

Eureka Township
Dakota County
State of Minnesota

Special Eureka Townboard Meeting

July 7, 2003

Call to Order:

Chair Don Pflaum called the Special meeting of Eureka Township to order at 8:50 PM. Present were Supervisors Don Pflaum, Dan Rogers, Connie Anderson, Mark Malecha, Supervisor Kenny Miller and Treasurer Nanett Leine.

The meeting opened with the Pledge of Allegiance.

Approval of Agenda

- 1. Land Split- Norman Danielson**
- 2. Round table with planning commission to establish procedures.**

A motion by Supervisor Mark Malecha: To approve the agenda. Motion seconded by Supervisor Kenny Miller. Motion carried.

Lot Split

Jim Benson, trustee for Norman Danielson requested to split 5 acres from Property ID 13 03200 010 51 located in Section 32 Twn 113 Range 20 W ½ of SW ¼. The homestead is included in these 5 acres.

A motion by Supervisor Kenny Miller: To approve the lot split contingent on providing the Township Clerk a survey with the new legal descriptions of the above properties. Motion seconded by Supervisor Mark Malecha. Motion carried.

Round Table Townboard and Planning Commission – to establish procedures.

Planning Commission members present were Francie Madden, Cory Behrendt, Butch Hansen, Cheryl Monson and Calvin Pflaum. The Townboard and the Planning Commission discussed the procedures that should be followed when reviewing zoning compliance permits Building Inspector Bob Hegner was also present at the meeting.

A motion by Supervisor Connie Anderson: The building inspector may issue septic permits on replacement and upgraded systems without prior Townboard approval. Motion seconded by Supervisor Kenny Miller. Motion carried.

Septic systems relating to new home construction are part of the building permit.

Procedure to obtain a building permit:

1. Pick up a Building permit application from the Town Clerk.
2. Return the completed application to the Town Clerk.
3. Applicant will then be placed on the Planning Commission agenda.
4. Applicant Attend the Planning Commission Meeting.
 - Brings: 2 sets of Building Plans. (The building Inspector will keep one copy)
 - Brings: Septic system plans.
 - Leaves the plans with the Planning Commission, who will forward them to the building inspector.
3. The Building Inspector reviews the plans.
 - Returns approved plans to the Clerk for the Townboard meeting.
 - Submits to the Clerk the Building permit fee for the project.
4. Applicant Attends the Townboard meeting
 - Townboard takes action on the permit request.
 - If approved and complete, the Building permit will be issued by the clerk at the meeting.

It is strongly advised that this procedure is followed when requesting a building permit. If a project has been reviewed by the building inspector and is not compliant with current zoning the applicant is still responsible for the plan review fees.

A motion by Supervisor Kenny Miller: To adjourn. Motion seconded by Supervisor Mark Malecha. Motion carried. Meeting adorned 10:10 PM.