
CITY OF EMILY

PLANNING COMMISSION/BOARD OF ADJUSTMENT

AGENDA

Tuesday February 4, 2025 6:00 pm

Please Silence All Cell Phones.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Election Chairperson and Vice-Chairperson** *(Commission Action-Motion)*
5. **Additions or Deletions to Agenda** *(Commission Action-Motion)*
6. **Open Forum**- *This is the 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.*
7. **Public Hearings**
 - a. Conditional Use Permit application for Northern Lights over Roosevelt Lake Homeowners Association modifying conditions of an existing Final Plat. The subject property is located at Twilight Court and Evening Star Lane. PID 21030546. *(Commission Action-Motion)*
8. **Approval of Minutes**
 - a. December 3, 2024, regular meeting *(Commission Action-Motion)*
9. **Land Use Ordinance Subcommittee Meeting update**
10. **New Business**
 - a. After-the-fact Permit fee for septic system. Brian Ronayne 40107 E Emily Dr. PID 21260571. See Exhibit A. *(Commission Action-Motion)*
 - b. 2025 Planning Commission Regular Meeting Dates approval. See Exhibit B. *(Commission Action-Motion)*
 - c. Planning Commission to discuss a requirement in the land use permit process regarding city road condition prior to construction. See Exhibit C. *(Discussion only)*
 - d. Planning Commission to discuss interpretation of City Ordinance regarding number of guest houses allowed on a parcel. See Exhibit D. *(Discussion only)*

- e. Education & Training Opportunities for Planning Commissioners. See Exhibit E. *(Informational)*
 - 1. Land Use Essentials- Thursday March 27, 2025 10 AM-3 PM in person at Sourcewell Staples.
 - 2. Open Meeting Law & Data Practices-Thursday April 3, 2025 9 AM-12 PM in person at Crosslake Fire Hall.
- f. Variance Scenario- Julie & Mike Smithson 21930 County Rd 1 PID 21220560. See Exhibit F (Available 6:30 or after) *(Discussion only)*

11. Old Business

12. P&Z Administrator's Report

- a. Recap and summary of permits issued for 2024

13. Adjourn *(Commission Action-Motion)*

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



39811 State Highway 6
PO Box 68
Emily, MN 56447
218-763-2480
zoning@emily.net

Date: January 14, 2025

Name of Applicant: Northern Lights over Roosevelt Lake Homeowners Association
Address of Applicant: Lynn Kosloske, 7162 121st Street West, Apple Valley, MN 55124
Email: lkosloske12@gmail.com
Address of Request: Twilight Court and Evening Star Lane
Property Description: PIN #21030546

Dear Applicant: Northern Lights over Roosevelt Lake Homeowners Association

On December 10, 2024, the City of Emily received your application for a Conditional Use Permit regulating conditions of your plat.

The City hereby notifies you that it is extending the time period for City action under Minn. Stat. § 15.99, subd. 3(f). The initial 60-day time period would expire on February 10, 2025. The time period is hereby extended until April 11, 2025.

The reasons for this extension are: The date of the application, combined with meeting schedules and publication dates make it difficult to complete within 60 days, and if an issue arises with the application we would have little time to review. We do expect completion soon after the original 60 day period.

Thank you in advance for your patience.

Sincerely,

City of Emily
Steven C. Jones,
Senior Community Development Administrator,
Sourcewell

RECEIVED
DEC 08 2024

CU-01-24

CITY OF EMILY

CONDITIONAL USE PERMIT APPLICATION

APP # ~~2024~~
Date 12-10-24
Fee 500.00
(for office use only)
CH # 3021

BY:

Name of Applicant Northern Lights Over Roosevelt Lake Assoc. Phone 612-750-0022

Property Address (E911#) c/o Lynn Kosloske Local Phone 612-750-0022

Mailing Address 7162 - 121st St. W E-mail LKosloske12@gmail.com

City, State, Zip (if different than above) Apple Valley, mn 55124

- Applicant is:
- Legal Owner
 - Contract Buyer
 - Option Holder
 - Agent
 - Other Association

Title Holder of Property : (if other than applicant)

(Name)

(Address)

(City, State, Zip)

Signature of Owner, authorizing application (required): _____
(By signing the owner is certifying that they have read and understood the instructions accompanying this application.)

Signature of Applicant (if different than owner): Lynn Kosloske _____
(By signing the applicant is certifying that they have read and understood the instructions accompanying this application.)

Property ID # (8 digit # on Tax Statement) _____

Zoning District Rural Preservation R1P, Lake Name (if applicable) Roosevelt Lake

What are you proposing for the property? State nature of request in detail:
being able to have day parking for atv, utv's & golf carts in designated area by docks. Drop off & pick-up only for autos no long term parking of autos. Docks able to be stored on shoreline or walking path.

What changes (if any) are you proposing to make to this site?

Building: _____

Landscaping: _____

Parking/Signs: new parking restriction updates & docking on shoreline allowed path

Pursuant to the Emily City Code of Ordinances, Chapter 152.155, the applicant should be prepared at the Public Hearing to discuss the following issues by explaining how the proposed Conditional Use will cause no significant adverse effects. Please complete all of the following questions:

- (1) Describe the impact on the use and enjoyment of other property in the immediate vicinity. If there is no impact, explain why.

no impact the parking area is mandated by the mndot and they are who approved the parking & deck storage in the right away

- (2) Describe character of the area and the existing patterns and uses of development in the area. How is this proposal consistent with those patterns and uses?

all owners on the lake have decking stored on shore and the parking is needed due to safety and traffic on the Hwy as mndot recommended.

- (3) Describe the impact on the capacity of existing or planned community facilities (sewer, drainage, other). Describe if additional facilities will be required.

no impact no facilities or building on this right away land.

- (4) Describe the impact on the character of the neighborhood in which the property is located.

the changes would not be different than any owner storing decking on the shoreline

- (5) Describe the impact to traffic on roads and highways in the vicinity, and expected traffic generated by this application. Is there adequate parking available to accommodate the proposal?

parking as described in the changes would make it safer along that area of road & the association already installed a new driveway crossing to get across the road from the homeowners area as requested by mndot for safety

- (6) Discuss any environmental limitations of the site or area.

These changes will not impact the site area because of the setback for parking established by mndot & DNR approval.

**CITY OF EMILY
PLANNING COMMISSION
CONDITIONAL USE PERMIT APPROVAL**

On the 14th, of January 2025, following a public hearing conducted by the Emily Planning Commission, the City of Emily hereby approved a conditional use permit request on behalf of: **Northern Lights Over Roosevelt Lake Homeowner's Association**

In accordance with the provisions of the City of Emily Land Use Ordinance and pursuant to the requirements of Chapter 462 of the Minnesota Statutes the approved conditional use permit authorizes the above named to: expand and operate an existing commercial mini storage business within the Highway Mixed Use zoning district on the following property located in the City of Emily, Crow Wing County:

Legal Description: [Northern Lights Over Roosevelt Lake, outlot A & B]

The approval was made based on the following findings of fact and with the following conditions of approval.

Finding of Facts:

*Northern Lights over Roosevelt Lake / Subdivision
Twilight Court, PIN 21030546
AND EVENING STAR LANE*

- 1) The subject property is located at Twilight Court, PIN 21030546 AND EVENING STAR LANE
- 2) The conditional use permit request is made by the applicant in order to fulfill requirements of the 2009 final plat approval granted by the City of Emily.
- 3) The proposed use, with conditions, conforms to the comprehensive plan. The intended use of the property is for residential and homeowner's association purposes.

- 4) The proposed use, with conditions, is compatible with the existing neighborhood. The subject property is located adjacent to State Highway 6 and is in the vicinity of commercial businesses.
- 5) The proposed use with not be injurious to the public health, safety, welfare, decency, order, comfort, convenience, appearance, or prosperity of the city.
- 6) The proposed use will not impede the orderly development and improvement of surrounding vacant property for uses predominant in the area (residential and commercial).
- 7) The conditional use, with conditions, will prevent pollution of ground and surface waters including sedimentation and control of nutrients.

Conditions:

- 1) All conditions imposed by the 2009 final plat approval.
- 2) The Northern Lights Over Roosevelt Lake Homeowner's Association shall continue to coordinate with MnDOT and MnDOT's recommendations shall be implemented and maintained including, but not limited to:
 - A. The north approach/drop off area will be allowed as outlined by MnDOT in their letters dated April 3, 2024 and April 19, 2024, attached hereto as **Exhibit A**.
 - B. A northbound right turn lane and a southbound bypass lane must be constructed on TH 6 at the Smokey Hollow Road intersection.
 - C. Lighting and signs shall be installed as per MnDOT guidance.
 - D. Roadway and safety appurtenances will be installed as per MnDOT guidance.
 - E. Drainage patterns need to be perpetuated and erosion/sediment controlled. A drainage plan must be submitted to MnDOT for review.
 - F. No drainage ponds will be allowed in the right-of-way.
 - G. There will be no net increase in development drainage to the highway right-of-way.
 - H. Proposed development signs must be located outside of the right-of-way.
 - I. No fences or structures are allowed in the right-of-way.
 - J. No excavation or grade changes are allowed in the right-of-way.
 - K. All MnDOT permits must be obtained.

- 3) Day parking for ATVs, UTVs and golf carts shall be allowed, no closer than 42 feet from the nearest white line on State Highway 6, and no closer than 75 feet from the lakeshore.
- 4) Automobiles and trucks can be used for drop off and pick up purposes but automobiles and trucks may not be allowed to park at the day parking area at any time.
- 5) No overnight parking shall be allowed at the day parking area for any type of vehicle.
- 6) All costs of compliance with MnDOT conditions shall be paid for by the Northern Lights Over Roosevelt Lake Homeowner's Association.
- 7) Docking will be stored on the shoreline and walking path each year.
- 8) Lifts will be removed by a professional service hired by Northern Lights Over Roosevelt Lake Homeowner's Association/owners and moved for storage to the individual owner's place of residence in the development at Northern Lights Over Roosevelt Lake Association.
- 9) Northern Lights Over Roosevelt Lake Homeowner's Association will develop a plan for approval by the Planning Commission and City Council to divert water at the top of the trail to prevent erosion. The two signs at the top of the trail indicating no motorized vehicles may stay in place, subject to MnDOT approval.
- 10) Northern Lights Over Roosevelt Lake Homeowner's Association will install and maintain an 8-10 foot ditch driveway for crossing over the road on Highway 6, as recommended by MnDOT, and subject to MnDOT approval.
- 11) Subject to the 2009 plat approval and with respect to MnDOT recommendations in that approval the following items are included:
 - A. The north approach/drop off area is not allowed.
 - B. A northbound right turn lane and a southbound bypass lane must be constructed on TH 6 at the Smokey Hollow Road intersection.
 - C. Lighting and signs shall be installed as per MnDOT guidance.
 - D. Roadway and safety appurtenances will be installed as per MnDOT guidance.
 - E. Drainage patterns need to be perpetuated and erosion/sediment controlled. A drainage plan must be submitted to MnDOT for review.
 - F. No drainage ponds will be allowed in the right-of-way.
 - G. There will be no net increase in development drainage to the highway right-of-way.

- H. Proposed development signs must be located outside of the right-of-way.
 - I. No fences or structures are allowed in the right-of-way.
 - J. No excavation or grade changes are allowed in the right-of-way, except as permitted by MnDOT.
 - K. All MnDOT permits must be obtained.
- 12) All costs of compliance with MnDOT conditions shall be paid for by Northern Lights Over Roosevelt Lake Homeowner's Association.
 - 13) Subject to acceptance by Crooked Lake Township, Northern Lights Over Roosevelt Lake Homeowner's Association will improve Smokey Hollow Road to Crooked Lake Township's road standards up to the second entrance to the development. If Crooked Lake Township does not accept the improvements, no improvements to Smokey Hollow Road will be required.
 - 14) Northern Lights Over Roosevelt Lake Homeowner's Association shall not burn anything related to its construction activities in compliance with this Conditional Use Permit and its terms.

I certify that the above is a true and correct statement based on the approved minutes of the Emily Planning Commission meeting held on January 14, 2025, and the Emily City Council meeting held on _____, 2025, and on record at Emily City Hall, 39811 State Highway 6, Emily, MN 56447.

Date: _____, 2025

Cari Johnson
City Clerk

Drafted By:

Thomas C. Pearson (#0260071)
Gammello-Pearson, PLLC
14275 Golf Course Dr., Suite 200
Baxter, MN 56425
Telephone: (218) 828-9511

ANDERSON, JOHN J & LINDA M
789 COUNTY ROAD 325
KOSHKONONG MO 65692

DIRCKS, FRANK
5553 WOODS BAY DR
OUTING MN 56662

HARGARTEN, DAVID & CINDY
805 SAVANNA TRL
DELANO MN 55328

BARINGTON, NATHAN C & ANDREA R
5924 PRANICA LN
SOBIESKI WI 54171

DUNBAR, ANTHONY MICHAEL
44852 S SMOKEY HOLLOW RD
OUTING MN 56662

HEITKAMP, WILLIAM H & CAROLYN L
21275 EVENING STAR LANE
OUTING, MN 56662

BIXBY-PANKRATZ, SHANNON M &
PANKRATZ, JOSEPH
16318 BERENS CT NW
PRIOR LAKE MN 55379

ERICKSON, JOHN A & KATHLEEN
27151 RICHVIEW CT
BONITA SPRINGS, FL 34135

JOHNSON, CURTIS D & JUDITH M
1545 DEER TRAIL LN NE
OWATONNA, MN 55060

BLACKWELL, TIMOTHY
1409 CIRCLE LN
DELANO MN 55328

FOLKENS, BRIAN & FOLKENS, SUSAN
5645 QUILLEY AVE NE
ROGERS MN 55374

JOHNSON, DAVID P
44733 OLD HWY 6
OUTING MN 56662

BRYCE, SUSAN LYNN
5955 IDLEWOOD RD
MOUND MN 55364

FORSELL, DALE A & DEBRA Y
8616 OXFORD LANE N
BROOKLYN PARK MN 55443

JOHNSON, KENNETH D & BETH ANNE
PO BOX 85
OUTING MN 56662

BUCHANAN, BRAD & JAN M PETERSCHICK
TRUST
PO BOX 78
OUTING MN 56662

FORSTNER, BROOKE & JAMES
116 BUCK AVE SE
MADELIA MN 56062

KAPHINGST, JAMES
205 CONCORD EXCHANGE N APT 345
SOUTH SAINT PAUL MN 55075

CHRISTIAN, ERIC T
13961 ELMCREST AVE N
WHITE BEAR LAKE MN 55110

GRAF LIVING TRUST
990 MCCLELLAND ST S
MAPLEWOOD MN 55119

KOSLOSKE, ROBERT J JR & LYNN
7162 121ST ST W
APPLE VALLEY MN 55124

CLAY, JOHN E
3645 UPPER 73RD ST E
INVER GROVE HEIGHTS MN 55706

GRAGERT, MIKE R
14125 GRANITE AVE
APPLE VALLEY MN 55124-9401

LERACH, STEVE, TOM, MIKE & KEN &
9225 84TH ST N
STILLWATER MN 55082

COMMON AREA

HALEK, JAMES
9858 VAGABOND LANE N
MAPLE GROVE MN 55311

MALLERY, LEONARD D & LUCY
17356 JERSEY WAY
LAKEVILLE MN 55044

CUNNIFF, PATRICIA A REV TRUST
5535 70TH ST W
EDINA MN 55439

HANSON, BRETT JON & ELIZABETH ANN
17012 221ST AVE
BIG LAKE, MN 55309

MANDERS, JAMES P & CATHERINE J
10709 SUNSET RD N
BROOKLYN PARK MN 55443

MARSHALL, TODD C & LYNDA E
1065 THOMAS AVE S
MINNEAPOLIS, MN 55405

PIRAM, LUKE M & ALISSA
2207 WILDFLOWER CT
BUFFALO MN 55313

TAX FORFEITED
CROW WING COUNTY LAND SERVICES
322 LAUREL ST STE 15
BRainerD, MN 56401-3590

MARTY, JACOB &
21313 EVENING STAR LN
OUTING MN 56662

PROCTOR, ALEX H & AARON T
583966 WEST MARIGOLD LANE
ESKO MN 55733

TOCZEK, ANDREW R & HEIDI L
13551 SKYLINE CIR
SHAKOPEE MN 55379

MCCUSKEY, JOSHUA & JESSIE
3628 104TH AVE N
BROOKLYN PARK MN 55443

PROCTOR, TODD & LINDA
PO BOX 115
OUTING MN 56662

WEISS, BRIAN
21341 PINWOOD LN
EMILY MN 56447

MEEHAN, DARRELL D &
505 14TH ST N
BENSON MN 56215

RJM PROPERTIES LLC
6274 GINGER DR
EDEN PRAIRIE MN 55346

WEISS, BRIAN W
21341 PINWOOD LN
EMILY MN 56447

MYERS, DAVID F & REBECCA A
1426 N LOVELAND DR
STEWARTVILLE, MO 64490

ROLLO, MICHAEL J
2421 RIVER BEND TRL
MAYER MN 55360

WESSMAN, KEVIN & JULIE
6279 SMOKEY HOLLOW RD NE
OUTING, MN 56662

NAGORSKI, MICHAEL M & DARCI L
21623 203RD ST NW
BIG LAKE MN 55309

ROSSBACH, DAVID R & VALERIE L
21257 EVENING STAR LANE
EMILY MN 56447

OEHRLEIN, JOANNE J
313 WAITE AVE S
SAINT CLOUD MN 56301

RYDER LOON PROPERTIES LLC
16318 BERENS CT NW
PRIOR LAKE MN 55379

OLSON, PETER K & WANG, GEORGIA
5640 CHOWEN AVE S
EDINA MN 55410

SCHMIDT, JULIE A TRUST
13775 44TH LN NE
SAINT MICHAEL MN 55376

PANNHOFF, RYAN & MICHELLE ZANK
4116 WILLOW RD N
BROOKLYN PARK MN 55443

STARK FAMILY 2020 REVOCABLE TRUST
9878 MACELA DR
ELK GROVE CA 95757

PESTELLO, WILLIAM
30898 RANCHETTE DR
PEQUOT LAKES MN 56472

SUEL, KATIE A & PETER F
862 PALACE AVE
SAINT PAUL MN 55102



39811 State Highway 6
PO Box 68
Emily, MN 56447
218-763-2480
zoning@emily.net

**CITY OF EMILY
NOTICE OF PUBLIC HEARINGS**

TO WHOM IT MAY CONCERN: The following will be the subject of a public hearing at the City of Emily Planning Commission/Board of Adjustment meeting on Tuesday, February 4, 2025, beginning at 6:00 P.M at Emily City Hall.

Conditional Use Permit application for Northern Lights over Roosevelt Lake Homeowners Association modifying conditions of an existing Final Plat. The subject property is located at Twilight Court and Evening Star Lane. PID 21030546.

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. If you wish to provide written comments, please email to zoning@emily.net or mail to PO Box 68, Emily, MN 56447 prior to the meeting date.

City of Emily



**CITY OF EMILY
BOARD OF ADJUSTMENT
NOTICE OF PUBLIC HEARING
FEBRUARY 4, 2025
6:00 P.M.**

TO WHOM IT MAY CONCERN:

The following will be the subject of a public hearing on Tuesday, February 4 2025, beginning at 6:00 P.M at Emily City Hall.

Hearing: Conditional Use Permit application for Northern Lights over Roosevelt Lake Homeowners Association modifying conditions of an existing Final Plat. The subject property is located at Twilight Court and Evening Star Lane. PID 21030546.

Property Owners/Applicants: Northern Lights over Roosevelt Lake Homeowners Association

Property Description: The subject property is the Northern Lights over Roosevelt Lake subdivision located along roads Twilight Court, and Evening Star Lane

A map identifying the subject property is on the reverse side of this notice.

Property Owners Please Note: Please share this information with your neighbors in the event that any property owner has been overlooked or is not contained in our records.

All interested persons are invited to attend these hearings and be heard. The meeting packets will be available online approximately one week prior to the meeting or upon request. If you wish to provide written comments, please email to zoning@emily.net or mail to PO Box 68, Emily, MN 56447 prior to the meeting date.

City of Emily

The subject property is the Northern Lights over Roosevelt Lake subdivision located along roads Twilight Court, and Evening Star Lane.



1 **MINUTES**

2 **EMILY PLANNING COMMISSION/BOARD OF ADJUSTMENT**
 3 **REGULAR MEETING**
 4 **December 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 Rheume, Mark Mosman, Lynn Bartel, Denise
 14 Vukelich and Faye Hughes.

15 Council: Greg Koch (Liaison).

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 BARTEL TO ADOPT THE AGENDA AS**
 22 **PRESENTED. SECONDED BY COMMISSIONER RHEAUME. ALL VOTED IN**
 23 **FAVOR. MOTION CARRIED 5-0.**

24
 25 **5. OPEN FORUM**

26 None

27
 28 **6. PUBLIC HEARINGS**

29 None

30
 31 **7. APPROVAL OF MINUTES**

32
 33 a. October 1, 2024 Regular Meeting Minutes.

34
 35 **MOTION BY COMMISSIONER RHEAUME TO APPROVE MINUTES AS**
 36 **PRESENTED. SECONDED BY COMMISSIONER BARTEL. ALL VOTED IN FAVOR.**
 37 **MOTION CARRIED 5-0.**

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

40
 41 Commissioner Johnson provided a brief update on the Land Use Ordinance
 42 Subcommittee meeting that took place on Tuesday December 3, 2024 at 4:30 pm, prior
 43 to the Planning Commission meeting. The meeting was focused on possible revisions to
 44 the Variance application regarding specific language within the application, along with
 45 possible consolidation of some questions. Minnesota State Statutes have changed how
 46 variances are reviewed and approved. The old "Hardship" definition has been changed
 47 to "Practical Difficulty". Jones and Fahrendorff will put together a rough draft of the

MINUTES

Emily Planning Commission

December 3, 2024

48 changes for the next subcommittee meeting and will present the changes to the Planning
 49 Commission for discussion at the next scheduled meeting.

50
 51 **9. NEW BUSINESS**

52 None

53
 54 **10. OLD BUSINESS**

- 55
 56 a. CUP Update-Red's Storage, LLC & Nick Usherwood
 57 b. Report of CUP's from the last 5 years.

58
 59 Jones stated Zoning staff reviewed and did site visits on all Conditional Use Permits that
 60 have been issued during the past 5 years. Red's Storage, LLC and Nick Usherwood had
 61 minor compliance issues. A letter was sent to the individuals, and as of the meeting date,
 62 both are within compliance.

63
 64 **11. P & Z ADMINISTRATOR'S REPORT**

65
 66 Jones stated calls and emails have slowed down now that winter has arrived. He is
 67 currently working with a few property owners regarding possible Variance applications
 68 that may be submitted within the next few months.

69
 70 **12. ADJOURNMENT**

71
 72 **MOTION BY COMMISSIONER MOSMAN TO ADJOURN THE MEETING.**
 73 **ALL VOTED IN FAVOR 5-0.**
 74 **MOTION CARRIED**

75
 76 The meeting adjourned at 6:09 pm.

77
 78 Respectfully submitted,

79
 80
 81 Sue Fahrendorff,
 82 Zoning Clerk

New Business Exhibit A

After-The-Fact Permit Fee for Septic Installation

Brian Ronayne

40107 E Emily Dr

PID 21260571

- After the Fact permit fee for installed septic system \$2,600.00
(10 X the permit fee of \$260.00)
- Application and Permit fee received on 1-2-2025 \$260.00
- Remaining Balance \$2,340.00

New Business
Exhibit A

zoning@emily.net

From: bronayne119@q.com
Sent: Friday, January 10, 2025 8:05 PM
To: zoning@emily.net
Subject: Re: FW: Septic Permit

Thanks for the information Sue, my plan would be to come in person to the meeting on the 4th.

Thanks again
Brian Ronayne

On Tue, 7 Jan, 2025 at 12:07 PM, zoning@emily.net <zoning@emily.net> wrote:

To: bronayne119@q.com

Hi Brian,

I received your SSTS application and check for \$260.00.

Regarding the After-the-Fact permit fee, I spoke with Steve Jones, our Zoning Administrator and he suggested you either come to the next Planning Commission meeting (in person or via Zoom) or write a letter stating your specific situation regarding the Septic permit. The Planning Commission cannot waive or reduce fees, but they can make recommendations to the City Council. The City Council will then determine what actions they will take regarding the ATF Permit fee.

The next Planning Commission meeting will be Tuesday February 4th at 6:00 and the City Council meeting will be the following Tuesday February 11th at 6:00.

Please let me know if you wish to be added to the February Planning Commission agenda and if you will be submitting a letter or attending in person or via Zoom. Please let me know if you have any questions.

Thanks,

Sue Fahrenedorff

Zoning Clerk

Office Hours: M-W 8-4:30; Th 8-12



39811 State Highway 6
PO Box 68
Emily, MN 56447
218-763-2480
zoning@emily.net

www.cityofemily.com

Effecting Positive Change

From: zoning@emily.net <zoning@emily.net>
Sent: Tuesday, December 17, 2024 8:57 AM
To: 'bronayne119@q.com' <bronayne119@q.com>
Cc: 'Steve Jones' <Steve.Jones@sourcewell-mn.gov>
Subject: Septic Permit

New Business
Exhibit A

Hi Brian,

I received the New Septic system Installation Inspection report for your property at 40107 E Emily Dr, however I don't have any record of the City of Emily issuing a permit for a septic installation.

I'm reaching out to see if perhaps your septic installer was issued the permit and can provide the permit number. If no permit was issued, it will now be an After-the-Fact permit which will be 10X the amount of the permit fee.

The SSTS Permit fee is \$260.00, therefore the after the fact permit fee will be \$2,600.00.

Please let me know the status of this SSTS Permit Applicatio. I've attached a copy of our SSTS Permit Application. If you have any questions, please let me know.

Thank you,

Sue Fahrendorff

Zoning Clerk

Office Hours: M-W 8-4:30; Th 8-12



39811 State Highway 6

PO Box 68

Emily, MN 56447

218-763-2480

zoning@emily.net

www.cityofemily.com

Effecting Positive Change

2025 Planning Commission Meeting Dates

- January 7 (Tuesday)-Meeting Cancelled due to lack of business
- February 4 (Tuesday)
- March 4 (Tuesday)
- April 1 (Tuesday)
- May 6 (Tuesday)
- June 3 (Tuesday)
- July 1 (Tuesday)
- August 5 (Tuesday)
- September 2 (Tuesday)
- October 7 (Tuesday)
- November 4 (Tuesday)
- December 2 (Tuesday)

New Business Exhibit C

There was a discussion by the City Council at their November 12, 2024 meeting regarding including/adding a requirement to the Land Use Permit process to submit a picture of the road adjacent to the property before any construction project. Maintenance personnel is to monitor progress and take a picture of the same road after the project is completed to provide the City with proof if the road is damaged during construction.

§ 152.030 City of Emily Ordinance

DWELLING, GUEST QUARTERS. A structure, not for sale or lease, used as a dwelling unit that may contain sleeping spaces and kitchen and bathroom facilities in addition to those provided in the primary dwelling on the lot. Any accessory structure with kitchen or bathroom facilities shall be considered a **DWELLING, GUEST QUARTERS**.

Performance standards (SR).

Dwelling, guest quarters. For lots that meet the minimum requirements in division (B) above in regard to guest quarters, a guest quarters may be constructed in accordance with the following restrictions:

(a) Shall be located along with the principal structure on the smallest lot meeting the above requirements.

(b) Shall be a minimum of 400 square feet and maximum of 600 square feet and shall not exceed 15 feet in height;

(c) Shall be located to reduce its visibility as viewed from public waters and adjacent shorelands; and

(d) Shall be screened to reduce its visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setback, color or other uses acceptable to the city, assuming summer leaf-on conditions.

(3) *Dwelling, guest quarters - alternate approach.* All lots that meet the minimum requirements of division (B) above in regards to single-family dwellings, or meet the requirements of § 152.006 of this chapter, a guest quarters may be constructed in accordance with the following limitations.

(a) The total number of bedrooms on the property shall not exceed five.

(b) The impervious coverage requirements of division (B) above must be met.

(c) The building height of an accessory structure may be increased to 25 feet where necessary to accommodate a second-story dwelling unit.

(d) The guest house shall be located to reduce its visibility as viewed from public waters and adjacent shorelands.

(e) The guest house shall be screened to reduce its visibility as viewed from public waters and adjacent shorelands by vegetation, topography, increased setback, color or other uses acceptable to the city,

New Business Exhibit D

Performance standards (NR).

(1) *Dwelling, guest quarters.* Guest quarters must meet the following restrictions:

(a) Shall be located along with the principal structure on the smallest lot meeting the above requirements; and

(b) Shall be a minimum of 400 square feet and maximum of 600 square feet and shall not exceed 15 feet in height.

For more information & to register for Option 2, please visit Sourcewell.org.

Engage with Local Zoning Decision-Making -- Land Use Essentials

Thursday, March 27, 2025 | 10 AM – 3 PM | In-person, Sourcewell

Designed for Planning Commission members and city staff, this introductory session is facilitated by Jason Kuboushek, Attorney at Iverson-Reuvers. It provides an accessible and foundational understanding of land use for Region 5 cities and beyond. This opportunity is offered in partnership with the Sourcewell Community Development team.

For more information & to register, please visit Sourcewell.org.

Explore Minnesota Statute - Open Meeting Law & Data Practices

Thursday, April 3, 2025 | 9 AM – 12 PM | In-person, Crosslake Fire Hall

This session is offered every fall and spring to support elected officials and staff. Facilitated by Pam Whitmore, Attorney at Kennedy & Graven Chartered, it covers the practical and legal aspects of Minnesota's open meeting law and data practices requirements.

For more information & to register, please visit Sourcewell.org.

New Business Exhibit F

Variance Scenario

Julie & Mike Smithson

21930 County Road 1

PID 21220560

Exhibit F

Smithson
21930 Co Rd One
Emily

Existing Impervious

Cabin	1,100
Shed	164
Flagstone Walk	90
Bituminous Driveway	2,403
Total	3757

Net Area 29,661 Percent 12.7%

Potential Additions

cabin expansion	16x24	384	sq ft
garage	26x36	936	sq ft
screen porch	11x17	187	sq ft
total		1,507	

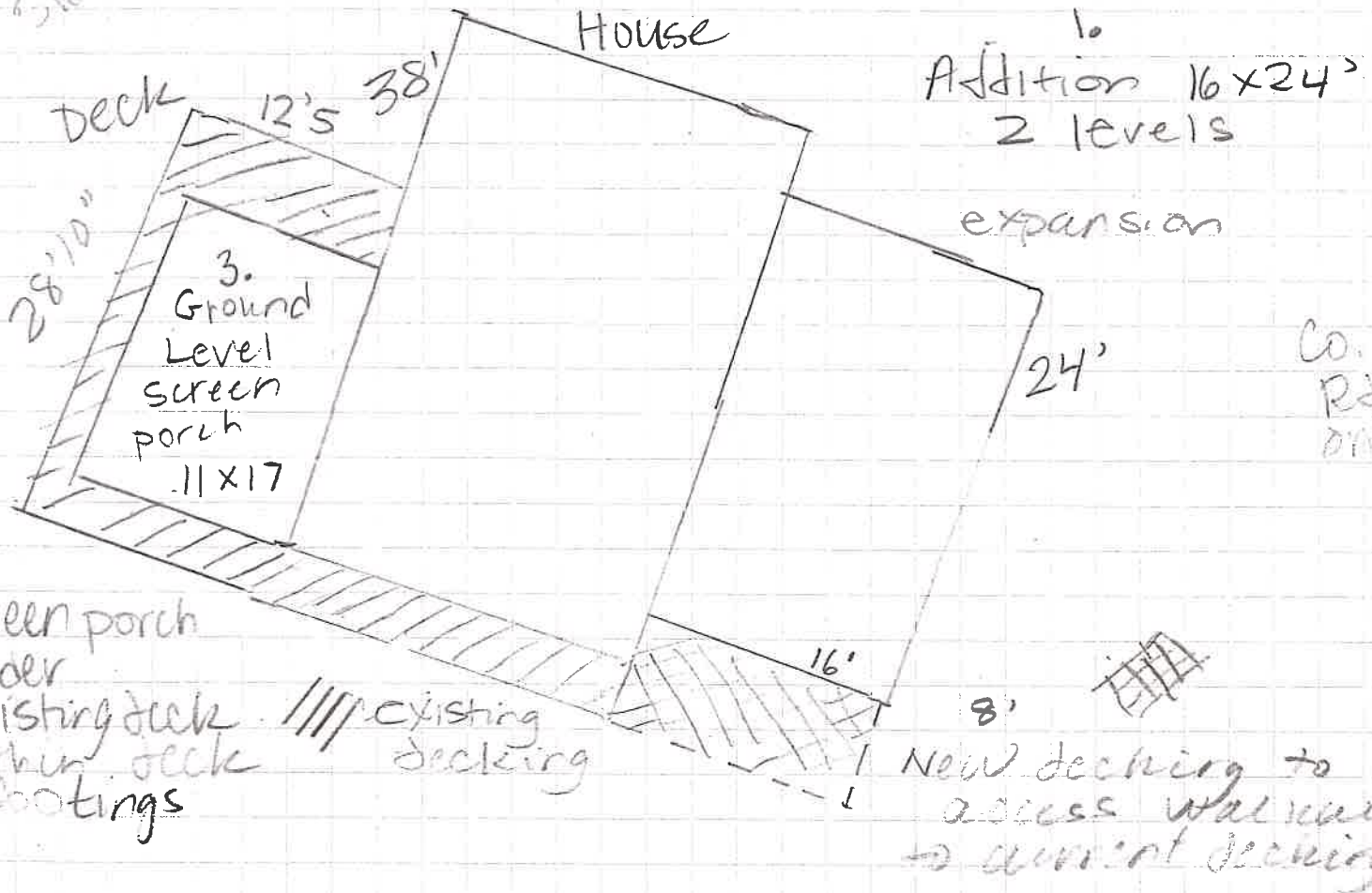
3,757 - Existing
1,507 - additional
 5,264 total
 impervious

$$\frac{5,264}{29,661} = \underline{\underline{17.85\%}}$$

Addition to current house would include
 a bedroom to replace a bedroom to
 be converted into a dining room, with
 a master bathroom
 lower level offices, storage, mudroom

Low side

Exhibit F



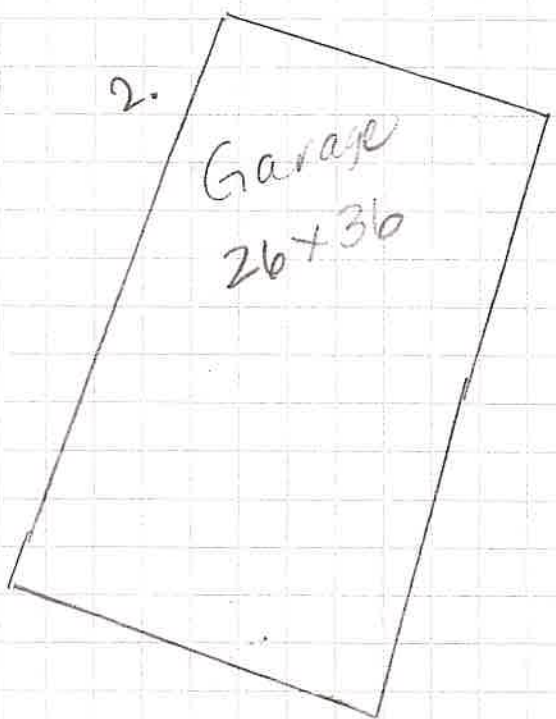
Co. Pt. only

screen porch under existing deck within deck footings

existing decking

New decking to access wall near current decking

New Addition would be set back 4' from the current facade of existing home.



Potential Garage Addition - previously approved variance for garage across the driveway

Considerations

1. 16x24 expansion to home
2. 26x36 garage addition
3. 11x17 porch under deck
4. Septic consideration in case of failure - due to easement into neighbor's land
5. Septic holding tank for garage
6. New Well vs. sand point current well

Exhibit F

Ruth (18-212 P)
GD

CITY OF EMILY

Ruth (28-212 P)
GD

CITY OF EMILY

21220561

21220560

21220560

21230551

21230551

21270776

21260645

Co Rd 1

Co Rd 1



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Agricultural/Forestry District	Commercial District 1	Commercial/Light Industrial District	Rural Residential - 5	Sensitive Shoreland District
Airport District	Commercial District 2	Rural Residential - 20	Rural Residential - 2.5	Shoreland District
	Commercial/Heavy Industrial District	Rural Residential - 10	Rural Residential - 1	Urban Growth District
				Waterfront Commercial

Date: 1/22/2025 Time: 2:40 PM

Label



cont one



161



181

Exhibit F



P & Z Permit Summary

	2023	2024	2025
Total Permits Issued	92	94	
SSTS	18	22	
Land Use-Accessory Structure	40	31	
Land Use New Dwelling Construction	15	11	
Land Use-Commerical Accessory	0	2	
Land Use Solar Panels	1	0	
Land Use-Patio/Retaining wall/Pavers	0	4	
Land Use-Deck	1	6	
Land Use-Stairs	1	1	
Camper/RV/Trailer	7	7	
Riprap/Ice Ridge	3	4	
Fence Permit	2	3	
Sign Permit	1	1	
After-the Fact Permit	2	0	
Outdoor Market Permit	1	1	
Conditional Use Permit	0	1	
Variances	5 (4 approved; 1 denied)	0	
Metes & Bounds/Lot Split/Rezoning	2	2	
Ordinance Change/Addition	4	3	

2024 Permits-Emily Planning and Zoning

<u>NUMBER</u>	<u>Recd</u>	<u>Appvrd</u>	<u>RE CODE</u>	<u>LAST</u>	<u>FIRST</u>	<u>ADDRESS</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>DISTRICT</u>	<u>Project Completed Y/N</u>
24-01	1/3/2024	2/13/2023	21090613	Red's Storage LLC		42823 State HWY 6	CUP	Six Total Storage Buildings Outdoor Market May-September 2024; Saturdays only- Various dates	\$500.00	HMU	CUP Completed
24-02	1/10/2024	3/6/2024	21270656	Emily Wesleyan Chruch	Jason Grossman	40141 State HWY 6 21438 Evening Star Lane	Outdoor Market Camper Permit	Annual Camper Permit Construct a 16'X25' (400 SqFt) addition to dwelling	\$75.00 \$25.00	DMU RP	NA/Outdoor Market NA
24-03	1/22/2024	1/23/2024	21030519	Proctor	Todd			Construct a 40'X30' (1,200 SqFt) New Dwelling	\$150.00	SR	
24-04	2/5/2024	2/6/2024	21270771	Kellogg	James	21498 Ruth Lake Drive	Land Use Permit	Construct a 52'X62' (3,224 SqFt) New Dwelling with 60'X60' (3,600 SqFt) Attached garage	\$450.00	SR	
24-05	2/12/2024	2/12/2024	21170564	Kloss Homes	James Field	19478 Blue Ln E	Land Use Permit	Install a Pressure Bed/Trench Septic System; Type 1, 600 GPD, 2250 Gallon Tank	\$550.00	HMU	Yes-8/15/2025 GK
24-06	2/12/2024	3/6/2024	21150522	Bute	Jeffrey	42144 State HWY 6	Land Use Permit	Construct a 30'X60' (1,800 SqFt) Addition to existing accessory structure	\$400.00	NR	
24-07	2/20/2024	2/20/2024	21170564	Kloss Homes	James Field	19478 Blue Ln E	SSTS	Construct a 48'X150' 7,200 SqFt) Commerical Storage Building	\$600.00	HMU	Yes-10/15/2025 SF
24-08	2/20/2024	2/20/2024	21250500	Swinehart	Michael	23372 North Shore Drive	Land Use Permit				
24-09	2/20/2024	2/20/2024	21090613	Red's Storage LLC		43823 State Hwy 6	Land Use Permit				
<u>NUMBER</u>	<u>Recd</u>	<u>Appvrd</u>	<u>RE CODE</u>	<u>LAST</u>	<u>FIRST</u>	<u>ADDRESS</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>DISTRICT</u>	<u>Project Completed Y/N</u>

<u>NUMBER</u>	<u>Recd</u>	<u>Appvrd</u>	<u>RE CODE</u>	<u>LAST</u>	<u>FIRST</u>	<u>ADDRESS</u>	<u>TYPE</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>DISTRICT</u>	<u>Project Completed Y/N</u>
24-10	3/4/2024	3/6/2024	21090551	St. Martin	Mike & Amy	20152 Cleanwater 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	Bernis	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	Slwe	Brad & Sharon	42887 Blue Lane W 23252 South Shore Drive	Land Use Permit	Construct a 60'X104' (6,240 SqFt) Accessory Structure	\$400.00	NR	
24-14	3/18/2024	3/19/2024	21250526	Adamsheck	Jeff		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	Yes-10-31-2024 GK
24-16	4/4/2024	4/9/2024	21080563	Rief	Mike	19632 Blue-Lake Road	Land Use Permit	Ice-Ridge Repair	\$60.00	SR	Denied-over the-EG limit.
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	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	Carlson, Peter & 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	EEE	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-6/3/2023 Greg Kossan
24-28	5/6/2024	5/7/2024	21260585	Fahrendorf	Mark & Sue	40449 E Emily Dr	Land Use Permit	Construct a 9'X13' (117 SqFt) addition to existing deck.	\$75.00	SR	
24-29	5/16/2024	5/22/2024	21030530	Christian	Eric	44764 Twilight Ct, Outling, MN 56662	Land Use Permit	Construct a 30'X48' (1,440 SqFt) accessory structure	\$400.00	RP	
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	Yes-7/15/2025
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	Shermcock	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	Barfo	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	Yes-10/9/2024 SF

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	Frodeseen	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	Yes-12/13/2024 GK
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 Ciy Rd 1	Camper Permit	Annual Camper Permit	\$25.00	NR	NAYes
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	HMLU	Yes-11/12/2024
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-7/1/2024 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	

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	Battisini	Anna	41456 Poplar Dr	Land Use Permit	Install a 144' fence, 6' high	\$60.00	SR	
24-51	7/1/2024	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	Yes-12/5/2024 GK
24-52	7/1/2024	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	Commerical Transition-Light Industrial	Yes-8/5/2024 GK
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	Appvrd	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

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	YES-8/5/24 Greg Kossan
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	Yes-11/27/2024 GK
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	Frodeseen	Fred	21843 Whittail Dr	Camper Permit	Annual Camper Permit for 2 campers/RV on lot	\$50.00	NR	NA
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 Cournty 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 I, 600 GPD, 1,500 Gallons with 500 gallon lift added	\$260.00	SR	Will be installed by Andy Moritz spring 2025

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 GK
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	Yes-11/27/2024 GK
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	Will be starting in Spring 2025
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	Date	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	Yes-12/18/2024 GK
24-79	9/10/2024	9/10/2024	21220522	Motzko	Michelle	41308 Poplar Dr	Land Use Permit	Construct a 10'X16' (160 SqFt) Accessory Structure	\$150.00	SR	
24-80	9/11/2024	10/8/2024	21090561	Graunike	John & Anne	20344 Clearwater Dr	Land Use Permit	Tear down existing structure and replace with a new 3,235 SqFt Construct new dwelling	\$550.00	SR	

24-81	9/16/2024	9/24/2024	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	9/24/2024	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	
24-83	9/24/2024	9/24/2024	21340807 & 21340806	SJR Holdings	Emily Ace Hardware	39964 White Pine St	Land Use Permit	Construct a 60'X112' (6,720 SqFt) Commercial Accessory Structure Annual Camper Permit	\$600.00	DMU	Yes-12-3-2024
24-Camper	10/7/2024	10/7/2024	21260522	Jorgensen	Mike & Laurie	22257 S Shore Dr	Camper Permit	Install a Type 1, Trench/Pressure Bed Septic Design	\$25.00	NR	NA
24-84	10/3/2024	10/3/2024	21090561	Graunke	Anne & John	20344 Clearwater Dr	SSTS	Construct a 6' X 9' sauna	\$260.00	SR	Yes 12-3-2024 GK
24-85	10/16/2024	10/21/2024	21030594	Marshall	Todd	44689 Old Highway 6	Land Use Permit	Install a Type 1, pressure bed/Trench pump design, 600 GPD, 1,500 gallon tank upgrade	\$75.00	SR	YES 11-7-2024 GK
24-86	10/21/2024	10/21/2024	21260613	Peterson	Kyle	22562 South Shore Drive	SSTS Permit	Construct a 50' X 100' (5000 SqFt) Accessory Structure	\$400.00	Commercial Transition-Light Industrial	
24-87	10/22/2024	10/23/2024	21340977	Hanson	Tom	21030 Dahler Ave	Land Use Permit				
NUMBER	Recd	Apprvd	RE CODE	LAST	FIRST	ADDRESS	TYPE	DESCRIPTION	FEE	DISTRICT	Project Completed Y/N
24-88	10/28/2024	10/29/2024	21170588	LPS Construction	David & Patricia Kovalik	42779 Blue Lane West	Land Use Permit	Construct a new 32'X44'(1,408 SqFt) Dwelling	\$450.00	NR	
24-89	10/28/2024	10/28/2024	21170588	LPS Construction	David & Patricia Kovalik	42779 Blue Lane West	SSTS Permit	Install a Type 1 Trench/Pressure Bed design, 300 GPD, 1,500 gallon tank	\$260.00	NR	YES 11/23/2024 GK
24-90	11/4/2024	11/5/2024	21170605	O'Donnell	Thomas	XXXX Anna Drive	Land Use Permit	Construct a 36'X48' (1,728 SqFt) Accessory Structure	\$400.00	SR	

24-91	11/4/2024	11/5/2024	21170605 O'Donnell	Thomas	XXXX Anna Drive	SSTS Permit	Install a Holding Tank SSTS Design, Limited Use 1,500 Gallon Tank, <150 GPD	\$260.00	SR	Yes 11/13/2024 GK
24-91	11/6/2024	11/12/2024	Acorn Builders, LLC	Larry Oaks	44515 State HWY 6	Land Use Permit	Construct a 1,414 SqFt New Dwelling with a 12'X 22' (264 SqFt) & 4'X9'(36 SqFt) Deck	\$450.00	SR	
24-92	11/6/2024	11/18/2024	Acorn Builders, LLC	Larry Oaks	44515 State HWY 6	SSTS	Install a Type I Pressure Bed/Trench Pump Design Upgrade : 450 GPD, 2250 Tank System	\$260.00	SR	
24-93	11/14/2024	11/19/2024	Ryder Loon Properties, LLC	Joe Pankratz	44488 State HWY 6	Land Use Permit	Sign	\$60.00	NR	
CU-01-24	12/10/2024		Northern Lights			CUP		\$500.00	RP	