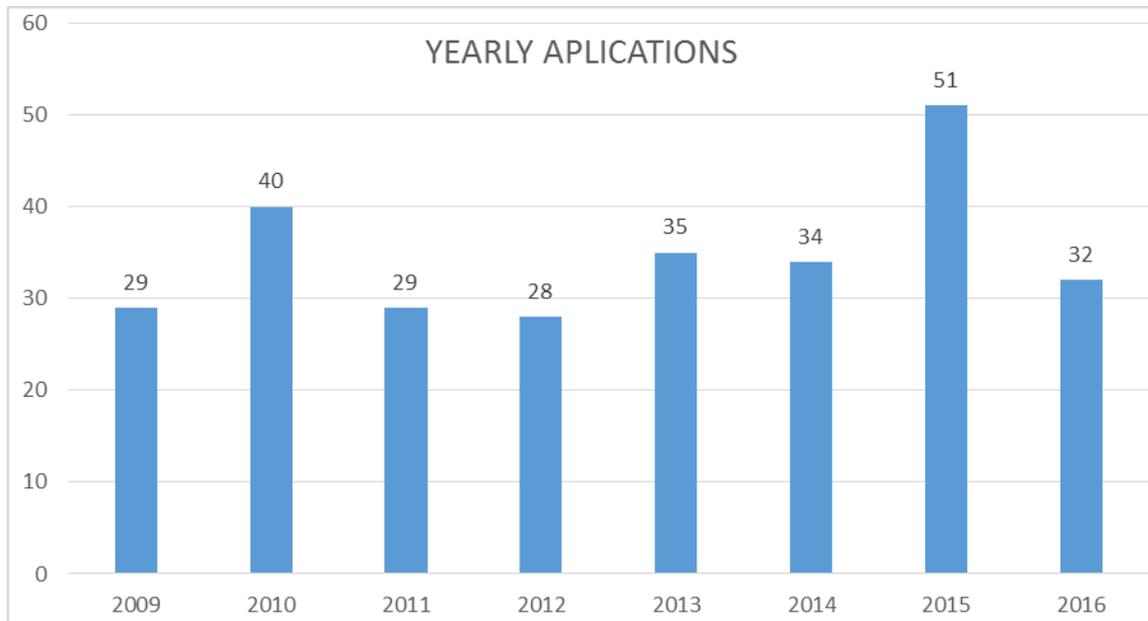


Zoning Administrator's Report

A. June Permits: The following permits were issued over the last month by the Zoning Department.

1. Sibley Lake Association, Sibley Lake Park, for Shoreline Alteration;
2. Marianne Swanson, Nordenstua, for a new home and garage;
3. Donald McFee, 3890 Coleman Drive, for a new home and garage;
4. Randy Gilson, 3686 Fox Lane, for a fence;
5. James Byrne, 4905 Olson Road, for a deck;
6. Dave & Andi Clausen, 31343 North Oak Street, for additions;
7. Alvin & Cassie Carey, 3800 Branch Trail, for a new home and garage;
8. Richard & Sharon Bunker, 3512 Rickard Road, for a new home and garage;
9. Robert Fischer, 3858 Coleman Drive, for Shoreline Alteration.

The graph below depicts the permit requests received by the Zoning Office through May for the past several years.



B. Correspondence: Your Staff sent the following correspondence since the last meeting:

1. June 6 letter to Family Dollar regarding lawn;
2. June 6 letter to Dana Knutson regarding lawn;
3. June 6 letter to Michael D. and Charlotte Greer regarding lawn;
4. June 21 letter to John and Barbara Derksen regarding exterior storage;
5. June 21 letter to Robert and Kimberly Swenson regarding lawn and exterior storage;

6. June 22 letter to Michael and Elaine Pestello regarding lawn;
7. June 22 letter to Dana Knutson regarding lawn;
8. June 23 letter to Cathi McBryde regarding exterior storage;
9. June 24 letter to Virgil Dahl regarding exterior storage;
10. July 1 letter to Babinski Properties regarding CUP approval;
11. July 6 letter to Mark Reschke regarding structure.

C. Council Meeting Notes:

The City Council Meeting was held June 7, 2016. An excerpt from that meeting is included here for your information.

5.1. Highway 371 Expansion Project Update

Randy Shoen from Mathiowetz Construction updated the Council on the Highway 371 Expansion Project. Mr. Shoen noted that a lot of grading is taking place and new alignments for the Paul Bunyan Trail will occur by the end of June. He further noted that the County Road 112 detour will begin in three weeks and he hopes that by the end of 2016, 75% of the Project will be completed.

6.2. Ordinance Amendment Regarding Fence Height

Dawn Bittner informed the Council that it was brought to her attention that 60 inch wooden fence panels are not readily available as noted in the City's current ordinance regarding performance standards for fences. The Planning Commission is unanimously recommending to amend the City Code regarding fence height.

COUNCIL MEMBER AKERSON MOVED TO AMEND CHAPTER 17, SECTIONS 5.6, 5.7, 5.8, 5.9, AND 5.11 OF THE LAND USE AND SUBDIVISION ORDINANCE REGARDING FENCE HEIGHT. COUNCIL MEMBER KARR SECONDED THE MOTION. MOTION CARRIED 3-0.

9.1.A. Bike/Walking Path on West Sibley Street

Dan Ronning addressed the Council with the Park Commission's request to expand the 2016 resurfacing project of West Sibley Street to include a bike/walking path. Mr. Ronning noted that in the City's Downtown Plan, West Sibley Street was given a walkability rate of very poor and this Street is often used by bikers and walkers. He stated that there is a sincere concern that if this path is not constructed this year, it could be another 10-15 years before it would be constructed.

Council discussion ensued as to City right-of way issues, mailbox and fire hydrant concerns, separation between the path and West Sibley Street, and the added cost that this request would entail.

Council Member Akerson was not in favor of this request due to the tight budget constraints the City is under this year and next year.

Mayor Sjoblad stated that the West Sibley Street project is an overlay only project because that cost is available in the City's 2016 budget.

The City Council Meeting was held July 5, 2016. An excerpt from that meeting is included here for your information.

6.1. Planning Commission Report

The June 28, 2016 Planning Commission Report and June 16, 2016 draft Planning Commission minutes were received by Council.

6.2. Ordinance Amendment Regarding Fence Height

Dawn Bittner informed the Council of the current City Code not allowing for accessory structures without a primary structure in any zoning classifications. The Planning Commission unanimously recommends amending the City Code to permit accessory structures in forest management, agricultural, and rural residential zoning areas.

COUNCIL MEMBER KARR MOVED TO AMEND CHAPTER 17, SECTIONS 17-5.4, 17-5.5, AND 17-5.6 OF THE LAND USE AND SUBDIVISION ORDINANCE REGARDING ACCESSORY STRUCTURES AND AUTHORIZES PUBLICATION OF ORDINANCE 16-04. COUNCIL MEMBER AKERSON SECONDED THE MOTION. MOTION CARRIED 4-1. COUNCIL MEMBER AKERSON OPPOSED.

6.3. Waive Land Use Permit Fee

Dawn Bittner informed the Council of the Sibley Lake Association's request to waive the land use permit fee to remove existing steps and restore the hillside at Sibley Lake Park, as this is City property.

COUNCIL MEMBER LOUKOTA MOVED TO WAIVE THE \$150 LAND USE PERMIT FEE FOR THE SIBLEY LAKE ASSOCIATION. COUNCIL MEMBER KARR SECONDED THE MOTION. MOTION CARRIED 5-0.

6.4. Land Use Permit Issuance & Agreement

Dawn Bittner informed the Council of Virgil Dahl's application for a land use permit to remedy a portion of his zoning violations. Staff is requesting the

Council grant permission to issue the permit, as well as execute an agreement necessary to remedy the other code violations that exist on his property. Ms. Bittner noted the agreement will require Mr. Dahl to grant access for City staff to enter his property as well as set up a timeline for current and future follow-up visits.

Council Member Pederson stated he would like something in the agreement noting progress percentages that must be met within specified deadlines.

MAYOR SJOBLAD MOVED TO DIRECT CITY STAFF TO ISSUE A LAND USE PERMIT TO VIRGIL DAHL TO ALLOW THE LOCATION OF TWO STORAGE BUILDINGS AND THE CONSTRUCTION OF AN ADDITION ON HIS PROPERTY AT 3952 COUNTY ROAD 17 NOTWITHSTANDING THE EXISTENCE OF CODE VIOLATION ON HIS PROPERTY, AND TO AUTHORIZE STAFF TO EXECUTE AN AGREEMENT WITH MR. DAHL AT THE TIME OF PERMIT ISSUANCE AS NECESSARY TO ADDRESS THE ELIMINATION OF SUCH CODE VIOLATIONS WITHIN A REASONABLE TIME THEREAFTER. COUNCIL MEMBER KARR SECONDED THE MOTION. MOTION CARRIED 5-0.

D. Potential Violations/Enforcement Actions: The City Staff is currently working on the following potential violations/enforcement actions. We will report on each of these each month until they are resolved to the satisfaction of the Planning Commission.

- Virgil Dahl – Mr. Dahl has been notified to remove the exterior storage items by June 13. (10/06 to present)
- John and Barbara Derksen – Exterior storage. Enforcement has begun. (5/13)
- Cathi McBryde – Exterior storage. Enforcement has begun. (5/13)
- Carter McAnnich – Exterior storage and abandoned vehicles. Enforcement has begun. (5/13)
- Stewart Austin – Lawn. (Bank Owned) The lawn has been mowed. Staff will monitor. (9/15)
- Gary & Julie Skjod – After-the-Fact Boat Ramp and Accessory Structure. (10/15)
- Diane Koval – Exterior storage. (4/16)
- Several lawn mowing letters have been sent.