

## 2013 ANNUAL SHORELAND ORDINANCE ADMINISTRATIVE ACTIVITIES REPORT



2013 Shoreland Block Grant Amount: \$ 2,647.00

**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? Yes (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? Stephanie Klamm (name of DNR staff person)
  - b. How do you notify them? Mail and Email (mail, e-mail, other)
  - c. What information do you provide? Twp., Sec. #, Landowner Name, Body of Water  
(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	0	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)	0	0	0

8. If variances are approved with conditions, what are some examples of typical conditions?  
Fence Placement and Fence Reflectivity for safety issues.
9. If variances are approved without conditions, why not?  
Variance was for setback issues. Variance took care of the set back issues.
10. For approximately what percent of variance inquiries in 2013 were alternative solutions found that eliminated the need for an actual variance application? 100%
11. If alternative solutions were found, what are some typical examples?  
People decided to build outside of the shoreland area to avoid the variance process.

## 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	0	0	0
Non-PUD or standard Plats	0	0	0
Lot Splits or admin subdivisions	0	0	0

## Permits

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

- New construction on previously undeveloped lots: 0 (total # of permits)
- Redevelopment (e.g., expansion of structures, substantial improvements, new structures added to developed lots): 0 (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? No (yes or no)  
If yes, describe 2013 activities in the space below:

## Other

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

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:  
The Kittson SWCD has received Clean Water Funds to be used with CCRP Funds, to establish grass filter strips adjacent to perennial/intermittent streams in the Lake Bronson Watershed. These 100 to 120 feet wide grass filter strips will keep farmers away from these streams.

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## Contact Information

County: Kittson  
Contact Person: Darren Carlson Title: Kittson SWCD District Manager  
E-Mail Address: darren.carlson@mn.nacdnet.net  
Phone Number: (218) 843-2619 Ext. 3

*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](mailto: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!*