

**2013 ANNUAL SHORELAND ORDINANCE
ADMINISTRATIVE ACTIVITIES REPORT**



2013 Shoreland Block Grant Amount: \$ 3457

Directions: Please answer the following questions for your county’s 2013 activities within the shoreland district. **To receive a shoreland block grant in 2014, this form must be completed by February 1, 2014.**

Planning & Zoning

1. Did your county update or amend its comprehensive plan in 2013? No (yes or no)
2. Do you plan to update your comprehensive plan in 2014? No (yes or no)
3. Did your county update or amend its shoreland ordinance in 2013? No (yes or no)
If yes, describe the nature of the change:
4. Do you plan to update your shoreland ordinance in 2014? Yes (yes or no)
5. Does your county notify the DNR at least 10 days prior to public hearings for variances, CUPs, and ordinance amendments, and within 10 days after final decisions? Yes (yes or no)
6. If yes:
 - a. Who do you notify? Stephanie Klamm, Area Hydrologist (name of DNR staff person)
 - b. How do you notify them? Email (mail, e-mail, other)
 - c. What information do you provide? Notice, plans, app if needed (notice, application, plans, other)
7. List the number of shoreland variances you issued in 2013:

Variance Type	# Approved with Conditions	# Approved without Conditions	# Denied
OHWL setback	1	1	2
Bluff setback			
Expansion of nonconforming structure			
Impervious surface			
Development of nonconforming contiguous lots in same ownership		1	
Subdivision of land not meeting lot area/width standards		1	
Building height			
Mooring spaces			
Other (please specify) Side Lot Line (2), Over Accessory Structure Sq. Footage (1),	1	2	1

8. If variances are approved with conditions, what are some examples of typical conditions?
Combine lots, remove accessory structures, provide extra vegetative screening between ohwl.
9. If variances are approved without conditions, why not?
Generally there isn’t a need for one, like for a side yard setback.
10. For approximately what percent of variance inquiries in 2013 were alternative solutions found that eliminated the need for an actual variance application? 30%
11. If alternative solutions were found, what are some typical examples?
Move to meet setbacks, change layouts, don’t do project.

Land Subdivision

12. List the number of lots created in 2013:

Type of subdivision	Total # of Lots Created	How many of these lots (shaded box) were in Conservation Subdivisions?	How many of these lots (shaded box) were in Resort Conversions?
PUD Plats	0		
Non-PUD or standard Plats	1	0	0
Lot Splits or admin subdivisions	<25	0	0

Permits

13. How many land use permits were issued in shoreland areas in 2013?

- a. New construction on previously undeveloped lots: 11 (total # of permits)
b. Redevelopment (e.g., expansion of structures, substantial improvements, new structures added to developed lots): 42 (total # of permits)

14. How many permits for grading, excavation, filling, or soil disturbance within the shore impact zone were issued in 2013? 11 (total # of permits)

15. Do you generally inspect the work? yes (yes or no)

Enforcement

16. Do you enforce the 50-foot agriculture buffer requirement? no (yes or no)
If yes, describe 2013 activities in the space below:

17. Do you enforce vegetation management standards for non-agriculture properties? no (yes or no)
If yes, describe 2013 activities in the space below:

Other

18. What shoreland-related training, guidance, or tools do your staff or Board of Adjustment need?

General Planning Commission/BOA refresher training and education.

19. What special measures or initiatives has your county pursued to protect shorelands (e.g., vegetation restoration, advanced stormwater management practices, etc.) in 2013? Please describe below:

Have just been enforcing our current standards

Contact Information

County: Polk
Contact Person: Josh Holte Title: Planning and Zoning Administrator
E-Mail Address: josh.holte@co.polk.mn.us
Phone Number: 218-281-5700

Any questions? Please contact: Kathleen Metzker, DNR Land Use Hydrologist, 500 Lafayette Road, St. Paul, MN 55155-4032. Tel. 651-259-5694. Please e-mail the completed form to Kathleen.metzker@state.mn.us. Alternatively, you may fax it to 651-296-1811 or mail it to the above address. E-mail is preferred!