
CITY OF EMILY

PLANNING COMMISSION/BOARD OF ADJUSTMENT

AGENDA

Tuesday, October 1, 2024, 6:00 pm

Please silence all Cell Phones.

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. If you're speaking, please come to the podium, state your name and address for the record.*
6. Public Hearing
 - Open Public Hearing*
 - a. Ordinance Regulating Cannabis Businesses. -Ordinance adding section 154 Cannabis Businesses to Emily City Ordinance.
 - Close Public Hearing*
 - b. Consideration of Recommendation to City Council on the Proposed Cannabis Ordinance. (*Commission Action-Motion*)
7. Approval of Minutes
 - a. September 3, 2024, regular meeting (*Commission Action-Motion*)
8. Land Use Ordinance Subcommittee Meeting update
9. New Business
10. Old Business
11. P&Z Administrator's Report
12. Adjourn (*Commission Action-Motion*)

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

City of Emily

Notice of Public Hearing

TO WHOM IT MAY CONCERN: The City of Emily Planning Commission/Board of Adjustments will hold a Public Hearing on Tuesday, October 1, 2024 to consider recommendation of an Ordinance Regulating Cannabis Businesses in Emily. The hearing will be held at 6:00 PM in the Emily City Hall Council Chambers, 39811 State Hwy 6, Emily, MN.

This Ordinance will add a section under the Zoning Code (Land Usage) to allow the City Council to regulate certain cannabis businesses that may obtain licenses from the State. 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 at www.cityofemily.com.

Members of the public may attend in person or monitor the meeting on-line. If you wish to provide written comments, please email to zoning@emily.net or mail to PO Box 68 Emily, MN 56447. Staff report will be available at city hall typically one week before a scheduled meeting. If you want more information, please contact Planning and Zoning at 218-763-2480, or email the Zoning Clerk at zoning@emily.net.

Steve Jones, Zoning Administrator

City of Emily

ORDINANCE NO 2024-__
CITY OF EMILY
COUNTY OF CROW WING
STATE OF MINNESOTA

AN ORDINANCE ADDING SECTION 154: CANNABIS BUSINESSES

The City Council of the City of Emily, Crow Wing County, State of Minnesota does hereby ordain:

Section 1. Administration

1.1 Findings and Purpose

The City Council for the City of Emily makes the following legislative findings:

The purpose of this ordinance is to implement the provisions of Minnesota Statutes, chapter 342, which authorizes the City of Emily to protect the public health, safety, welfare of the City of Emily residents by regulating cannabis businesses within the legal boundaries of City of Emily.

The City Council for the City of Emily finds and concludes that the proposed provisions are appropriate and lawful land use regulations for City of Emily, that the proposed amendments will promote the community's interest in reasonable stability in zoning for now and in the future, and that the proposed provisions are in the public interest and for the public good.

1.2 Authority & Jurisdiction

The City Council for the City of Emily has the authority to adopt this ordinance pursuant to:

- a) Minn. Stat. 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.
- b) Minn. Stat. 342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower-potency hemp edible retail businesses.
- c) Minn. Stat. 152.0263, Subd. 5, regarding the use of cannabis in public places.
- d) Minn. Stat. 462.357, regarding the authority of a local authority to adopt zoning ordinances.

Ordinance shall be applicable to the legal boundaries of City of Emily, Minnesota.

1.3 Severability

If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

1.4 Enforcement

The Zoning Administrator is responsible for the administration and enforcement of this ordinance. Any violation of the provisions of this ordinance or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by law. Violations of this ordinance can occur regardless of whether or not a permit is required for a regulated activity listed in this ordinance.

1.5 Definitions

1. Unless otherwise noted in this section, words and phrases contained in Minn. Stat. 342.01 and the rules promulgated pursuant to any of these acts, shall have the same meanings in this ordinance.

2. Cannabis Cultivation: A cannabis business licensed to grow cannabis plants within the approved amount of space from seed or immature plant to mature plant, harvest cannabis flower from mature plant, package and label immature plants and seedlings and cannabis flower for sale to other cannabis businesses, transport cannabis flower to a cannabis manufacturer located on the same premises, and perform other actions approved by the office.
3. Cannabis Retail Businesses: A retail location and the retail location(s) of a mezzo businesses with a retail operations endorsement, microbusinesses with a retail operations endorsement, medical combination businesses operating a retail location, excluding lower-potency hemp edible retailers.
4. Cannabis Retailer: Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form.
5. Daycare: A location licensed with the Minnesota Department of Human Services to provide the care of a child in a residence outside the child's own home for gain or otherwise, on a regular basis, for any part of a 24-hour day.
6. Lower-potency Hemp Edible: As defined under Minn. Stat. 342.01 subd. 50.
7. Office of Cannabis Management: Minnesota Office of Cannabis Management, referred to as "OCM" in this ordinance.
8. Place of Public Accommodation: A business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.
9. Preliminary License Approval: OCM pre-approval for a cannabis business license for applicants who qualify under Minn. Stat. 342.17.
10. Public Place: A public park or trail, public street or sidewalk; any enclosed, indoor area used by the general public, including, but not limited to, restaurants; bars; any other food or liquor establishment; hospitals; nursing homes; auditoriums; arenas; gyms; meeting rooms; common areas of rental apartment buildings, and other places of public accommodation.
11. Residential Treatment Facility: As defined under Minn. Stat. 245.462 subd. 23.
12. Retail Registration: An approved registration issued by the City of Emily to a state-licensed cannabis retail business.
13. School: A public school as defined under Minn. Stat. 120A.05 or a nonpublic school that must meet the reporting requirements under Minn. Stat. 120A.24.
14. State License: An approved license issued by the State of Minnesota's Office of Cannabis Management to a cannabis retail business.

Section 2. Registration of Cannabis Businesses

2.1 Consent to registering of Cannabis Businesses

No individual or entity may operate a state-licensed cannabis retail business within the City of Emily without first registering with the Zoning Clerk.

Any state-licensed cannabis retail business that sells to a customer or patient without valid retail registration shall incur a civil penalty of \$500 for each violation.

Notwithstanding the foregoing provisions, the state shall not issue a license to any cannabis business to operate in Indian country, as defined in United States Code, title 18, section 1151, of a Minnesota Tribal government without the consent of the Tribal government.

2.2 Compliance Checks Prior to Retail Registration

Prior to issuance of a cannabis retail business registration, the Zoning Administrator shall conduct a preliminary compliance check to ensure compliance with local ordinances.

Pursuant to Minn. Stat. 342, within 30 days of receiving a copy of a state license application

from OCM, the City of Emily shall certify on a form provided by OCM whether a proposed cannabis retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.

2.3 Registration & Application Procedure

2.3.1 Fees.

The City of Emily shall not charge an application fee.

A registration fee, as established in the City of Emily 's Fee Schedule Ordinance, shall be charged to applicants depending on the type of retail business license applied for.

An initial retail registration fee shall not exceed \$500 or half the amount of an initial state license fee under Minn. Stat. 342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.

Any renewal retail registration fee imposed by City of Emily shall be charged at the time of the second renewal and each subsequent renewal thereafter.

A renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee under Minn. Stat. 342.11, whichever is less.

A medical combination business operating an adult-use retail location may only be charged a single registration fee, not to exceed the lesser of a single retail registration fee, defined under this section, of the adult-use retail business.

2.3.2 Application Submittal.

The City of Emily shall issue a retail registration to a state-licensed cannabis retail business that adheres to the requirements of Minn. Stat. 342.22.

- (A) An applicant for a retail registration shall fill out an application form, as provided by the City of Emily. Said form shall include, but is not limited to:
- i. Full name of the property owner and applicant;
 - ii. Address, email address, and telephone number of the applicant;
 - iii. The address and parcel ID for the property which the retail registration is sought;
 - iv. Certification that the applicant complies with the requirements of local ordinances established pursuant to Minn. Stat. 342.13.
 - v. Verification of land use compliance by the Zoning Administrator.

- (B) The applicant shall include with the form:
- i. the application fee as required in [Section 2.3.1];
 - ii. a copy of a valid state license or written notice of OCM license preapproval;

- (C) Once an application is considered complete, the Zoning Administrator shall inform the applicant as such. If denied, the applicant may appeal to the BZA of the City of Emily for review of the Zoning Administrators decision.

- (D) The application fee shall be non-refundable once processed.

2.3.3 Application Approval

- (A) A state-licensed cannabis retail business application shall not be approved or renewed if the applicant is unable to meet the requirements of this ordinance.

- (B) A state-licensed cannabis retail business application that meets the requirements of this

ordinance shall be approved.

2.3.4 Annual Compliance Checks.

The City of Emily shall complete at minimum one compliance check per calendar year of every cannabis business to assess if the business meets and follows the requirements required under [Minn. Stat. 342.22 Subd. 4(b) and Minn. Stat. 342.24

The City of Emily shall conduct at minimum one unannounced age verification compliance check at least once per calendar year.

Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.

Any failures under this section must be reported to the Office of Cannabis Management.

2.3.5 Location Change

A state-licensed cannabis retail business shall be required to submit a new application for registration under Section 2.3.2 if it seeks to move to a new location still within the legal boundaries of City of Emily.

2.4 Renewal of Registration

The City of Emily shall renew an annual registration of a state-licensed cannabis retail business at the same time OCM renews the cannabis retail business' license.

A state-licensed cannabis retail business shall apply to renew registration on a form established by City of Emily.

A cannabis retail registration issued under this ordinance shall not be transferred.

2.4.1 Renewal Fees.

The City of Emily may charge a renewal fee for the registration starting at the second renewal, as established in City of Emily's fee schedule.

2.4.2 Renewal Application.

The application for renewal of a retail registration shall include, but is not limited to:

- Items required under Section 2.3.2 of this Ordinance.
- Other items required by the Zoning Clerk and Zoning Administrator to ascertain the registration is in compliance with the City Code.

2.5 Suspension of Registration

2.5.1 When Suspension is Warranted.

The City of Emily may suspend a cannabis retail business's registration if it violates the ordinance of City of Emily or poses an immediate threat to the health or safety of the public. The City of Emily shall immediately notify the cannabis retail business in writing the grounds for the suspension.

2.5.2 Notification to OCM.

The City of Emily shall immediately notify the OCM in writing the grounds for the suspension. OCM will provide City of Emily and cannabis business retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.

2.5.3 Length of Suspension.

The suspension of a cannabis retail business registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended.

The City of Emily shall reinstate a registration if OCM determines that the violation(s) have been resolved.

2.5.4 Civil Penalties.

Subject to Minn. Stat. 342.22, subd. 5(e) the City of Emily may impose a civil penalty, as specified in the City of Emily's Fee Schedule, for registration violations, not to exceed \$2,000.

2.6 Limiting of Registrations

The City of Emily shall limit the number of cannabis retail businesses to no fewer than one registration for every 12,500 residents within city limits of the City of Emily, first come/first served.

Section 3. Requirements for Cannabis Businesses

- 3.1 Minimum Buffer Requirements: All uses are by Conditional Use Permit, not to exceed State maximum standards for setbacks to schools, day cares, residential treatment facilities, public parks including playgrounds and athletic fields and other Cannabis Businesses.

Pursuant to Minn. Stat. 462.367 subd. 14, nothing in Section 3.1 shall prohibit an active cannabis business or a cannabis business seeking registration from continuing operation at the same site if a (school/daycare/residential treatment facility/attraction within a public park that is regularly used by minors) moves within the minimum buffer zone.

3.2 Zoning and Land Use

3.2.1. Cultivation.

Cannabis businesses licensed or endorsed for cultivation are a Conditional Use in the following zoning districts:

- Commercial Transition Zone (Outdoor and Indoor)
- Highway Mixed Use (Indoor and Outdoor)

3.2.2. Cannabis Manufacturer.

Cannabis businesses licensed or endorsed for cannabis manufacturer are a Conditional Use in the following zoning districts:

- Commercial Transition Zone
- Highway Mixed Use

3.2.3. Hemp Manufacturer.

Businesses licensed or endorsed for low-potency hemp edible manufacturers are a Conditional Use in the following zoning districts:

- Commercial Transition Zone
- Highway Mixed Use

3.2.4. Wholesale.

Cannabis businesses licensed or endorsed for wholesale are a Conditional Use in the following zoning districts:

- Commercial Transition Zone
- Highway Mixed Use

3.2.5. Cannabis Retail.

Cannabis businesses licensed or endorsed for cannabis retail are a Conditional Use in the

following zoning districts:

- Commercial Transition
- Downtown Mixed Use

3.2.6. *Cannabis Transportation.*

Cannabis businesses licensed or endorsed for transportation are a Conditional Use as a in the following zoning districts:

- Commercial Transition Zone
- Highway Mixed Use

3.2.7. *Cannabis Delivery.*

Cannabis businesses licensed or endorsed for delivery are a Conditional Use in the following zoning districts:

- Commercial Transition Zone
- Highway Mixed Use

3.2.8. *All Other Cannabis Businesses Licensed by the State Not Listed Above:*

All other Cannabis businesses licensed by the state are by Conditional Use in the following Zoning Districts:

- Commercial Transition Zone
- Highway Mixed Use
- Downtown Mixed Use

3.3 Hours of Operation

Cannabis businesses are limited to retail sale of cannabis, cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products between the hours of 8:00 AM and 10:00 PM, Monday through Saturday and 11:00 AM until 6:00 PM on Sundays.

3.4 Advertising

As allowed under city code 152.070 for the underlying zoning district, or subsequent sign code allowable uses. Sign permits are required for all signs erected.

Section 4. Temporary Cannabis Events

4.1 License or Permit Required for Temporary Cannabis Events

4.1.1 *License Required.*

A license or permit is required to be issued and approved by City of Emily prior to holding a Temporary Cannabis Event.

4.1.2 *Registration & Application Procedure*

A registration fee, as established in City of Emily's fee schedule, shall be charged to applicants for Temporary Cannabis Events.

4.1.3 *Application Submittal & Review.*

The City of Emily shall require an application for Temporary Cannabis Events.

(A) An applicant shall fill out an application form, as provided by the City of Emily. Said form shall include, but is not limited to:

- i. Full name of the property owner and applicant;
- ii. Address, email address, and telephone number of the applicant;
- iii. Full site plan
- iv. Times of operation.

- v. Proof of Insurance at least equal to City of Emily tort liability limits and naming the City as additional insured.
- vi. Security plan approved by the County Sheriff's Department or other qualified Law Enforcement agency chosen by the city.

(B) The applicant shall include with the form:

- i. the application fee as required in City Fee Schedule.
- ii. a copy of the OCM cannabis event license application, submitted pursuant to Minnesota State Statute 342.39 subd. 2 or subsequent State licensing requirements.

The application shall be submitted to the City Clerk, or other designee for review. If the designee determines that a submitted application is incomplete, they shall return the application to the applicant with the notice of deficiencies.

(C) Once an application is considered complete, the designee shall inform the applicant as such, process the application fees, and forward the application to the Emily City Council that will approve or deny the request for approval or denial.

(D) The application fee shall be non-refundable once processed.

(E) A request for a Temporary Cannabis Event that meets the requirements of this Section may be approved if the City Council makes the finding that the event is in the best interest of the citizens of the city, will not create undue hardships, stress infrastructure, safety, security, environment or convenience of the citizens.

(F) A request for a Temporary Cannabis Event that does not meet the requirements of this sections shall be denied. The City of Emily will notify the applicant of the standards not met and the basis for denial.

(G) All events must meet all other applicable city codes for events and event approvals.

(H) All uses of City property must be reviewed and approved by the City Council, the City Council reserves the right to reject any application if the City Council makes the finding that the request is not in the best interest of the city, it's citizens, creates a hardship, stresses infrastructure, safety, security, the environment or the convenience of the citizens, and reserves the right to set a fee for the use of city property commensurate with the costs to the city of an individual application (case by case).

Section 5. Use in Public Places

No person shall use cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public place or a place of public accommodation unless the premises is an establishment or an event licensed to permit on-site consumption of adult-use.

Effective Date.

This Ordinance shall take effect upon adoption and publication as required by State law.

Passed this ____ day of _____, 2024 by a _____ ths vote.

Tracy Jones, Mayor

Attest:

Cari Johnson, City Clerk/Treasurer

1 **MINUTES**
 2 **EMILY PLANNING COMMISSION/BOARD OF ADJUSTMENT**
 3 **REGULAR MEETING**
 4 **September 3, 2024**

5
 6 **1. CALL TO ORDER**

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

8
 9 **2. Pledge of Allegiance was recited.**

10
 11 **3. ROLL CALL**

12
 13 PRESENT: Dave Johnson, Chairman, Pat Rheaume, Mark Mosman, and Faye Hughes.

14 ABSENT: Lynn Bartel and Denise Vukelich

15 Council: Greg Koch (Liaison), Gary Hanson,

16 Staff: Steve Jones, Zoning Administrator (Sourcewell), Sue Fahrendorff , Zoning Clerk

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

19 None

20
 21 **MOTION MADE BY COMMISSIONER HUGHES TO ADOPT THE AGENDA AS**
 22 **PRESENTED. SECONDED BY COMMISSIONER MOSMAN. ALL VOTED IN**
 23 **FAVOR. MOTION CARRIED 4-0.**

24
 25 **5. OPEN FORUM**

26 None

27
 28 **6. PUBLIC HEARINGS**

29 None

30
 31 **7. APPROVAL OF MINUTES**

32
 33 a. August 6, 2024 Regular Meeting Minutes.

34
 35 **MOTION BY COMMISSIONER RHEAUME TO APPROVE AUGUST 6, 2024**
 36 **MINUTES AS PRESENTED. SECONDED BY COMMISSIONER HUGHES. ALL**
 37 **VOTED IN FAVOR. MOTION CARRIED 4-0.**

38
 39 **8. LAND USE ORDINANCE SUBCOMMITTEE MEETING UPDATE**

40
 41 Jones stated the Land Use Ordinance Subcommittee focus was on the draft Cannabis Business
 42 Ordinance. The committee went through section by section of the draft Cannabis Business
 43 Ordinance using the state model as a guide. The subcommittee presented the updated draft at
 44 the September 2024 Planning Commission meeting. Jones suggested the Cannabis Business
 45 Ordinance should be a standalone ordinance due to more changes coming from the state level.
 46 The subcommittee also suggested that the ordinance will require a Conditional Use Permit for
 47 all applications for Cannabis Businesses or Temporary Cannabis Events.

48 **9. NEW BUSINESS**

- 49
- 50 a. Consideration of calling for Public Hearing for proposed Cannabis Business
- 51 Ordinance.
- 52

53 Commissioners discussed in detail the proposed draft Cannabis Business Ordinance
 54 presented by the Land Use Committee. Commissioners stated concerns regarding
 55 Temporary Cannabis Events section of the Cannabis Business Ordinance. Jones
 56 stated he has checked with the League of Minnesota Cities and other team
 57 members/cities and the temporary event section cannot be removed from the
 58 ordinance. Planning Commissioners stated concerns regarding who will be in charge
 59 of enforcement of public usage of cannabis. Councilman Koch stated public usage will
 60 need to follow Minnesota State Statues regarding public events.
 61

62 **MOTION MADE BY COMMISSIONER RHEAUME TO CALL FOR A PUBLIC**
 63 **HEARING AT THE OCTOBER 1, 2024 PLANNING COMMISSION/BOARD OF**
 64 **ADJUSTMENTS MEETING REGARDING PROPOSED CANNABIS BUSINESS**
 65 **ORDINANCE. SECONDED BY COMMISSIONER MOSMAN. ALL VOTED IN**
 66 **FAVOR 4-0. MOTION CARRIED.**
 67

68 **10. OLD BUSINESS**

69 None

70

71 **11. P & Z ADMINISTRATOR’S REPORT**

72 Jones stated the administrator’s report was submitted in the Planning Commission
 73 Packet.
 74

75 **12. ADJOURNMENT**

76

77 **MOTION BY COMMISSIONER HUGHES TO ADJOURN THE MEETING.**
 78 **SECONDED BY COMMISSIONER MOSMAN. ALL VOTED IN FAVOR 4-0.**
 79 **MOTION CARRIED**

80

81 The meeting adjourned at 6:27 pm.
 82 Respectfully submitted,
 83

84

85

86 Sue Fahrendorff,
 87 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 | CUP Completed |
| 24-02 | 1/10/2024 | 3/6/2024 | 21270656 | Emily Wesleyan Chrch | Jason Gressman | 40141 State HWY 6 | Outdoor Market | Outdoor Market May-September 2024; Saturdays only- Various dates | \$75.00 | DMU | NA/Outdoor Market |
| 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 | 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 | Adamscheck | 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 | HMU | 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 Carlson, | 40025 Evergreen Dr. | Land Use Permit | Construct a 10'X12' (120 SqFt) Accessory Structure | \$75.00 | NR | Yes 7/30/2024 |
| 24-21 | 4/11/2024 | 4/15/2024 | 21250531 | ABRA Landscaping, Corey Ledin | 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 | NA |
| 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 | |
| 24-25 | 5/6/2024 | 5/14/2024 | 21220538 | Carlton Construction | Brosch Family Cabin | 41987 Birchwood Dr | Land Use Permit | Construct a 30'X30' (900 SqFt) Accessory Structure | \$250.00 | SR | |
| NUMBER | Recd | Appvrd | RE CODE | LAST | FIRST | ADDRESS | TYPE | DESCRIPTION | FEE | DISTRICT | Project Completed Y/N |

| | | | | | | | | | | | |
|---------------|-------------|---------------|----------------|---------------------------|------------------|-------------------------------------|-----------------|--|------------|-----------------|------------------------------|
| 24-26 | 5/6/2024 | 5/14/2024 | 21250524 | Porter | Robert & Dionne | 23280 S Shore Dr | Land Use Permit | Remove existing boardwalk and replace with a new 5'X85 boardwalk | \$60.00 | SR | |
| 24-27 | 5/8/2024 | 5/9/2024 | 21030564 | Lerach | Steve | 21527 S Smokey Hollow Rd | SSTS Permit | Install a Type I Pressure Bed/Trench Pump Design ; 300 GPD, 1,500 Tank System | \$260.00 | SR | YES-6/3/2024 Greg Kossan |
| 24-28 | 5/6/2024 | 5/7/2024 | 21260585 | Fahrendorff | Mark & Sue | 40449 E Emily Dr | Land Use Permit | Construct a 9'X13' (117 SqFt) addition to existing deck. | \$75.00 | SR | YES-8/1/2024 |
| 24-29 | 5/16/2024 | 5/22/2024 | 21030530 | Christian | Eric | 44764 Twilight Ct, Outing, MN 56662 | Land Use Permit | Construct a 30'X48' (1,440 SqFt) accessory structure | \$400.00 | RP | |
| NUMBER | Recd | Appvrd | RE CODE | LAST | FIRST | ADDRESS | TYPE | DESCRIPTION | FEE | DISTRICT | Project Completed Y/N |
| 24-30 | 5/20/2024 | 5/22/2024 | 21080566 | Diana D. Thomas Trust | Mary T. Hanson | 19604 Blue Lake Rd | Land Use Permit | Ice Ridge Repair | \$60.00 | SR | |
| 24-31 | 5/21/2024 | 5/22/2024 | 21170518 | Krumwiede | Kevin & Valetta | 42865 Minnie Lake Dr | Land Use Permit | Construct 3 decks- Covered Deck 8'X26' (208 SqFt); Entry Deck 8'X8' (64 SqFt); Patio Deck 10'X12' (120 SqFt) | \$150.00 | NR | |
| 24-32 | 5/23/2024 | 5/28/2024 | 21190537 | Shermock | Arno | 41153 Woodpecker Point Rd | Land Use Permit | Construct a 50'X40' (2,000 SqFt) Accessory Structure | \$400.00 | SR | |
| 24-33 | 5/29/2024 | 6/4/2024 | 21190521 | Barlo | Derek and Sarah | 41299 Woodpecker Point Rd | Land Use Permit | Construct a 32'X32' (1,024 SqFt) and 48'X30' (1,440 SqFt) Accessory Structures | \$400.00 | SR | |
| 24-34 | 5/30/2024 | 6/4/2024 | 21030519 | Excelsior Homes West, LLC | Todd Proctor | 21438 Evening Star Lane | Land Use Permit | Construct a New Dwelling 27.66'X60' (1,660 SqFt) | \$450.00 | RP | |
| 24-35 | 5/31/2024 | 6/4/2024 | 21220560 | Backyard Reflections | Michael Smithson | 21930 County Rd 1 | Land Use Permit | Grade & Fill- Extend Rip Rap 16' | \$100.00 | SR | |
| 24-36 | 6/4/2024 | 6/25/2024 | 21090536 | Mattsen | Paul | 20038 Blue Lake Rd | Land Use Permit | Ice Ridge Repair | \$60.00 | SR | |
| 24-37 | 6/4/2024 | 7/16/2024 | 21260603 | Little Pine Construction | Penny Allen | 22760 South Shore Dr | Land Use Permit | Construct a 25'X10' (250 SqFt) 3 season porch | \$150.00 | SR | |
| 24-38 | 6/4/2024 | 6/18/2024 | 21260571 | Ronayne | Brian | 40107 E Emily Dr | Land Use Permit | Construct a 8'X8' (64 SqFt) Accessory Structure | \$75.00 | SR | |

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| 24-39 | 6/17/2024 | 6/8/2024 | 21260521 | Nelson | Devin | 22357 S Shore Dr | Land Use Permit | Construct a 8'X14' (112 SqFt) Accessory Structure | \$75.00 | NR | |
| 24-40 | 6/18/2024 | 6/25/2024 | 21260550 | Frodese | Linda | 21843 Whitetail Dr | SSTS | Install a Type I Trench/Pressure Bed Design system, 375 GPD, 1,500 Gallon Tank with 2 compartments | \$260.00 | NR | |
| 24-41 | 6/18/2024 | 6/18/2024 | 21330618 | Hagemann | Mark | 20203 County Rd 1 | SSTS | Install a Type I Trench/Pressure Bed Design system, 450 GPD, 1,500 Gallon Tank with 2 compartments | \$260.00 | RP | YES 7-22-2024 GK |
| 24-42 | 6/21/2024 | 6/24/2024 | 21260548 | Billmeyer | Brian | 21549 Cty Rd 1 | Camper Permit | Annual Camper Permit | \$25.00 | NR | |
| 24-43 | 6/24/2024 | 6/25/2024 | 21170588 | Kovalik | David & Patricia | 42779 Blue Lane West | Land Use Permit | Construct a 30'X40' (1,200 SqFt) Accessory Structure | \$400.00 | NR | |
| 24-44 | 6/24/2024 | 6/25/2024 | 2170687 | Emily Wesleyan Church | Bruce Hite | 40141 State Hwy 6 | Land Use Permit | Construct a 15'X28' (420 SqFt) Accessory Structure | \$150.00 | HMU | |
| 24-45 | 6/24/2024 | 6/25/2024 | 21190516 | Becklund | Thomas & JoAnn | 17786 Emerald Lane | Land Use Permit | Construct a 748 SqFt Deck. Tear down existing deck and replace | \$250.00 | SR | |
| 24-46 | 6/25/2024 | 6/25/2024 | 21170577 | Beaman | James | 42922 Blue Lane W | Land Use Permit | Construct a 28' X 42' (1,163 SqFt) Attached garage | \$250.00 | SR | |
| 24-47 | 6/25/2024 | 6/27/2024 | 21270575 | Barkman | Martha | 40489 Pinewood Drive | SSTS Permit | Install a Type I Trench Pressure Bed System, 450 GPD, 1,500 Gallons 2 compartment tank | \$260.00 | SR | YES-7/11/2024 Greg Kossan |
| 24-48 | 7/1/2024 | 7/9/2024 | 21330566 | LPS Construction | Tawnya Bonsante | 20566 Dahler Ave | Land Use Permit | Construct a new dwelling 36'X28' (1,088 SqFt) with 24'X26' (624 SqFt) attached garage | \$450.00 | SR | |

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| 24-49 | 7/2/2024 | 7/3/2024 | 21250567 | Haarman | Janet | 23671 N Shore Dr | SSTS Permit | Install a Type I Trench/Pressure Bed System UPGRADE, 300 GPD, 1,000 Gallons tank (existing tank 1,350 gallon) 2 compartment | \$260.00 | SR | YES-7/17/2024 GK |
| 24-50 | 7/2/2024 | 7/3/2024 | 21220543 | Battistini | Anna | 41456 Poplar Dr | Land Use Permit | Install a 144' fence, 6' high | \$60.00 | SR | |
| 24-51 | 7/11/2024 | 7/15/2024 | 21330566 | LPS Construction | Tawnya Bonsante | 20566 Dahler Ave | SSTS Permit | Install a Type 1 Mound Design Septic System; GPD 450; 1,500 Gallon tank | \$260.00 | SR | |
| 24-52 | 7/11/2024 | 7/16/2024 | 21260522 | Jorgensen | Mike & Laurie | 22257 S Shore Dr | Land Use Permit | Construct a 40'X80'(3,200 SqFt) Pole Shed Dwelling with 40'X60" (2,400 SqFt) Living Quarters | \$550.00 | NR | |
| 24-53 | 7/15/2024 | 7/16/2024 | 21270745 | Butcher | Bryce | 40519 HWY 6 | SSTS | Install-Upgrade a Type 1 Trench/Pressure Bed Design, 750 GPD, 2,750 Tank. (Existing Tank 1,250 ; New Tank 1,500) | \$260.00 | SR | Commerical Transition-Light Industrial |
| 24-54 | 7/17/2024 | 7/30/2024 | 21090537 | Langefels | David & Michelle | 20026 Blue Lake Rd | Land Use Permit | Construct a 17'X16' (272 SqFt) Addition to existing deck for 3 season porch; construct a 8'X16' (128 SqFt) accessory structure | \$150.00 | SR | |
| 24-55 | 7/22/2024 | 7/22/2024 | 21330571 | Rocky Road LLC | Ryan Erickson | 20637 Dahler Ave | Camper Permit- Long Term | Long Term Placement of Camper | \$200.00 | SR | NA |
| NUMBER | Recd | Appvtd | RE_CODE | LAST | FIRST | ADDRESS | TYPE | DESCRIPTION | FEE | DISTRICT | Project Completed Y/N |
| 24-56 | 7/11/2024 | 7/24/2024 | 21260522 | Jorgensen | Mike & Laurie | 22257 S Shore Dr | SSTS Permit | Install a Type 1 Mound Design Septic System; GPD 600; 1,500 Gallon tank (2 compartments) | \$260.00 | NR | YES 7/24/2024 GK |

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| 24-57 | 7/30/2024 | 8/6/2024 | 21340888 | Merrell | Kevin | 39949 White Pine St | Land Use Permit | Construct a 24'X16' (384 SqFt) Accessory Structure | \$150.00 | DTMU |
| 24-58 | 8/5/2024 | 8/5/2024 | 21250539 | Quilling | Jason | 22910 S Shore Dr | SSTS Permit | Install a Type III Mound Septic System; GPD 300; 1,500 NEW gallon tank | \$260.00 | SR |
| 24-59 | 8/6/2024 | 8/12/2024 | 21030540 | Pestello | William | XXXX Twilight Ct | SSTS Permit | Install a Type 1 Mound Septic System; GPD 450; 1000 Gallon tank | \$260.00 | RP |
| 24-60 | 8/6/2024 | 8/6/2024 | 21030540 | Pestello | William | XXXX Twilight Ct | Land Use Permit | Construct a new dwelling 1,700 total SqFt (1.5 Story Home) | \$450.00 | RP |
| 24-61 | 8/7/2024 | 8/7/2024 | 21300511 | McMahon | Natasha | 40470 Sandhill Dr | Land Use Permit | Construct a 8'X8' (64 SqFt) Deck | \$75.00 | SR |
| 24-62 | 8/7/2024 | 8/7/2024 | 21330583 | Messerli | Milan | XXXX Dahler Ave | Land Use Permit | Construct a 10'X15' (150 SqFt) Accessory Structure | \$75.00 | SR |
| 24-63 | 8/12/2024 | 8/27/2024 | 21270519 | Bodin | Chet | 40249 Eagle Ct | Land Use Permit | Construct a 24'X30' (720 SqFt) Accessory Structure with living quarters | \$250.00 | SR |
| 24-64 | 8/12/2024 | 8/12/2024 | 21260550 | Frodesen | Fred | 21843 Whitetail Dr | Camper Permit | Annual Camper Permit for 2 campers/RV on lot | \$50.00 | NR |
| 24-65 | 8/19/2024 | 8/20/2024 | 21100501 | Moe | David | 43818 State HWY 6 | Land Use Permit | Construct a 4'X6' (24 SqFt) Porch | \$75.00 | SR |
| 24-66 | 8/19/2024 | 8/26/2024 | 21240509 | Steward | David | 23187 County Rd 1 | Land Use Permit | construct a 36'X32'(1,152 SqFt)Accessory Structure with a 9'X32 (288 SqFt) Lean-to | \$400.00 | RP |
| 24-67 | 8/27/2024 | 8/27/2024 | 21230562 | Nelson | Samantha | 22342 County Rd 1 | Land Use Permit | Construct a 5' Chain link fence | \$60.00 | NR |
| 24-68 | 8/27/2024 | 9/3/2024 | 21250578 | Linn | Jay & Teresa | 23054 N Shore Drive | Land Use Permit | Construct a dwelling addition | \$400.00 | NR |
| 24-69 | 8/28/2024 | 8/28/2024 | 21260598 | Burroughs | Curtis | 40350 Little Pine River Road | SSTS Permit | SSTS Upgrade Mound Design; Type 1, 600 GPD, 1,500 Gallons with 500 gallon lift added | \$260.00 | SR |

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| 24-70 | 8/29/2024 | 8/29/2024 | 21030583 | Coleman Construction | Ryder Loon Properties, LLC | 44488 State HWY 6 | SSTS Permit | Install a new Pressure Bed/Trench with pump design, Type 1, 450 GPD, 1,500 gallon system | \$260.00 | NR | YES-9/19/2024 Greg Kossan |
| 24-71 | 8/29/2024 | 9/3/2024 | 21030583 | Coleman Construction | Ryder Loon Properties, LLC | 44488 State HWY 6 | Land Use Permit | Construct a 30'X44' (1,320 SqFt) New Dwelling with 6'X44' (264 SqFt) deck, 10'X15' (150 SqFt) Patio | \$450.00 | NR | |
| 24-72 | 9/3/2024 | 9/3/2024 | 21340841-21340844 | Emily Meats | Tracy Jones | 39990 State HWY 6 | Temporary Trailer Permit | Placement for up to 6 trailers for temporary storage | \$60.00 | DMU | NA |
| 24-73 | 9/3/2024 | 9/3/2024 | 21050514 | Swedell | Gerold | 44250 Roosevelt Dr | SSTS Permit | Install a Type 1 Mound Design system, 480 GPD, 2 compartment 2,250 gallon tank | \$260.00 | SR | |
| 24-74 | 9/3/2024 | 9/3/2024 | 21050514 | Swedell | Gerold | 44250 Roosevelt Dr | Land Use Permit | Construct a 12'X24' (288 SqFt) Accessory Structure | \$150.00 | SR | |
| 24-75 | 9/3/2024 | 9/3/2024 | 21230529 | Aanestad | Chris | 41779 Birchwood Dr | Land Use Permit | Construct a 12'X30' (360 SqFt) Lean-to attached to existing garage | \$150.00 | SR | |
| 24-76 | 9/3/2024 | 9/3/2024 | 21260598 | Burroughs | Curtis | 40350 Little Pine River Road | Land Use Permit | Construct a 18'X28' (504 SqFt) Dwelling Addition | \$150.00 | SR | |
| 24-77 | 9/9/2024 | 9/10/2024 | 21340807 & 21340806 | SJR Holdings | Emily Ace Hardware | 39964 White Pine St | Land Use Permit | Construct a 12'X24' (288 SqFt) portable storage shed | \$150.00 | DMU | |
| 24-78 | 9/9/2024 | 9/9/2024 | 21220520 | Fredrickson | Dale | 41120 Loon Trail | SSTS Permit | Septic Upgrade-Install a Trench/Pressure Bed, Type 1, 450 GPD 2 compartment tank 1,500 up to 2,250 Trembo | \$260.00 | SR | |
| 24-79 | 9/10/2024 | 9/10/2024 | 21220552 | Motzko | Michelle | 41308 Poplar Dr | Land Use Permit | Construct a 10'X16' (160 SqFt) Accessory Structure | \$150.00 | SR | |
| 24-80 | 9/11/2024 | | 21090561 | Graunke | John & Anne | 20344 Clearwater Dr | Land Use Permit | Construct new dwelling | \$550.00 | SR | |

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| 24-81 | 9/16/2024 | 9/18/2024 | 21270590 | Pelphrey | Brandyn | 21635 Norway Pine Ln | SSTS Permit | Install a new Pressure Bed/Trench with pump design, Type 1, 300 GPD, 1,500 gallon system | \$260.00 | NR |
| 24-82 | 9/16/2024 | | 21270590 | Pelphrey | Brandyn | 21635 Norway Pine Ln | Land Use Permit | Construct new dwelling 25'X40' (1,000 SqFt) and 2 Accessory Structures 40'X10'(400 SqFt) & 20'X10' (200 SqFt) | \$475.00 | NR |