


**City of Menahga**  
**Planning Commission Meeting**  
**May 17, 2018, 5 pm**

Menahga City Council Chambers  
115 2<sup>nd</sup> Street NE, Menahga

[www.cityofmenahga.com](http://www.cityofmenahga.com)







Planning Commission Liz Olson  
Planning Commission Member Larry Karjala  
Planning Commission Member Sam Kicker  
Planning Commission Member Larry Murphy  
Planning Commission Member Tim Ellingson, Council Representative

**City of Menahga**  
**Planning Commission Meeting**  
**5 pm Thursday, May 17, 2018**  
City Council Chambers  
115 2<sup>nd</sup> Street NE  
[www.cityofmenahga.com](http://www.cityofmenahga.com)

## **Agenda**

### **A. Call to Order**

### **B. Roll Call**

### **C. Pledge of Allegiance**

### **D. Approval of Minutes**

1. August 3, 2017
2. November 6, 2017
3. December 21, 2017
4. February 12, 2018
5. March 22, 2018
6. April 19, 2017

### **E. Public Hearing**

1. Variance Request by Trinity Junes, dba, North Country Motorsports, located at 112 Aspen Ave SE

### **F. Adjournment**

Comments from visitors must be informational in nature and not exceed five (5) minutes per issue. The Planning Commission cannot engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the Commission protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public council meeting.



# Approval of Minutes





**City of Menahga**  
**Planning Commission Minutes**  
**Thursday, August 3, 2017**

**A. Call to Order**

The Menahga Planning Commission held a meeting on Thursday, August 3, 2017. City Administrator Bower called the meeting to order at 5 pm.

**B. Roll Call**

Comprising a quorum of the council, the following members were present:

Liz Olson	Tim Ellingson	Larry Karjala
Larry Murphy	Sam Kicker	

**C. Commission Organization**

Commission Member Kicker nominated Liz Olson to be the Chair. Commission Member Karjala seconded the nomination.

Commission Member Ellingson nominated himself to be the Chair.

The Commission agreed Liz Olson would serve as Chair and Tim Ellingson would serve as Vice Chair.

**D. Public Hearing**

1. Resolution No. 2017-001: Issuing a Variance from the Language in the Commercial Business District Restricting Auto Sales to North Country Motorsports

Planning Commission Chair Olson opened the public hearing. There being no one wishing to testify, the public hearing was closed.

City Administrator Bower:

- Expanded on the Commercial Business (C-B) zoning language and stated the language did not permit the issuance of a Conditional Permit to address the issue;
- Stated the property had been used as a car dealership but when the use ceased to exist, the grandfather rights terminated; and
- Reported she had not received any objections to the variance.

Trinity Junes, Variance applicant:

- Expanded on his business model;
- Stated he did not foresee any type of noise issues;
- Described the nature of the business and stated the motorcycles and ATVs would be showcased in a professional manner;
- Announced he carried insurance on the building which also contained provisions for hazardous materials;

- Explained there would not be any type of scrap materials outside of the building;
- Voiced his desire to work hard to maintain of a professional appearance; and
- Expanded on his history with ATVs and motorcycles.

Commission Chair Olson:

- Reported she had spoken with the owner of Ted’s Hardware and with her employer, Menahga School District, and neither had any objections to the variance.

Commission Member Kicker:

- Inquired of Mr. Junes’ plans for the exterior of the building; and
- Described Mr. Junes’ personal property as pleasing and stated he expected the business to be the same.

Vice Chair Ellingson:

- Inquired of insurance coverages.

Planning Commission Members reviewed and answered the following questions pertaining to the variance request:

1. Is the variance request in harmony with the general purposes and intent of the MMC?  
*Commission answer: Yes*
2. Is the variance request consistent with the Comprehensive Plan and the stated objective to support development of future commercial businesses?  
*Commission answer: Yes*
3. Does the property owner propose to use the property in a reasonable manner not permitted by MMC 15.151.18?  
*Commission answer: Yes*
4. Is the plight of the landowner due to circumstances unique to the property not created by the landowners?  
*Commission answer: Yes*
5. Will the variance alter the essential character of the locality as the property is zoned commercial?  
*Commission answer: No*

**Main Motion: To adopt Planning Commission Resolution 2017-001**

Moved by:	Ellingson
Seconded by:	Kicker
Action:	Motion carried by unanimous voice vote.
In favor:	Karjala, Kicker, Murphy, Ellingson, Olson
Opposed:	None

**E. Commission Discussion Regarding Future Meeting and Business**

The Commission discussed:

- Comprehensive Plan update;
- Rezoning;
- Zoning language updates;
- Training opportunities; and
- Meeting dates.



The Commission agreed to meet the third Thursday of every month.

**F. Meeting Adjourned**

**Main Motion: To adjourn the meeting at 5:40 pm**

Moved by:	Ellingson
Seconded by:	Karjala
Action:	Motion carried by unanimous voice vote.
In favor:	Karjala, Kicker, Murphy, Ellingson, Olson
Opposed:	None

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Janette M. Bower, Administrator

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Liz Olson, Chair



**City of Menahga  
Planning Commission Minutes  
Thursday, November 11, 2017**

**A. Call to Order**

The Menahga Planning Commission held a meeting on Thursday, November 11, 2017. Planning Commission Chair Olson called the meeting to order at 4:30 pm.

**B. Roll Call**

Comprising a quorum of the council, the following members were present:

Liz Olson  
Larry Murphy

Tim Ellingson  
Sam Kicker

Larry Karjala

**C. Public Hearing**

Variance Request – Review and Make a Recommendation to the City Council Concerning the Variance Application Submitted by Jensine Kurtti Concerning her Property Located at 2107 Aspen Avenue SW

Planning Commission Chair Olson opened the public hearing. There being no one wishing to testify, the public hearing was closed.

Jensine Kurtti, Applicant:

- Clarified her variance request;
- Spoke of previous variance request calculations;
- Expanded on the work she wished to complete on the property;
- Explained the previously recorded variance;
- Pointed out there were no water runoff issues with the property;
- Described the total percentage increase as 72;
- Referred to the impervious surface measurements;
- Stated the calculation included additional sidewalks;
- Spoke of the property's future use as commercial rentals; and
- Expanded on the calculation of each portion of the project.

Commission Member Karjala reported his relationship with Ms. Kurtti as her cousin and asked if he should declare a conflict. The Commission agreed that a conflict did not exist.

Attorney Pederson:

- Expanded on the property's history and previous variance request;
- Stressed the importance of considering the matter before the Commission as a new request;
- Described the existing building as non-compliant with the zoning code and the need for the variance to allow Ms. Kurtti to complete the work she would like to do;
- Inquired of the property's use;
- Expanded on the zoning code and Comprehensive Plan.

Ralph Kumpula:

- Stated he was the Chairman of the Trustees for the church property across the street; and
- Questioned the property's future use.

Chair Olson:

- Expanded on the Shoreland district language; and
- Referred to the Comprehensive Plan language.

Planning Commission Members reviewed and answered the following questions pertaining to the variance request:

1. Is the variance request in harmony with the general purposes and intent of the MMC?  
*Commission answer: Yes*
2. Is the variance request consistent with the Comprehensive Plan and the stated objective to support development of future commercial businesses?  
*Commission answer: Yes*
3. Does the property owner propose to use the property in a reasonable manner not permitted by MMC 15.151.18?  
*Commission answer: Yes*
4. Is the plight of the landowner due to circumstances unique to the property not created by the landowners?  
*Commission answer: Yes*
5. Will the variance alter the essential character of the locality as the property is zoned commercial?  
*Commission answer: No*

**Main Motion: To recommend the City Council approve the variance application submitted by Jensine Kurtti, allowing:**

1. Construction of a 12 x 46 structure on the west side of the existing building;
2. Construction of a 16 x 80 structure on the north side of the existing building; and
3. Accessory sidewalks, not exceeding four feet in width, adjoining the west, east and north sides of the building.

Moved by:	Ellingson
Seconded by:	Kicker
Action:	Motion carried by unanimous voice vote.
In favor:	Karjala, Kicker, Murphy, Ellingson, Olson
Opposed:	None

The meeting was adjourned 6:05 pm.

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Janette M. Bower, Administrator

\_\_\_\_\_  
Liz Olson, Chair

**City of Menahga**  
**Planning Commission Minutes**  
**Thursday, December 21, 2017**

The Menahga Planning Commission held a meeting on Thursday, November 11, 2017. Planning Commission Chair Olson called the meeting to order at 5 pm.

Comprising a quorum of the council, the following members were present:

Liz Olson  
Sam Kicker

Tim Ellingson

Larry Karjala

The Commission reviewed the Comprehensive Plan and discussed the need for grammatical and substantive edits. The Commission agreed to continue their review at the next meeting.

The meeting was adjourned 6:02 pm.

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Janette M. Bower, Administrator

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Liz Olson, Chair



**City of Menahga  
Planning Commission Minutes  
Monday, February 12, 2018**

The Menahga Planning Commission held a meeting on Monday, February 12, 2018. Planning Commission Chair Olson called the meeting to order at 4:30 pm.

Comprising a quorum of the council, the following members were present:

Liz Olson  
Sam Kicker

Tim Ellingson  
Larry Murphy

Larry Karjala

Commission Chair Olson addressed the council regarding her possible conflict of interest and stated she would listen to the presented information and make a decision completely based on the presented facts.

Attorney Pederson explained the legal implications of Ms. Olson's participation in the meeting.

The Commission consented to Ms. Olson's continued participation in the meeting.

Commission Chair Olson read a statement concerning the variance process and the Commission's responsibilities and opened the public hearing.

The following persons testified:

Kevin Wellen, School Superintendent:

- Expanded on the variance application request;
- Stated the shops were being built on existing impervious surface; and
- Spoke of the overall project.

Jon Kangas, Menahga School Board Member, speaking as a citizen:

- Spoke of the existing impervious surface;
- Commented on previous variance requests and variance processes;
- Referred to previous actions taken regarding existing blacktop;
- Expanded on the need to do due diligence on the request; and
- Encouraged the Commission to not make a hasty decision.

Commission Chair Olson closed the public hearing. The discussion turned to the council.

The council raised questions regarding water runoff and MPCA requirements.

The School's engineer:

- Stated the infiltration basin addresses the MPCA requirements;
- Expanded on the MPCA requirements;
- Explained the filter media, water collection, and infiltration process;
- Stated the infiltration basin was intended to capture runoff from the roof, sidewalks, capture sediment and not intended to capture oil spills; and
- Voiced the importance of a maintenance plan to monitor the infiltration basin.

Attorney Pederson guided the Commission through the scope and interpretation provisions in the Menahga Municipal Code regarding variances.

Menahga Municipal Code 151.53 Adjustments and Variances.

1. Variances shall only be permitted:
  - a. When they are in harmony with the general purposes and intent of this section.

Is this variance request in harmony with the general purposes and intent?

Ellingson	No
Karjala	Yes
Kicker	Yes
Murphy	Yes
Olson	Abstain

- b. When the variances are consistent with the Comprehensive Plan.

Is this variance request consistent with the Comprehensive Plan?

Ellingson	Yes
Karjala	No
Kicker	Yes
Murphy	Yes
Olson	Abstain

Practical difficulties:

1. The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.

Does the property owner propose to use the property in a reasonable manner?

Ellingson	No
Karjala	Yes
Kicker	No
Murphy	Yes
Olson	Abstain

2. The plight of the landowner is due to circumstances unique to the property not created by the landowners.

Is the landowner plight unique to the property and not created by the landowner?

Ellingson	Yes
Karjala	Yes
Kicker	Yes
Murphy	Yes
Olson	Abstain



3. The variance, if granted, will not alter the essential character of the locality.

Will the essential character of the locality be altered?

Ellingson	No
Karjala	No
Kicker	No
Murphy	Yes
Olson	Abstain

The Commission discussed the provided information and unanimously agreed to advise the Council to deny the request based on lack of information concerning the project.

The meeting adjourned at 5:58 pm.

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Janette M. Bower, Administrator

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Patrick Foss, Mayor



**City of Menahga**  
**Planning Commission Minutes**  
**Thursday, March 22, 2018**

The Menahga Planning Commission held a meeting on Thursday, March 22, 2018. Planning Commission Chair Olson called the meeting to order at 5 pm.

Comprising a quorum of the council, the following members were present:

Liz Olson  
Larry Murphy

Tim Ellingson  
Sam Kicker

Larry Karjala

The Commission discussed and amended portions the Comprehensive Plan. The Commission agreed to continue the process during the next meeting.

The Commission discussed the variance process and possible future amendments to the zoning code.

The meeting adjourned at 6:24 pm.

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Janette M. Bower, Administrator

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Liz Olson, Chair



**City of Menahga  
Planning Commission Minutes  
Thursday, April 19, 2018**

**A. Call to Order**

The Menahga Planning Commission held a meeting on Thursday, April 19, 2018. Planning Commission Chair Olson called the meeting to order at 5 pm.

**B. Roll Call**

Comprising a quorum of the council, the following members were present:

Liz Olson	Tim Ellingson
Larry Murphy	Sam Kicker

Edward Prater:

- Described his ownership of the "old bus garage" property;
- Stated he has owned it for 20 years;
- Expanded on the property's use as storage;
- Voiced his desire to sell the contents in the building and the building;
- Stated the property is zoned residential and voiced concern over the zoning designation; and
- Expanded on the possible uses for the property.

Mr. Prater was provided information regarding the zoning designations and allowable uses.

**C. Comprehensive Plan Update**

The Commission discussed and amended portions the Comprehensive Plan. The Commission agreed to continue the process during the next meeting.

**D. Meeting Adjourned**

**Main Motion: To adjourn the meeting at 6:18 pm**

Moved by:	Ellingson
Seconded by:	Kicker
Action:	Motion carried by unanimous voice vote.
In favor:	Kicker, Murphy, Ellingson, Olson
Opposed:	None

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Janette M. Bower, Administrator

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Liz Olson, Chair



# Variance Application









## **Public Notice**

The City of Menahga Planning Commission will hold a public hearing during their meeting on Thursday, May 17, 2018. The meeting will begin at 5 pm and will be held in the Menahga City Council Chambers, located at Menahga City Hall, 115 2<sup>nd</sup> St NE, Menahga, MN.

The purpose of the public hearing is to review and make a recommendation to the City Council concerning the variance application submitted by Trinity Junes, dba, North Country Motorsports, concerning his property located at 112 Aspen Avenue SE.

The property is in the Commercial Business (CB) and Shoreland (SD) Districts. The application requests a variance from the SD language limiting the impervious surface coverage to 30 percent.





**City of Menahga**  
**115 2<sup>nd</sup> Street NE • PO Box C**  
**Menahga, MN 56464**  
**218-564-4557**  
[www.cityofmenahga.com](http://www.cityofmenahga.com)

**Variance Application**  
**(\$150.00 Application Fee)**

Application date: 4-16-2018

**Applicant name:** Trinity Junns

Mailing address: P.O. Box 40

City: Menahga State: MN Zip: 56464

Phone numbers: \_\_\_\_\_

Email address: \_\_\_\_\_

**Property address:** 112 Aspen Ave SE, Menahga, MN 56464

Parcel #: 17-300-0160

Property size: 50 Width 140 Length 7000 Total square feet

What is the property's current use?: \_\_\_\_\_

The property is currently zoned:

- |   |  |
|---|--|
| <input type="checkbox"/> A-R, agricultural residential    | <input type="checkbox"/> R-1, one-to four-family residence |
| <input type="checkbox"/> R-2, multiple-family residence   | <input type="checkbox"/> C-B, central business             |
| <input checked="" type="checkbox"/> C-1, commercial       | <input type="checkbox"/> C-2, highway commercial           |
| <input type="checkbox"/> I, industrial                    | <input type="checkbox"/> S-D, shoreland district           |
| <input type="checkbox"/> M-H, manufactured home residence |  |

Explain in detail the reason for your request:

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Please feel free provide any additional supporting documents and data to help this request.

**Applicant statement.** I certify that I am the applicant named in this application and that I have familiarized myself with the zoning information with respect to preparing and filing this application. I further certify that the statements made in this application are true and accurate to the best of my knowledge.

  
Applicant Signature

4-16-2018  
Date

  
Zoning Administrator

4/16/18  
Date

**Office Use**

Date application received: 4/16/18  
Filing fee included?: yes  
Forwarded to the Planning Commission on: 5/17/18  
Planning Commission meeting date: 4/30/18  
Notices were mailed to the property owners on:  
Planning Commission decision was forwarded to the Council on:  
City Council meeting date:  
Resolution Number:  
Did the Council adopt the resolution?:  
Effective date:

North Country Motorsports Variance letter

Dear all City of Menahga, MN members

I Trinity Junes "Owner" Of North Country Motorsports, located at the address of.. 112 Aspen Ave. SE Menahga, MN. I am requesting a Variance, to Pave/Asphalt a 18'x 90' section of dirt, connecting my parking lot to the side street of 1st SE.

Paving this section of property will not only help the appearance, and function of my business, it will help the city center of Menahga, look great, help keep dirt off of 1st SE, and hwy 71. It will also help stop dirt from flowing into the main sewer line, at the corner of hwy 71 and 1st SE. It will also provide more clean side street parking, for the city of Menahga, during busy events.

I had local paving professionals assess the property with all of the paving options. Asphalt was recommended to be the best option.

Thank you for your time and consideration

Sincerely

A handwritten signature in cursive script, appearing to read "Trinity Junes", written over a horizontal line.

Trinity Junes

4/16/2018









**City of Menahga**  
**"The Gateway to the Pines"**



**115 2<sup>nd</sup> Street NE**  
**PO Box C**  
**Menahga, MN 56464**  
**218-564-4557**  
**www.cityofmenahga.com**

April 30, 2018

Dear Property Owner,

The Menahga Planning Commission will hold a public hearing on Thursday, May 17, 2018. The purpose of the public hearing is to review the variance application submitted by the Trinity Junes, dba North Country Motorsports. The property address is 112 Aspen Avenue SE Menahga, MN.

The property is located in both the Commercial Business and Shoreland Districts. The Shoreland district limits the amount of impervious surface to 30 percent. If approved, the variance increases the amount above the allowable amount.

The meeting will begin at 5 pm in the City Council Chambers located at 115 2<sup>nd</sup> St NE Menahga, Minnesota.

Please note that the Planning Commission's recommendation will be forwarded to the Menahga City Council. The City Council will address the issue during their June 11, regular city council meeting.

If you wish to comment on this issue, you may do so by attending the public meeting or by providing written comment to the Planning Commission by May 17. Written comments may be faxed to 564-4612 or emailed to [jbower@cityofmenahga.com](mailto:jbower@cityofmenahga.com). Please call 564-4557 with questions.

Sincerely,

Janette M. Bower, MMC  
City Administrator

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For the following reason, I am ✓:  In favor of  Not in favor  Have no objections  
to be proposed variance:

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Name: Jay Pokorny - LAC Farm + Home Store  
Address: 12 Birch Ave. SE

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**City of Menahga  
Variance Criteria**

**Junes 2018 – Variance Request**

Menahga Municipal Code 151.53 Adjustments and Variances.

1. Variances shall only be permitted:
  - a. When they are in harmony with the general purposes and intent of this section.

Is this variance request in harmony with the general purposes and intent?

Ellingson	
Karjala	
Kicker	
Murphy	
Olson	

- b. When the variances are consistent with the Comprehensive Plan.

Is this variance request consistent with the Comprehensive Plan?

Ellingson	
Karjala	
Kicker	
Murphy	
Olson	

Practical difficulties:

1. The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.

Does the property owner propose to use the property in a reasonable manner?

Ellingson	
Karjala	
Kicker	
Murphy	
Olson	

2. The plight of the landowner is due to circumstances unique to the property not created by the landowners.

Is the landowner plight unique to the property and not created by the landowner?

Ellingson	
Karjala	
Kicker	
Murphy	
Olson	

3. The variance, if granted, will not alter the essential character of the locality.

Will the essential character of the locality be altered?

Ellingson	
Karjala	
Kicker	
Murphy	
Olson	