

**2013 ANNUAL SHORELAND ORDINANCE
ADMINISTRATIVE ACTIVITIES REPORT**



2013 Shoreland Block Grant Amount: \$ 2,772.00

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? no (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? Lucas Youngsma (name of DNR staff person)
 - b. How do you notify them? E-mail (mail, e-mail, other)
 - c. What information do you provide? Application and notice (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	0	0
Bluff setback	0	0	0
Expansion of nonconforming structure	0	0	0
Impervious surface	0	0	0
Development of nonconforming contiguous lots in same ownership	0	0	0
Subdivision of land not meeting lot area/width standards	0	0	0
Building height	0	0	0
Mooring spaces	0	0	0
Other (please specify)			

8. If variances are approved with conditions, what are some examples of typical conditions?
All related permits and fees are obtained, and ordinance adhered to.
9. If variances are approved without conditions, why not?
Deemed not necessary.
10. For approximately what percent of variance inquiries in 2013 were alternative solutions found that eliminated the need for an actual variance application? 0 %
11. If alternative solutions were found, what are some typical examples?

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			
Non-PUD or standard Plats			
Lot Splits or admin subdivisions			

Permits

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

- a. New construction on previously undeveloped lots: _____1_____ (total # of permits)
 b. Redevelopment (e.g., expansion of structures, substantial improvements, new structures added to developed lots): _____5_____ (total # of permits)

14. How many permits for grading, excavation, filling, or soil disturbance within the shore impact zone were issued in 2013? _____0_____ (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? yes (yes or no)
 If yes, describe 2013 activities in the space below:

With every permit issued in shoreland, we insure that the landowner understands the vegetation restrictions that are in place on that property.

Other

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

We need a Digitized PWI map that can be easily used with our pictometry photos.

We did have Planning Commission and Board of Adjustment members attend two different sessions that were sponsored by MCIT to better equip Lay Members to deal with CUP's and Variance's. More practical training in these areas would be helpful.

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: All building permits are reviewed to determine if they are within the Shoreland District. Any permit in the Shoreland District does trigger the need for a Septic Compliance Inspection. A failing system then has 12 months to be brought into compliance. Erosion Control Plan required when needed.

Contact Information

County: Cottonwood

Contact Person: Gordy Olson Title: Interim Zoning Administrator

E-Mail

Address: gordy.olson@co.cottonwood.mn.us

Phone Number 507-831-2060

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!