

**Sauk Centre Planning Commission
Regular Meeting
Tuesday, September 12, 2017 – 4:30 P.M.**

AGENDA

1. Call to Order/Roll Call/Pledge of Allegiance
2. Approval of Agenda
3. Approval of Minutes
 - a. August 8, 2017 Regular Meeting (P. 1-2)
4. Reports/Presentations
 - a. August 2017 Monthly Building Permit Report (P. 3-6)
5. Public Hearings
 - a. Zabel – Variance (P. 7-8)
6. Action Items/Appeals
 - a. Zabel – Variance (P. 9-27)
7. Unfinished Business
8. New Business
 - a. Fee Schedule for 2018 (P. 28-32)
9. Informational Items (P. 33-37)
 - a. Scrap Metal Clean Up Day (September 16, 2017)
 - b. Scavenger Days (September 13 – September 16, 2017)
 - c. GTS Educational Events
 - d. Comprehensive Plan Update (Project Status Report- SRF)
10. Adjournment

**SAUK CENTRE PLANNING & ZONING
COMMISSION MEETING MINUTES
TUESDAY, AUGUST 8, 2017
4:30 P.M.**

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

The regular meeting of the Sauk Centre Planning Commission was called to order at 4:30 p.m. with Commissioners Walz, Leach, Jansen and Magnuson present. Also present was City Planner Morton. Gieske was absent.

Those in attendance were asked to stand and recite the Pledge of Allegiance.

2. APPROVAL OF AGENDA

A motion was made by Magnuson and was seconded by Walz to approve the agenda as presented. A vote being recorded as follows: For: Magnuson, Walz, Jansen and Leach. Against: None. Absent: Gieske. The motion passed.

3. APPROVAL OF MINUTES

- a. A motion was made by Walz and was seconded by Leach to approve the May 9, 2017 Regular Meeting Minutes. A vote being recorded as follows: For: Walz, Leach, Jansen and Magnuson. Against: None. Absent: Gieske. The motion passed.

4. PUBLIC HEARING

None.

5. REPORTS/PRESENTATIONS

- a. During the month of May, 23 permits were issued as follows:

- 1 new residential dwelling
- 20 miscellaneous residential permits
- 1 miscellaneous commercial permits
- 1 Tax Exempt (Eagles Healing Nest repairs)

Total construction value: \$ 351,515.00

May of 2016, 14 building permit were issued, construction value \$5.2 Million (new MN National Bank).

During the month of June, 4 permits were issued as follows:

- 2 miscellaneous residential permits
- 1 miscellaneous commercial permit
- 1 miscellaneous commercial / mechanical permit

Total construction value: \$35,900.00

June of 2016, 7 building permit were issued, construction value \$29,000.

During the month of July, 22 permits have been issued as follows:

- 1 new residential dwelling
- 19 miscellaneous residential permits
- 1 miscellaneous mechanical permit
- 1 detached accessory structure (garage)

Total construction value: \$421,982.49

July of 2016, 10 building permit were issued, construction value \$282,000.

6. ACTION ITEMS

None.

7. UNFINISHED BUSINESS

None.

8. NEW BUSINESS

None.

9. INFORMATIONAL ITEMS

- a. Scrap Metal Clean-Up Day will be held on Saturday, September 16th in the Civic Arena parking lot.
- b. GTS Educational Events
- c. Comprehensive Plan Update

10. ADJOURNMENT

A motion was made by Magnuson and was seconded by Jansen to adjourn the meeting. A vote being recorded as follows: For: Magnuson, Jansen, Walz and Leach. Against: None. Absent: Jansen. The motion passed.

With no further action, Leach adjourned the meeting.

Respectfully submitted,

Nicki Vogt,
Recording Secretary

Planning Commission
City of Sauk Centre
Staff Report

Meeting Date: September 12, 2017
Subject: August 2017 Building Permit Report
Agenda Item: 4a

Description/Summary

See attachments – August 2017 Building Permit Summary, 2017 Monthly Totals and 2016 Monthly Totals for comparison.

During the month of August, 17 permits have been issued as follows:

- 1 new residential dwelling
- 11 miscellaneous residential permits
- 3 miscellaneous commercial permits
- 1 mechanical – residential
- 1 Tax Exempt (Bandshell in Sinclair Lewis Park)

Total construction value: \$ 330,825.00

August of 2016, 12 building permit were issued, construction value \$230K.

Action Requested:
Information Item Only

Action Taken: _____

Motion: _____ **Second:** _____

CITY OF SAUK CENTRE - BUILDING PERMIT SUMMARY LOG
August 2017

Date	No.	Name	Address	Project Description	Contractor	Value	Permit Fee	State Surchage	Plan Check	Total Fee	PID	Census Code
August												
8/1/2017	2017B087	Gilmore, James & Karlene	83 Sinclair Lewis Ave	Reshingle	Roth Roofing	15,125.00	226.31	7.56		233.87	94.58015,0020	434
8/1/2017	2017B088	Wainart	205 12th St S	Interior remodel/paintery dept		8,500.00	143.50	4.25	71.75	219.50	94.58265,0900	Com
8/2/2017	2017B089	Zollman, Bryan	13 7th St S	Gas Furnace	Sellers Heat & Air	8,000.00	137.25	4.00		141.25	94.58290,0010	Mech
8/7/2017	2017B090	Thom, Travis	114 Pine St N	Storm Shelter	Self	3,500.00	81.00	1.75	40.50	123.25	94.57965,0000	Storm Shelter
8/7/2017	2017B091	Eimes, James	607 Lake Shore Dr	Replace 1 Window & redo bathroom	Self	4,000.00	87.25	2.00		89.25	94.58284,0000	434
8/8/2017	2017B092	Merban, Phil	828 East St	Replaces window	Imdale Const.	1,000.00	34.75	1.00		35.75	94.58595,0000	434
8/8/17	2017B093	Austin, Kerry	143 4th St N	New Addition Porch	Schmiesing Masonry	13,000.00	199.75	6.50	79.90	286.15	94.58150,0000	434
8/10/17	2017B094	Toerwan, Nancy	225 Main St N	Partial Reside	Self	1,800.00	59.75	1.00	0.00	57.75	94.58579,0000	434
8/15/2017	2017B095	City of Sauk Centre - Sand Shell	828 Park Road	Ramp to stage								
8/18/2017	2017B096	Macey, James	828 4th St. S.	Reshingle	J.Wiener Const.	10,000.00	182.25	5.00		187.25	94.58066,0000	434
8/18/2017	2017B097	Illies, Eric/In	107 Cedar Street	Reshingle	Kevin Middendorf	1,200.00	49.25	1.00		41.25	94.58595,0000	434
8/22/2017	2017B098	Hobanison, Kite	215 Elm St.	Redo part of roof & siding on garage	Bost Const.	4,000.00	87.25	2.00		89.25	94.58182,0000	434
8/23/2017	2017B099	Monting View Properties	142 Daybreak Lane	New Dwelling	Imdale Const.	170,000.00	1,237.25	85.00	484.90	1,817.15	94.58289,0033	101
8/23/2017	2017B100	Engen, Pat	215 Willow Street	Addition	Bost Const.	50,000.00	574.75	25.00	239.90	829.65	94.57979,0000	434
8/24/2017	2017B101	Wessel, Ryan	840 Pleasant Street	replace garage door & window	Self	200.00	21.00	1.00		22.00	94.58829,0000	434
8/28/2017	2017B102	Boyman, George & Arlene	920 4th St. N.	Deck	Self	500.00	21.00	1.00		22.00	94.58135,0000	434
8/30/2017	2017B103	Palmer House	500 Sinclair Lewis Ave.	Replace Windows	Kostraba Tuckpointing & Roofing	40,000.00	484.75	20.00		504.75	94.58159,0000	Comm
						339,825.00	3,895.04	168.06	916.96	4,860.07		

2017 Building Permits

	Value	Permit Fee	State Surcharge	Plan Check	Other	Total Fees
Monthly Total						
January	\$69,500.00	\$893.00	\$34.75	\$0.00		\$927.75
February	\$466,642.40	\$3,675.28	\$233.92	\$1,180.46		\$5,089.66
March	\$516,200.00	\$4,505.94	\$258.90	\$1,617.66		\$6,382.50
1st Quarter Total	\$1,052,342.40	\$9,074.22	\$527.57	\$2,798.12		\$12,399.91
April	\$3,645,610.06	\$15,451.87	\$1,480.60	\$6,802.37		\$23,734.13
May	\$351,515.00	\$4,022.97	\$179.09	\$788.28		\$4,990.34
June	\$35,900.00	\$597.75	\$17.95	\$0.00		\$615.70
2nd Quarter Total	\$4,033,025.06	\$20,072.59	\$1,677.64	\$7,590.65		\$29,340.17
July	\$421,982.49	\$4,554.36	\$213.90	\$952.20		\$5,720.46
August	\$330,825.00	\$3,595.06	\$168.06	\$916.95		\$4,680.07
September						
3rd Quarter Total						
October						
November						
December						
4th Quarter Total						
Year to Date Total	\$5,828,201.95	\$37,296.23	\$2,586.27	\$12,257.92		\$52,140.61

2016 Building Permits

	Value	Permit Fee	State Surcharge	Plan Check	Other	Total Fees
Monthly Total						
January	\$62,694.00	\$1,143.68	\$31.15	\$0.00		\$1,174.83
February	\$80,900.00	\$1,215.75	\$40.75	\$0.00		\$1,256.50
March	\$92,839.00	\$1,450.75	\$46.72	\$193.90		\$1,691.37
1st Quarter Total	\$236,433.00	\$3,810.18	\$118.62	\$193.90	\$0.00	\$4,122.70
April	\$112,298.34	\$1,768.87	\$56.15	\$196.63		\$2,021.65
May	\$5,274,080.00	\$18,752.88	\$1,638.83	\$8,711.73		\$29,103.44
June	\$29,077.00	\$586.71	\$15.79	\$0.00		\$602.50
2nd Quarter Total	\$5,415,455.34	\$21,108.46	\$1,710.77	\$8,908.36	\$0.00	\$31,727.59
July	\$282,175.00	\$2,622.36	\$143.24	\$565.85		\$3,331.45
August	\$230,656.00	\$2,780.57	\$115.33	\$539.80		\$3,435.70
September	\$80,323.00	\$1,357.79	\$41.06	\$251.70		\$1,650.55
3rd Quarter Total	\$593,154.00	\$6,760.72	\$299.63	\$1,357.35	\$0.00	\$8,417.70
2016B024 not doing project	-\$12,318.00	-\$191.23	-\$6.16	No Change		-\$197.39
	\$580,836.00	\$6,569.49	\$293.47			\$8,220.31
October	\$368,079.00	\$3,293.99	\$183.99	\$934.80		\$4,412.78
November	\$258,056.00	\$2,280.50	\$130.35	\$658.70		\$3,069.55
December	\$62,436.78	\$1,027.84	\$31.66	\$0.00	\$0.00	\$1,059.50
4th Quarter Total	\$688,571.78	\$6,602.33	\$346.00	\$1,593.50	\$0.00	\$8,541.83
2016B082 & 2016B089	-\$3,144.00	-\$39.30	-\$1.57	\$0.00	\$0.00	-\$40.87
	\$685,427.78	\$6,563.03	\$344.43			\$8,500.96
Year to Date Total	\$6,918,152.12	\$38,051.16	\$2,467.29	\$12,053.11	\$0.00	\$52,571.56

Planning Commission Staff Report

Meeting Date: September 12, 2017
Subject: Public Hearing – Variance – Zabel
Agenda Item: 5a

LUR 2017-07

Applicant(s): Lukas E. Zabel
111 Lincoln Street
Sauk Centre, MN 56378

PID: 94.58424.0000

Legal Description: Lots 1 and 2 Block 3, Houghton's Second Addition to the City of Sauk Centre; also the vacated alley East of Lots 1 and 2, Block 3 and the North half of the vacated alley lying adjacent to Lot 2, Block 3 all in Houghton's Second Addition to the City of Sauk Centre.

Physical Address: 111 Lincoln Street, Sauk Centre, MN

Action Requested: The 3 (three) foot variance, if granted, would allow a 28' x 40' detached garage to be located 2 (two) feet from an interior lot line where a 5 (five) foot setback is normally required.

Development Summary:

Dimensional Standards are:

Residential Single Family (R-1) Setbacks:

Front: 30 feet from the property line adjacent of a city street

Side: 5 feet from the interior lot lines

Rear: 25 feet from the rear lot line

Side Street (Corner): n/a

<u>Lot Area</u>	<u>Lot Coverage</u>	<u>Lot Width</u>
10,500 sq ft (minimum)	30% (maximum)	75 feet (minimum)

The existing lot is 28,137 square feet; the lot has 146.00 feet of frontage on Lincoln Street (west lot line), 337 feet along the south lot line, 322.37 feet along the vacated alley (north/east lot line) and 48.44 feet along the interior (north) lot line.

Current Zoning: R-1 (Single Family Residential)

Background:

- Vacation of a Public Alley (Wobegon Trail) adjacent to the Zabel property was granted at the July 19, 2017 City Council meeting. Excerpts from the July 19,

2017 Public Hearing and the August 2, 2017 Council minutes approving the alley vacation are included in the staff report.

ORDINANCE/STATUTORY REQUIREMENTS:

156.103 Variance and Appeals

(A) *Board of Appeals and Adjustments.* The Planning Commission shall act as the Board of Appeals and Adjustments and shall hear requests for appeals and shall hear requests for and order the issuance of variances from the requirements of any official control including restrictions placed on nonconformities.

(2) *Variances.* The Board shall hear requests for variances from the requirements of the zoning ordinance including restrictions placed on nonconformities.

(a) Variances shall only be permitted when they are in harmony with the general purpose and intent of the ordinance and when the variances are consistent with the Comprehensive Plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance.

PRACTICAL DIFFICULTIES, as used in connection with granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality.

(b) Economic considerations alone do not constitute practical difficulties.

(c) Practical difficulties also include, but are not limited to, inadequate access to direct sunlight for solar energy systems.

(d) Variances shall be granted for earth-sheltered construction as defined in M.S. § 216C.06 subdivision 14, as it may be amended from time to time, when in harmony with this chapter.

(e) No variance may be granted that would allow any use that is not allowed in the zoning district in which the subject property is located. The Board of Adjustments may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

Planning Commission Recommendations:

Planning Commission to take action under agenda item 6a.

Motion: _____ **Second:** _____

Approval: _____ **Denial:** _____ **Tabled:** _____ **No Action:** _____

Planning Commission Staff Report

Meeting Date: September 12, 2017

Subject: Variance - Zabel

Agenda Item: 6a

Description/Summary

LUR #2017-07

See agenda items 5a. Hearing Notice was published in the Sauk Centre Herald on August 24, 2017 and was posted as required by law. See attachments: Variance Application, Public Hearing Notice, staff report and any correspondence received. As of Wednesday September 6, 2017 no comments have been received concerning this variance.

Findings: The Commission shall consider the following findings in their deliberations. Any findings deemed appropriate should be attached to the action taken.

(1) Granting a variance will not adversely affect the public health, welfare and safety and will not be detrimental and injurious to property or improvements in the neighborhood;

(2) Strict interpretation or enforcement of the provisions of this chapter would result in a practical difficulty that is not self-created and is inconsistent with the intent of this chapter and the Comprehensive Plan;

(3) There are exceptional or extraordinary circumstances or conditions applicable to the property, use or facilities that do not apply generally to other properties in the same district;

(4) Strict or literal interpretation of this chapter would deprive the applicant of the use and enjoyment of his or her property in a manner similar to others in the same district; and

(5) Granting of the variance will not allow a use which is otherwise not a permitted use in the zoning district in question.

(6) Economic considerations alone shall not constitute a practical difficulty if reasonable use for the property exists under the terms of this chapter.

(7) A variance granted but not used shall become void 1 year after its effective date.

(8) No application for the same or essentially the same variance shall be made within 6 months of the date of denial.

Staff Recommendation:

The Planning Commission/Board of Adjustment to approve the variance based on the requirements as supported in Findings 1 through 8.

Planning Commission Recommendation:

Motion: _____ **Second:** _____

Approval: _____ **Denial:** _____ **Tabled:** _____ **No Action:** _____



320 SOUTH OAK STREET
 SAUK CENTRE, MN 56378
 PH: (320) 352-2203 FAX: (320) 352-0121

Office Use Only
2017- <u>07</u>
LUR Number
\$150.00 <u>22259</u>
Permit Fee Paid
<u>6/9/17</u>
Date Received

VARIANCE REQUEST APPLICATION

A variance granted but not used shall become void 1 year after its effective date.

Please Type or Print Neatly. Attach additional sheets if necessary.

Name of Applicant Lukas Zabel

Address 111 Lincoln St.

City, State, Zip Sauk Centre, MN 56378

Phone (320) 428-5766 Alternate Phone _____

Physical Address/Location of Property

Legal Description of Property: (Please Attach Metes & Bounds Description)

Lot 1 & 2 Vac. Alley Lying East of Lots 1 & 2 , Block 3 and N2 of Vacated Alley Adj. to Lot 2

Parcel ID Number 94.58424.0000 Zoning District R-1

Applicant is: Title Holder of Property (if different than applicant):

- Legal Owner of Property Name Same
- Contract Buyer Address _____
- Option Holder City, State, Zip _____
- Agent
- Other _____

State the nature of your request in detail. What are you proposing for your property? _____

Option 1 : To build a 28' x 38' garage 2 feet from the front property line so that I can enter garage using exiting driveway.

Or

Option 2: To build 28' x 40' garage so it flushed with the current garage which is 30' from the front property line but need a 2' side yard variance from North property line.

Signature of Owner, authorizing application [Signature]
 (By signing, the owner is certifying that he/she has read and understands the instructions accompanying this application.)

Signature of Applicant (if different than Owner) _____
 (By signing, the applicant is certifying that he/she has read and understands the instructions accompanying this application.)

APPLICANTS, PLEASE NOTE: Pursuant to the City of Sauk Centre Zoning Ordinance, the applicant should be prepared to explain the unique situation on the property that requires the proposed variance. The Zoning Ordinance defines a undue hardship as follows: "The property in question cannot be put to a reasonable use if used under the conditions allowed by the official controls, the plight of the landowner is due to circumstances unique to the property that are not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall not constitute an undue hardship if reasonable use for the property exists under the terms of this chapter."

The Planning Commission will review or take action on this request on 9 / 12 / 2017
(Applicant or authorized agent must be present at the Planning Commission Meeting).

The City Council will review or take action on this request on 9 / 20 / 2017.

The request(s) which I/we desire for our property require a variance from the following section(s) of the Sauk Centre City Code:

Section 156.049 Section _____ Section _____

1. What are the unique circumstances of the property (parcel size, shape, topography, or other characteristics not created by the landowner) that make strict interpretation of the Ordinance impractical?
Due to shape of yard and placement of house, it is hard to find a fitting location for the detached accessory and look like a normal yard without being an eye sore to the neighbors.

2. Do any of the unique circumstances result from your own actions (if the answer is yes, you may not qualify for a variance)? NO

3. How is granting the variance consistent with the intent of the City of Sauk Centre Zoning Ordinance?
For me to be able to have a detached accessory and being able to access it with the least possible impervious coverage.

4. How will reasonable use of the property be deprived if the variance is not granted?
If not able to get a variance, the accessory building will be drastically smaller and will not be able to utilize it like I want. If I build on the South side of house, it would look aesthetically unfavorable to the neighborhood and then more impervious coverage would be used.

5. State your reasons for believing that a strict enforcement of the provisions of City Code would cause practical difficulties in complying with the official control. "Practical difficulties," as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manor not permitted by an official control; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted will not alter the essential character of the locality.
The property is pie shaped with a bike trail and commercial property to the North and neighbors to the South with Commercial property to the South of them.

6. Describe the physical characteristics of the site, including but not limited to, topography; erosion and flooding potential; soil limitations; and, suitability of the site for the type of development or use contemplated:
The lot is flat but pie shaped. The trail is about 5 feet higher than property.

7. Describe the impact on the use and enjoyment of other property in the immediate vicinity. If there is no impact, explain why.
It is a residential property for single family. If allowed variance would allow a barrier from commercial property to the North and the privacy from the trail to the North.

8. Discuss any environmental limitations of the site or the area that limit building in other areas.
If variance is allowed, I would not have to take any trees down but if no is allowed, and I moved this to the South of the house, I would have to remove several tree and create more impervious coverage which may create more water runoff.

9. What other options, either conforming or non-conforming, have been considered and why were those options not chosen?

Option 1 would be close to the property line but would less impervious coverage used.

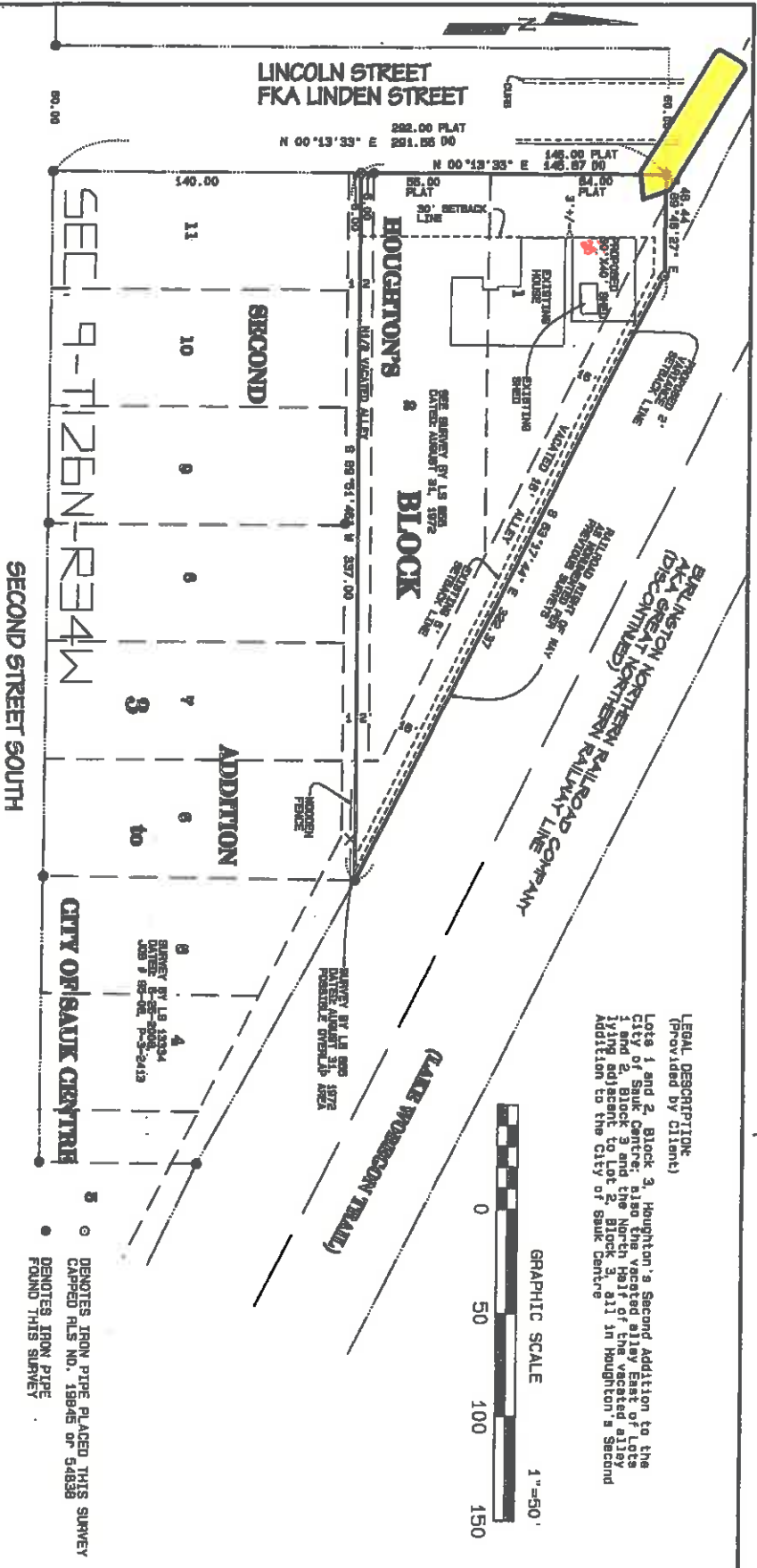
Option 2 would allow take more impervious coverage and be closer to the house.

Another option that is not favorable would to build it on the south of the house but would look aesthetically unfavorable and more impervious coverage would be used and several trees would have go and lose considerable play area for the children and fill would have to be brought in.

INSTRUCTIONS TO THE APPLICANT

Completed applications, with *all* submittal requirements, must be submitted to the Planning & Zoning Department no fewer than **25 days** prior to the meeting date. In order for your application to be accepted as complete, and to have a public hearing scheduled, the following information **must** be submitted:

- _____ 1. This application must be completed, including responses to all parts of this application.
- _____ 2. The required fee must be paid. See Fee Schedule for details.
- _____ 3. A survey with the following information, unless waived by the Zoning Administrator.
 - Legal description of the property and site address
 - Lot dimensions
 - North Point and Graphic Scale
 - All adjacent streets, easements and alleys
 - Location of all buildings, structures, driveways, sidewalks, trails, parking stalls and curbing
 - Identification of all setback dimensions from property lines
 - Scaled location of all existing and proposed utilities and easements
 - Scaled description of floor plans for each story
 - Scaled description of each building elevation, exterior building materials and color schemes
 - Scaled site grading plan, including erosion and sedimentation control measures and procedures
 - Scaled delineations of any shoreland, flood plain or wetland areas on the site
 - Identification of any flood plain or wetland encroachments and detailed mitigation plans
 - Plans shall be dated and shall bear the name(s) of the preparer(s), including professional registrations or certifications.
- _____ 4. Detailed landscaping plans, illustrating size, types and locations of all materials, a description of site seeding or sodding, a description of the timetable for site landscaping and the identification of any irrigation system.
- _____ 5. Detailed description of any site fencing, including type, location and height
- _____ 6. Any additional written or graphic data reasonably required by the Administrator or the Planning Commission.



THIS SURVEY IS INTENDED ONLY FOR THE BENEFIT OF THE PARTY TO WHOM THIS SURVEY IS MADE AND IS NOT TO BE CONSIDERED AS A WARRANTY OR GUARANTEE OF ANY KIND BY THE SURVEYOR. THE SURVEYOR HAS NO LIABILITY FOR ANY LOSS OR DAMAGE TO ANY PARTY OR FOR ANY OTHER PERSONS WHO MAY BE IN POSSESSION OF ANY PART OF THE LAND SURVEYED AND WHO MAY HAVE MADE THIS SURVEY. THE SURVEYOR HAS NO LIABILITY FOR ANY LOSS OR DAMAGE TO ANY PARTY OR FOR ANY OTHER PERSONS WHO MAY BE IN POSSESSION OF ANY PART OF THE LAND SURVEYED AND WHO MAY HAVE MADE THIS SURVEY. THE SURVEYOR HAS NO LIABILITY FOR ANY LOSS OR DAMAGE TO ANY PARTY OR FOR ANY OTHER PERSONS WHO MAY BE IN POSSESSION OF ANY PART OF THE LAND SURVEYED AND WHO MAY HAVE MADE THIS SURVEY.

I HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

7-20-2017
 David A. Engelwetter
 David A. Engelwetter, Land Surveyor
 Minnesota Registration No. 54838

Engelwetter Land Services LLC	
PREPARED FOR: LUKAS ZABEL	Certificates of Survey
CC: ZABEL-17-PRO	Job No: 17-17
Date: 07-20-2017	P-1-682 FB: 138-64
ENGELWETTER SURVEYING P. A. 1110 1/2 S. 1ST ST. SAUK CENTRE, MN 56082-7298 PHONE: (320) 265-7298 FAX: (320) 265-5151 email: engelwetter@lsj.net	

7-20-17

**City of Sauk Centre
Notice of Public Hearing
Variance Request**

Notice is hereby given that the Sauk Centre Planning Commission acting as the Board of Appeals and Adjustments will conduct a public hearing on Tuesday, September 12, 2017 at 4:30 PM, or shortly thereafter as practical, in the Council Chambers of City Hall, to consider a variance, on behalf of Lukas E. Zabel.

The 3 (three) foot variance, if granted, would allow a 28 by 40 foot detached garage, to be located 2 (two) feet from an interior lot line where a 5 (five) foot setback is required.

For the property located on 111 Lincoln Street, legally described as: Lots 1 and 2 Block 3, Houghton's Second Addition to the City of Sauk Centre: also the vacated alley East of Lots 1 and 2, Block 3 and the North half of the vacated alley lying adjacent to lot 2 Block 3 all in Houghton's Second Addition to the City of Sauk Centre, according to the recorded plat thereof on file and recorded in the Office of the County Recorder, Stearns County, Minnesota.

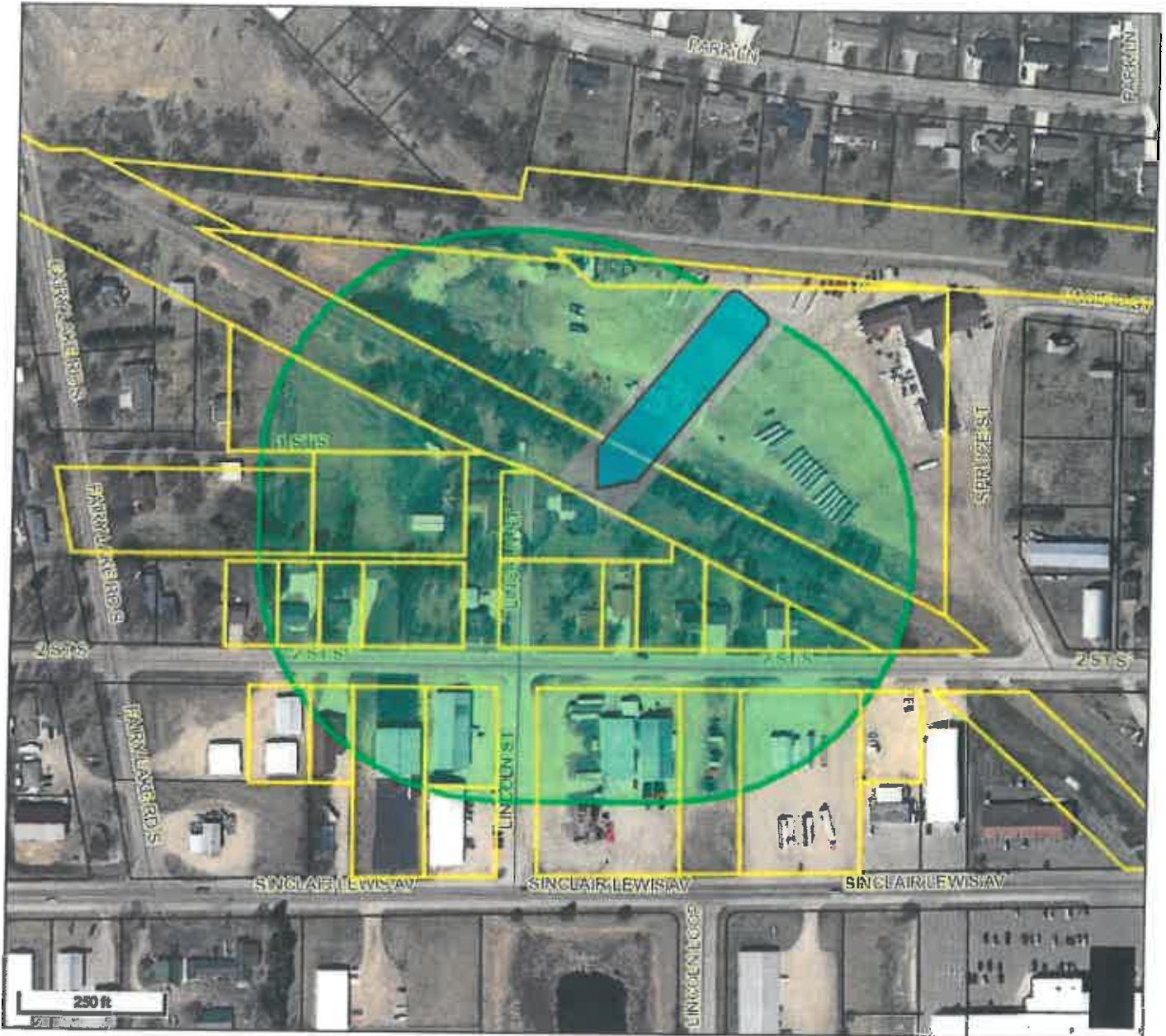
Any persons having an interest in this matter will have the opportunity to be heard. Written comments will be accepted until the time of hearing. Materials related to this request can be reviewed within the Planning & Zoning Office of City Hall.

/s/ Sarah Morton
City Planner/Zoning Administrator

Publish: August 24, 2017

350 Foot Buffer

Created by: S.Morton



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The Schneider Corporation

AMENDED
SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JULY 19, 2017 – 6:30 P.M.

AGENDA

1. Call to Order/Roll Call/Pledge of Allegiance
2. Approval of Agenda
3. Approval of Minutes
 - a. July 5, 2017 Regular Minutes (P. 1-5)
4. Public Open Forum (Comments Limited to 3 Minutes)
5. Reports/Presentations
 - a. Police Department Monthly Reports, Police Chief (P. 6-11)
 - b. Airport Board Report, City Administrator (P. 12-16)
6. Public Hearings
 - * a. Consider Vacation of Public Alley – Wobegon Trail (P. 17-21)
7. Action Items
 - * a. Approve Resolution 2017-44 Vacating Public Alley (P. 22-23)
 - b. Approve Ice Rental Agreement with ISD 743 *and SCMYHA* (P. 24-29)
 - c. Approve Pay Request #1 – W H Cates Project (P. 30-32)
 - d. Approve Pay Request #2 – Airport Project (P. 33)
 - e. Approve Pay Request #3 – Oak Street Project (P. 34-39)
 - f. Approve Resolution 2017-45 Approving Sale of Excess Property (P. 40-41)
 - g. Approve Resolution 2017-46 Accepting Donated Property (P. 42-45)
 - h. Approve Purchase of LUCAS CPR Units (P. 46-48)
 - i. Approve Resolution 2017-47 Requesting Speed Study – County 17/Sinclair Lewis Avenue (P. 49-54)
 - j. Approve Resolution 2017-48 Approving Lot Split (P. 55-60)
 - k. Consider Request for Repeal of Ordinance – Re: 2:00 a.m. On-Sale Liquor (P. 61-62)
 - l. *Approve BLSA Budget Request for Aquatic Weed Control for 2018*
8. Unfinished Business
 - a. Red Schoolhouse Relocation Plans (P. 63)
 - b. Impound Lot Security (P. 64)
9. New Business
 - a. Small Cities Grant Dollars (P. 65)
 - b. Set Budget Workshop Meeting Date (P. 66)
10. Consent Agenda (P. 67-72)
 - a. Schedule of Claims
 - b. List of Checks
 - c. Approve Application Permit for a 1-Day Temporary On-Sale Liquor License for the Sauk Centre Youth Hockey Assoc.
 - d. Approve Road Closure for Grillin' and Chillin' on September 9, 2017

City of Sauk Centre
Staff Report

Meeting Date: July 19, 2017
Subject: Public Hearing on Vacation of Alley
Agenda Item: 6a

Description/Summary

Application has been received from Dondi Wenniger at 106 Lincoln Street for the vacation of an undeveloped alley running along the south edge of the abandoned railway (now Wobegon Trail) and for the portion of undeveloped First St. S. located adjacent to Block 3 of Houghton's Second Addition to Sauk Centre.

A copy of the plat with the proposal highlighted is attached. The remaining alleys in the plat along with First Street adjacent to Blocks One and Block Two was vacated previously. The platted Linden Street is now Lincoln Street and the roadway along the westerly side of the plat is Fairy Lake Rd.

Notice was published in the Sauk Herald and mailed to all property owners within 350' of the proposed vacation. No comments have been received.

The City Council to conduct a public hearing to consider the vacation of the request. If approved the proper documentation will be recorded with Stearns County.

Action Requested:

Conduct Public Hearing

Action Taken:

Motion:

Second:



320 SOUTH OAK STREET
 SAUK CENTRE, MN 56378
 PH: (320) 352-2203 FAX: (320) 352-0121

Office Use Only
LUR Number
Permit Fee Paid
6-28-17
Date Received

PUBLIC RIGHT-OF-WAY OR EASEMENT VACATION APPLICATION

Please Type or Print Neatly. Attach additional sheets if necessary.

 Name of Applicant Dondi Wenninger
 Address 106 Lincoln Street
 City, State, Zip Sauk Centre, Mn, 56374
 Phone 320 249 4521 Alternate Phone 320 332 5650

 Physical Address/Location of Property 106 Lincoln street

Legal Description of Property: (Please Attach Metes & Bounds Description)
Houses second addition, Alley North of Block #1
and portion of Block 3
 Parcel ID Number _____ Zoning District R1

Applicant is:	Title Holder of Property (if different than applicant):
<input checked="" type="checkbox"/> Legal Owner of Property	Name <u>same</u>
<input type="checkbox"/> Contract Buyer	Address _____
<input type="checkbox"/> Option Holder	City, State, Zip _____
<input type="checkbox"/> Agent	
<input type="checkbox"/> Other _____	

State the nature of your request in detail. What are you proposing for your property?

Signature of Owner, authorizing application Dondi Wenninger
 (By signing, the owner is certifying that he/she has read and understands the instructions accompanying this application.)

Signature of Applicant (if different than Owner) _____
 (By signing, the applicant is certifying that he/she has read and understands the instructions accompanying this application.)

APPLICANTS, PLEASE NOTE: A land use or land development, as defined by the Ordinance, listed as "permitted as a conditional use" are permitted subject to all requirements imposed by sections of this Ordinance and additional conditions intended to mitigate anticipated adverse impacts associated with the use, to ensure compliance with the Standards, to insure that the Criteria are met, to protect the value of other property, and to achieve the goals and objectives of the Comprehensive Plan. Each conditional use application shall be considered a unique situation and shall not be construed as precedents for similar requests. Further conditions may be imposed on any conditional use by the City Council in response to special conditions of the use or site.

PETITION FOR VACATION OF PUBLIC RIGHT-OF-WAY OR EASEMENT

To the City Council of Sauk Centre, Minnesota:

The undersigned, a majority of the owners of property as set forth opposite their respective names, respectfully petition the City Council to vacate the following described public way or easement: *(The description of the street to be vacated should be complete enough to prevent any possible uncertainty or ambiguity. In some cases, a legal description of the property will be necessary).*

PID #:

Lot: 4 Block: 1, 3 Subdivision: Houghtons second addition
and 7-8

Block 3 - lot 1

Names

Address or Legal Description *(In City Limits)*

<u>Dondi & SUE Wenninger</u>	<u>106 Lincoln street</u>
<u>Matt Williams</u>	<u>25 Fairy Lake Rd.</u>
<u>Tom Welle</u>	<u>33 FAIRY LAKE RD.</u>

Please attach a copy of a map or plat depicting the area.

Received on this _____ day of _____, 20____

City Representative

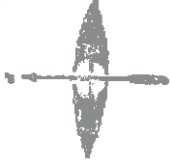
41. Inad. of vol. 215 of page 81



HOUGHTON'S SECOND ADDITION TO SAUK CENTRE

JOHN D. MORAN
JUNE 1898

COUNTY SURVEYOR
SCALE: 1" = 40'

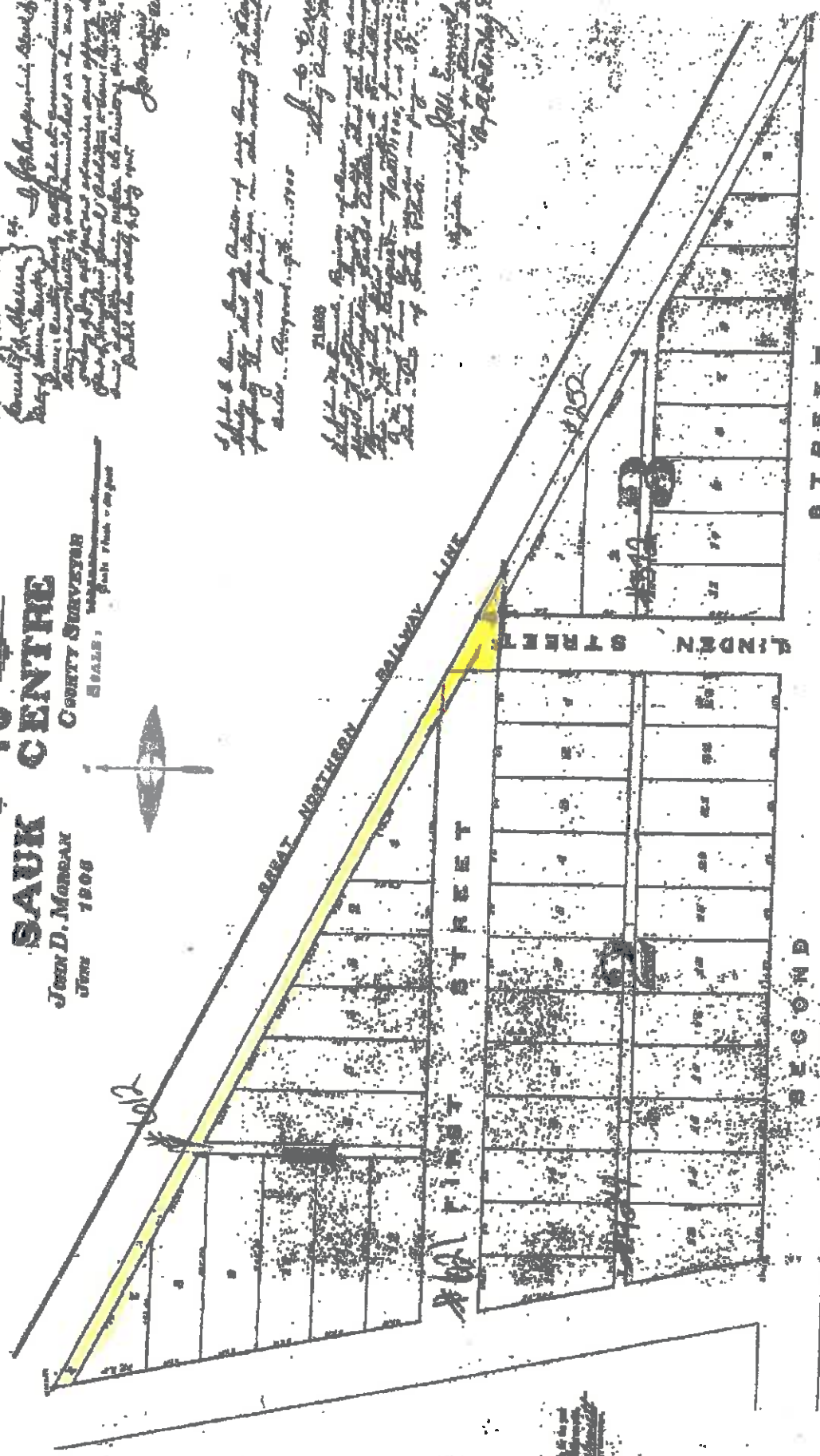


State of Minnesota
County of Stearns
John D. Moran, County Surveyor, do hereby certify that the above described plat is a true and correct copy of the original filed in my office on the 15th day of June 1898.

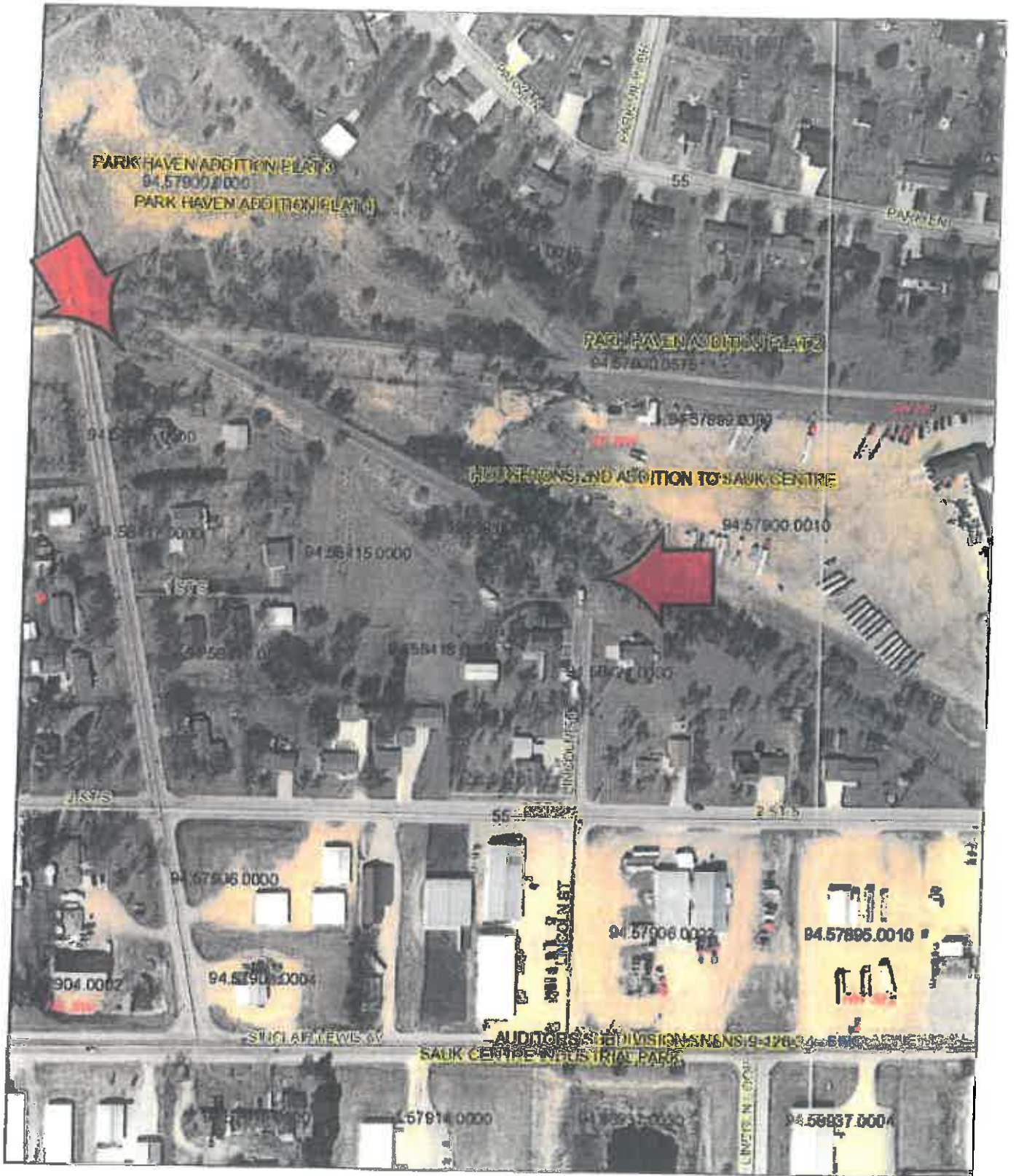
John D. Moran, County Surveyor, do hereby certify that the above described plat is a true and correct copy of the original filed in my office on the 15th day of June 1898.

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John D. Moran, County Surveyor, do hereby certify that the above described plat is a true and correct copy of the original filed in my office on the 15th day of June 1898.



City of Sauk Centre
Staff Report

Meeting Date: July 19, 2017
Subject: Vacation of Alley
Agenda Item: 7a

Description/Summary

This action is necessary to complete the vacation of the alley and fragment of 1st Street as platted in the plat of Houghton's Second Addition. If the Council deems the property is not used and will not be used by the City, it should approve the attached Resolution to authorize the vacation.

Action Requested:

Approve Resolution 2017-44 Vacating City Street and Alley in the Subdivision of Houghton's Second Addition to Sauk Centre.

Action Taken:

Motion:

Second:

RESOLUTION NO. 2017-44

RESOLUTION VACATING A PORTION OF A CITY STREET AND ALLEY

WHEREAS, the City of Sauk Centre received on June 28, 2017 a request for the vacation of a portion of city street right of way and alley right of way in the plat of Houghton's Second Addition to Sauk Centre, located adjacent to the abandoned Great Northern Railway Line (now Wobegon Trail); and

WHEREAS, a public hearing was held on July 19, 2017 before the City Council after due published and posted notice had been given by the City and all persons interested were given an opportunity to be heard; and

WHEREAS, the Sauk Centre City Council has determined that no public interest will be served by the continued existence of a portion of street and alley to be vacated and that it will be in the best interest of the City to approve such request;

NOW, THEREFORE, BE IT RESOLVED, that the portion of the street right of way of First Street and alley described as follows is hereby vacated:

All that part of First Street adjacent to Lot One, Block Three, Houghton's Second Addition to Sauk Centre and extending to the west to the previously vacated First Street adjacent to Blocks One and Two, Houghton's Second Addition;

and

All that part of the platted alley adjacent to the Great Northern Railway Line (now Wobegon Trail) in Block One, Houghton's Second Addition extending east to the previously vacated alley adjacent to Block Three, Houghton's Addition to Sauk Centre, Section 9, Township 126, Range 34 West, Stearns County, Minnesota.

Whereupon said resolution was declared duly passed and adopted by the Sauk Centre City Council this 19th day of July, 2017.

Mayor Warren Stone

ATTEST: City Administrator Vicki M. Willer

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, AUGUST 2, 2017 – 6:30 P.M.**

AGENDA

1. Call to Order/Roll Call/Pledge of Allegiance
2. Approval of Agenda
3. Approval of Minutes
 - * a. July 19, 2017 Regular Meeting (P. 1-9)
4. Public Open Forum (Comments Limited to 3 Minutes)
5. Public Hearings
6. Reports/Presentations
7. Action Items
 - a. Approve Appointment for Prospective EMT's for Classes (P. 10)
 - b. Approve Amendment to Annual Benefit for Retired Firemen (P. 11-13)
 - c. Approve Pay Request #2 for Cates Estates Project – Molitor (P. 14-18)
 - d. Approve Pay Request #2 for Airport Project – Kraemer Excavating (P. 19-22)
8. Unfinished Business
 - a. Grader Repair (P. 23)
 - b. Concrete Floor in Cold Storage Building (P. 24)
9. New Business
10. Consent Agenda (P. 25-28)
 - a. Schedule of Claims
 - b. Resolution 2017-49, Resolution Accepting Contributions
 - c. Temporary Extension of Out-Door Liquor Permit (Mustang Bar) – Sept. 8 & 9
11. Informational Items (P. 29-31)
 - a. Budget Workshop – August 24, 2017 – 5:00 p.m.
 - b. Charter Communications – Upcoming Changes
12. Adjournment

**SAUK CENTRE CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JULY 19, 2017**

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

The Sauk Centre City Council met in a Regular Meeting on Wednesday, July 19, 2017 at 6:30 p.m. in the City Hall Council Chambers pursuant to due notice being given thereof. Present were Council Members Dave Thomas, Diane Kelly, Heidi Leach, Keith Johnson and Mayor Warren Stone. Also present were City Administrator Vicki Willer, Administrative Assistant Nicki Vogt, Public Works Director Matt Zinniel, City Engineer Keith Yapp and Police Sergeant Joe Jensen. Mayor Stone presided thereat.

2. APPROVAL OF AGENDA

A motion was made by Council Member Leach and was seconded by Council Member Thomas to approve the agenda as presented. A vote being recorded as follows: For: Council Members Leach, Thomas, Johnson, Kelly and Mayor Stone. Against: None. The motion passed.

3. APPROVAL OF MINUTES

A motion was made by Council Member Kelly and was seconded by Council Member Leach to approve the July 5, 2017 Regular Meeting Minutes as presented. A vote being recorded as follows: For: Council Members Kelly, Leach, Thomas, Johnson and Mayor Stone. Against: None. The motion passed.

4. PUBLIC OPEN FORUM (Comments Limited to 3 Minutes)

None.

*** 5. PUBLIC HEARINGS- Vacation of Public Alley ***

a. Mayor Stone opened the Public Hearing and read the Public Hearing Procedure.

An application has been received from Dondi Wenniger (106 Lincoln Street) for the vacation of an undeveloped alley running along the south edge of the abandoned railway (now Wobegon trail) and for the portion of undeveloped First St. S. located adjacent to Block 3 of Houghtons Second Addition to Sauk Centre.

A copy of the plat was presented to the Council for their review. The remaining alleys in the plat along with First St. adjacent to blocks one and two was previously vacated. The platted Linden St. is now Lincoln St. and the roadway along the westerly side of the plat is Fairy Lake Rd.

Notice of the Public Hearing was published in the Sauk Centre Herald and mailed to all property owners within 350' of the proposed vacation. No comments were received.

Mayor Stone called three times for persons to speak in favor or opposition. None spoke. Mayor Stone closed the Public Hearing. See 7a.

6. REPORTS/PRESENTATIONS

- a. Police Sergeant Jensen presented the June Police Report stating that there were 460 ICRs and 24 Verbal Warnings for a total of 703. Jensen also noted that in 2017 there have been a total of 63 fines due to canine deployment.
- b. The Airport Commission met on Wednesday, July 12th and discussed the following:
 - Received update on the Airport Construction Project, which is slightly ahead of schedule.
 - Discussed needed door and roof repairs on the hangars. This may be eligible for a state grant at 70%.
 - Discussed proposed amendments to land leases due to the decreased land available for farming because of the project.
 - Discussed moving forward with 2018 project to include paving the entrance road and installing some signage.
 - Discussed potential Airport Zoning Ordinance update.

7. ACTION ITEMS

- a. See 5a.
 - * Council Member Johnson introduced Resolution No. 2017-44, Resolution Vacating a Portion of a City Street and Alley. The motion was seconded by Council Member Kelly. A vote being recorded as follows: For: Council Members Johnson, Kelly, Thomas, Leach and Mayor Stone. Against: None. The motion passed. *
- b. The City has been working with ISD 743 to come to an Agreement for Ice Rental at the Arena. The proposed Agreement was presented to the Council for their review. The City has not had an Agreement with the school in the past because the funding was from the Youth Hockey Association. The school is now funding portions of the program.

The Agreement calls for a commitment by the school to purchase a minimum of 120 hours of ice time at a reduced rate over a period of five years during a specified season. If earlier season or later season ice is requested, it will be at the fee schedule rate (currently \$130).

 - a. Year 1 and 2 - \$90.00/hour
 - b. Year 3 and 4 - \$100.00/hour
 - c. Year 5 - \$110.00/hour

In addition to the commitment for ice, the contract also defines responsibilities of each party at the arena. The School has agreed to the proposal.

The Agreement with SCMYHA differs in that they agree to purchase a minimum of 440 hours at \$90 per hour. It is a one year contract. In addition, they have use of the concession stand, a storage room at the Outdoor Rink, and can use the Arena for monthly Board

City of Sauk Centre
Staff Report

Meeting Date: September 12, 2017
Subject: Building / Zoning & Land Use Permit Fees
Agenda Item: 8b - New Business

Description/Summary

In December the City Council will be adopting the Fee Schedule for 2018.

Action Requested:

The current 2017 Fee Schedule is attached, each Planning Commission member is asked to review and recommend changes to fees; amend the dollar amounts, add, delete, etc. any items that you deem necessary for 2018.

Staff would like to review Zoning Permit Fees; currently Zoning Permit fees are \$25.00 for both residential and commercial projects. Typically zoning permits are required for fences, driveways and detached accessory structures less than 200 square feet. Depending on the scope of the project, staff can spend a fair amount of time working with the applicant. This could entail helping the applicant to understand what "is" and what "is not" allowed on their property per the zoning district that the lot is located in. Multiple site visits, verifying setbacks and calculating impervious lot coverage: these are just a few of the items needed to properly issue a zoning permit.

Action Taken: Informational Item

Motion:

Second:

CITY OF

ADMINISTRATIVE OFFICE

320 Oak Street South • Sauk Centre, Minnesota 56378 • Ph (320) 352-2203 Ext 2313 • Fax (320) 352-2205

MEMO

DATE: August 30, 2017

TO: Vicki Willer, City Administrator
Matt Zinniel, Public Works Supervisor
Steve Moritz, Fire Chief
Bryon Friedrichs, Police Chief
Kathy Struffert, Ambulance Director
Sarah Morton, City Planner
Donna Broermann, Senior Center Coordinator

FROM: Wendy Drobny, Office Assistant/Receptionist

SUBJ: 2018 FEE SCHEDULE

The current 2017 Fee Schedule is attached and highlighted are the areas that pertain to your department. I am asking for each department to review and make any changes to fees; add, delete, etc. any items that you see necessary for the new 2018 year. You will notice two columns, one for the current 2017 year and the other for any 2018 proposed changes. Indicate any changes for the new 2018 year in this column.

NOTE: Throughout the 2017 year, I have kept a log of suggestions from various people and departments for the new-year Fee Schedule. I have already entered these suggestions in the 2018 column in *bold & italic*.

Also, please review fees to make sure that labor costs are covered.

Please respond back to me with any changes by **Friday, November 3, 2017**. The final 2018 Fee Schedule will be approved at the second meeting in December.

Thank You!

		<u>Set By</u>	<u>Date of Last</u>
		<u>Ordinance</u>	<u>Change</u>
BUILDING/ZONING & LAND USE PERMIT FEES (cont.)			
Mechanical Permit Fee	Same as Building Permit		2008
State Surcharge			
Valuation from \$1 - \$1,000	\$1.00		2016
Valuation from \$1,001-\$1,000,000	\$0.0005		
Valuation over \$1,000,000	See Zoning Admin.		
Plan Check Fee			
Residential - New Construction	40% Permit Fee		2010
Commercial	50% Permit Fee		2006
DEVELOPMENT RELATED			
Amendments, Conditional Use & Appeals	\$150.00		2003
Variances - Residential	\$150.00		12/16/2015
Variances - Commercial	\$150 & \$75 for each additional variance request.		12/16/2015
Special Meetings	\$150.00		2003
Misc. Planning Requests (Lot Splits, etc.)	\$35.00		2003
Professional Services	Actual Cost		
Easements/Vacations	\$150.00		2009
Zoning Permits			
New Structures (Sheds, Fences, All Structures Except Signs, Demolition)	\$25.00	Ord. 752	2014
Signs - Up to 32 Square Feet	\$25.00		2001
Signs - Over 32 Square Feet	\$50.00		2001
Landscaping/Grading - 5 Acres or Less	\$25.00	Ord. 752	2014
Landscaping/Grading - 5 Acres or More	\$25.00		2006
zoning permits amount for commercial / industrial	?????		
Relocated Buildings or Structures			
Moving Permit Fee	\$150.00	Ord. 653	4/18/2007
Inspection Fee	To be determined by Building Inspector		
Subdivision Plats			
Preliminary & Final Plat Review (Paid w/Preliminary Application)	\$300.00		2003
Parks & Open Space Dedication (Cash in lieu of land)	10% of land value based on fair market value of the land no later than at the time of final approval		2002
Annexation Petition Fee			
Legal, Publishing, Recording, etc. (Per MN Municipal Board Charge)	\$5.00/Acre		
ANIMAL			
Male, Female & Spayed Female License + Late Fee if Applicable	\$10.00/Annual		2006
Lifetime Animal License	\$25.00		12/16/2015
Potentially Dangerous Dog License	\$100.00/Annual		2004

		<u>Set By</u> <u>Ordinance</u>	<u>Date of Last</u> <u>Change</u>
BUILDING/ZONING & LAND USE PERMIT FEES (cont.)			
Mechanical Permit Fee	Same as Building Permit		2008
State Surcharge			
Valuation from \$1 - \$1,000	\$1.00		2016
Valuation from \$1,001-\$1,000,000	\$0.0005		
Valuation over \$1,000,000	See Zoning Admin.		
Plan Check Fee			
Residential - New Construction	40% Permit Fee		2010
Commercial	50% Permit Fee		2006
DEVELOPMENT RELATED			
Amendments, Conditional Use & Appeals	\$150.00		2003
Variations - Residential	\$150.00		12/16/2015
Variations - Commercial	\$150 & \$75 for each additional variance request.		12/16/2015
Special Meetings	\$150.00		2003
Misc. Planning Requests (Lot Splits, etc.)	\$35.00		2003
Professional Services	Actual Cost		
Easements/Vacations	\$150.00		2009
Zoning Permits			
New Structures (Sheds, Fences, All Structures Except Signs, Demolition)	\$25.00	Ord. 752	2014
Signs - Up to 32 Square Feet	\$25.00		2001
Signs - Over 32 Square Feet	\$50.00		2001
Landscaping/Grading - 5 Acres or Less	\$25.00	Ord. 752	2014
Landscaping/Grading - 5 Acres or More	\$25.00		2006
zoning permits amount for commercial / industrial	?????		
Relocated Buildings or Structures			
Moving Permit Fee	\$150.00	Ord. 653	4/18/2007
Inspection Fee	To be determined by Building Inspector		
Subdivision Plats			
Preliminary & Final Plat Review (Paid w/Preliminary Application)	\$300.00		2003
Parks & Open Space Dedication (Cash in lieu of land)	10% of land value based on fair market value of the land no later than at the time of final approval		2002
Annexation Petition Fee			
Legal, Publishing, Recording, etc. (Per MN Municipal Board Charge)	\$5.00/Acre		
ANIMAL			
Male, Female & Spayed Female License + Late Fee if Applicable	\$10.00/Annual		2006
Lifetime Animal License	\$25.00		12/16/2015
Potentially Dangerous Dog License	\$100.00/Annual		2004

EXHIBIT A

ADMINISTRATIVE PENALTIES

Adopted by Resolution No. 2017-xxx, December xx, 2017

	CURRENT	Proposed 2018	Set By Ordinance	Date of Last Change
ALCOHOL & TOBACCO				
Violations				
Alcohol				
Purchase/Possession by Underage Person	\$100.00		City Code #113.14	2006
License Holder Violations - 1st Offense	\$150.00		City Code #113	2006
License Holder Violations - 2nd Offense w/in 12 Months	\$275.00		City Code #113	2006
License Holder Violations - 3rd Offense w/in 24 Months of 2nd Offense	\$500.00		City Code #113	2006
Open Container	\$100.00		City Code #113.16	2009
Misrepresenting Age	\$50.00		City Code #113.14	
Cigarette				
Purchase/Possession by Underage Person	\$50.00		City Code #111.11	2006
License Holder Violations - 1st Offense	\$100.00		City Code #111	2006
License Holder Violations - 2nd Offense w/in 12 Months	\$200.00		City Code #111	2006
License Holder Violations - 3rd Offense w/in 24 Months of 2nd Offense	\$300.00		City Code #111	2006
DEVELOPMENT RELATED				
Zoning Permits				
Lack of Permit/Land Usage	\$100/Day		City Code #156.108 & 156.109	10/6/2010
Subdivision Violations	\$100/Day		City Code #155.10	10/6/2010
Building Code Violation				
Permit Violations	\$100.00/Day		City Code #154.02	2006
		2 X the building permit fee or \$100, whichever is greater.		
Lack of Permit & Failure to File Amended Plan			City Code #154.02	12/18/2013
STREET/SIDEWALK EXCAVATIONS & OPENINGS				
Violations				
Sidewalk Repair	\$50.00		City Code #96.032	2006
Sidewalk Openings	\$50.00		City Code #96.011	2006
Street Vendors & Obstructions	\$50.00		City Code #96.002	2006
CAMPGROUND, RECREATIONAL AND PARK BUILDINGS				
Violations				
Public Parks & Campgrounds Rules & Regulations	\$50.00		City Code #90	
ANIMAL				
Impounding - 1st Offense	\$30.00		City Code #93.29	3/4/2009
Impounding - 2nd Offense (w/in 12 months from 1st Offense)	\$60.00		City Code #93.29	3/4/2009
Impounding - 3rd Offense (w/in 12 months from 1st Offense)	\$90.00		City Code #93.29	3/4/2009
Animal Fecal Littering	\$10.00 or 5 hours public land fecal clean- up		City Code #93.07	3/4/2009
Animal Fecal Littering - Subsequent violations	\$25.00		City Code #93.31	
Dog Barking	\$50.00		City Code #93.07	2010
Animal License - Annual	\$10.00		City Code #93.30	
Animal License - Lifetime	\$25.00		City Code #93.30	2015

Planning Commission Staff Report

Meeting Date: September 12, 2017

Subject: Informational Items

Agenda Item: 9a

Description/Summary

- Scrap Metal Clean Up Day, September 16, 2017
- Scavenger Days, September 13 - 16, 2017
- GTS Educational Events
- Comprehensive Plan Update – *Project Status Report-SRF*

Action Requested:

Informational items only.

Action Taken:

Motion:

Second:

CITY of SAUK CENTRE



2017 Fall CLEAN UP DAY

Saturday, Sept. 16 • 8 a.m. – Noon

The City of Sauk Centre
is offering disposal of the following
items for city residents:

Misc. E-Waste:

\$5.00 Each Item

- Computer Towers
- Copiers
- Laptops
- Printers
- Radios, etc.

Appliances with Freon:

\$10 Each Item

- Refrigerators
- Freezers
- Air Conditioners
- Dehumidifiers

Items with No Charge:

- Lawn Mowers
- Snowblowers
- Exercise Equipment
- Bikes
- Anything with Metal on it
- Pots
- Pans
- Car Batteries

Appliances without Freon:

\$5 Each Item

- Dishwashers
- Humidifiers
- Microwaves
- Clothes Washers
- Water Softeners
- Dryers
- Furnaces
- Stoves
- Water Heaters

*Drop off site is
located at the
Sauk Centre Civic
Arena parking lot
818 Centre Street
Sauk Centre*

**TV's or Computer
Monitors**

Less than 7"ea. \$5.00

8" to 21"ea. \$15.00

22" to 29"ea. \$25.00

30" to 39"ea. \$35.00

**Oversized TV's and all
Console/Rear Projection
ea. \$45.00**

**ABSOLUTELY NO
RV REFRIGERATORS**

Mark your calendars - a great time to clean up!

SAUK CENTRE

SCAVENGER DAYS

WEDNESDAY, SEPT. 13 - SATURDAY, SEPT. 16

1. Clean out your house, garage and storage shed.

2. Place gently used items on the curb in front of your house.

3. People, groups and organizations will have the opportunity to pick up items from the curb at no cost.

4. Dispose of leftover items* - Recyclable items can be brought to the civic arena on Saturday the 16th for recycling (See recycling ad for details.)

****Seniors and residents with disabilities can receive assistance to get items to the curb for a small donation to Ruby's Pantry Food Distribution.***

Please call Shane at 320-493-5761 to make arrangements.

****Any items left on curb by garbage day the following week will be removed at the expense of the homeowner.***

From: GTS Educational Events <events@mngts.org>
Sent: Wednesday, August 30, 2017 8:01 AM
To: sarah.morton@ci.sauk-centre.mn.us
Subject: ADV: Fall Land Use Workshops Coming Up FAST!



SEPTEMBER WORKSHOPS

Shoreland and floodplain regulation is an important aspect of land use. Learn by taking the workshop:

A PRACTICAL GUIDE FOR VARIANCES IN SHORELANDS AND FLOODPLAINS

When: September 27
Time: 8:30 am - 12:00 pm
(check-in begins at 8:00 am)
Where: Mankato, Verizon Wireless Convention Center, 1 Civic Center Plaza
Fee: \$80

There are many important principles and legal issues that guide land use decisions. Learn by taking the workshop;

MANAGING RISK: MAKING SOUND PLANNING & ZONING DECISIONS

When: September 27
Time: 8:00 am to 12:00 pm
(check-in begins at 7:30 am)
Where: Mankato, Verizon Wireless Convention Center, 1 Civic Center Plaza
Fee: \$80



*Registration for these pre-conference sessions is separate from the state conference. For more information about the conference, visit <http://www.plannersconference.com>

OTHER UPCOMING WORKSHOPS

YOUR ROLE AS PLANNING COMMISSIONER

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