

## **Meeting of the Windemere Planning Commission - October 13th, 2020**

The meeting was called to order at 6:30 PM by Chairman Clair Strandlie. Others present were Planning Commission members Tom Albrecht, Dianna Sandstrom, Cindy Carlson, Windemere Board Supervisor Heidi Kroening, Clerk Scott Danelski, and Windemere Township Zoning Administrator Dennis Genereau. Absent were Planning Commission Member Gary Pelton and Windemere Board Supervisors John Wesely & Mark Dunaski.

### **AGENDA :**

Chairman Strandlie called for a motion to approve the agenda. Motion by Carlson, seconded by Sandstrom to approve the October 2020 Planning Commission meeting agenda as submitted. Motion passed, 4 Aye – 0 Nay.

### **MEETING MINUTES :**

The meeting minutes from the August 18<sup>th</sup>, 2020 Planning Commission meeting were read. Motion by Strandlie, seconded by Sandstrom to approve the August 18<sup>th</sup>, 2020 meeting minutes as presented. Motion passed, 4 Aye.

### **PUBLIC COMMENT :**

None.

### **ZONING DEPARTMENT REPORT :**

Windemere Township Zoning Administrator Dennis Genereau gave the zoning update. The Zoning Department has handled 150 permits thus far for the calendar year 2020 since the last Planning Commission meeting. 94 permits have already been completed and the remaining are still at work-in-progress status. The Planning Commission asked how many of the total permits have been for grade & fill and shoreland restoration during the calendar year 2020. Genereau stated he believes the number will likely be between 40 and 50 of those types of permits, of which most are for projects located on Sturgeon Lake. Genereau stated Board Supervisor Mark Dunaski has request him to compile a report which shows all of the grade & fill and shoreland restoration projects along their approximate costs that have been completed in the calendar year 2020.

**OLD BUSINESS :**

**NOISE POLLUTION :**

Noise pollution in the township was discussed. Zoning Administrator Dennis Genereau explained to the Planning Commission that he has discussed the noise issue with the owners of the UTV/ATV Test Track located on Palon Road and the owners agreed that the track will only be used for personal use (No UTV/ATV Racing) and reassured Genereau that they will only utilize the test track during reasonable hours, no early-morning or late afternoon/evening hours. Genereau explained that the track is located on property that is zoned (Shoreland) and but is also abuts up to property that is zoned (Agricultural). The owner of the track could possibly move the track to the agriculturally zoned property and apply for a conditional use permit if these so choose. Genereau to investigate and firm up some details in the township's Zoning Ordinance and present his findings to the Board of Supervisors.

**VRBOs :**

VRBOs located in Windemere township were discussed. Zoning Administrator Dennis Genereau explained that there are some good and some bad VRBOs located in the township. Genereau explained that the township needs to edit the Zoning Ordinance to deal with the problem issues that local residents have been dealing with in regards to the VRBOs and also to get some rules in place regarding running a VRBO. Areas which need to be addressed include; septic compliance, population, and curfew times, etc.

**Campers :**

Camper trailers located in Windemere township were discussed. Zoning Administrator Dennis Genereau explained that the township is dealing with a number of multiple campers being parked on individual lots located within the township. The township's Zoning Ordinance only allows a maximum of two campers per lot, but many lots in the township exceed that number. Genereau stated that many of the lots have four or more campers on an individual lot and are also in violation with the Minnesota Department of Health as those areas would need to be zoned commercially as a campground and would have additional rules that need to be followed. Genereau stated he continues to deal with each situation individually as they arise, and but also suggested that the Zoning Ordinance may need to be edited to allow exception rules to the ordinance for certain holiday weekends (ie: Memorial Day, 4<sup>th</sup> of July, and Labor Day Holidays). Genereau also stated he has been having campers requesting to be able to hook up to the municipal sewer system and he explained to them why that is not a possibility.

**NEW BUSINESS :**

None.

**ADDITIONAL DISCUSSION :**

Chairman Strandlie announced that Planning Commission Member Gary Pelton will no longer be a member on the Windemere Township Planning Commission. Also, there are currently two seats on the Planning Commission whose terms have expired. The Windemere Board of Supervisors has placed advertisements in the local papers and onto the township website asking for letters of interest in becoming a member on the Windemere Township Planning Commission.

Zoning Administrator Dennis Genereau discussed the blight issues within Windemere Township and stated he continues to work on the problem. Genereau explained he has a three-stage approach for dealing with the blighted properties (Pre / Work-In-Progress / Post) to ensure that the blighted properties remain blight-free once they are cleaned up.

Zoning Administrator Dennis Genereau discussed his overall performance as the Windemere Zoning Administrator over the past 6 months. Genereau explained that during the busiest permitting months of the year, he may need to have an Assistant Zoning Administrator due to the number of permit applications the township annually receives during that time of the year. Genereau explained that this past year he has worked closely with Pine County Zoning Administrator Caleb Anderson, DNR Hydrologist Heidi Lindgren, and DNR Enforcement Officer Dusty Speldrich and stated that the township's zoning permits really need to be updated. Changes Genereau suggests are grade & fill and shoreland restoration permits time-frame for construction completion can be shortened and other pertinent forms will need to be filled out during the permitting application process. Genereau wants to modify the permitting procedure to include other documents which state what types of construction projects actually can or cannot be completed. Genereau's hope is that he can direct new zoning application permittees to the township website and have them read the township's Zoning Ordinance and do-and-don't prior to contacting the Zoning Department with questions for a permit application.

**ADJOURN :**

Motion made by Albrecht, seconded by Carlson to adjourn the meeting at 7:55 PM.

Motion passed, 4 Aye – 0 Nay.

RESPECTFULLY SUBMITTED :

APPROVED :

Scott Danelski, Clerk

Clair Strandlie, Chairman