

EUREKA TOWNSHIP

DAKOTA COUNTY

STATE OF MINNESOTA

Planning Commission Meeting of January 2, 2018

Call to Order

Chair Sauber called the meeting to order at 7:00PM. Planning Commission members present were Nancy Sauber, Ralph Fredlund, Randy Wood, and Bill Funk. Julie Larson was absent. Supervisor Dan Rogers was the Town Board liaison. Township Attorney Martin Norder was also in attendance. Deputy Clerk Cheryl Murphy recorded the minutes.

Approval of the Agenda

Chair Sauber stated that under Land Use the item needs to be changed from lot split to transfer of building rights application. Also add Special Planning Commission Meeting minutes of October 18, 2017, under minutes approval. Under Old Business add update from Supervisor Funk on the contradictions of the Ordinances and Building Code. Under New Business add Met Council.

Chair Sauber moved to approve the Agenda as amended. Vice Chair Fredlund seconded. Motion carried 4-0.

Land Use

Patrick and Jean Mahowald – 6429 265th Street West – Transfer of Building Rights Application. Carol Cooper acted as Representative.

Chair Sauber stated it looked like everything was in the packet, but the Commission needs the Clustering Agreement with the signed notarized signatures. Ms. Cooper stated she had that but was going to retain the document until the date was determined. Chair Sauber stated that it was needed in the packet and the Town Board needs the original and will fill in the date.

Chair Sauber stated that the Mahowalds need to be aware that once the application has passed, they need to bring it back after it has been recorded at the County before they can obtain a building permit.

Chair Sauber moved to recommend approval to the Board of a Residential Building Right Transfer application for Pat and Jean Mahowald at 6429 265th Street West, receiving PIN

13-02600-26-012 and sending property of Alan and Joan Storlie, 6987 155th Street West Avenue, PIN 13-01500-26-015. Commissioner Fredlund seconded. Motion carried 4-0.

Town Board Liaison Report – Supervisor Dan Rogers

- Motion made to approve Lot Split application for Alan and Joan Storlie, 6987 255th Street.
- Several complaints were discussed.
- County Commissioner Mike Slavik was present and provided an update on County activities.
- Bryce Otte, Otte Excavating discussed ongoing road maintenance
- Sign permit for Living Waters Church expired. Clerk to send letter informing them they will need to apply for a sign permit.
- Motion made to pursue a contract with MNSPECT, LLC as the new Building Inspector.
- Motion made to move forward with the Direct Connection Application for sewer connection for the Airlake Airport to the Metropolitan Council and Supervisor Hansen, Attorney Lemmons and TKDA to be involved.

Old Business

Review of Attorney Building Rights Transfer Application, Clustering Agreement, Procedures and Checklist

Suggestions made to make changes to the Procedures.

- Anything regarding the Receiving Property to be grouped together under a bold heading and everything regarding the Sending Property to be treated in the same manner.
- Page 2, A – delete “*current deed*”.
- Page 2, B – delete “*current deed*”.

Suggestions made to Residential Building Right Transfer Application

- Page 2, under Supporting Documents – Stub Abstract for Receiving Party- should have the word “*required*” added underneath “check all that apply.”
- Delete the word “OR” on Stub Abstract for Receiving property.

Attorney Norder to discuss changes with Attorney Lemmons and to send new form when completed.

Remodeling Building Permit Application

Suggestions made to make changes as follows:

- Remove the words “*occupancy use or*” in italics at top of page.
- Under type of work, remove “*(check one only)*”
- Under type of work, remove “*permit renewal*”
- On Page 2 Remove the two lines regarding CUP and nonconforming registration

Commissioner Fredlund moved to forward the Remodeling Building Permit Application with the suggested changes to the Town Board for approval. Commissioner Funk seconded. Motion carried 4-0.

Building Addition or Remodeling with a Change of Use Permit Application

Suggestions for changes:

- Title Change
- Under type of work remove "*check one only*"
- Remove "*permit renewal*"
- Under approvals and permits required remove, Lot Split, Variance, CUP, Bldg. cluster, Ag Exempt and Interim Use. Separate boxes for NCRWMO and VRWJPO and a box for Other

Commissioner Fredlund moved to forward the Building Addition or Remodeling with a Change of Use Permit Application to the Board with noted changes for their approval. Chair Sauber seconded. Motion carried 4-0.

The Building Permit and Land Use and Zoning Application Procedures, the Administrative Fence Application form and the Application instructions for Fence are still being reviewed and will be put on the February 2018 Agenda.

Building Code vs. Ordinance Update- Commission Funk

Commissioner Funk has been dealing with State Building Officials regarding some specific ordinances with the resulting advice that we determine what and where to build and building code determines how to build. Commissioner Funk to send emails to Deputy Clerk for distribution to the Planning Commission members.

New Business

2018 Newsletter – Jody Arman-Jones

Chair Sauber will forward some items to Ms. Arman-Jones.

Met Council and 2040 Comprehensive Plan

Sherri Buss will be reviewing the Comp Plan deficiencies identified in an email from Met Council Staff.

Minutes Approval

October 18, 2018 – Special Planning Commission Meeting Minutes – Ryan Murphy

Commissioner Fredlund moved and Commissioner Wood seconded a motion to approve the October 18, 2018, Planning Commission Special Meeting Minutes. Motion carried 4-0.

December 5, 2017 – Planning Commission Meeting Minutes

Chair Sauber moved to approve the Planning Commission Meeting Minutes as amended. Commissioner Wood seconded. Motion carried 4-0.

Chair Sauber moved to adjourn the meeting. Commissioner Funk seconded. Meeting adjourned at 9:05PM.

Meeting adjourned at 9:05 PM.

Respectfully submitted,

Cheryl Murphy
Deputy Clerk

