MEETING MINUTES
POPE COUNTY PLANNING ADVISORY COMMISSION
Thursday April 27, 2023

The Planning Advisory Commission convened in regular session on Thursday, April 27, 2023 at the Pope County Courthouse, 3rd floor Meeting Room.

Members Present: Roger Isdahl, Ivie Cooley, John Messenger, Mark Halls, Ted Kannegiesser, Russell Barkeim, Larry Lindor (County Commissioner) and Paul Gerde (C.C. alt)

Other Officials Present: Land & Resource Management staff, David Green (Director) and Jessica Hill (Land Use Specialist)

Call to Order

The meeting was called to order by Chairman Messenger at 6:12 p.m.

Additions and Corrections to the Agenda

There were no additions or corrections to the agenda noted. Motion to approve of the agenda made by Lindor with second by Cooley. Motion carried with no dissenting votes noted.

Review minutes of March 23, 2023

The minutes of the Planning Advisory Commission meeting held on Thursday; March 23, 2023 were submitted for approval. Motion by Isdahl to accept the minutes as written. Motions seconded by Kannegiesser. Motion carried with no dissenting votes noted.

Old Business

Planning Commission take under consideration the proposed Solid Waste Designation Ordinance. After a brief discussion, a motion is presented by Lindor to recommend adoption of the ordinance. The motion is seconded by Cooley. Motion carried with no dissenting votes noted. The ordinance will be presented to the Board of County Commissioner for consideration at their regularly scheduled May 16th, 2023 meeting.

Public Hearings and Other Matters for Discussion

Proposed Zoning Map Amendment, Section 10 Township 125 Range 37

Chairman Messenger introduces the item followed by staff report as presented by Director Green. This is a staff initiated zoning change request. Staff recommends the zoning amendment to better reflect the existing land use in this neighborhood. The area impacted includes approximately 20.87 acres of land described as being located in Fischer Addition, County Auditor Subdivision No.17 and part of the South Half (S1/2) of the Northwest Quarter (NW1/4), Section 10, Township 125 (Glenwood), Range 37, Pope County, Minnesota.

At 6:33 pm, the Chairman opened a public hearing on the matter. Neighborhood resident Robin Hubbard asks if the zoning change impacts existing covenants. Neighborhood resident Lee

Nelson asks about building size impacts. Director Green reply's that the change in zoning should not have any impact on existing covenants and that there is no building size limit except that the impervious surface may be a limiting factor to development. With no other comments to consider, Chairman Messenger declares the public hearing closed at 6:40 pm. The Site Team reported that *"there have been homes there for quite a while, it makes sense to regularize."* A motion to recommend approval of the zoning amendment is put forth by Kannegiesser and seconded by Cooley. The motion is supported by a unanimous vote of all members.

C.U.P. Non-farm Residence, application by David Harrison (PID 06-0110-002)

Chairman Messenger introduces the item followed by staff report as presented by Director Green. Staff recommend approval of the application with the following conditions:

1. That the property owner is responsible for reaching out to the Township to assure compliance with any Township standards.
2. That prior to any construction activities, all necessary permits are secured from County and State agencies.

Discussion from the Commission included questions about filing of the right to farm document, wetland impacts and highway access approvals.

At 6:49 pm, Chairman Messenger opens a public hearing and seeks comments. There were no comments offered from the public in attendance, for or against the proposal at this time. The Public Hearing was followed by the Site Team report who stated that it was a *"neat spot but will probably be windy."* Following the site team report, Chairman Messenger seeks a motion on the application. Motion in support of a recommendation of approval is presented by Lindor and seconded by Halls. The motion is supported by a unanimous vote of all members.

I.U.P.-Recreational Vehicle Use, application by Pietz & Drong (PID 08-0137-101)

Chairman Messenger introduces the item followed by staff report as presented by Director Green. Staff concludes that a recommendation of approval with the following conditions is appropriate:

1. The Interim Use Permit being in effect for a period of 3 years. At that time, the site is to be re-evaluated by the Land & Resource Management department for compliance with use, septic, setbacks and other defined performance standards. If compliant, the Director may continue the permit for an additional 3-year period.
2. **Any** additional RVs are subject to the time limitation of seventy-two (72) hours as prescribed in Section 10.15.B.5.
3. Wastewater from the RV is not to be discharged to the ground surface.
4. No part of this parcel or development is to be advertised to the public as a for fee

campground or for any type of vacation rental offering.

5. As this application is being considered based upon standards and procedures as established by the Pope County Land Use Controls Ordinance, the effect of this Interim Use Permit is specific to those standards. The applicant is encouraged to familiarize themselves with any Township standards that may be applicable including setback provisions, special use permits and building permit requirements.
6. Failure to meet any of the conditions listed above may result in revocation of this permit following procedures established by and listed in the Pope County Land Use Controls Ordinance.

At 6:53 p.m., Chairman Messenger declares the Public Hearing to be open. There was no testimony received in support of or in opposition to the proposal. The Site Team reported that *the site is right next to another IUP approved RV use site and that nothing seemed out of the ordinary."* With no other discussion or comments being made, Isdahl makes the following motion: *Based upon the information and conditions as presented in the staff report, and facts as gathered this evening, I move to offer a recommendation of approval of the Interim Use Permit.* This motion is seconded by Kannegiesser. A majority of the Planning Advisory Commissioners did vote in support of the motion with Barkeim being in opposition.

C.U.P.- Commercial Storage Units, Matt Haats with Glacial Ridge Ventures (PID 19-0175-000)

Chairman Messenger introduces the item followed by staff report as presented by Director Green. Staff concludes that a recommendation of approval with the following conditions is appropriate:

1. That all aspects of the design be in compliance with the local land use ordinance including the setback from property lines.
2. That any deviations from the submitted development plans must be approved by the Director.
3. That all uses on-site are to be compliant with provisions of the Pope County Land Use Controls Ordinance.
4. That a Land Use/Construction Activities Permit be obtained prior to beginning construction.
5. All outside lighting must be hooded and directed straight down.
6. Any sign advertising the business must be located outside of the road right-of-way, may be no larger than 48 square feet on each side, and may be no more than 15 feet in total height. The sign may not be lighted except for ground-level, flagpole-type lighting.
7. No outdoor storage is permitted.

8. That grounds are to be maintained so as to minimize the impact of unsightly nuisances and the intrusion of invasive weeds.

9. Any change in the use (other than the permitted uses in the zoning district or what is included in this permit) or expansion of the business (including construction of additional buildings not identified) shall require an amendment to the conditional use permit.

10. County staff may enter onto the property at reasonable times and in a reasonable manner to ensure the Conditional Use Permit holder is in compliance with the conditions and all other applicable statutes, rules and ordinances.

Isdahl asks: "*how many units are planned*?" Haats replies "*that there will be 24 units and that the building will have 9-10 wall height. The roof will be a monoslope from front to back.*" Gerde enquires about building setback from the highway. "*The buildings will be at least 125 feet from the centerline of the highway*" states Haats.

At 7:07 p.m., Chairman Messenger declares the Public Hearing to be open. Bob Walsh, lake Scandi resident, speaks in favor of the proposal. He states that "*residents need a place to store their items and equipment and that it's a good deal.*" With no other comment received, the Chairman closes the public hearing and move on to the Site Team report. The Site Team reported that "*the site is a good logical spot for lake owners to use.*" Motion is made by Kannegiesser to recommend approval of the C.U.P. request. The motion is seconded by Cooley and is supported by a unanimous vote of all members.

I.U.P.- Gravel Mining Operation, Matt Haats with Glacial Ridge Ventures (PID 19-0175-000)

Chairman Messenger introduces the item followed by staff report as presented by Director Green. Staff concludes that the applicant is responsible for providing evidence of conformance with the Wetland Conservation Act and MPCA permitting requirement associated with the mining activity. Staff also recommends that the applicant pursue a MN DNR Natural Heritage Review prior to a recommendation of approval. Haats presents his proposal and takes questions from the Planning Advisory Commissioners. They discussed the operations and reclamation plan and assurance. At 7:22 p.m., Chairman Messenger declares the Public Hearing to be open. Bob Walsh, lake Scandi resident, speaks in favor of the proposal. He states that "*his property is closest to the pit and they do not have any concerns. His wife like to hike the property and many support the proposal and upon reclamation is a perfect setup for wildlife and hiking.*

The Site Team reported that "*the site was obviously mined previously.*" Halls inquiries about the status of the Bakko pit. Lindor further discusses the issue of assurance. Halls asks about screening and crushing. Haats replies that he "*would only be crushing once per year or every other year depending upon how much materials is excavated. He intends to crush in the fall so as to minimize impact to seasonal lake property owners and users.*" After some more discussion

relating to assurance, Isdahl make a motion to keep Condition #19 as presented. This motion is seconded by Cooley and approved by a unanimous vote of the members. Cooley then makes the following motion: *"Based on the information as presented in the staff report and facts as gathered this evening, I move to offer a recommendation of approval of the Interim Use Permit provided that the conditions as identified in the staff report are complied with."* This motion is seconded by Halls and supported by a unanimous vote of all members.

Adjournment 7:43 p.m. Motion by Kannegiesser to adjourn the Planning Advisory Commission meeting. Motion seconded by Commissioner Cooley. Motion carried with no dissenting votes noted.

Respectfully submitted,

David Green, Director
Pope County Land & Resource Management