

PLANNING AND ZONING MINUTES  
Maine Prairie Township  
February 13, 2018

Attendees: Chair Loewen, Supervisor Kuechle, Supervisor Wicker, Clerk/Treasurer Hunt, Deputy Clerk Robinson, Attorney Mike Couri, Dave Bentrud and Joe Hendricks.

The meeting was called to order at 6:00 p.m. by Chair Loewen with the pledge to the flag.  
**Order of Business Changed to Accommodate Attorney Mike Couri**

**Old Business:**

**Subdivision Ordinance:**

Chair Loewen opened the discussion on a possible Subdivision Ordinance for Maine Prairie Township. Attorney Mike Couri was present to answer questions and concerns of the Board in regard to subdivision regulations as they relate to a Subdivision Ordinance. Attorney Couri explained that administering development under a Subdivision Ordinance is very time-consuming and costly. However, costs are borne by the developer. Atty. Couri also suggested A Three-Way Developer Agreement between the Township, County and Developer. This type of agreement sets the standards and conditions that govern the development of the property while giving a surety requirement. The developer would be required to furnish the Township an irrevocable letter of credit, as surety, which would extend up to two years after the development was complete in the event of unforeseen problems. Atty. Couri further explained how a Subdivision Ordinance would provide protection for construction of Township roads as plats come forward from developers. Since the Township has a Road Standard Ordinance, roads would be constructed in accordance with the Township Road Standard Ordinance No. 2017-01.

After a lengthy discussion, Attorney Couri suggested that entering into an agreement and adopting the Stearns County Subdivision Ordinance would be advisable. The County would then handle all administration of a development with a developer while the Township's only responsibility would lie with the construction of roads in the development. If the Township were to adopt and enter into an agreement with the County, the current Memorandum of Understanding with the County would need to be amended. It was decided that Attorney Couri will contact Chelle Benson, Director, Stearns County Environmental Services, to discuss this subject and will follow up with Clerk Hunt after his discussion with Ms. Benson

**MEMORANDUM OF UNDERSTANDING (MOU):**

The Board discussed the Township's Memorandum of Understanding entered into with Stearns County relating to zoning and the Town's responsibilities regarding zoning. The County is asking all Townships to adhere to the Memorandums of Understanding and eliminate dual permitting.

An ongoing question from the Board concerning the Township's issuance of Land Use Permits was clarified by Atty. Couri.

After reviewing the Townships' Memorandum of Understanding Atty. Couri clarified the Townships' responsibilities in regards to issuing Land Use Permits is as follows:

- The Town shall issue all permits for agricultural and residential accessory structures, except animal feedlots, outside of any Shoreland or Floodplain Overlay District of the Town.
- The Town shall issue all permits for additions onto residential dwellings, including decks, outside of any Shoreland or Floodplain Overlay District of the Town. The Town shall not issue a permit for a bedroom addition onto a residential dwelling until the septic system has been certified by the County.
- The Town **SHALL NOT** issue new home construction permits in and out of any Shoreland Overlay District.

Motion by Supervisor Wicker/Supervisor Kuechle to approve January 9, 2018 Planning and Zoning meeting minutes. All in favor, motion passed.

**New Business:**

**Ron Kuechle – Certificate of Compliance/Land Split:** Supervisor Ron Kuechle was present to request Board approval to split approximately eleven (11) acres off 160 acres owned by Ron Kuechle. Kuechle is splitting off approximately eleven (11) acres to build a new house. Motion by Supervisor Wicker, seconded by Zoning Administrator Froehling to approve a Certificate of Compliance for this split. All in favor, motion carried.

Zoning Administrator Froehling presented six (6) permits for approval as follows:

Knife River Corp. (Atwood Site & Sommers Site)	Gravel Pit Renewal	\$100.00
Jennifer Kuseske	Dog Kennel Permit	\$ 0.00
Sara White	Dog Kennel Permit	\$ 0.00
Kristie Orn (Kraemer Trucking Excavating)	Gravel Pit Renewal	\$ 50.00
Larry Krippner Excavating	Gravel Pit Renewal	\$ 50.00
Annandale Rock Products	Gravel Pit Renewal	\$ 50.00

There were no County permits.

Motion by Supervisors Kuechle/Wicker to approve permits as presented. All in favor, motion carried.

Supervisor Wicker made a motion to adjourn at 7:10 p.m. Seconded by Chair Loewen, all in favor, motion carried.

Respectively submitted,

Lori Hunt/Clerk/Treasurer

