

SCAMBLER TOWNSHIP SPECIAL BOARD MEETING MINUTES-APPROVED

MONDAY, AUGUST 8, 2022, 7:00 PM

Present: Nancy Hebert, Todd Langseth, Philip Rotz, and Bob Seifert.

The special town board meeting was called to order at 7:00pm by Chairperson Nancy Hebert.

Agenda: Zoning applications and Road Policy articles 4,5,6.

- 1) U Motors site permit application – discussion on Otter Tail County pervious/non pervious requirements. Todd Langseth will follow up with application.
- 2) Terry Trader request for vacation of part of a road right of way – discussion by the board re: legal description of the road vs. Otter Tail County GIS map. Bob Seifert will contact OTC to get the legal description of the road. Nancy Hebert will notify Terry Trader of the board's discussion and decision to get the legal description before any decision will be made by the township board.
Note: Upon discussion with OTC, the township will be updating the township roads with Otter Tail County in the future.
- 3) Cha Rosa Beach approach permit – when examining Cha Rosa Beach Road for repairs needed, it was determined that one of the landowners will be required to obtain a township approach permit application. The landowner was notified that an approach permit would be required but there has been no reply or application submitted since the discussion.
- 4) Pelican Properties LLC., has submitted a Conditional Use Permit application to build four residences on a parcel of land off County Road 9. The land is currently zoned agricultural/commercial and would require changing the land classification to residential and therefore, a public hearing would also be required. Upon further discussion, the town board noted that there is only 2.83 acres of land in the parcel. The Otter Tail County zoning ordinance, requires 2.5 acres per residence so a minimum of 10 acres would be needed to build four residences. Todd Langseth will notify the landowner of the board's decision. Philip Rotz made a motion to refund the \$400 Conditional Use Permit application fee. The motion was seconded by Bob Seifert. Motion approved.
- 5) A landowner has requested permission to build additional tiny log homes on his property. A previous Conditional Use Permit was granted by the township in September, 2007 with conditions attached. The site for the log homes was to be operated as a campground from May 1 to September 30 each year. The board discussed if this is to remain a camp ground or if the log homes would become residential homes. If they are to remain seasonal, an updated Conditional Use Permit would be required for additional log homes to be added. However, if the homes were to become residential, the land would have to be platted for residential following the zoning ordinance requirements for residences. Additional information will be needed for any further board action.
- 6) Brief discussion on another potential building development. A determination of proximity to lake shore will be required for the board to take any further action. The development could be within Otter Tail County Shoreland Management jurisdiction.

- 7) Discussion on reviewing Road Policy articles 4, 5, and 6 at this meeting or review them at the regular board meeting on August 16, 2022. Articles 4 and 5 will be reviewed at the regular monthly board meeting on August 16 and articles 6, 7, 8, and 9 will be reviewed at later town board meetings as time allows.
- 8) Mr. Rodney Hagen requested the town board to add his lake shore development road as a township road at the July 19, 2022 town board meeting. The town board needed clarification by OTC Shoreland Management. Nancy Hebert called OTC Shoreland Management and was informed that a plat approval was needed by the town board not addition of his road as a township road. The town board chairperson signed the plat approval at the regular township board meeting on August 16, 2022.
- 9) A rebuild of 473rd St was discussed. MATs informed the Road Supervisor that if the road project is under \$175,000, only two quotes are required. Sealed bids are required at any project over the \$175,000. Two quotes will be attained to be presented to the board at the August 16, 2022 regular board meeting. The City of Pelican Rapids is a landowner along 473rd St and requires a Temporary Easement to be signed by the city and the township. Nancy Hebert made a motion for Philip Rotz to consult attorney, Zenas Baer to determine if temporary easements are needed for any landowner on 473rd St. Bob Seifert seconded the motion. Motion approved.

The town board special meeting was adjourned at 8:19 pm.

A clerk was not present for the meeting. Minutes were transcribed from a cell phone audio recording of the meeting.

Respectfully submitted, Sandy Tingelstad, Scambler Township Clerk