
CITY OF EMILY

PLANNING COMMISSION/BOARD OF ADJUSTMENT

AGENDA

Tuesday, May 7, 2024, 6:00 pm

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Additions or Deletions to Agenda (*Commission Action-Motion*)
5. Open Forum- *This is a time to provide comments to the Planning Commissioners about items **not** on the agenda. No action will be taken on these items.*
6. Public Hearings
 - a. Rezone Application 24-01 to consider a change in zoning for a portion of the subject property located at 40099 Hite Ln (PID 21270704). The request is to change a portion of the lot from "Neighborhood Residential" to "Shoreline Residential".
Owner/Applicant: Eugene Selyukov
 - b. Ordinance Amendment Application 24-02 to consider modification to section 152.034 "Water Resource (WR)" of the City of Emily City Code. Applicant: City of Emily
 - c. Ordinance Amendment Application 24-03 to consider modification to section 152.042 "Highway Mixed-Use (HMU)" of the City of Emily City Code. Applicant: City of Emily
 - d. Modification to an existing Final Plat (application number 09-3327) from 2009. The request is to modify the approved conditions to construct and operate a conservation subdivision. The original approval was issued in November 2009.
Owner/Applicant: Northern Lights over Roosevelt Lake Homeowners Association
7. Approval of Minutes
 - a. March 6, 2024, regular meeting (*Commission Action-Motion*)
8. New Business
9. Old Business
10. Land Use Ordinance Subcommittee Meeting update
11. P&Z Administrator's Report

12. Adjourn (*Commission Action-Motion*)

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



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

CITY OF EMILY
NOTICE OF PUBLIC HEARINGS

TO WHOM IT MAY CONCERN: The following will be the subject of a public hearing at the City of Emily Planning Commission/Board of Adjustment meeting on Tuesday, May 7, 2024, beginning at 6:00 P.M at Emily City Hall.

Rezone Application 24-01 to consider a change in zoning for a portion of the subject property located at 40099 Hite Ln (PID 21270704). The request is to change a portion of the lot from "Neighborhood Residential" to "Shoreline Residential".
Owner/Applicant: Eugene Selyukov

Ordinance Amendment Application 24-02 to consider modification to section 152.034 "Water Resource (WR)" of the City of Emily City Code. Applicant: City of Emily

Ordinance Amendment Application 24-03 to consider modification to section 152.042 "Highway Mixed-Use (HMU)" of the City of Emily City Code. Applicant: City of Emily

Modification to an existing Final Plat (application number 09-3327) from 2009. The request is to modify the approved conditions to construct and operate a conservation subdivision. Original approval was issued in November, 2009.
Owner/Applicant: Northern Lights over Roosevelt Lake Homeowners Association

The meeting packets will be available online approximately one week prior to the meeting or upon request. Packets can be accessed on the City of Emily Website by hovering over the "Departments and Services" tab>click the "Planning and Zoning" tab>scroll down to "Planning Commission Meetings" on the right of the page. If you wish to provide written comments, please email to zoning@emily.net or mail to PO Box 68, Emily, MN 56447. A staff report will be available at city hall typically one week before the scheduled meeting.

Brittney Cotner, Zoning Administrator
City of Emily

STAFF REPORT

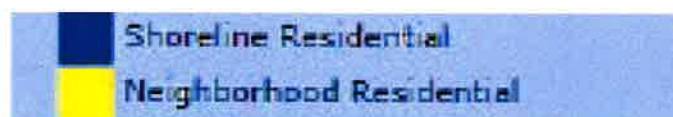
Application: Rezone From "Neighborhood Residential" to "Shoreline Residential"

Applicant: Eugene Selyukov

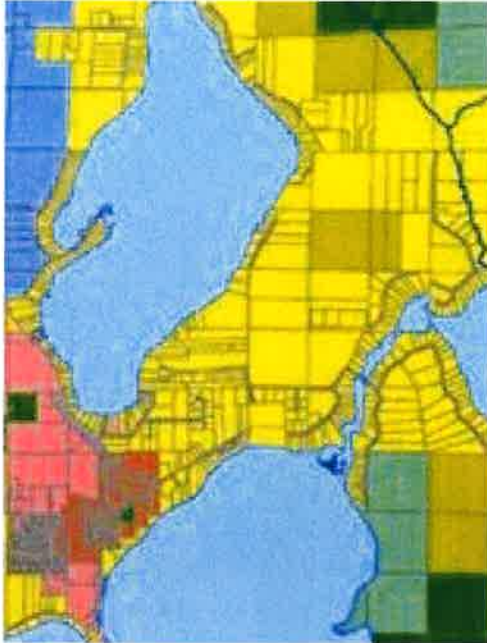
Property Owners: Eugene and Zamira Selyukov

Background: The property owner is requesting to rezone approximately a 0.44-acre section of their 2.43-acre property located at 40099 Hite Lane (PID 21270704) from "Neighborhood Residential" to "Shoreline Residential".

The subject property currently does have several structures on it, however, no structures are located within the area requested to be rezoned. The rezoned property will not impede upon neighboring properties. The neighboring properties are "Shoreline Residential" to the east and west and "Neighborhood Residential" to the north.



The future land use map identifies the subject property as "Low Density Residential". The rezone would be consistent with the goals within the comprehensive plan of seeking housing options for all ages and incomes as well as build a strong year-round economy.



152.035 Shoreline Residential

Applicable Ordinances:

(B) Lot and use requirements (SR)

	<i>GD Lake</i>
Animal unit per acre-maximum	0
Buildable lot area, dwelling, single-family - square feet, minimum	20,000
Buildable lot area, dwelling, guest quarters - square feet, minimum	40,000
Building above highest ground water level - feet, minimum	3
Building height, accessory structure - one story not to exceed - feet, maximum	18
Building height, dwelling - feet, maximum	25
Impervious coverage, non-first tier - maximum	20%
Impervious coverage, first tier - maximum	20%

Lot width at OHW - feet, minimum	100
Lot width at OHW, guest quarters - feet, minimum	180
Lot width at building setback - feet, minimum	100
Setback, corner side - feet, minimum	30
Setback, ISTS from OHW - feet, minimum	75
Setback, OHW of lake - feet, minimum	75
Setback, right-of-way, city road - feet, minimum	20
Setback, right-of-way, county or state road, feet, minimum	50
Setback, side yard - feet, minimum	10
Setback, sign - feet, minimum	1
Setback, top of bluff - feet, minimum	30
Setback, un-platted cemetery or archeological site - feet, minimum	50
Setback, wetland - feet, minimum	25

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

1. The subject property is located at 40099 Hite Lane (PID 21270704).
2. The request is to rezone a 0.44-acre section of their 2.43-acre property located at tract from "Neighborhood Residential" to "Shoreline Residential".
3. The properties adjacent to the subject property are zoned "Neighborhood Residential" (north) and "Shoreline Residential" (east and west).
4. The property as a whole meets the minimum lot size and width requirements of the "Shoreline Residential".
5. Aside from a bluff on the shoreline area which will not be impacted, there are no known natural sensitive areas on the subject property.
6. The topography of the subject property is relatively level aside from the noted bluff along the shoreline.
7. The future land use map identifies the subject property as "Low Density Residential".
8. The rezone would be consistent with the goals within the comprehensive plan of seeking housing options for all ages and incomes as well as build a strong year-round economy.

Planning Commission Direction: The Planning Commission may recommend approval of the rezoning request, denial of the rezoning request or table the application for further review. If the recommendation is for approval or denial, findings of fact should be cited.

Staff Recommendation: The subject property meets the minimum requirements of the "Shoreline Residential" Zone.

APP # 24-01
Date 2-26-2024
(for office use only)

CITY OF EMILY
LOT SPLIT/SUBDIVISION/REZONING APPLICATION

Name of Applicant Eugene Selyukov Phone 952-220-7718
Property Address (E911#) 40099 Hite Lane Local Phone _____
Mailing Address 1892 Boulk Way E-mail samirka.2002@yahoo.com
City, State, Zip Carver, MN 55315 (if different than above)

Applicant is:
Legal Owner Title Holder of Property (if other than applicant) _____
Contract Buyer (Name) _____
Option Holder (Address) _____
Agent (City, State, Zip) _____
Other _____

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

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

Location of property involved in this request: 40099 Hite Lane, Emily, MN 56447

Property ID # 21270704 Zoning District Neighborhood Residential C
(8 digit # on tax statement)

Nature of request (select only one):

- Sketch Review
- Preliminary Plat
- Final Plat
- Metes and Bounds
- Rezoning

Proposed New Zoning District Shoreline Residential

Note: Applicants may apply for Preliminary Plat and Final Plat at the same time, but they must be on separate applications. Preliminary Plat and Final Plat hearings will not be held at the same meeting. Effective date of Final Plat application will be the date of Preliminary Plat approval.



CITY OF EMILY
BOARD OF ADJUSTMENT
NOTICE OF PUBLIC HEARING
May 7, 2024
6:00 P.M.

TO WHOM IT MAY CONCERN:

The following will be the subject of a public hearing on Tuesday, May 7, 2024, beginning at 6:00 P.M at Emily City Hall.

Hearing: Rezone Application 24-01

Property Owners/Applicants: Eugene Selyukov

Property Description: The subject property is located at 40099 Hite Lane (PID 21270704)

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

Purpose: The request is to rezone a portion of the property that is zoned "Neighborhood Residential" (NR) to "Shoreline Residential" (SR) to be in uniformity with the rest of the lot.

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 40099 Hite Lane (PID 21270704)



City of Emily Zoning

-  Road
-  Shoreline Commercial
-  Recreation
-  Downtown Mixed Use
-  Commercial Transition / Light Indust
-  Highway Mixed Use
-  Shoreline Residential
-  Neighborhood Residential
-  Open Space
-  Rural Preservation
-  Forest Preservation
-  Forested Residential

ANDERSON, JAMES J
21184 COUNTY ROAD 1
EMILY MN 56447

PHILSTROM, RUSSELL V & VIRGINIA
21175 COUNTY ROAD 1
EMILY MN 56447

ATWATER, DEREK A
4334 41ST ST NW
HACKENSACK, MN 56452

PRINGLE, THOMAS & DEBORAH
PO BOX 233
EMILY MN 56447

BRANNAN, SUSAN
21263 COUNTY RD 1
EMILY, MN 56447

SEIFERT, LINDA & MARK F
21191 COUNTY RD 1
EMILY MN 56447

DIEDRICH, CHANDLER J SR & JAMIE B
2052 123RD AVE NW
MINNEAPOLIS MN 55448

SELYUKOV, EUGENE & ZAMIRA
1892 BOULDER WAY
CARVER MN 55315

FOSTER, BRIAN D
P O BOX 96
EMILY, MN 56447-0096

WILLE, DALE A & DOROTHY A
1214 ALDRICH WAY
FARIBAULT, MN 55021

GLASS, JEROME A
21211 COUNTY ROAD 1
EMILY MN 56447

WILLE, MICHAEL
21216 COUNTY ROAD 1
EMILY MN 56447

HENDERSON, THOMAS M & CARMEN M
21319 COUNTY RD 1
EMILY MN 56447

HITE, BARRY E & ROBERTA N
40111 HITE LN
EMILY MN 56447

MANLICK, DENISE D & RANDOLF L
21291 COUNTY ROAD 1
EMILY MN 56447

PARTLOW, GARY W
21208 COUNTY RD 1
EMILY, MN 56447

ORDINANCE NO. 02 , 24 SERIES
AN ORDINANCE AMENDING THE LAND USE ORDINANCE
AS IT RELATES TO THE PLANNING AND ZONING COMMISSION
CITY OF EMILY
COUNTY OF CROW WING, STATE OF MINNESOTA

The City Council of the City of Emily does ordain as follows:

Section 1. Purpose and Intent. The purpose and intent of this Ordinance is to amend the Emily Land Use Ordinance by modifying Section 152.034 “Water Resource (WR)” to remove an outdated section.

Section 2. Amendments. Section 152.034 “Water Resource (WR)” shall be amended to include the following **highlighted language** and remove the following strikethrough language:

§ 152.034 WATER RESOURCE (WR).

~~—(A) *Intent and purpose.* To establish and maintain a land use district for water bodies classified by the state as “lakes”, “streams” or “rivers”. The zoning contains no development, but allows recreational uses.~~

~~—(B) *Performance standards (WR).*~~

~~—(1) The landward end of all docks must meet a ten-foot minimum setback from the nearest lot line. Docks must be placed so that no portion of the dock, including the “L” extensions or additions, and no accessory or ancillary structures or equipment (including mooring buoys, boat lifts, shore trackers or swimming platforms) extends across the projection of the setback from the lot line into the lake. Docks must also be placed so as not to block access from an adjacent property to open water. The storage of all docks and all watercraft or water-oriented items shall also be subject to this property setback rule.~~

~~—(2) Notwithstanding any provision of this section to the contrary, the ten-foot setback for docks shall not apply to the extent necessary to allow ingress or egress of a pre-existing boat house. This chapter shall apply to the use, maintenance and installation of any dock and accessory or ancillary structures or equipment at any time. (Ord. 906-2011, passed —2011)~~

Section 19. Repeal. This ordinance shall supersede and repeal all ordinances or policies inconsistent herewith.

Section 20. Effective Date. This ordinance shall become effective upon its passage and publication as provided by law.

Passed by the City of Emily Council this _____ day of _____, 20____, by a
___/5ths vote.

Tracy Jones, Mayor

Attest: _____

Cari Johnson, City Clerk/Treasurer

ORDINANCE NO. 03 , 24 SERIES
AN ORDINANCE AMENDING THE LAND USE ORDINANCE
AS IT RELATES TO THE PLANNING AND ZONING COMMISSION
CITY OF EMILY
COUNTY OF CROW WING, STATE OF MINNESOTA

The City Council of the City of Emily does ordain as follows:

Section 1. Purpose and Intent. The purpose and intent of this Ordinance is to amend the Emily Land Use Ordinance by modifying Section 152.042 “Highway Mixed-Use (HMU)” to update the intent and purpose of the zoning district.

Section 2. Amendments. Section 152.042 “Highway Mixed-Use (HMU)” shall be amended to include the following highlighted language and remove the following strikethrough language:

§ 152.042 HIGHWAY MIXED-USE (HMU).

(A) *Intent and purpose.* ~~To establish and maintain a land use district for a mix of residential and commercial uses. Commercial development in this zone relies less on walking, biking and other similar modes of transportation and more on automobile traffic. Highway Mixed Use Zones should be located outside of the Downtown Mixed Use District, but along highway and county road corridors. Residential development is likely to be single family, either as accessory to the commercial use or as the principal use with the commercial component being secondary or a home occupation.~~ To create and maintain a land use district which gives opportunity for residential and commercial development along highway access corridors. The creation of this district should work within the goals of the comprehensive plan, not diminishing the natural beauty of the area. Screening and larger lots will be required to minimize visibility from roadways and neighboring lots. Single Family residential development is likely the primary use, with secondary use being commercial or a home occupation.

Section 19. Repeal. This ordinance shall supersede and repeal all ordinances or policies inconsistent herewith.

Section 20. Effective Date. This ordinance shall become effective upon its passage and publication as provided by law.

Passed by the City of Emily Council this ____ day of _____, 20__, by a ___/5ths vote.

Tracy Jones, Mayor

Attest: _____

Cari Johnson, City Clerk/Treasurer

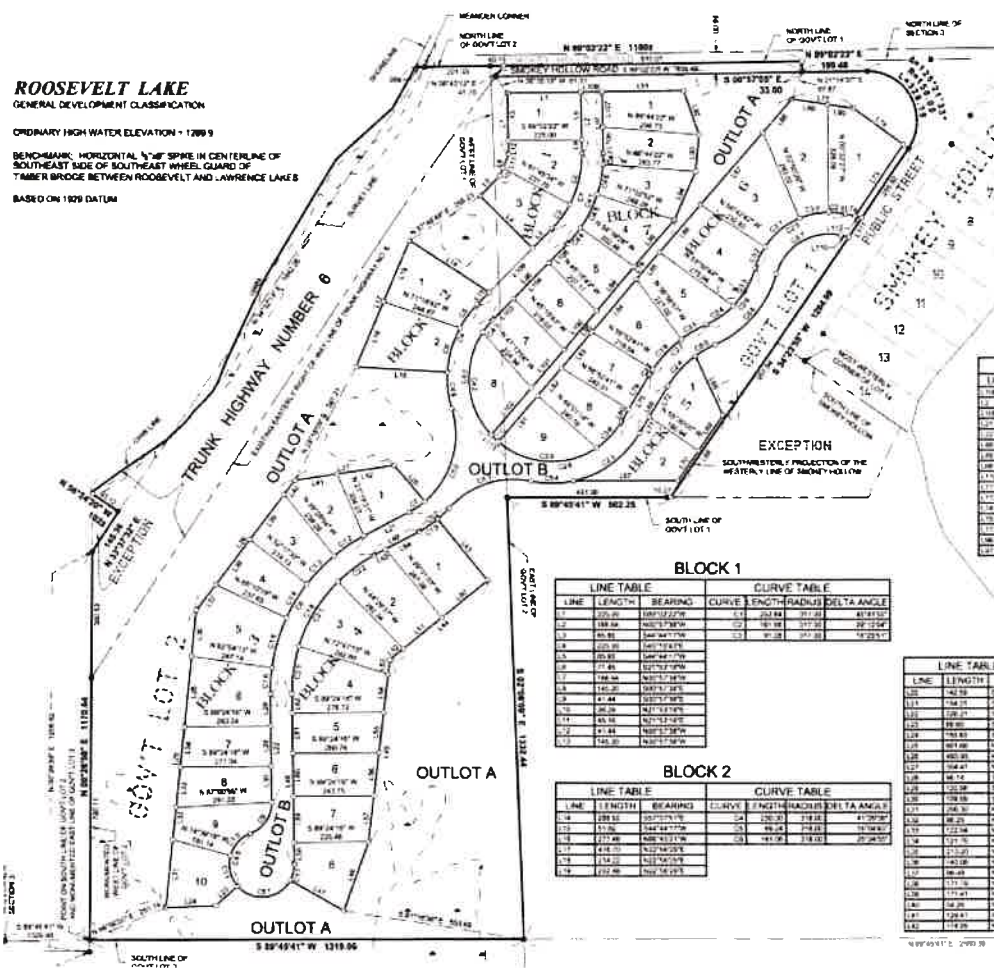
STAFF REPORT

Application: Modification to the conditions of a Final Plat initially approved in 2009

Applicant: Northern Lights Over Roosevelt Lake Homeowner's Association

Background Information: The applicant is requesting to modify the conditions of an existing final plat approved in 2009 (application 09-3327). The request is to change the conditions to allow for parking within the "drop off" area. Based on the existing conditions that "drop off" area was not allowed to exist by condition number 21A of the letter dated 9/21/09 in your packet. They are also requesting to allow their docking to be stored on the shoreline which is not allowed by condition number 16.

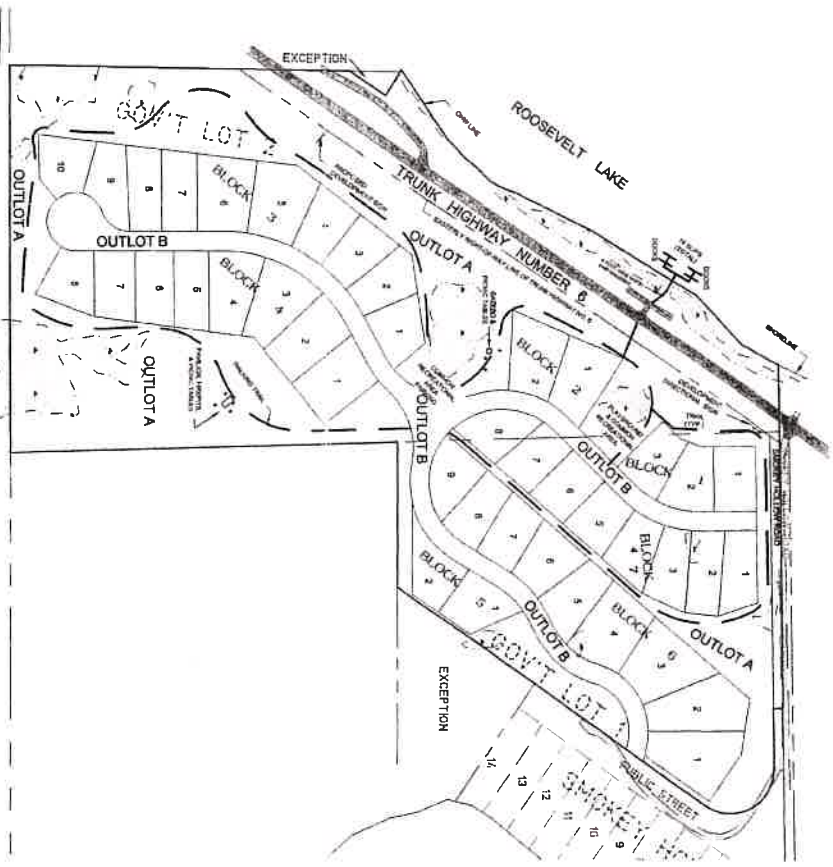
The subject property is a 42 unit common interest community approved in 2009 under permit application number 09-3327.



Planning Commission Direction: The Commission can approve the request, deny the request, or table the request if additional information is needed.

EXHIBIT

PASSIVE RECREATION - TRAILS NORTHERN LIGHTS OVER ROOSEVELT LAKE



WALKING TRAILS AS SHOWN TO BE CONSTRUCTED
OF WOOD CHIPS OR SIMILAR MATERIAL AND TO BE
NO WIDER THAN 4 FEET IN WIDTH.



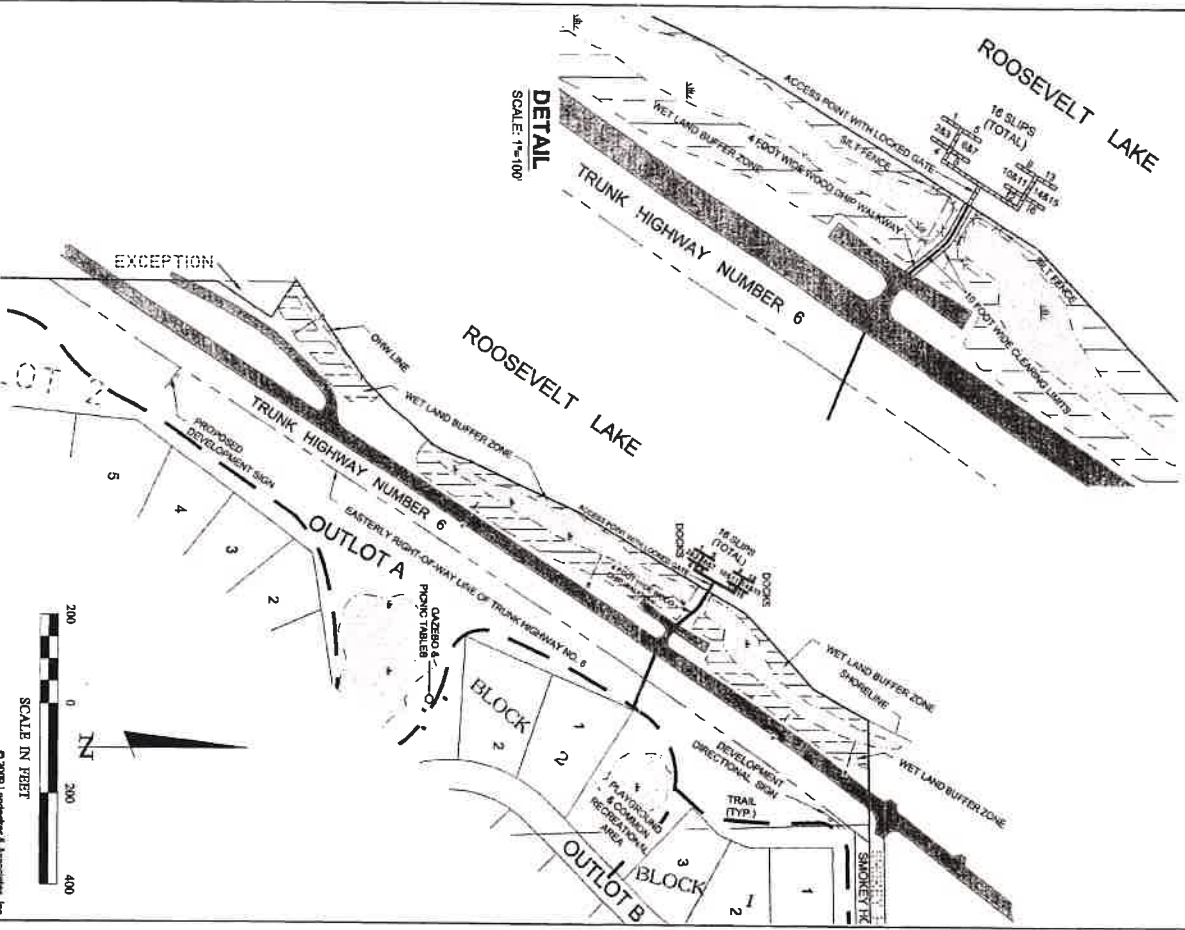
NO.	REVISION	DATE	BY	APP'D.	DESCRIPTION
1	CHANGING TRAILS	12/17/09	KL	KL	CHANGING TRAILS
2	ADDED TRAILS	12/17/09	KL	KL	ADDED TRAILS
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49	ADDED TRAILS	12/17/09	KL	KL	ADDED TRAILS
50	ADDED TRAILS	12/17/09	KL	KL	ADDED TRAILS

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EXHIBIT

LAKESHORE NORTHERN LIGHTS OVER ROOSEVELT LAKE



PROJECT		DATE		DRAWN BY		CHECKED BY	
1	Client Name	1/15/2018	1/15/2018	J. Smith	J. Smith	J. Smith	J. Smith
2	Client Address	1/15/2018	1/15/2018	J. Smith	J. Smith	J. Smith	J. Smith
3	Client Phone	1/15/2018	1/15/2018	J. Smith	J. Smith	J. Smith	J. Smith
4	Client Email	1/15/2018	1/15/2018	J. Smith	J. Smith	J. Smith	J. Smith
5	Client Website	1/15/2018	1/15/2018	J. Smith	J. Smith	J. Smith	J. Smith
6	Client Logo	1/15/2018	1/15/2018	J. Smith	J. Smith	J. Smith	J. Smith
7	Client Notes	1/15/2018	1/15/2018	J. Smith	J. Smith	J. Smith	J. Smith
8	Client Comments	1/15/2018	1/15/2018	J. Smith	J. Smith	J. Smith	J. Smith
9	Client Signatures	1/15/2018	1/15/2018	J. Smith	J. Smith	J. Smith	J. Smith
10	Client Stamps	1/15/2018	1/15/2018	J. Smith	J. Smith	J. Smith	J. Smith

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zoning@emily.net

From: Mike Gates <thegators55@yahoo.com>
Sent: Thursday, April 4, 2024 10:33 AM
To: Brittney Cotner
Cc: Emily Zoning Office
Subject: Re: Northern Lights

I would like to request to have the conditions of the previously approved plat reviewed.

Sent from Yahoo Mail for iPhone

On Thursday, April 4, 2024, Brittney Cotner <bcotner@sourcewell-mn.gov> wrote

Hey Mike,

I received your voicemail. If you could respond to this email requesting to have the conditions of the previously approved plat reviewed, then I can add this to the May 7th agenda. I did see the email from Rich, MNDOT, as well so I will include that in the packet to the Planning Commission.

I hope you had a nice vacation!

Thanks,

Brittney Cotner | Community Development Administrator

Office: 218-541-5294 | Cell: 218-866-0904

Website sourcewell-mn.gov

zoning@emily.net

From: Munsch, Richard (DOT) <richard.munsch@state.mn.us>
Sent: Wednesday, April 3, 2024 9:44 AM
To: Emily Zoning Office
Cc: Mike Gates; Cruikshank, Thomas (DOT)
Subject: Northern Lights on Roosevelt Lake

Brittney,

We received your letter dated October 3, 2023. I apologize for the slow response regarding the property owners request to modify the original conditions of the permit. We brought the request to our Development Review Committee. The items discussed included are as follows:

Access from the plat – MnDOT feels there should be a trail access to TH 6 from the development. This would improve the walkability to the lake from the development. This would include building an 8' to 10' wide access across the ditch. The ditch in this area is part of the ATV trail and is continually in disrepair with ruts and standing water, and not always in the best shape for walking across. This access would provide a safer and more visible crossing to both the traveling motorists and ATV's. MnDOT will be placing pedestrian crossing ahead signs in advance of the crossing. We will not be allowing a designated painted crosswalk due to the high speeds on this rural segment.

Parking/Drop Off Area – The old road will continue to be allowed to be used for loading/unloading with no long-term parking allowed. No real estate signing will be allowed on MnDOT Right of Way, all existing signs should be removed.

Dock Storage – The dock and lifts will be allowed to be placed along the shoreline of the lake for winter storage.

If you have any questions, feel free to call or email me.
Thanks rich

Richard Munsch
Minnesota Department of Transportation
Roadway Regulations Supervisor
7694 Industrial Park Road
Baxter, MN 56425
218-821-6358
richard.munsch@state.mn.us

zoning@emily.net

From: Munsch, Richard (DOT) <richard.munsch@state.mn.us>
Sent: Friday, April 19, 2024 10:31 AM
To: Emily Zoning Office
Cc: Mike Gates; Cruikshank, Thomas (DOT); lkosliske12@gmail.com
Subject: RE: Northern Lights on Roosevelt Lake

Brittney,

I am sending a note to clear up the lo term parking comment below.

Daytime parking will be allowed outside the roadside clear zone. The clear zone is measured from the edge of the traveling lane (white line). The clear zone distance at this location is 42 feet from the white line of the nearest lane. MnDOT will be posting "no overnight parking" signs at this location.

If you have any questions, feel free to call me.
Thanks rich

From: Munsch, Richard (DOT)
Sent: Wednesday, April 3, 2024 9:44 AM
To: Emily Zoning Office <zoning@emily.net>
Cc: Mike Gates <thegators55@yahoo.com>; Cruikshank, Thomas (DOT) <Thomas.Cruikshank@state.mn.us>
Subject: Northern Lights on Roosevelt Lake

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If you have any questions, feel free to call or email me.
Thanks rich

Richard Munsch
Minnesota Department of Transportation
Roadway Regulations Supervisor

November 10, 2009

1

**Minutes and Proceedings of the City
Council of the City of Emily in the
County of Crow Wing, State of Minnesota
Including accounts audited by said Council**

November 10, 2009

The Emily City Council met for a regular meeting on Tuesday, November 10, 2009, in the Council Chambers and it was called to order by Mayor George Pepek at 6:00 PM. Councilmembers Gerhart Hanson, Daniel Barrett, Russ Gustafson, and Bob Swanson were present. Also present was Jeff Ledin of S.E.H., City Attorney Steve Qualley, and City Clerk, Patricia Kestner.

COUNCILMEMBER BARRETT MADE A MOTION TO APPROVE THE AGENDA AS PRESENTED. COUNCILMEMBER SWANSON SECONDED. MOTION CARRIED.

COUNCILMEMBER HANSON MADE A MOTION TO APPROVE THE CONSENT AGENDA WHICH INCLUDED THE MINUTES FROM THE OCTOBER 13, 2009 REGULAR COUNCIL MEETING, OCTOBER 13, 2009 EDA MEETING; THE FINANCIAL REPORT FROM OCTOBER 2009, GENERAL SAVINGS \$288,474.05, SPECIAL SAVINGS \$319,020.70, INVESTMENTS \$430,635.40, TOTAL \$1,038,130.15; PAYMENT OF CITY BILLS: \$58,891.47 WITH TRANSFER OF FUNDS GENERAL SAVINGS \$35,000.00 AND SPECIAL SAVINGS \$9,885.51 (\$2,373.84 SCHOOL, \$313.75 FIRE, \$5,000.00 SEWER, \$2,197.92 RECYCLING,) TO CHECKING. COUNCILMEMBER GUSTAFSON SECONDED. MOTION CARRIED.

POLICE: Chief Bernhjelm gave an update on the State ARMER radio system. He will be attending a meeting on Thursday, November 12, 2009 in Brainerd to discuss the first step in laying out the plan for participation of all Crow Wing agencies in migrating to the State ARMER system. **COUNCILMEMBER HANSON MADE A MOTION TO APPROVE CHIEF BERNHJELM AND UP TO TWO OFFICERS ATTEND SAFE & SOBER REFRESHER TRAINING SPENDING UP TO \$1,000.00 FOR THE TRAINING, WAGES, AND MILEAGE. COUNCILMEMBER BARRETT SECONDED AND MOTION CARRIED.**

ROADS: Jeff Ledin reported that each Councilmember was given a copy of the bridge plan quote and it will be discussed at the December Council meeting. The new drainage pond plan needs to be redrawn due to changes the City made to the pond and the plans will be sent to Crow Wing County Highway Department. Jeff Ledin was directed to contact the CWCHD to discuss sharing the fees for the record drawing.

Councilmember Gary Hanson reported he and Maintenance Supervisor Tony Stockard attended a seminar on sign reflectivity. All City road signs need to be checked by a 60 year old male in an SUV, 100 feet from the sign and in the evening for reflectivity or purchase a piece of equipment to do the reading. The Clerk's office will maintain a record of the signs checked with a completion date of 2018.

FIRE: Mayor Pepek reported that the Fire Relief Association will try to donate \$5,000.00 per year towards the new radio system.

1ST RESPONSE: No report.

PUBLIC FORUM: Dave Johnson of Old Highway 6 stated he has a concern regarding the removal of docks out of the lake at the shoreline of Northern Lights Over Roosevelt instead of floating the lifts to the public landing. There will be deterioration of the grass area. Councilmember Swanson stated the persons hired to remove the docks and lifts has the options to remove them however they chose.

SCHOOL: Councilmember Gustafson reported Marty Hann in the Business Office is retiring and the school received 40 applications. There is a Hunters Dinner on Saturday, November 17th.

CITY HALL: COUNCILMEMBER BARRETT MADE THE MOTION TO PURCHASE NEW DISH CLOTHS AND TOWELS FOR CITY HALL NOT TO EXCEED \$100.00. COUNCILMEMBER SWANSON SECONDED AND MOTION CARRIED.

WASTEWATER: COUNCILMEMBER GUSTAFSON MADE A MOTION TO APPROVE DAVE JOHNSON AS A MEMBER OF THE WASTEWATER COMMITTEE. COUNCILMEMBER BARRETT SECONDED AND MOTION CARRIED.

CEMETERY: Councilmember Swanson reported there were two burials, Ruth Kitchenhoff and Tommy Joe Morales.

PERSONNEL: COUNCILMEMBER SWANSON MADE A MOTION TO APPROVE BRIAN FOSTER AS A PERMANENT FULL TIME EMPLOYEE WITH A PAY INCREASE TO \$15.19 AS OF OCTOBER 28, 2009. COUNCILMEMBER GUSTAFSON SECONDED AND MOTION CARRIED.

COUNCILMEMBER GUSTAFSON MADE A MOTION TO APPROVE THE CHANGE OF HOURS IN THE PLANNING AND ZONING OFFICE FROM FIVE DAYS A WEEK TO THREE DAYS A WEEK, MONDAY, TUESDAY AND WEDNESDAY, FIVE HOURS EACH DAY FOR THE PERIOD OF DECEMBER 1, 2009 TO APRIL 1, 2010. COUNCILMEMBER HANSON SECONDED. It was stated that Barb Hubbard was okay with this change. MOTION CARRIED.

COUNCILMEMBER HANSON MADE A MOTION TO APPROVE A CHANGE OF HOURS FOR THE DEPUTY CLERK BY CUTTING HER FRIDAY HOURS, FOUR HOURS AND ALL OF HER BENEFITS WILL REMAIN THE SAME. COUNCILMEMBER BARRETT SECONDED. VOTE TAKEN WITH HANSON, BARRETT AND SWANSON VOTING AYE AND COUNCILMEMBER GUSTAFSON VOTED NAY. MOTION CARRIED BUT NOT UNANIMOUSLY.

COUNCILMEMBER HANSON MADE THE MOTION TO APPROVE THE THREE YEAR UNION CONTRACT AS PRESENTED. COUNCILMEMBER SWANSON SECONDED. The contract period is January 1, 2010 to December 31, 2012. The employees will receive a 3.5% pay increase for each of the three years. Meal reimbursements were increased from \$22.00 to \$37.50 and health insurance City contribution will increase from \$700 per month to \$750 the first year, \$770 the second, and \$780 the third year. MOTION CARRIED.

COUNCILMEMBER GUSTAFSON MADE A MOTION TO ALLOW TONY STOCKARD TO DONATE SOME OF HIS 2009 VACATION TO AN EMPLOYEE FOR A FAMILY MEDICAL EMERGENCY DURING THE REST OF 2009. COUNCILMEMBER BARRETT SECONDED AND MOTION CARRIED.

PLANNING & ZONING: COUNCILMEMBER BARRETT MADE THE MOTION TO APPROVE THE FINAL PLAT OF NORTHERN LIGHTS OVER ROOSEVELT BASED ON SIX FINDINGS OF FACT AND A PARK DEDICATION FEE IN THE AMOUNT OF \$29,652.00.

1. **THE APPLICANT HAS COMPLIED WITH THE CONDITIONS OF THE PRELIMINARY PLAT APPROVAL.**
 - a. **THE APPLICANT HAS SUBMITTED AN EXHIBIT OF PASSIVE RECREATION FACILITIES. THE PLANNING COMMISSION HAS ACCEPTED THE DRAWING AND ITS IMPLEMENTATION HAS BEEN INCLUDED IN THE DEVELOPMENT AGREEMENT.**
 - b. **SECTION 3.1, SUBPART E OF THE DECLARATIONS INDICATES THAT ALL TRAILS AND WALKWAYS SHALL BE CONSTRUCTED OF WOOD CHIPS OR SIMILAR MATERIAL.**
 - c. **SECTION 3.1, SUBPART F OF THE DECLARATIONS ESTABLISHES THE 50-FOOT VEGETATIVE BUFFER IN OUTLOT A AND PROHIBITS THE CLEARING OF LIVE TREES OR BRUSH IN THIS BUFFER.**
 - d. **SECTION 3.1, SUBPART G OF THE DECLARATIONS PROHIBITS VEGETATION REMOVAL IN OUTLOT A AS PR THE PRELIMINARY PLAT.**
 - e. **SECTION 3.1, SUBPART H OF THE DECLARATIONS RESTRICTS IMPACTS TO THE ICE RIDGE.**
 - f. **THE APPLICANT HAS SUBMITTED A PLAN FOR DEVELOPMENT ON THE WEST SIDE OF HIGHWAY 6. THE PLANNING COMMISSION HAS ACCEPTED THE PLAN.**
 - g. **SECTION 2.12 OF THE DECLARATIONS RESTRICT THE USE OF DOCKING AREAS ON ROOSEVELT LAKE TO LOT OWNERS.**
 - h. **SECTION 2.12 OF THE DECLARATIONS INDICATE THAT DOCKS ARE TO BE REMOVED ANNUALLY.**
 - i. **SECTION 2.12 OF THE DECLARATIONS PROVIDES A MECHANISM AGREEABLE TO THE PLANNING COMMISSION FOR ALLOCATING RIGHTS TO THE MOORING SLIPS.**
 - j. **THE APPLICANT HAS PREPARED A STORMWATER POLLUTION PREVENTION PLAN. THE PLAN HAS BEEN REVIEWED AND ACCEPTED BY THE PLANNING COMMISSION.**
 - k. **THE APPLICANT HAS SUBMITTED A ROAD PLAN THAT HAS BEEN REVIEWED BY THE CITY ENGINEER. THE ENGINEER'S CONCERNS HAVE BEEN RESOLVED.**
 - l. **THE PORTION OF SMOKEY HOLLOW ROAD THAT IS OWNED BY THE APPLICANT IS BEING DEDICATED TO THE PUBLIC AS PART OF THE SUBDIVISION.**
 - m. **SECTION 7.5 OF THE ASSOCIATION DOCUMENTS LIMIT THE IMPERVIOUS COVERAGE FOR EACH LOT TO THAT OF THE UNDERLYING ZONING DISTRICT.**

- n. THE SWIMMING AREA AND BOARDWALK HAVE BEEN ELIMINATED FROM THE SUBMITTED PLANS.
 - o. SECTION 2.12 OF THE DECLARATIONS INDICATES THAT DOCKS AND LIFTS ARE TO BE STORED OFF SITE OR EAST OF HIGHWAY 6.
 - p. SECTION 2.12 OF THE DECLARATIONS LIMITS THE NUMBER OF BOAT SLIPS TO 16 AND REQUIRES THE ESTABLISHMENT OF A KEY CARD SYSTEM.
 - q. SECTION 2.12 OF THE DECLARATIONS REQUIRES THE ESTABLISHMENT OF A NO WAKE ZONE AROUND THE DOCKING FACILITY.
 - r. SECTION 2.12 OF THE DECLARATIONS PROHIBITS ALL RECREATIONAL FACILITIES ON THE WEST SIDE OF HIGHWAY 6, WITH THE EXCEPTION OF THE 16 MOORING SLIPS.
 - s. SECTION 2.12 CALLS FOR PROPERTY OWNERS PURCHASING A MOORING SLIP TO RECEIVE INFORMATION REGARDING BEST PRACTICES FOR SAFELY CROSSING THE HIGHWAY.
 - t. THE APPLICANT HAS COORDINATED IMPROVEMENTS WITH MN/DOT, WHICH IS REQUIRING A \$10,000 SECURITY DEPOSIT TO ENSURE THE IMPROVEMENTS ARE COMPLETED.
 - u. CROOKED LAKE TOWNSHIP HAS INDICATED THAT SMOKEY HOLLOW ROAD IS TO HAVE AGGREGATE SURFACING MATERIAL ADDED BY THE DEVELOPER WITHIN THE EXISTING ROAD SECTION.
 - v. SECTION XX OF THE DEVELOPMENT AGREEMENT INDICATES THAT NOTHING WILL BE BURNED IN THE PREPARATION OF THE LOTS.
2. THE FINAL PLAT IS IN AGREEMENT WITH THE APPROVED PRELIMINARY PLAT.
 3. THE CITY ATTORNEY HAS COMPLETED REVIEW OF THE TITLE WORK AND FOUND IT TO BE ACCEPTABLE.
 4. THERE ARE NO PUBLIC IMPROVEMENTS REQUIRED ON THE PROPERTY. THE ONLY PUBLIC IMPROVEMENTS ARE TO HIGHWAY 6, WHICH ARE BEING HANDLED BY MN/DOT.
 5. A PLAT CHECK BY AN INDEPENDENT LAND SURVEYOR HAS BEEN COMPLETED.
 6. A FINANCIAL SECURITY OF \$5,000 WILL BE PROVIDED FOR SECURITY ON THE CONSTRUCTION OF THE LIGHTS AND THE ERECTION OF SIGNS IN THE DROP OFF AREA.

COUNCILMEMBER HANSON SECONDED AND MOTION CARRIED.

COUNCILMEMBER GUSTAFSON MADE THE MOTION TO APPROVE AN ORDINANCE 906 AMENDMENT WHICH WILL ALLOW TEMPORARY USE HANDICAP RAMPS NOT REQUIRE A PERMIT. COUNCILMEMBER SWANSON SECONDED AND MOTION CARRIED.

COUNCILMEMBER SWANSON MADE A MOTION TO APPROVE THE APPLICATION TO REZONE FROM COMMERCIAL TRANSITION TO SHORELINE RESIDENTIAL, APPLICANT BRUCE TOFTNESS, PROPERTIES ETC. BASED ON THE FOLLOWING EIGHT FINDINGS OF FACT:

1. THE SUBJECT PROPERTY IS CURRENTLY ZONED COMMERCIAL TRANSITION.
2. THE PROPOSED LOT WOULD MEET THE MINIMUM LOT WIDTH REQUIREMENTS IN THE SHORELINE RESIDENTIAL ZONE WHEN CONSOLIDATED WITH ADJACENT PARCELS.
3. THE LOT WILL ALL MEET THE MINIMUM BUILDABLE LOT AREA IN THE SHORELINE RESIDENTIAL ZONE.
4. THE REZONING OF THE PROPERTY FROM COMMERCIAL TRANSITION TO SHORELINE RESIDENTIAL WOULD BE IN CONFORMANCE WITH THE CITY OF EMILY COMPREHENSIVE PLAN.
5. THE SUBJECT PROPERTY IS DESIGNATED AS COMMERCIAL TRANSITION ON THE FUTURE LAND USE MAP AND THE ADJACENT PARCELS ARE DESIGNATED COMMERCIAL TRANSITION, SHORELINE RESIDENTIAL AND SHORELINE COMMERCIAL.
6. THE PROPOSED REZONING IS KEEPING WITH THE PURPOSE AND INTENT OF THE ORDINANCE.
7. THE PROPOSED REZONING IS COMPATIBLE WITH THE SURROUNDING PROPERTIES AS THEY ARE ZONED SHORELINE RESIDENTIAL AND COMMERCIAL TRANSITION.
8. ALL LOT, USE, AND DENSITY REQUIREMENTS ARE MAINTAINED WITH THE PROPOSED REZONING.

COUNCILMEMBER BARRETT SECONDED AND MOTION CARRIED.

COUNCILMEMBER HANSON MADE THE MOTION TO WAIVE THE AFTER THE FACT FEE FOR BOB WEINS FOR A VIOLATION WHICH HAPPENED WITH THE PREVIOUS OWNER OF THE PROPERTY. COUNCILMEMBER GUSTAFSON SECONDED. The issue has been resolved. MOTION CARRIED.

P&Z is still working on the comp plan and will have sheets in the City Hall all of the week of November 16th for residents to give feedback and implementation strategies for goals that have been created for different topics including Environment, Economic Development, Parks and Recreation, and Zoning and Land Use.

November 10, 2009

4

ATTORNEY: Attorney Steve Qualley will continue to keep an eye on the Crosslake challenge regarding park dedication fees. The State has placed stricter restrictions and he will let the City know of any changes.

MANGANESE: Mayor Pepek reported the pumping test is finished. He notice the flow of the water is down Highway 6 through town.

PARKS: Mayor Pepek would like the money, \$800.00, approved for dugout roofs to be put into a CD at the end of the year so the roofs can be replaced in 2010.

TekCar owners, Terry Usherwood and Kelly Kovatovich apologized to the Council on the late payments. All three owners were served paperwork from the City attorney regarding the City loan. The Attorney is recalculating the interest to get an exact amount due. The Mayor would like a sub committee to discuss with TekCar future payments, Russ Gustafson and Gary Hanson were asked to be the committee. The default judgment can wait if payments continue to move forward. Terry stated within a week he would know better where the Company is going.

COUNCILMEMBER GUSTAFSON MADE THE MOTION TO APPROVE THE RENEWAL OF LIQUOR LICENSE FOR GRANNY'S, BARRETT'S LOG CABIN, BUNGALOW FOR ON-SALE \$1,200, OFF-SALE \$100, SUNDAY ON-SALE \$200, REDDINGS OFF-SALE ONLY \$100, LAKE COUNTRY FOODS 3.2 OFF-SALE \$25 AND EMILY GREENS ON-SALE 7 MONTHS 3.2 BEER \$44 ONCE ALL INFORMATION IS RECEIVED. COUNCILMEMBER HANSON SECONDED AND MOTION CARRIED.

The Council directed the City Attorney to work on an ordinance amendment regarding if someone is delinquent with their wastewater they must be current in order to renew their liquor license or any other license.

COUNCILMEMBER BARRETT MADE THE MOTION TO APPROVE THE CITY RENEWAL PROPERTY & CASUALTY INSURANCE COVERAGE AS PRESENTED. COUNCILMEMBER GUSTAFSON SECONDED AND MOTION CARRIED.

COUNCILMEMBER GUSTAFSON 09-15 CERTIFY OF DELINQUENT SEWER CHARGES AS OF OCTOBER 1, 2009 TO PROPERTY TAXES. COUNCILMEMBER HANSON SECONDED AND MOTION CARRIED.

COUNCILMEMBER BARRETT MADE A MOTION TO APPROVE A SEWER ORDINANCE AMENDMENT, ORDINANCE 401 SECTION 1.1, SUBSECTION 12, PROVIDING THAT PROPERTIES CONNECTED TO THE MUNICIPAL WASTEWATER SYSTEM SUCH AS MULTIPLE-FAMILY OR MULTIPLE UNIT BUILDINGS SHALL BE CHARGED AS COMMERCIAL USERS. COUNCILMEMBER SWANSON SECONDED AND MOTION CARRIED.

COUNCILMEMBER GUSTAFSON MADE THE MOTION TO APPROVE PUBLICATION OF THE SUMMARY OF THE WASTEWATER ORDINANCE AMENDMENT. COUNCILMEMBER SWANSON SECONDED AND MOTION CARRIED.

COUNCILMEMBER BARRETT MADE THE MOTION TO APPROVE REMOVING OR VOIDING CHECK #27963 IN THE AMOUNT OF \$70 FROM THE CITY BANK RECONCILIATION. COUNCILMEMBER GUSTAFSON SECONDED. The \$70 will be added to the checking account. MOTION CARRIED.

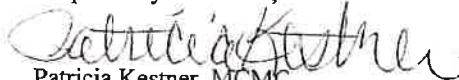
COUNCILMEMBER HANSON MADE THE MOTION TO APPROVE THE CLERK'S OFFICE TO MAKE AN ADDITIONAL COUNCIL PACKET FOR THE OFFICIAL NEWSPAPER. COUNCILMEMBER SWANSON SECONDED AND MOTION CARRIED.

COUNCILMEMBER BARRETT MADE A MOTION TO SUPPORT THE IDEA OF A SEPTIC UPDATE FOR CASS COUNTY COLLABORATIVE GRANT APPLICATION. COUNCILMEMBER HANSON SECONDED AND MOTION CARRIED.

COUNCILMEMBER BARRETT MADE THE MOTION TO ADJOURN AND COUNCILMEMBER SWANSON SECONDED. MOTION CARRIED.

Meeting adjourned at 8:30 P.M.

Respectfully submitted,


Patricia Kestner, MCMC
City Clerk



CITY OF EMILY
BOARD OF ADJUSTMENT
NOTICE OF PUBLIC HEARING
October 3, 2023
6:00 P.M.

TO WHOM IT MAY CONCERN:

The following will be the subject of a public hearing on Tuesday, October 3, 2023, beginning at 6:00 P.M at Emily City Hall.

Hearing: Modification to a previously approved Final Plat from 2009. The request is to modify the approved conditions to construct and operate a common interest community subdivision.

Property Owners/Applicants: Northern Lights over Roosevelt Lake Homeowners Association

Property Description: The subject property is the Northern Lights over Roosevelt Lake subdivision located along roads Twilight Court, and Evening Star Lane

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

Purpose: The request is to allow for the modification of the original conditions that regulated the docking storage location and parking on the West side of State Highway 6.

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.

The meeting packets will be available online approximately one week prior to the meeting or upon request. Packets can be accessed on the City of Emily Website by hovering over the "Departments and Services" tab>click the "Planning and Zoning" tab>scroll down to "Planning Commission Meetings" on the right of the page. If you wish to provide written comments, please email to zoning@emily.net or mail to PO Box 68, Emily, MN 56447. A staff report will be available at city hall typically one week before the scheduled meeting.

Brittney Cotner, Zoning Administrator

The subject property is the Northern Lights over Roosevelt Lake subdivision located along roads Twilight Court, and Evening Star Lane.



August 21, 2023

City of Emily
39811 State Highway 6
Emily, MN 56447

Re: Issues to Discuss Before City Council

To Whom It May Concern:

First and foremost, allow me to introduce myself. My name is Mike Gates. I am the President of the Northern Lakes Over Roosevelt Association (homeowner). I, along with the rest of our board, represent approximately 35 homeowners in our development. Our current board was formed about a year and a half ago. The developer, Jake Miesen and the originating developer, Chris Scott are no longer involved with our association or its day-to-day operations.

Roughly 13 years ago, the original developer, Chris Scott worked with the City of Emily to establish our Association and to comply with city regulations. Unfortunately, concerns and hardships have arisen since then that greatly impact our development.

The City of Emily currently requires our community docking system to be stored east of Highway 6 in the common area of our development rather than on the shoreline of Roosevelt Lake. This has caused a hardship for our small association because our docking contractor charges us double the fee for the extra labor involved in transporting the docking system to our development. We feel we are being treated unfairly because every other homeowner on Roosevelt Lake is allowed to store docking equipment on their lot. We would like to request permission to store docking equipment in an open area within our easement/land See attached photos.

Secondly, we were told we were not allowed to park in the lot above our community dock. We are only allowed to use it as a drop off area although we have never been given any documentation from the City to this effect. If this is the case, we are forced to drop off our family members and all of our boating gear in this area and are expected to either park in the lot of the public boat launch, which is over a quarter mile away, the driver must then return to the boat dock by walking down HWY 6, or, we are to cross HWY 6 on foot and again walk down the edge of the roadside. This is VERY dangerous, as the traffic on HWY 6 has increased exponentially in the past 13 years. We are requesting the no parking signs be removed and temporary parking be allowed while using the lake or dock facilities. Our primary concern is the safety of our residents.

We would like to be added to the agenda of a future city council meeting to discuss these issues. Thank you for your consideration.

Respectfully,
Mike Gates, President
Northern Lights Over Roosevelt Association
Cc: Lynn Kosloske, Treasurer, James Kaphingst, Vice President

September 21, 2009



Chris Scott
17 St. Albans Road E.
Hopkins, MN 55305

**RE: Final Plat Application 09-3327
City of Emily**

Dear Mr. Scott:

In reviewing the submittals for your final plat application there are some outstanding items that need to be submitted in order for the City of Emily to review the application at the October 7, 2009 Planning Commission meeting. The items that have yet to be submitted include:

1. Covenants: Covenants shall be filed concurrently with the plat and shall be required to create an association of homeowners if a privately maintained cluster sewer or water system is proposed for subdivision. (Refer to conditions below for additional requirements regarding these).
 - A. The Association shall consist of all benefited lot owners.
 - B. The Association shall be responsible for all costs of maintenance and replacement.
 - C. The costs shall be uniformly divided by lots served.
 - D. The costs shall be lienable against the lots by the Association if payment is not forthcoming.
 - E. The status of the facility shall be clearly stated as subject to perpetual private maintenance.
 - F. Provisions shall be made for emergency access or emergency maintenance by the City with subsequent reimbursement by the Association.
2. Title Opinion, less than 60 days old, acceptable to the City Attorney and showing conformance with those parties represented by signature on the plat as holding interest in the property being divided.
3. Financial security acceptable to the City Attorney in the amount of 125% of the cost estimated by the City Engineer for the uncompleted required improvements.
4. Development contract acceptable to the City Attorney.

The following conditions were approved as part of the preliminary plat approval. These items must be completed prior to final plat approval and/or included in the development agreement/association documents.

1. To augment the existing submittals, the applicant shall provide an exhibit of passive recreation facilities within the development. This exhibit shall include the trails and shoreline recreation facilities submitted in previous drawings. Once this drawing has been accepted by the Planning Commission, the improvements shown will be used during the preparation of the development agreement.
2. Trails and walkways shall be constructed of wood chips or similar material so as to not increase the runoff from the trail surface.
3. The association documents will provide for a 50-foot vegetative buffer in Outlot A as depicted on the preliminary plat. Clearing of live trees or brush within this buffer shall be prohibited.

4. The association documents shall indicate that all buffers within Outlot A and lying between Highway 6 and Smokey Hollow Road will be maintained in their natural condition with no vegetative removal except for trails and forest management purposes. No clear cutting will be allowed.
5. The historic ice ridges shall not be damaged or diminished during the development process or in subsequent use of the property. This requirement, as well as the importance of the ice ridge in maintaining water quality, shall be clearly stated within the association documents.
6. The applicant shall submit a detailed plan for the improvements to the west side of Highway 6. Specifically identified must be:
 - A. Clearing limits,
 - B. Approach locations,
 - C. Wetland buffer areas,
 - D. Docking facilities, and
 - E. Mechanisms for erosion control during construction.

The plan shall be in a form acceptable to the Planning Commission prior to application for final plat.

7. Association documents shall restrict the use of the docking areas on Roosevelt Lake solely for the use of lot owners.
8. Association documents shall reflect that all docks are to be seasonal (not permanent) and thus must be removed annually.
9. OMIT
10. Association documents shall provide a mechanism, agreeable to the Planning Commission, for allocating rights to the mooring slips.
11. The applicant shall prepare and provide to the City a stormwater pollution prevention plan for the entire development that is acceptable to the Planning Commission.
12. Roads within the subdivision shall be built to minimum City standards, but can remain privately maintained. Approvals from the Road Committee are required.
13. That portion of Smokey Hollow Road that lies within this development and is 33-feet south of the centerline of the roadway shall be dedicated to the public, if a 66-foot corridor is not already dedicated for this roadway.
14. Association documents shall indicate that the impervious coverage allowed on each lot shall be limited to the impervious coverage limitation of the underlying zoning district.
15. Eliminate the swimming area and the boardwalk from the plan.
16. Docks and lifts shall be stored off site.
17. The number of boat slips will be limited to 16. To further control access to the docking facility, a lock or key-card system will be established to provide access to only those that have purchased one of the slips.
18. A no wake zone shall be established around the proposed docking facility.
19. All proposed recreational facilities on the west side of Highway 6, except for the 16 mooring slips, are prohibited.
20. Property owners that purchase mooring slips shall receive information regarding best practices for safely crossing the highway.
21. The City will require that the developer continue to coordinate with Mn/DOT and that Mn/DOT's recommendations be implemented, including:
 - A. The north approach/drop off area will not be allowed.
 - B. A northbound right turn lane and a southbound bypass lane must be constructed on TH 6 at the Smokey Hollow Road intersection.
 - C. Lighting and signs shall be installed as per Mn/DOT guidance.
 - D. Roadway and safety appurtenances will be installed as per Mn/DOT guidance.
 - E. Drainage patterns need to be perpetuated and erosion/sediment controlled. A drainage plan must be submitted to Mn/DOT for review.
 - F. No drainage ponds will be allowed in the right of way.

- G. There will be no net increase in development drainage to the highway right of way.
 - H. Proposed development signs must be located outside of the right of way.
 - I. No fences or structures are allowed in the right of way.
 - J. No excavation or grade changes are allowed in the right of way.
 - K. All Mn/DOT permits must be obtained.
- 22. All costs of compliance with Mn/DOT conditions shall be paid for by the developer.
 - 23. The City of Emily will require, subject to acceptance by Crooked Lake Township within 90 days of preliminary plat approval, that the developer improve Smokey Hollow Road to Crooked Lake Township's standards up to the second entrance to the development. If Crooked Lake Township does not accept the improvements, no improvements to Smokey Hollow Road will be required.
 - 24. The developer shall not burn anything related to its construction activities in preparing the platted lots for sale, including such things as the construction of the roads, parks, trails, and clearing of potential home sites by the Developer. The Developer, however, may haul, chip or bury it.

These items must be submitted to the City no later than Friday, September 25 if you wish to have the public hearing proceed at the October 7, 2009 Planning Commission meeting. If you should have any questions or concerns with your application, please feel free to contact a planner at our office toll free at 866-900-3064.

Sincerely,

CITY OF EMILY

Charles Marohn
City Planner

Cc: Pat Kestner, City Clerk
Barb Hubbard, Zoning Clerk
Planning Commission
Lonny Thomas
Pat Trottier

1 **CITY OF EMILY**
2 **MEETING MINUTES – APPROVED**
3 **PLANNING AND ZONING COMMISSION**
4 **November 4, 2009, 6:00 PM**

5
6 1. Call to Order – 6:00 PM

7
8 2. Roll Call

9
10 Planning Commission: Bill Spiess, Jan Mosman (alternate), John Bergstrom, Bonnie Fairchild (chair),
11 Bonnie Kile, Art Patterson

12
13 Council: George Pepeck, Bob Swanson (Liaison), Gary Hanson, Russ Gustafson

14
15 Staff: Charles Marohn (City Planner), Barb Hubbard (Zoning Clerk)

16
17 3. Public Hearings

- 18
19 a. Final Plat of Northern Lights (continuation)
20 Chris Scott, Applicant
21 Application 09-3327
22

23 Marohn reviews the Staff Report. Discusses the engineer's comments. Discusses the financial security
24 for the development agreement.

25
26 Commissioner Bergstrom asks whether or not the developer can meet the engineer's comments.

27
28 Pat Trottier, Landecker and Associates, states that they are comfortable adjusting the geometry at the
29 intersection with Smokey Hollow. They are also comfortable with the topsoil amount, especially since
30 the ditches will need to be properly seeded if it is to ever becoming a public road. They can change the
31 typical section easily to designate Class I Shouldering, which was their intention. They prefer the turn
32 around the way that it is, but will put in a cul-de-sac if needed.

33
34 Trottier asks if this has been sent to the Road Committee.

35
36 Councilor Hanson states that they will be meeting next week prior to the Council meeting on it.
37 Discusses concerns with the circle cul-de-sac and the full paved cul-de-sac. Recommends the full paving.

38
39 Commissioner Bergstrom asks about the engineer's first comment and the lot number.

40
41 Trottier indicates that he feels this is a moot point.

42
43 Commissioner Mosman states that there has been discussion about public and private roads. Marohn
44 has indicated that the city loses money when it takes over roads.

45
46 Marohn states that the roads in this subdivision are private. The city is not taking on any expense with
47 this subdivision. If in the future the applicant petitions the City to take over the road, that will be a City
48 Council decision.

49
50 Commissioner Bergstrom asks about the road security.
51
52 Kimberly Brzezinski, Thomas and Associates, indicates that Lonny Thomas may have received the
53 information from Marohn, but is out of town this week.
54
55 Chair Fairchild asks for public comment.
56
57 Dave Johnson, states that he has some continuing questions. The first is regarding the 15-foot wide
58 cutting to the lake. Is that in or out.
59
60 Commissioner Bergstrom states that this has been reduced to a 10-foot wide clearing.
61
62 Johnson asks if we are taking things out from the lake there.
63
64 Chair Fairchild states that they will have temporary parking there and so there will be some stuff carried
65 through.
66
67 Johnson states that he is talking about docks and lifts. Questions how long parking will be allowed.
68 Short-term is fairly vague. Can envision vehicles spilling out over that blacktop area, which could tear up
69 the vegetation that is filtering the water. We need to be clear on the parking. Delineating where it would
70 be so they are not parking all over. Has fears that they will be taking the docks and lifts in and out
71 through there. They will then be off the woodchip trail and there will be erosion, antifreeze and oil. All
72 that is holding it back now is grass. Without that, there is nothing there to protect it. If docks and lifts
73 have to be loaded and moved, it would be easier to float them down. Does not know how they can carry
74 them up that hill without damaging the ice ridge. There should be nothing motorized here. Asks where
75 the edge of motorized use would be.
76
77 Chair Fairchild states that the edge of the parking area would delineate the edge of the passive
78 recreation area.
79
80 Discussion on passive recreation area. Marohn requests clarification on what the Planning Commission
81 is considering.
82
83 Chair Fairchild asks for additional public comment. None received. Closes public comments. Asks for
84 Commission input on the dock and passive recreation system.
85
86 Commissioner Mosman states that it was always assumed that the docks and lifts would be taken down
87 to the public access. The first time she heard them coming up on this property was at the last meeting.
88 Did not know this was allowed by the City Council. The discussion had always alluded the opposite.
89
90 Chair Fairchild states that was largely based on Mn/DOT.
91
92 Trottier, states they are not looking to damage the lakeshore. Does not see anywhere in the ordinance
93 where the entire outlot is passive recreation. The requirement is that the pathways be for passive
94 recreation only. There is no verbage about the entire outlot being for passive recreation only. ATV's are
95 allowed by State Statute in the Highway right-of-way. We are potentially saying that everyone has a
96 right to use an ATV in the right-of-way, unless you own a lot in the subdivision.

97
98 Chris Scott, states that he is not concerned about being able to drive an ATV down to grad the docks. It
99 can be done with manpower. Eight guys can go down to take them out delicately. It can be done in a
100 reasonable manner instead of floating them down. We don't need to get ATV's down there.
101
102 Commissioner Spiess states that if you talk to installers, most would recommend floating them down.
103
104 Scott states that may be and if so, he will do that. Would like to keep the option open for doing it both
105 ways, especially if it is more cost effective.
106
107 Commissioner Bergstrom asks if there were no motorized vehicles beyond the bituminous areas, if that
108 would be acceptable.
109
110 Scott states that he is fine with that.
111
112 Commissioner Mosman asks about delineating the drop off area.
113
114 Chair Fairchild asks if it can be approved as per Mn/DOT.
115
116 Marohn states that it can not be.
117
118 Commissioner Mosman asks about making the time limit clear.
119
120 Marohn recommends that it be left to the police powers of the City. That way it can be changed as
121 needed if the conditions warrant.
122
123 Commissioner Spiess recommends that the sign say, "Loading and Unloading Only. No Parking."
124
125 Councilor Hanson, states that the time limit is really a no-go since the individual will always say they just
126 got there. Recommends that it be "Unattended Vehicle will be Tagged and/or Towed".
127
128 General consensus that this would be the best approach.
129
130 Commissioner Mosman asks about protecting the lake side of the loading area. States that a berm could
131 be put there to protect the lake.
132
133 Marohn indicates that during the Mn/DOT meeting there were no concerns raised on this particular
134 issue. There was a discussion of stormwater impacts, but they dealt with other aspects of the project.
135 There were no concerns raised with this particular area.
136
137 Commissioner Bergstrom states that he would like to see some language put in that would restrict
138 motorized use to the turn around area. If they can lift things in and out, that is wonderful, but does not
139 believe that others are floating their docks out. Like Councilor Hanson's suggestions on signs, but that
140 does not need to be decided at this level but can be deferred to the road committee or the police
141 department.
142
143 Chair Fairchild asks about the security and the Planner's recommendation for \$5,000.
144

145 Commissioner Bergstrom states that he is comfortable with that.
146
147 Discussion on adding a note to the plan limiting vehicle access to the west side of the property. Trottier
148 indicates that they will do this.
149
150 **Motion by Commissioner Spiess, seconded by Commissioner Bergstrom, to accept the passive**
151 **recreation plan, accept the plan for the development of the West Side of Highway 6 and accept the**
152 **Stormwater Pollution Prevention Plan. Passed unanimously.**
153
154 Note on the plan indicating no vehicular access beyond the dropoff zone on the west side of the
155 highway.
156
157 **Motion by Commissioner Spiess, seconded by Commissioner Patterson, to recommend approval of**
158 **the Final Plat for Northern Lights over Roosevelt based on the following findings of fact:**
159 **1. The applicant has complied with the conditions of the preliminary plat approval.**
160 **a. The applicant has submitted an exhibit of passive recreation facilities. The Planning**
161 **Commission HAS accepted the drawing and its implementation has been included in**
162 **the development agreement.**
163 **b. Section 3.1, subpart e of the Declarations indicates that all trails and walkways shall**
164 **be constructed of wood chips or similar material.**
165 **c. Section 3.1, subpart f of the Declarations establishes the 50-foot vegetative buffer in**
166 **Outlot A and prohibits the clearing of live trees or brush in this buffer.**
167 **d. Section 3.1, subpart g of the Declarations prohibits vegetation removal in Outlot A as**
168 **pr the preliminary plat.**
169 **e. Section 3.1, subpart h of the Declarations restricts impacts to the ice ridge.**
170 **f. The applicant has submitted a plan for development on the west side of Highway 6.**
171 **The Planning Commission HAS accepted the plan.**
172 **g. Section 2.12 of the Declarations restrict the use of docking areas on Roosevelt Lake to**
173 **lot owners.**
174 **h. Section 2.12 of the Declarations indicate that docks are to be removed annually.**
175 **i. Section 2.12 of the Declarations provides a mechanism agreeable to the Planning**
176 **Commission for allocating rights to the mooring slips.**
177 **j. The applicant has prepared a stormwater pollution prevention plan. The plan has**
178 **been reviewed and accepted by the Planning Commission.**
179 **k. The applicant has submitted a road plan that has been reviewed by the City Engineer.**
180 **The engineer's concerns have been resolved.**
181 **l. The portion of Smokey Hollow Road that is owned by the applicant is being dedicated**
182 **to the public as part of the subdivision.**
183 **m. Section 7.5 of the Association documents limit the impervious coverage for each lot to**
184 **that of the underlying zoning district.**
185 **n. The swimming area and boardwalk have been eliminated from the submitted plans.**
186 **o. Section 2.12 of the Declarations indicates that docks and lifts are to be stored off site**
187 **or east of Highway 6.**
188 **p. Section 2.12 of the Declarations limits the number of boat slips to 16 and requires the**
189 **establishment of a key card system.**
190 **q. Section 2.12 of the Declarations requires the establishment of a no wake zone around**
191 **the docking facility.**

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- r. Section 2.12 of the Declarations prohibits all recreational facilities on the west side of Highway 6, with the exception of the 16 mooring slips.
 - s. Section 2.12 calls for property owners purchasing a mooring slip to receive information regarding best practices for safely crossing the highway.
 - t. The applicant has coordinated improvements with Mn/DOT, which is requiring a \$10,000 security deposit to ensure the improvements are completed.
 - u. Crooked Lake Township has indicated that Smokey Hollow Road is to have aggregate surfacing material added by the developer within the existing road section.
 - v. Section XX of the Development Agreement indicates that nothing will be burned in the preparation of the lots.
2. The final plat is in agreement with the approved preliminary plat.
 3. The City Attorney has completed review of the title work and found it to be acceptable.
 4. There are no public improvements required on the property. The only public improvements are to Highway 6, which are being handled by Mn/DOT.
 5. A plat check by an independent land surveyor has been completed.
 6. A financial security of \$5,000 will be provided for security on the construction of the lights and the erection of signs in the drop off area.

Passed unanimously.

Staff is directed to not forward final plat recommendation to the City Council if the updated development plan and the updated development agreement are not provided by the end of the business day Thursday, November 5, 2009.

Marohn reviews the Park Dedication fee and the numbers included in the Staff Report.

Chair Fairchild asks for Planning Commission input.

Commissioner Spiess states that we have been fairly consistent and have developed a good approach here.

Brzezinski states that this is lake property and, as such, will not put added strain on the City's park system. Additionally, the developer has included trails within the development, which will also reduce the strain on the City's park system.

Trottier states that the other developments where this approach was applied did not include trails or other recreational facilities. As comparables, there should be some consideration to this when discussing the park fees.

Commissioner Mosman states that this is a large project and, while this seems like a large amount, there will be added use to park facilities from this plat.

Chair Fairchild states that at first people will use the lake, but over time they will discover the other amenities in the community and use those too.

Mayor Pepek states that as the City grows there is a need to increase park space. As the City gets bigger, we try to make improvements to add recreational opportunities for people. This more than fair to stay pretty even with all of the developments. As we did this analysis, we actually dropped the amount. As long as it is uniform for everyone, it is a good way to go.

240

241 Councilor Hanson, states that the park dedication fee is for the improvement of existing parks. Supports
242 the fee.

243

244 **Commissioner Spless makes a motion, seconded by Commissioner Bergstrom, to recommend a park**
245 **dedication fee of \$706 per lot for a total park dedication of \$29,652 for the development.**

246

247

248 b. Ordinance Amendment to allow Handicap Ramps without a Permit

249 City of Emily, Applicant

250 Application 09-3359

251

252 Marohn reviews the Staff Report.

253

254 Chair Fairchild asks for public input. None received. Closes public comments. Asks for Commission
255 comments. None received. Asks for a motion.

256

257 **Motion by Commissioner Spiess, seconded by Commissioner Patterson, to recommend the changes to**
258 **the City Council as proposed. Passed Unanimously.**

259

260

261 c. Application to Rezone from Commercial Transition to Shoreline Residential

262 Bruce Toftness, Properties Etc., Applicant

263 Application 09-3360

264

265 Marohn reviews the Staff Report.

266

267 Chair Fairchild asks for public input. None received. Closes public comments. Asks for Commission
268 comments. None received. Asks for a motion.

269

270 **Motion by Commissioner Bergstrom, seconded by Commissioner Spiess, to recommend rezoning the**
271 **property as requested. Passed Unanimously.**

272

273 4. Additions or Deletions to the Agenda

274

275 Discussion on Crow Wing County grant added to New Business.

276

277 5. Open Forum

278

279 None.

280

281 6. Approval of Minutes

282 a. September 2009 Meeting

283

284 Those in attendance were Bill Spiess, Jan Mosman, John Bergstrom, Bonnie Fairchild and Bob Swanson.

285

286 **Motion by Commissioner Bergstrom, seconded by Commissioner Spiess, to approve the minutes with**
287 **amendment indicating who was in attendance at the recessed meeting. Passed Unanimously.**

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b. October 2009 Meeting

Chair Fairchild stated that this was put off until next month.

7. Planning and Zoning Administrator's Report

- a. Permits
- b. Correspondence

Marohn reviews the correspondence.

Barb Hubbard indicates that the City has received a high response rate thus far.

Discussion on setting up a web site with information on non-responsive and non-conforming systems and then coordinating with lake associations to allow them an opportunity to discuss with their neighbors. Marohn directed to look into doing this.

c. Enforcement Actions

Marohn reviews the enforcement actions.

- d. SSTS Compliance Tracking
- e. Pending Inspections

Marohn directed to follow up with Crow Wing County on Springman.

8. New Business

- a. Metes and Bounds Subdivision Application 09-3352, Robert and Bonnie Ferdelman

Marohn reviews the Staff Report.

Motion to approve by Commissioner Spiess, seconded by Commissioner Kile, based on the following findings of fact:

1. The proposed lots meet minimum lot requirements.
2. Both lots will be well under the 20 percent impervious surface cover limit.
3. The property being consolidated and "Parcel A" and "Parcel B" are all zoned Shoreline Residential. Both newly created properties are suitable in their natural state for the intended purposes.
4. Neither property contains any non-conforming structures that are specifically regulated by the City.
5. The parcel being split is vacant and does not contain any sewage treatment systems. "Parcel A" contains a single family dwelling with a compliant system while "Parcel B" contains only a garage and no sewage treatment system.
6. There are not any proposals for water based recreation.
7. The lot areas and dimensions for both "Parcel A" and Parcel B" will conform to the Zoning Ordinance for Shoreline Residential.

- 335 8. Lot layouts are compatible with adjoining properties and will not constrain the future
336 development of adjacent properties.
337 9. All side lot lines are depicted at angles consistent with the curve of Whitetail Drive and Little
338 Pine Road.
339 10. Each lot has over 33 feet of frontage on a designated right-of-way.
340 11. There are not any proposed streets.
341 12. There are no public utilities contemplated for the properties. Easements for private utilities
342 are also not needed.
343 13. The proposed lots are all adequate in size to provide for construction of a dwelling, sewage
344 treatment system and water supply without the need for a variance.
345
346

347 b. Metes and Bounds Subdivision Application 09-3395, Jay and Teresa Linn
348

349 Marohn reviews the Staff Report. Indicates that he is now aware of a shed that is on the property but
350 was not permitting and does not show up on any site plan. States that he would like to discuss this with
351 the property owner before we proceed with the subdivision.
352

353 **Motion to table made by Commissioner Spiess, seconded by Commissioner Bergstrom. Passed**
354 **Unanimously.**
355

356
357 c. Crow Wing County Grant
358

359 Commissioner Bergstrom presents an email from Chris Pence of Crow Wing County regarding a grant for
360 SSTS inspections on Roosevelt Lake. They are targeting people without a compliance inspection or
361 where their inspection has expired.
362

363 Mayor Pepek is concerned that we would be helping pay for Cass County when we have already been
364 doing this in Crow Wing County.
365

366 Commissioner Mosman points out that it doesn't say who pays the local match. It just asks Emily to
367 support the activity.
368

369 Marohn directed to contact Pence and to research how many properties in Emily would be impacted.
370

371 9. Old Business

372 a. Comprehensive Plan Review
373

374 Marohn indicates that the survey is set to go on the Week of the 16th.
375

376 b. Manganese Mining Ordinance
377

378 Nothing new to report.
379

380 c. Grading in Shoreland Areas
381

382 10. Adjourn – 8:32 PM

383

384 **Respectfully Submitted,**

385

386

387

388 **Charles Marohn, City Planner**

zoning@emily.net

From: pcunnif@aol.com
Sent: Tuesday, April 30, 2024 1:17 PM
To: zoning@emily.net
Subject: Fw: Northern Lights request for modification

To whom it may concern:

This is a current update on the letter below. Please see the first letter below, that I sent last Sept regarding the request for modification by Northern Lights to the zoning and planning committee and City Council of Emily. I understand that when the request was denied last fall you did not have input from Mn Dot and now you do. I was told they do not have objections to the modifications requested which is most disappointing to hear. The docks that they want stored on the shoreline are large and take up a lot of shoreline even if stacked. Last Sept., I had spoken to several of my neighbors who own property close to this area and they all had the same concerns I voiced in the letter I sent below. Each of us sent letters at that time but I am now being told that you can no longer use those letters. I asked them to resend their concerns, stating how they feel, but this is getting tedious as in talking to my neighbors we continue to have the same concerns which we feel are valid. It has not changed. Please read my original letter below. My concerns are the same. I hope you will hear us and share our concerns and continue to deny this modification which will help preserve the shoreline, protect those beautiful natural springs in that area and reduce the congestion on Hwy 6.

On a side note, Years ago when Northern Lights proposed building on their property, we were told they would be building nice cabins or homes on these lots that would enhance the area. As I walk on their road, it is clear they have not kept their agreement. Many of the lots have nothing but garages, or trailers or tents and there is even a construction company. There are only two actual homes that have been built on all these lots. This has not done much to improve the area in my opinion and they certainly have not kept their word. I am not sure how this is zoned or who reviews what goes on in this area but it is not what was proposed. I am aware that the ownership of this development has changed and it is apparent that they can put anything on those lots they want which again doesn't appear to add much to the area. It looks more like a campground. Thank you for hearing my concerns. I am hopeful that my other neighbors will again send an another letter about their concerns over this request for modification.

Sincerely,
Patty Cunniff

----- Forwarded Message -----

From: pcunnif@aol.com <pcunnif@aol.com>
To: zoning@emily.net <zoning@emily.net>
Sent: Tuesday, September 19, 2023 at 12:32:38 PM CDT
Subject: Northern Lights request for modification

To whom it may concern:

I am a property owner for 50 years on Lake Roosevelt. I have read the proposal of Northern Lights Homeowners Association to modify current docking storage restrictions and parking on the west side of Hwy 6.

I am aware that the DNR has made it a priority to preserve our precious lake shore by encouraging planting of natural grasses and plants along the shoreline to not only preserve the shoreline but protect our lakes. They have also restricted building along the shoreline for this same reason. I do not think that a docking storage system on the shore would be in

keeping with this goal. I am also aware that there are natural springs close to the area where Northern Lights has their docks which must be protected and preserved. I am not in favor of modifying the current docking arrangement for the above reasons I just mentioned.

I am also not in favor of modifying the current parking restrictions on Hwy 6. It is a very small area and to have several cars parked there would be a safety hazard. I know MNDot had these same concerns when Northern Lights was first developed and this is why these restrictions were put in place. That has not changed over the years, and now there are more people using this area than ever. There is a public landing a short distance away that is far safer for the same purpose with adequate parking access.

I was involved years ago when Northern Lights was first developed and am well aware of the history of this project. I am hopeful that the Zoning Committee will hear the concerns and vote against the modifications being proposed. Thank you for your attention to this matter.

Sincerely,
Patty Cunniff

1 **MINUTES**

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

4
5 **March 6, 2024**

6
7 **1. CALL TO ORDER**

8 The meeting was called to order by Commissioner Johnson at 6:00 pm.

9
10 **2. Pledge of allegiance was recited.**

11
12 **3. ROLL CALL**

13 **PRESENT:** Dave Johnson, Chairman, Lynn Bartel, Denise Vukelich, Patrick Rheaume, Mark
14 Mosman, and Faye Hughes

15 **Council:** Greg Koch (Liaison)

16 **Staff:** Brittney Cotner, Zoning Administrator (Sourcewell) and Sue Fahrendorff, Zoning Clerk

17
18 **4. ADDITIONS OR DELETIONS TO AGENDA**

19
20 None

21
22 **MOTION MADE BY COMMISSIONER VUKELICH TO ADOPT THE AGENDA AS**
23 **PRESENTED. SECONDED BY COMMISSIONER RHEAUME. ALL VOTED IN**
24 **FAVOR. MOTION CARRIED 5-0**

25
26 **5. PUBLIC HEARINGS**

27
28 None

29
30 **6. OPEN FORUM**

31
32 None

33
34 **7. APPROVAL OF MINUTES**

35
36 a. February 6, 2024 Regular Meeting minutes.

37
38 **MOTION BY COMMISSIONER RHEAUME TO APPROVE FEBRUARY 6, 2024**
39 **REGULAR MEETING MINUTES AS PRESENTED. SECONDED BY COMMISSION**
40 **MOSMAN. ALL VOTED IN FAVOR. MOTION CARRIED 5-0.**

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49 **NEW BUSINESS**

50
51 b. Outdoor Market Permit

52
53 Cotner provided a brief description of the Outdoor Market Permit application. She
54 stated the permit application is similar to the last 2 applications with no new
55 proposed changes from the previous applications. Cotner stated she has not received
56 any complaints, concerns, or issues to address from the previous Outdoor Markets.
57

58
59 **MOTION BY COMMISSIONER BARTEL TO APPROVE OUTDOOR MARKET**
60 **PERMIT AS PRESENTED BY THE EMILY WESLEYAN CHURCH. SECONDED BY**
61 **COMMISSIONER RHEAUME. ALL VOTED IN FAVOR. MOTION CARRIED 5-0.**
62

63
64 **8. OLD BUSINESS**

65 None
66

67
68 **9. LAND USE ORDINANCE SUBCOMMITTEE MEETING UPDATE**

69
70 Cotner provided an update on the Land Use Ordinance Subcommittee meeting. The
71 subcommittee will be bringing to the Planning Commission at the next meeting will be a
72 modification to the HMU headline statement to keep in line with the Matrix update. A few other
73 topics the subcommittee will be addressing in the upcoming subcommittee meetings will be
74 animal husbandry, modification to Mets and Bounds Applications & Lot Line Adjustments and
75 nuisance ordinances.
76

77 **10. P & Z ADMINISTRATOR'S REPORT**

78
79 Cotner stated there has been an increase in calls, but not as many permit application. At this
80 time, she does not anticipate the need for an April Planning Commission meeting due to lack of
81 business.
82

83 **11. ADJOURNMENT**

84
85 **MOTION BY COMMISSIONER RHEAUME TO ADJOURN THE MEETING,**
86 **SECONDED BY COMMISSIONER VUKELICH . ALL VOTED IN FAVOR 5-0.**
87 **MOTION CARRIED**
88

89 The meeting adjourned at 6:13 pm.

90
91 Respectfully submitted,

92
93
94
95 Sue Fahrendorff,
96 Zoning Clerk

2024 Permits--Emily Planning and Zoning

NUMBER	Recd	Appvrd	RE CODE	LAST	FIRST	ADDRESS	TYPE	DESCRIPTION	FEE	DISTRICT	Project Completed Y/N
24-01	1/3/2024	2/13/2023	21090613	Red's Storage LLC		42823 State HWY 6	CUP	Six Total Storage Buildings	\$500.00	HMU	
24-02	1/10/2024	3/6/2024	21270656	Emily Wesleyan Chruh	Jason Gressman	40141 State HWY 6	Outdoor Market	Outdoor Market May-September 2024; Saturdays only- Various dates	\$75.00	DMU	
24-03	1/22/2024	1/23/2024	21030519	Proctor	Todd	21438 Evening Star Lane	Camper Permit	Annual Camper Permit	\$25.00	RP	
24-04	2/5/2024	2/6/2024	21270771	Kellogg	James	21498 Ruth Lake Drive	Land Use Permit	Construct a 16'X25' (400 SqFt) addition to dwelling	\$150.00	SR	
24-05	2/12/2024	2/12/2024	21170564	Kloss Homes	James Field	19478 Blue Ln E	Land Use Permit	Construct a 40'X30' (1,200 SqFt) New Dwelling	\$450.00	SR	
24-06	2/12/2024	3/6/2024	21150522	Bute	Jeffrey	42144 State HWY 6	Land Use Permit	Construct a 52'X62' (3,224 SqFt) New Dwelling with 60'X60' (3,600 SqFt) Attached garage	\$550.00	HMU	
24-07	2/20/2024	2/20/2024	21170564	Kloss Homes	James Field	19478 Blue Ln E	SSTS	Install a Pressure Bed/Trench Septic System: Type 1, 600 GPD, 2250 Gallon Tank	\$260.00	SR	
24-08	2/20/2024	2/20/2024	21250500	Swinehart	Michael	23372 North Shore Drive	Land Use Permit	Construct a 30'X60' (1,800 SqFt) Addition to existing accessory structure	\$400.00	NR	
24-09	2/20/2024	2/20/2024	21090613	Red's Storage LLC		43823 State Hwy 6	Land Use Permit	Construct a 48'X150' (7,200 SqFt) Commerical Storage Building	\$600.00	HMU	
NUMBER	Recd	Appvrd	RE CODE	LAST	FIRST	ADDRESS	TYPE	DESCRIPTION	FEE	DISTRICT	Project Completed Y/N

24-10	3/4/2024	3/6/2024	21090551	St. Martin	Mike & Amy	20152 Clearwater Dr.	Land Use Permit	Construct a 36'X36' (1,296 SqFt) Dwelling with 36'X36'(1,296 SqFt)attached garage.	\$550.00	SR	
24-11	3/12/2024	3/19/2024	21340895	Bemis	Richard	39892 Lake St	Land Use Permit	Paver Patio with Firepit 452 SqFt	\$150.00	SR	
24-12	3/13/2024	3/19/2024	21170537	Rief	Mike & Bridget	19289 Blue Lane E	Land Use Permit	Construct a 40'X60' (2,400 SqFt) Accessory Structure	\$400.00	NR	
24-13	3/13/2024	3/19/2024	21170585	Slye	Brad & Sharon	42887 Blue Lane W	Land Use Permit	Construct a 60'X104' (6,240 SqFt) Accessory Structure	\$400.00	NR	
24-14	3/18/2024	3/19/2024	21250526	Adamsheck	Jeff	23252 South Shore Drive	Land Use Permit	Construct a 14'X24' (336 SqFt) Patio	\$150.00	SR	
24-15	3/15/2024	3/19/2024	21150522	Bute	Jeffrey	42144 State HWY 6	SSTS Permit	Install a Pressure Bed/Trench Septic System, Type 1, 600 GPD, 1500 Gallon Tank	\$260.00	HIMU	Denied over the 50' limit.
24-16	4/4/2024	4/9/2024	21080563	Rief	Mike	19632 Blue Lake Road	Land Use Permit	Ice Ridge Repair	\$60.00	SR	
24-18	04/08/24	4/9/2024	21260526	DiGiovanni	Nathan	40340 E Emily Dr.	Land Use Permit	(288 SqFt) deck attached to existing home	\$150.00	NR	
24-19	4/9/2024	4/9/2024	21270692	Barrett	Dan	20962 County Rd 1	Land Use Permit	Install a wooden privacy fence	\$60.00	DMU	
24-20	4/9/2024	4/9/2024	21280505	Roden	Pam	40025 Evergreen Dr.	Land Use Permit	Construct a 10'X12' (120 SqFt) Accessory Structure	\$75.00	NR	
24-21	4/11/2024	4/15/2024	21250531	ABRA Landscaping- Corey Ledin	Peter & Patricia	23122 S Shore Drive	Land Use Permit	Patio 12'X45' & Retaining Wall repair	\$60.00	SR	
24-22	4/11/2024	4/12/2024	21080567	Patnode	Loren	19590 Blue Lake Rd	Land Use Permit	Ice Ridge Repair	\$60.00	SR	
24-23	4/22/2024	4/22/2024	21260571	Ronayne	Brian	40107 E Emily Dr	Camper Land Use Permit	Annual Camper Permit	\$25.00	SR	
24-24	4/29/2024	4/30/2024	21340894	Anderson	Mike & Robyn	39870 Lake St	Land Use Permit	Installing stairs to the lake	\$60.00	SR	
NUMBER	Recd	Appvrd	RE CODE	LAST	FIRST	ADDRESS	TYPE	DESCRIPTION	FEE	DISTRICT	Project Completed Y/N