

Dunn Township
Zoning Committee Meeting Minutes
June 9, 2010

Committee Members Present: Doug Winter, Terry Russ, Robin Johnson, Chris Haugrud, Faye Engkjer

Other Guests: Jim Peters, Charles Kvare, Mike Johnson, David Johnson

Meeting was called to order at 7:15 pm, starting with the Pledge of Allegiance recited by all. Mr. Peters arrived a few minutes late, noting a misjudgment of distance and offered an apology. The committee informed Mr. Peters that the Dunn Township board adopted the zoning committee's recommended Comprehensive Plan May 10, 2010. Mr. Peters requested that a copy be sent to his office. Discussion followed on how to proceed with the ordinances. Suggestions made: draft copy ordinances, develop specific ideas with blanks and then seek public support, have 2 public meetings instead of one (required). All meetings will be posted to the public, and discussion followed for paper and website notices. Questions were raised by the committee on interim ordinances or moratoriums until actual ordinances are updated or replaced. A suggestion to do a mailing to township residents in a form of a post card was discussed. Funds from the township are available for a mailing, along with the postings on the website and newspaper. Mike Johnson presented a copy of the recorded (existing) ordinances to Engkjer. Responsibility of enforcement, written notices to comply, or notice of violations were discussed. Motion was made by Kvare, seconded by Winter, to establish at least 3 planning meetings for zoning ordinances. Motion to amend was made by Kvare to include a public hearing at the end of September, 2010. Motion carried. Established meeting dates for a postcard mailing will be: June 29, 2010, July 13, 2010, August 10, 2010, and the public meeting date of September 22, 2010. Motion made by Kvare to request consideration of funds from the township board to do a postcard mailing to residents after June 14, 2010 pertaining to zoning ordinances was made, seconded by Winter. Motion carried. A draft will be sent to Mr. Peters. Engkjer was directed to contact the township to be placed on the agenda at their next meeting, June 14, 2010 for this request. A copy of the existing ordinances will be sent to Mr. Peters. Mr. Peters left at 9:05 pm. Motion to adjourn at 9:19 pm was made by Winter, seconded by Russ, motion carried.

Respectfully submitted,
Zoning Committee Secretary
Faye Engkjer

Dunn Township
Zoning Committee Meeting
June 29, 2010

Members Present: Robin Johnson, Terry Russ, Chris Haugrud, Faye Engkjer

Members Absent: Doug Winter

Other Guests: Herb Johnson, Charles Kvale, David Johnson, Dave Slotten, Kathleen Stralow

Meeting was called to Order by Robin Johnson at 7:03 pm. The Pledge of Allegiance was recited by all present.

Previous meeting minutes were not approved due to the Secretary forgetting to bring them.

Robin Johnson reviewed the order for the public meetings noting that the meetings will be no longer than 2 hours long, with committee members discussing the ordinances, and the last half hour will be available for public discussion and input. Johnson noted that newspaper notices have been submitted to the Pelican Press and residents were additionally sent notice by a postcard mailing for notice of the meeting dates.

Dunn Township has confirmed that the existing ordinances are recorded with Otter-tail County. Engkjer is to make copies of these existing ordinances for availability for future meetings.

The existing Dunn Township ordinances were discussed and after the zoning committee seeks advice and counsel from Mr. Peters, (the zoning committee attorney) the proposed changes to these ordinances are as follows:

Under Section I General Provisions, D.

Remove: "permit issued by the town clerk"

Change to: "permit application to be issued by the town clerk with representation and approval from town board".

Under Section II Definitions: Clarification on this section will be requested from Mr. Peters.

Under Section IV Permitted and Prohibited Building Uses

B. #4 Clarification is requested from Mr. Peters under this section. Q= Does the township "supersede the county at 5 acres? Why would the township choose this? (ex: 2 ½ non-plotted vs. 1.5 plotted) Further discussion is needed for setbacks and minimum requirements.

C. # 6. Clarification of exactly what qualifies for "churches" is requested from Mr. Peters. Additionally under this section: Alcoholic establishments (bars) are not addressed or included under "Special Uses".

Under the Dunn Township Ordinances proposal formatted by Peters and Peters, PLC:

Page 4 Section 10-040 Standard Requirements:

Clarification and interpretation from Mr. Peters is requested on item # 3, #4, #5.

Q=Should the township have a time frame (ex. Start and end date) for structures, repairs, replacements, restorations, maintenance, improvements, expansions? The existing ordinance states 1 (one) year. Proposed change would be 30 months.

Page 5 Section 10-050 Separability and Section 10-060 Vested Rights: Clarification will be requested from Mr. Peters.

Guest Dave Slotten asked if there were any existing ordinances in regards to private citizens renting out their property/cabins. Slotten stated his neighbors rent out their cabin and it brings a lot of traffic in his area. Engkjer responded that she was not aware of any ordinance that would prohibit renting of private property.

Haugrud made a motion to adjourn, seconded by Russ, motion approved.
Meeting was adjourned at 9:02 pm

Respectfully submitted,
Faye Engkjer
Zoning Committee Secretary

Zoning Committee
July 13, 2010
Meeting Minutes

Board Members Present: Terry Russ, Doug Winter, Robin Johnson, Chris Haugrud, Faye Engkjer
Other guests: Charles Kvare

Meeting was called to Order at 7:03 pm by Robin Johnson.
The Pledge of Allegiance was recited by all present.

Motion made by Winter, seconded by Haugrud to approve the June 9, 2010 meeting minutes.
Motion carried.

Engkjer requested discussion whether or not “draft minutes” (unapproved) should be placed on the website. After discussion, committee members agreed that only “approved” minutes will be submitted to the township for the website.

Review and discussion of Ordinances # 9-18 : Ordinance # 9 (dual family and multi-family) dwellings; the board agreed that more discussion and/or consultation from our attorney, Jim Peters, is needed in this area, considering more restriction and people per square foot, with a fair amount of diligence, due to several residents in the rural communities moving outside of city limits.

Discussion : to accept 4 classifications of zoning;

1. Agricultural
2. Shoreline
3. Residential
4. Commercial/Industrial

Motion made by Haugrud, seconded by Johnson, to accept the classifications under Sect. III

Discussion followed to move “Junk Yards’ to commercial/industrial classification. #11. Mobile homes: under Agricultural, and #12. Mobile and R.V. Parks to remain under/as: C. “Special Use” or “ Conditional Use Permit”.

Review of Ordinance #16-requests more explanation and description from our attorney, Jim Peters.

Motion for the township to purchase a map display/cabinet was made by Winter, seconded by Haugrud, motion carried. Engkjer will contact the Clerk for this purchase.

Motion to adjourn made by Russ, seconded by Haugrud at 9:20 pm.

Respectfully submitted,

Faye Engkjer
Sec. Zoning Committee

**Zoning Committee
Aug. 10, 2010
Meeting Minutes**

Board Members Present: Doug Winter, Faye Engkjer

Board Members Absent: Terry Russ, Robin Johnson, Chris Haugrud

Other Guests: Charles Kvale

Meeting was called to Order at 8:15 pm by Doug Winter in the absence of Robin Johnson, Chairman.

Statement by Doug Winter: It was determined that due to the absence of board members, and no quorum, meeting was opened and closed.

Motion to Adjourn made by Winter, seconded by Engkjer, at 8:17 pm

Respectfully submitted,

Faye Engkjer
Secretary, Zoning Committee

Zoning Committee
Sept. 20, 2010
Meeting Minutes

Board Members Present: Winter, R. Johnson, Haugrud, Engkjer

Board Members Absent: Russ

Other Guests: David Johnson, Charles Kvare, Judy Sumpter, Jim Peters

Meeting was called to Order at 7:13 pm.

Literature distributed: Minnesota Law Suit in Becker Cty., Cormorant Twp. Michele Sletten, Senn's Beach, letter requesting consideration for the township to keep the Senn's farm as agriculture. Justine Kingham's letter regarding Senn's Beach was also available for review.

Motion made by Winter, seconded by Haugrud to approve the Meeting Minutes for July 13, 2010 and Aug. 10, 2010. Motion carried.

Review and discussion of previous questions (in the meeting minutes) were discussed with Jim Peters in/on all sections of the Ordinances. Per request of present board members, Mr. Peters will offer additional language for several sections with more current verbiage. Peters will have his secretary line strike all items in the Ordinances (that have been changed) for the next public meeting on Sept, 22, 2010.

No motions were made during this meeting.

Motion made by Winter, seconded by Haugrud, to adjourn at 9:27 pm

Respectfully submitted,

Faye Engkjer
Secretary
Zoning Committee

Zoning Committee
Public Meeting Sept. 22, 2010
Dunn Township

Members Present: Winter, Haugrud, Johnson, Russ, Engkjer
Guests present: Steinbrueck, Kvare, Johnson, Jim Peters, PLC

Meeting was called to Order at 7:10 pm. The Pledge of Allegiance was recited by all present.

Mr. Peters presented documentation for “area’s for possible amendments to the zoning ordinances”.

Review and discussion by done by all committee members.

It was decided that more meetings would be needed for discussion on the changes and for more review. Mr. Peters will present the board with new documentation to show the strike thru (line strike) changes to the old ordinances. Amendments will be placed into one format.

Discussion of more detail and definitions are needed for:

1. Clarification of “Lot”, pg. 4
2. Farm: pg. 1 (use and add doc. #3)
3. Add variances to existing ordinances
4. Fee schedule needs to be established
5. Bars: Liquor establishments

No motions were made during this meeting.

Motion made by Winter, seconded by Russ to adjourn at 8:14 pm

Respectfully submitted,

Faye Engkjer
Zoning Committee Secretary

Dunn Township Zoning Committee
Meeting Minutes
November 3, 2010

Members present: R. Johnson, Russ, Winter, Haugrud, Engkjer
Guests: C. Kvale

Meeting was called to Order at 7:16. The Pledge of Allegiance was recited by all present.

Meeting minutes: Correction is to be made in the previous minutes that Adjournment was made at 9:14 pm at the Sept. 22, 2010 meeting, not 8:14 pm. Minutes were not approved. Minutes to be approved at the next meeting and then will be sent to the township.

Ordinances with additions and changes from Mr. Peters were copied and distributed.

Discussion: Review of changes:

a. Note for Mr. Peters; pg. 2 old ordinances put under #2
#101: corrections: leave definition of "Farm" under Sect. IV Perm. And Prohibited Buildings and Uses A. 1. Farm (as is) 60x100 = 1 ½ acres

b. Fee schedules: Much discussion was made regarding the present fee(s) for permits. It was decided that this Zoning Committee would send a request to the Township Board to make a decision on 2 issues:

1. Does Dunn Township want to have a "physical onsite review" for building projects in the township, before a permit is issued to a property owner?
2. Does Dunn Township want to include the fee to cover the "costs incurred" (by an onsite review) in the application/permit process?

Engkjer was instructed to send a letter out to all town board members before the next town hall meeting preparing board members for discussion. Engkjer will also attend the town hall meeting representing the Zoning Committee.

Engkjer reminded all committee members to turn in their meeting time sheets at the next meeting.

Motion made by Russ, seconded by Winter to adjourn at 9:41 pm

Respectfully submitted,

Faye Engkjer
Zoning Committee Secretary