

Canosia Township Planning & Zoning

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Duluth, Minnesota 55811
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REGULAR MEETING MINUTES

Wednesday, January 10, 2018

1. **CALL TO ORDER:** Chairman Kurt Brooks called the meeting to order at 7:00 p.m. The pledge of allegiance was recited.
2. **ATTENDING:** Chairman Kurt Brooks and commission members Kyle Anderson, Tom Collard, Mike Podgornik, and Dan Jerieski, Secretary Amber Madoll, Zoning Director Tim Walburg, and 11 residents were present.
3. **AGENDA:** Motion by Mike Podgornik, seconded by Kyle Anderson, to approve the agenda as written. Motion carried, 5 – 0.
4. **MINUTES:** Motion by Kyle Anderson, seconded by Tom Collard, to approve the 12.13.17 regular meeting minutes as written. Motion carried 5 – 0.
5. **PUBLIC COMMENT:**
 - a. Mr. Gilmore presented a letter that was originally submitted to the Canosia Town Board's January 2018 board meeting. He stated, "I request that an immediate moratorium be issued on the acceptance, hearing, issuing of Industrial Use Class II Conditional Use Permits in the MUNS 5, SMU, and RES districts of Canosia Township." Chairman Brooks advised those attending that a moratorium had been placed on the issuing of Conditional Use Permits, which would be discussed later in the meeting. He also advised Mr. Gilmore that if he had updates or changes to his request, then he would submit them to the Canosia town board as moratoriums are placed on township activities by the town board, not the planning and zoning board.
6. **NEW BUSINESS:**
 - a. A conditional use permit was submitted to Canosia Township on 12/17/17. It was approved for board review by the Zoning Director on 12/19/17. A hearing was scheduled for 1/4/18. During the Canosia town board meeting the board voted 2 – 1 to place a moratorium on all CUP applications until the following could be resolved: a) Clarification on whether Canosia Township Zoning Ordinance 2017-1 allows for Industrial Use- Class II within a MUNS 5 zone and b) Whether the town board has the authority to hear conditional use permits and deny or approve those permits. A special town board meeting has been scheduled for 1/17/18 to resolve these questions. Secretary Madoll will post a notice that PZ board members may be in attendance at that meeting. Based on that meeting, if the moratorium is lifted, then a new hearing for Waste Wood Recyclers will be scheduled for 2/5/18 at 5:30pm. Mr. Campbell asked for clarification on the 60 day rule. Chairman Brooks stated that the 60 days began with the 12/19/17 date, not the date of the original application that they originally submitted or when the check for an application was cashed.
 - b. 2017 files are complete and archived. Secretary Madoll will submit a report to the Department of Commerce. It was discussed that while it costs approximately 5k per year for the township to manage its own zoning permits, it enables the township to have much greater control over what is permitted within the community.

- c. Election of New Chairs: Dan Jerieski nominated Kurt Brooks for chair. Tom Collard seconded. Motion carried, 5 – 0. Mike Podgornik nominated Kyle Anderson for vice – chair. Dan Jerieski seconded. Motion carried, 5 – 0.

7. OLD BUSINESS:

- A. 4989 Pike Lake Place: PZ Director Tim Walburg left a message for the owner and will contact him again this month.
- B. 4943 E Pike Lake Road: Mr. Skytta explained that the house is down and removed. There is gravel on the ground. Construction of the new building has not begun. It was discussed how changes in the ordinance, abatement issues, weather, and other challenges delayed the construction process. There is a concern by the board over the multiple extensions that this permit has had. Motion by Mike Podgornik, seconded by Kyle Anderson that a \$50 permit fee must be paid and 50% or more of the home must be built, this includes foundation, walls, and roof, by 12/23/18 or the permit will expire and the applicant will need to submit a new land use permit/fees and follow the Canosia Township Ordinance 2017-1. Motion carried, 5 – 0. Secretary Madoll will attach these minutes to the permit.

8. **CORRESPONDENCE:** Letter from the Department of Commerce.

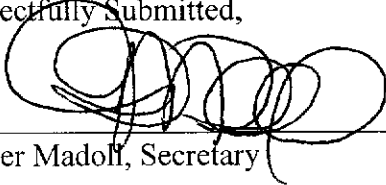
9. PLANNING DIRECTOR'S REPORT:

- A. Director Walburg indicated that two new permits were written since the last meeting bringing a total of 30 for the year.

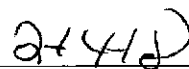
10. **OTHER:** None

11. **ADJOURN:** Motion by Kyle Anderson, seconded by Mike Podgornik, to adjourn the meeting at 8:19 p.m. Motion carried, 4 – 0.

Respectfully Submitted,



Amber Madoll, Secretary


Date

APPROVED:



Kurt Brooks, Chairman or Kyle Anderson, Vice-Chair

2-14-2018
Date