

WEST LAKELAND TOWNSHIP

June 19, 2017

7:00 p.m.

Oak-Land Jr. High

Present: Chairman Dan Kylo, Supervisor Steven Ebner, Supervisor Dave Schultz; Carrie Seifert, Clerk; Jennifer Samec, Deputy Clerk; Ms. Marsha Olson, Treasurer; Mr. Dave Dupay, Planning Commission Chair; Duane Stensland, Building Inspector; Attorney Scott McDonald; Attorney Viet-Hanh Winchell

Public Hearing to consider an application from Mr. Isaac Stensland to vacate certain drainage and utility easements in the plat of Groland. The subject property is being re-platted as part of Stensland Woods.

Chairman Kylo called the public hearing to order at 7:10 PM. Mr. Stensland explained the need to vacate the easements. It is standard procedure to vacate easements as lot lines are moved and property is re-platted. Easements along the lot lines in the Groland plat need to be vacated and replaced with easements along the new lot lines in Stensland Woods subdivision. The hearing was opened for public comment. No comment was noted.

Call to Order

Chairman Kylo closed the public hearing at 7:13 PM, and opened the regular meeting .

Vacate Drainage Easements on the Plat of Groland

Chairman Kylo invited discussion from the supervisors on the application to vacate the easements designated for the plat of Groland. It was noted that a resolution would need to be drafted to be filed with the county, and should be filed at the time the new plat is recorded, so that there is not a period where valid easements are not designated. Supervisor Ebner moved to authorize a resolution to approve the vacation of the easements and draft a completion of the vacation, to be filed concurrent with the filing of the new plat for Stensland Woods. Seconded by Chairman Kylo, the motion carried.

Approval of the Minutes

Supervisor Ebner moved to approve the minutes of the May 8, 2017 regular board meeting with minor corrections. Seconded by Supervisor Schultz, the motion carried.

Supervisor Ebner moved to approve the minutes of the special meeting of June 1, 2017. Seconded by Chairman Kylo, the motion carried.

Treasurer's Report

Ms. Olson presented the treasurer's report for May 2017, reflecting \$34,877 in expenses and \$9,650 in receipts. Chairman Kylo moved to approve the treasurer's report and authorize signature of the invoices presented. Seconded, by Supervisor Ebner, the motion carried.

Recycling Consultation Contract

Ms. Karen Richtman appeared before the board to discuss extending the current contract through October 2017. At the June 1, 2017 special meeting, it was discussed to extend the contract to allow for completion of the current recycling projects and complete the transition of the recycling management effort to the clerks. The contract has a prorated rate for the four months, and an hourly rate for additional work after October as requested and approved the board. Supervisor Ebner moved to approve the contract extension. Seconded by Supervisor Schultz, the motion carried

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Recycling Projects

Ms. Karen Richtman presented the draft of the recycling brochure, and quotes for printing and distribution services. The costs also include \$120 in pre-press setup charges to Cornerstone Printing. The proposal is for the mailing to include the brochure and the magnet, providing recycling resource information. Ms. Seifert provided the printing bids for the board review. Chairman Kylo moved to accept the bid for printing and distribution services from Cornerstone Printing for \$1,400 and design services for \$120. Seconded by Supervisor Schultz the motion carried.

The curbside event is targeted for the week of September 18-22.

2018 recycling grant project proposals include website update, including transition of the management and update from Ms. Richtman to the clerks; articles in the newsletter; and work in conjunction with Washington County on a draft ordinance to license haulers.

Annual Insurance Review

Mr. Chris Sauro, Country Insurance, appeared before the board for the annual review of insurance requirements. No new insurance requirements were identified. The premium is expected to remain flat with previous years.

Lot Line Adjustment, Brian and Kelsie Shopbell, 807 Neal Ave N

Mr. Kenneth Sneen is looking for a lot line adjustment at 807 Neal Ave N to facilitate the sale of a lot to Brian and Kelsie Shopbell. The lot line adjustment would allow for driveway access and aid in protecting the low lying areas on the lot. This low lying area is a significant drainage area for the property, and could potentially be classified as wetlands. Mr. McDonald noted that the revision of the deeds must be stamped by the clerk. It was suggested that the original lot and area to be transferred be combined into a single parcel with a quick claim deed. Chairman Kylo moved to approve the lot line adjustment as proposed, subject to review by the township attorney of the deeds revising each parcel, and confirmation that a single tax parcel is created. Seconded by Supervisor Ebner, the motion carried.

Concept Review, Utility Building within the side lot setback, Mr. John Conrad

Mr. Dan Baldridge of Delta Designs, representing Mr. John Conrad, appeared before the board to discuss the concept of building a utility structure within the side lot setback. The board discussed the site location, and the requirements for the proposal to support the practical difficulties. Supervisor Schultz moved to refer the request to the planning commission for review and schedule for a public hearing, with the condition that the application is complete and fees are paid. Seconded by Supervisor Ebner, the motion carried.

Construction of Single Family Residence in a Neighborhood Commercial Zone

Ms. Ann Nickerson appeared before the board to discuss building a single family residence on the site of Black's Nursery, currently in the Neighborhood Commercial Zone. The lot proposed is currently a substandard lot, and would need to be brought into compliance. The larger issue is that under the current township ordinance, residential construction is not allowed in the neighborhood commercial zone. The request was referred to the planning commission for recommendation.

Goat Rental for Buckthorn Eradication

Ms. Andrea Parins, 1633 Park Ave, appeared before the board to discuss renting goats to eliminate buckthorn on her lot. The ordinance addresses owning livestock, but does not address renting livestock for a limited period of time. After discussion, Supervisor Ebner moved to direct the township

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attorney to draft a resolution to provide for a policy to allow for temporary use of goats for invasive species eradication, limited to one month. Seconded by Supervisor Schultz, the motion carried.

Transfer of Ownership of Burr Oaks Subdivision

Ms. Kathy Madore, Edina Realty, appeared before the board to request the transfer plat approval and escrow to the new owner of the property. The issues addressed in the plat review are under way to completion, and the developer's agreement is drafted. The purchase of the property is still under negotiation. Chairman Kylo moved to approve transfer of the plat approval and escrow to the new owner conditioned upon identification of the new owner and subject to the new owner having no prior history of violations within the township. Seconded by Supervisor Schultz, the motion carried.

Concept Review, Garage Carriage Houses on 30th St N and Manning Avenue

Mr. Brian Houwman, architect, and Mr. David Fry, realtor, presented a concept before the board to build high-end garage carriage houses on the corner of 30th St and Manning Avenue. The proposal is patterned similar to facilities in Chanhassen or Columbus, with a price point of \$100,000 to \$150,000 per unit. The initial concerns are that this is not a residential use, and the proposed site is currently zoned residential and that a garage without a residence is not allowed in the single family estate district. Chairman Kylo moved to refer the concept to the planning commission. Seconded by Supervisor Schultz, the motion carried.

Road Update

Supervisor Schultz reported that the joint project with Lake Elmo to seal coat roads has been completed. Road patching has started, but the completion will be delayed due to staffing constraints with the contractor.

Planning Commission Update

Mr. Dave Dupay presented an update from the planning commission on streamlining the application process for subdivisions. The final review is on the agenda for the next planning commission meeting. The intent is to provide the documents for the board review at the next regular meeting.

The planning commission discussed the requirement for one acre of buildable property on each lot. The commission thought there might be a more reasonable performance standard, requiring the developer or creator of the lot to demonstrate the ability to site the minimum elements of the home on the lot, such as the house, well, septic, accessory structure, driveway and drain field.

Additional Business

It was brought to the board that the elderly assisted living facility on Olene and 21st may have more than 6 unrelated individuals, which make the residence no longer compliant as a single family residence. After discussion, Supervisor Schultz moved to authorize the township attorney to send a letter to the current owner, and the concerned realtor, indicating the limit on the number of unrelated persons in the home. The letter should request an appearance or response from the homeowner confirming compliance. Seconded by Supervisor Ebner, the motion carried.

An observation was brought to the board's attention that Mr. Karl Aulciems may be using his residence as a wedding venue. This is not an allowed use in the township. Chairman Kylo moved to direct the township attorney to draft a letter to the homeowner to document the reported violation, and ask for confirmation of compliance with the township ordinances. Seconded by Supervisor Ebner, the motion carried.

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It was brought to the board's attention that there may be violations of Mr. Bob Lind's home occupation permit. The situation will be monitored, no action is needed at this time.

Supervisor Schultz reported on the Lake Elmo Airport expansion update. The CEP meetings have started, and there will be at least three more public information sessions.

Supervisor Ebner brought forward a request from a resident looking for an eagle scout project. No projects were clearly evident.

Mr. McDonald presented the resolution documenting the approved variance for 1350 Oldridge Avenue North for signature.

Adjourn

Having no further business, Supervisor Ebner moved to adjourn the meeting. Seconded by Supervisor Schultz, the motion carried. Chairman Kylo adjourned the meeting at 10:10 PM.

Respectfully submitted,



Elizabeth Vance
Recording Secretary