	3/20/2023	3/22/2023	21250526	Adamsheck	Jeff	23252 South Shore Dr	Land Use	Construct a 45'X48' (2,160 SqFt) Accessory Structure	\$400.00	SR	
23-13	4/3/2023	4/11/2023	21060502	Sundstrom	Kari & Eeva	44865 Preserve Pt	Land Use	Construct a 20X29 (580 SqFt) 3 season dwelling with 20X6(120 SqFt) Porch	\$250.00	SR	
23-14	4/11/2023	Denied-6/6/2023	21080576	Solar Permits-Trevor Southards	Timothy Gillespie	18774 Crooked Creek Rd	Land Use-Solar Panels	Install-roof mounted-solar-system-44-panels, 2-inverters, 16-28 KW	75-Need to Pay	SR	
23-15	4/24/2023	6/27/2027	21080567	Patnode	Loren	19590 Blue Lake Rd	Land Use	After-The-Fact Permit 8'X10' and 10'X16' Accessory Structure	\$1,500.00	SR	
23-16	4/26/2023	5/2/2023	21030558	Mallery	leonard	44924 S Smokey Hollow Rd	Land Use	Construct a 16'X24' (384 SqFt) Accessory Structure	\$150.00	SR	
23-17	5/9/2023	5/9/2023	21220582	Huff	Crystal	21343 Mill Rd	Land Use	Construct a 24X35 (840 SqFt) Accessory structure (garage) AND 24X25 (600 SqFt) secondary dwelling with deck	\$400.00	NR	
<u>NUMBER</u>	<u>Recd</u>	<u>Appvrd</u>	<u>RE CODE</u>	<u>LAST</u>	<u>FIRST</u>	<u>ADDRESS</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>DISTRICT</u>	<u>Project Completed Y/N</u>

23-18	05/16/2023	5/16/2023	21040541	Worley	Scott & Paula	20741 Levitt Ln	Land Use	Construct a 16'X12' Arctic Entry attached to existing home	\$150.00	SR	
23-19	5/16/2023	5/16/2023	21330616	Istvanovich	John & Jessica	20125 Cty Rd 1	Land Use	Construct a 8'X32' (256 SqFt) accessory structure(chicken coopw/run) and 14'X16' (224 SqFt) free standing deck	\$150.00	RP	
23-20	5/16/2023	5/16/2023	21270610	Stern	Jon & Karen	XXXX Bloomquist Dr	Land Use	New Dwelling 25'X56' (1,400 SqFt) with 23'X24' (552 SqFt) attached garage.	\$450.00	DMU	
23-21	5/17/2023	7/5/2023	21150526	Usherwood	Nicolas	42524 St HWY 6	Conditional Use Permit	Small business use; Machine shop & repair shop	500 Plus \$46.00 to CWC	HMU	
23-22	5/22/2023	Denied- 5/23/2023	21220529	Dylan-Burge-Beacheambers-LLC	Dawn Korinek	40948 Peplar-	Land Use Permit	Install a 254-SqFt Paver Patio-with 20-FT-boulder-edgin	\$150.00	SR	
23-23	5/22/2023	5/23/2023	21190569	Keller	Dean & Barb	17875 Emerald Dr	Land Use Permit	Construct a 30'X40' (1,200 SqFt) garage	\$250.00	SR	
23-24	5/23/2023	5/23/2023	21060533	Sorg	Robert	18526 Woodlake Blvd	Land Use Permit	New Dwelling Construction 40'X30' (1,200 SqFt)	\$450.00	SR	
23-25	5/23/2023	5/23/2023	21060533	Sorg	Robert	18526 Woodlake Blvd	SSTS Permit	Install a Type 1 Mound Design SSTS System. 300 GPD, 1,500 gallons 2 compartment tank	\$250.00	SR	
23-26	5/23/2023	5/23/2023	21220504	Edmonds	James	41122 Poplar Dr	Land Use Permit	Construct a 36'X56' (2,016 SqFt) Accessory Structure	\$400.00	SR	
23-27	5/30/2023	5/30/2023	21170528	Gerlach	Ryan	43251 Minnie Lake Dr	Land Use Permit	construct a 76'X32' (2,432 SqFt) Dwelling	\$550.00	SR	
23-28	5/30/2023	5/30/2023	21170528	Gerlach	Ryan	43251 Minnie Lake Dr	SSTS	Install a Type 1 Trench/Pressure Bed design, 750 GPD, 2250 Gallons 1 tank	\$250.00	SR	

23-29	5/30/2023	NA-Cass Cty	21060584	Wilhelmi	Billie	17960-Weed-Lake Blvd	Annual-Camper-Permit	Place a RV-Fishhouse on lot- Porta Potty on site	Did-not-pay-Fee	SR	Cass County
NUMBER	Recd	Appvrd	RE_CODE	LAST	FIRST	ADDRESS	TYPE	DESCRIPTION	FEE	DISTRICT	Project Completed Y/N
23-30	6/5/2023	6/6/2023	21230550	Linhoff	Samuel	22084 County Rd 1	Land Use Permit	Construct a 12'X43' (516 SqFt) Deck attached to dwelling	\$150.00	SR	
23-31	6/5/2023	6/6/2023	21250528	Nolby	Brent	23248 South Shore Dr	Land Use Permit	Construct a 44'X30' (1,320 SqFt) Accessory Structure	\$400.00	SR	
23-32	6/6/2023	6/6/2023	21210514	Kelly	Shaun	40883 State Hwy 6	Land Use Permit	Construct a 12'X32' (384 SqFt) Accessory Structure with Class 5 Gravel Driveway	\$150.00	FR	
23-33	6/6/2023	6/6/2023	21030505	Blackwell	Tim	21310 Evening Star Lane	Camper Permit-Permanent	Permanent camper permit with connection to existing septic system	\$200.00	RP	
23-34	6/6/2023	6/6/2023	21300505	Pendizmas	William	40206 Marshview Dr	SSTS Permit	Install a Type 1 Trench/Seepage Bed design system; 300 GPD; 1,500 Gallon 2 compartment tank	\$250.00	SR	Yes-Greg Kossan 8/10/2023
23-35	6/6/2023	6/6/2023	21300505	Pendizmas	William	40206 Marshview Dr	Land Use Permit	New construction Dwelling 35'X24' (840 SqFt) with 13'X24' (312 SqFt) Attached Garage	\$450.00	SR	
23-36	6/7/2023	6/13/2023	21220583	Holcomb	Jeffrey	21321 Mill Rd	SSTS Permit	Install a Type 1 Trench/Pressure Bed design 450 GPD, 1,500 gallon 1 compartment tank. Adding an effluent filter to outlet and 500 gallon lift tank & alarm	\$250.00	NR	YES-GK 8/1/2023
23-37	6/7/2023	6/13/2023	21060586 & 21060585	Schmoll	Tom & Karen	10 Woodlakes Trl NE-fifty Lakes	Land Use Permit	Construct a 30'X30' (900 SqFt) addition to existing pole shed structure	\$250.00	SR	

23-38	6/8/2023	6/27/2023	21080576	Gillespie	Timothy Gillespie	18774 Crooked Creek Rd	Land Use Permit	Install roof mounted solar system 44 panels, 2 inverters, 16.28 KW	\$75.00	SR	
23-39	6/12/2023	6/13/2023	21220583	Holcomb	Jeffrey	21321 Mill Rd	Land Use Permit	New construction Dwelling 74'X28' (2,072 SqFt) with a 30'X40' (1,200 SqFt) Accessory Structure pole shed	\$550.00	NR	
23-40	6/12/2023	8/1/2023	21270736	Emily Ace Storage LLC	Dan Erickson	40109 Sawmill Rd	CUP	Construct 4 135'X40' Storage Buildings	\$500.00	CT	
23-41	6/12/2023	6/13/2023	21270736	Emily Ace Storage LLC	Dan Erickson	40109Sawmill Rd	Land Use Permit	6' Fence around perimeter of lot (195'X375')	\$60.00	CT	
23-42	6/12/2023	6/13/2023	21300504	RZ Plumbing	Tom Andresen	40190 Marshview Dr	Land Use Permit	New Construction Dwelling 32'X52' (1,664 SqFt) with attached garage and covered porch	\$450.00	SR	
23-43	6/12/2023	6/13/2023	21300504	RZ Plumbing	Tom Andresen	40190 Marshview Dr	SSTS Permit	Install Type 1, Trench/Pressure Bed Design; 300 GPD; 1,500 gallon tank with 2 compartments	\$250.00	SR	YES-Greg Kossan 8/2/2023
23-44	6/13/2023	6/13/2023	21220550	Hummel	Kevin & Cindy	41336 Poplar Dr	Land Use Permit	Construct a 12'X18' (216 SqFt) dwelling addition and 20'X24 (480 SqFt) Accessory Structure addition	\$250.00	SR	
23-45	6/20/2023	6/27/2023	21270581	Happy Ours LLC	Randall Provart	40411 Pinewood Dr	Land Use Permit	Construct a 25'X30' (750 SqFt) Accessory Structure	\$250.00	SR	
23-46	6/20/2023	6/27/2023	21270581	Happy Ours LLC	Randall Provart	40411 Pinewood Dr	SSTS	Install a Type I, 300 GPD, 1,500 gallon tank	\$250.00	SR	
23-47	6/26/2023	7/20/2023	21060531	Gothmann	Ronald & Renee	18550 Woodlake Blvd	SSTS	Remove existing Tank and Install a Type 1, 600 GPD Mound Septic System with 2 tank combo	\$250.00	SR	

23-48	6/27/2023	6/27/2023	21270561	Trenn	Robert & Karen	40321 Pinewood Dr	SSTS	Install a Type 1, 450 GPD, 1,500 Gallon, 1 tank; 2 compartment Trench/Pressure Bed System	\$250.00	SR	YES-Greg Kossan 7/11/2023
23-49	7/5/2023	7/5/2023	21080565 & 21080566	Hanson	Mary T.	19604 Blue Lake Rd	Land Use Permit	Temporary tubular frame carport-Through August 2023	\$75.00	SR	
23-50	7/6/2023	7/11/2023	21250582	Anderson	George & Kelly	23740 N. Shore Dr	Land Use Permit	Construct New Dwelling (64'X40' (2,560 SqFt) and detached accessory structure 64'X40' (2,560 SqFt)	\$950.00	NR	
23-51	7/9/2023	7/11/2023	21250582	Anderson	George & Kelly	23740 N. Shore Dr	SSTS	Install a Type 1, 300 GPD, 1,500 gallon tank Mound Design system	\$250.00	NR	
23-52	7/12/2023	7/17/2023	21270740	EM Brothers, LLC	Leah Heggerston	40138 Sawmill Rd	Land Use Permit	Fence	\$60.00	CT/LI	
23-53	7/10/2023	7/17/2023	21260571	Ronayne	Brian	40107 E. Emily Dr.	Camper Land Use Permit	Annual Camper Permit	\$25.00	SR	
23-54	7/18/2023	7/25/2023	21170539	Nordahl	Dave	19345 Blue Lane E	Land Use Permit	Construct a 24'X40' Dwelling Addition to existing garage w/ 12'X12' 3 Season Porch	\$400.00	NR	
23-55	7/20/2023	7/25/2023	21170526	Lindstrom	Duane	43167 Minnie Lake Dr	Land Use Permit	Construct a 24'X36' (864 SqFt) Accessory Structure	\$150.00	SR	
								DESCRIPTION	FEE	DISTRICT	Project Completed Y/N
23-56	7/26/2023	8/1/2023	21030582	Meehan	Darrell	44418 State HWY 6	Land Use Permit	Construct a 28'X32' (896 SqFt) Accessory Structure	\$250.00	NR	
23-57	7/31/2023	8/1/2023	21170541	Johnson	Gary & Susan	19281 Faye Court	Camper Land Use Permit	Annual Camper Permit	\$25.00	NR	
23-58	8/1/2023	8/1/2023	21090535	Frericks	Brian	20052 Blue Lake Rd	SSTS	Install Type 1, Trench/Pressure Bed Design; 600 GPD; 1,500 gallon tank with 2 compartments	\$250.00	SR	YES-Greg Kossan 8/3/2023

23-59	8/1/2023	8/2/2023	21250547	Winker	Chuck	23145 N Shore Drive	Land Use Permit	Construct a 24'X24' (576 SqFt) Accessory Structure attaching to existing dwelling.	\$250.00	SR	
23-60	8/2/2023	8/8/2023	21090513	Johannes	Charles	XXXX Blue Lake Rd	Land Use Permit	Construct a 60'X80' (4,800 SqFt) Accessory Structure	\$400.00	NR	
23-61	8/7/2023	8/8/2023	21260634	Peck	Robert	40401 Little Pine River Rd	Camper/RV Land Use Permit	Annual Camper/RV	\$25.00	NR	
23-62	8/8/2023	8/8/2023	21220518	Northern Lakes Landscaping/Steve Peterson	Travis Rabe/Owner	41156 Loon Trail	Land Use Permit	Replace Existing Stairs to lake	\$60.00	SR	
23-63	8/9/2023	8/15/2023	21330513	Marty	Joshua	40498 Sandhill Dr	Land Use Permit	Construct a 40'X24' (960 SqFt) Accessory Structure garage- attached to dwelling	\$250.00	SR	
23-64	8/14/2023	8/23/2023	21040586	Kodada	David & Janice	44796 Roosevelt Lane	Land Use Permit	Construct a 32'X32' (1,024 SqFt) Accessory Structure	\$250.00	SR	
23-65	8/14/2023	8/15/2023	21090552	Geiwitz	Alan	20158 Clearwater Dr	Land Use Permit	Construct a 20'X20' (400 SqFt) Dwelling Addition; 14'X17' (238 SqFt) Screened Porch; 12'X55' Deck	HOLDING \$400 & Septic Cert	SR	
23-66	8/15/2023	8/15/2023	21300505	Penzimas	William	40206 Marshview Dr	Land Use Permit/Camper	Annual Camper Permit	\$25.00	SR	
23-67	8/22/2023	8/29/2023	21330588	Bussler	Bob	39376 West Trout Ave	Land Use Permit	Construct a 10'x16' (160 SqFt) Accessory Structure	\$75.00	SR	
23-68	8/25/2023		21250532	Des Marais	Michael	23092 South Shore Dr.	Land Use Permit	Construct a 30'X40' (1,200 SqFt) Dwelling with a 12'X14' (168 SqFt) 3 season porch	\$450.00	SR	
23-69	8/25/2023	8/29/2023	21090596	Moritz	Andy	TBD Blue Lake Rd	Land Use Permit	Construct a 4'X8' permanent aluminum non lighted sign	\$60.00	NR	