

**BOARD OF ADJUSTMENT/PLANNING COMMISSION
CITY OF LAKE SHORE
LAKE SHORE CITY HALL
MINUTES
AUGUST 14, 2023
9:00 AM**

Commission Members in attendance: Chair Jim Woll, Sean Weldon, and Pat Hastings, Council Liaison John Terwilliger; City Engineer Joe Dubel; City Zoning Administrator Teri Hastings, and City Clerk Patti McDonald. Absent were Commission members PJ Smith and Gene Hagen, and Alternates Glen Gustafson, Pam Poston, and Alex Kuhn. A quorum was present, and the Commission was competent to conduct business. There was no one in the audience.

Chair Jim Woll called the meeting to order at 9:00 a.m.

Approval of the July 10, 2023, Regular Meeting Minutes – MOTION BY SEAN WELDON AND SECONDED BY PAT HASTINGS TO APPROVE THE MINUTES FOR THE JULY 10, 2023, BOARD OF ADJUSTMENT/PLANNING COMMISSION AS PRESENTED. MOTION PASSED.

PUBLIC HEARING – There were no public hearing items.

NEW BUSINESS – There was no new business.

OLD BUSINESS –

Ordinance Revision (bluffs and water oriented accessory structures) – The Planning Commission reviewed the proposed ordinance revision from where they left off regarding bluffs and water oriented accessory structures. Last month, Teri was directed by the Planning Commission to ask surrounding communities what they allowed and most of them (with the exception of East Gull Lake and Pequot Lakes don't allow) allow a 120 square foot structure at a 20' setback. She said that they would still have to abide by the DNR regulations and not allow sleeping quarters. It was suggested that a 250 square foot option, which would allow for the storage shed and a patio. There cannot be any plumbing at the structure. Jim Woll suggested a definition to include language of 'Not to exceed 250 square feet with the covered building not to exceed 120 square feet at a 20' setback'. Pat asked if it would be an over-the-counter permit or variance if someone wouldn't have the option for the 20' setback and would have to cut into the bluff impact zone. Teri said she would consider that a variance. Pat suggested language that would allow administration the ability to issue an over-the-counter permit. Teri will confirm what the DNR would allow for earth movement within the bluff. Teri said it may not be an option for every property.

Jim Woll suggested to clarify the definition where it allows patios and the setback allowance.

Teri supplied a sample of what area surveyors will have to change to / are feeling about the DNR's definition for the setback from the top of bluff. Teri has asked the DNR if we can leave our current definition allowed for existing structures. She has not heard back from the DNR. Teri spoke with Chad Connor from Widseth, and he suggested to meet with the DNR before anything is finalized with the zoning ordinance regarding bluff setbacks.

Joe explained the undermining of the bluff where the water rises and recedes during each shift in the water level. Gull Lake is regulated by the dam in East Gull Lake, so residents around the lake don't experience a variety in the change of water levels.

There was no more discussion for ordinance revisions.

REPORTS

City Engineer – Joe Dubel had nothing to report.

Chair – Jim Woll updated the Commission on the variance approved last month regarding vegetation removal and the storm water plan. A site visit was conducted by Jim Woll and Teri Hastings and the plan submitted has been approved.

Council Liaison – John Terwilliger had nothing to report.

Zoning Administrator – Teri Hastings had nothing to report.

PUBLIC FORUM – There was no public forum.

MOTION BY PAT HASTINGS AND SECONDED BY SEAN WELDON TO ADJOURN THE BOARD OF ADJUSTMENT/PLANNING COMMISSION MEETING OF AUGUST 14, 2023, AT 9:50 AM. MOTION PASSED.

Transcribed by Patti McDonald
Lake Shore City Clerk